



**Higher Education Commission
Statistical Information Unit (SIU)
Proforma for Ph.D. Country Directory (PCD)**

For HEC use

No.

To,
D.G S.I.U
HEC, Islamabad

Please find below PCD proforma of the PhD scholar for entry in PhD Country Director (PCD).

Note: All fields are mandatory

S. No.	Name of University, Department and Subject	
1.	Name of university	
2.	Sector	<input type="checkbox"/> Public <input type="checkbox"/> Private
3.	Name of department	
4.	Subject	
5.	Subject Discipline	<input type="checkbox"/> Sciences <input type="checkbox"/> Social Sciences <input type="checkbox"/> Engineering/Technology

S. No.	Details of Scholar	
1.	Name	
2.	CNIC No.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>
3.	Contact information	Mobile:
		Landline:
		Email:
4.	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
5.	Is the graduate an HEC Scholar?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.	Title of dissertation	
7.	Date of enrollment in university	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (DD/MM/YYYY)

S. No.	Details of Examinations and Dissertation Defense	
1.	Date of comprehensive examination.	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (DD/MM/YYYY)
2.	Date of approval of Synopsis/Research Proposal by the BASR or equivalent statutory body.	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (DD/MM/YYYY)
3.	Date of submission of Ph.D. dissertation to university before foreign evaluation	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (DD/MM/YYYY)
4.	Date of successful defense of Ph.D. dissertation	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (DD/MM/YYYY)
5.	Date of Notification for the award of Ph.D. Degree	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (DD/MM/YYYY)

Signature & stamp
Principal Supervisor
Dated:

Signature & stamp
Controller of Examination
Dated:

Signature & stamp
Vice Chancellor/Rector
Dated:

Name of Scholar:

CNIC:

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Date:

S. No.	Details of Supervisor																	
1.	Name																	
2.	Designation																	
3.	BPS or TTS																	
4.	Detail of University/Institute Employed during the period of supervision of PhD Scholar	University Name: Designation: BPS or TTS: Date of Joining: Date of Relieving:																
5.	Detail of University/Institute Currently employed (If currently employed at other institution)	University Name: Designation: BPS or TTS: Date of Joining: Date of Relieving:																
6.	CNIC	<table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td>-</td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td>-</td><td> </td></tr></table>						-									-	
					-									-				
7.	HEC approved Supervisor (during the period of supervision of PhD Scholar)	<input type="checkbox"/> Yes <input type="checkbox"/> No																
8.	Subject of specialization																	
9.	Contact information	Address:																
		Email:																
		Contact No.																

Details of Foreign Reviewers	
Details of external (foreign) reviewer-1	Name:
	Designation:
	Institute/University:
	Department:
Postal & email address (professional/ official)	Postal address:
	Email address:
	Country:
Details of external (foreign) reviewer-2	Name:
	Designation:
	Institute/University:
	Department:
Postal & email address (professional/ official)	Postal address:
	Email address:
	Country:

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Date:

Details of mandatory published research paper relevant to thesis by the Ph.D. graduate on the basis of which Ph.D. degree awarded <i>(please give information of one relevant paper only)</i>	
Name of Author(s)	
Title of paper	
Subject discipline	<input type="checkbox"/> Sciences <input type="checkbox"/> Social Sciences
Type of Journal (national/international)	
Title of HEC recognized journal	
Was Journal HEC recognized at the Time of Publication	<input type="checkbox"/> Yes <input type="checkbox"/> No
Category of the Journal at the time of Publication	<input type="checkbox"/> W <input type="checkbox"/> X <input type="checkbox"/> Y <input type="checkbox"/> Z <input type="checkbox"/> IF Mention IF _____
Discipline/Type of journal*	
ISSN of journal (print)	
ISSN of journal (online)	
URL of paper/article	
Volume, number, and year	
Page(s) no. in journal	
Date of Publication Online (DD-MM-YY)	
Date of Publication Print (DD-MM-YY)	

*Engineering & Technology, Health Sciences, Natural Sciences, Agriculture, Arts & Humanities, Business Education, Social Sciences or Multi-Disciplinary.

S. No.	Check list of Mandatory Documents Required and Attached	Ticked
1.	PCD Proforma duly signed & stamped on each page by Controller of Examinations, Vice Chancellor/Head of the Institution and Supervisor	<input type="checkbox"/>
2.	Notification for the award of Ph.D. Degree	<input type="checkbox"/>
3.	Copy of Ph.D. dissertation (both hard and soft) <i>Soft copy of dissertation must be in a single pdf file</i>	<input type="checkbox"/>

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Dated:

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Dated:

Signature & stamp
Vice Chancellor/Rector

Dated:

Name of Scholar:

CNIC:

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Date:

S. No.	Check list	Tick	
		Yes	No
1.	Overall Similarity Index less than $\leq 19\%$ and single source $< 5\%$ using turnitin software	<input type="checkbox"/>	<input type="checkbox"/>
2.	Duration of PhD Studies between 3 to 8 years	<input type="checkbox"/>	<input type="checkbox"/>
3.	PhD thesis evaluated by two foreign evaluators from technologically/academically advanced countries as per HEC policy	<input type="checkbox"/>	<input type="checkbox"/>
4.	At least one research paper published from PhD thesis and during PhD studies in HEC recognized journal of specified category	<input type="checkbox"/>	<input type="checkbox"/>
5.	Supervisor same university	<input type="checkbox"/>	<input type="checkbox"/>
6.	The PhD scholar admitted in an approved PhD Program (after issuance of NOC by QAD, HEC)	<input type="checkbox"/>	<input type="checkbox"/>
7.	The Scholar completed minimum 18 credit hours course work as a requirement of PhD degree award	<input type="checkbox"/>	<input type="checkbox"/>
8.	The Scholar qualified comprehensive examination within first two years after admission	<input type="checkbox"/>	<input type="checkbox"/>
9.	The PhD scholar enrolled in the PhD program after meeting admission criteria (CGPA 3.0/4.0 or 1st division in MS/MPhil/Equivalent Degree and qualified required admission entry test)	<input type="checkbox"/>	<input type="checkbox"/>

UNDERTAKING

This is to certify that the Ph.D. degree has been awarded to the scholar after compliance of rules, regulations, criteria and policies of both HEC and University/Degree Awarding Institute. The PCD Proforma has been filled completely, no field has been left blank or unchecked. The information provided in the PCD proforma and supporting documents attached are correct and as per actual record of the university. In case, if it is discovered at any stage that the degree has been awarded to the scholar in violation of rules/regulations, criteria or policies of HEC and/or the University, the HEC will reserve the right to take action against the University, Supervisor, and/or the Scholar, under the applicable policies and law.

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