



Eligibility Assessment to be a PhD Supervisor

This proforma along with required evidences will be submitted by the faculty members concerned on the expiry of PhD Approved Supervisorship

PERSONAL INFORMATION:

Name of faculty member: _____ CNIC No: _____ - _____ - _____

Contact No. _____ Email: _____

Date of Joining TUF: _____ Post held: _____

Completion of PhD Year: _____ Department /Faculty: _____

No. of PhD Scholars under supervision: _____ No. of PhD Scholars Supervised (Completed): _____

Remained HEC Approved Supervisor (duration): _____

GUIDELINES

- a. This proforma is based on HEC GEP-2023 guideline and aimed to meet the minimum requirement set for a TUF faculty member to supervise a PhD scholar.
- b. Any proposal for change in this proforma to enhance the capacity / standard of approved PhD supervisors may be suggested to the Convener of the committee. If found appropriate, the suggested change will be added after due approval of the relevant statutory bodies.
- c. The status of approved supervisor will be for 03 years after approval from Committee. After 03 years, fresh application will be submitted for next tenure of PhD approved supervisorship.

S. No.	GEP 2023 Clause	Criteria to be a PhD Supervisor	Evidence required to validate/ Condition to be fulfilled	Proof attached Yes / No	For Office use Only (✓/×)
1.	4.2.1.i	Shall be a PhD degree holder complying with the criteria and standards provided in this policy	Guideline: PCD Number/Attested copy of PhD degree /Equivalence of PhD (in case of foreign PhD). Details are given in clause 4.2.1 (General conditions to supervise doctoral research) in the GEP-2023		
	4.2.2.i.a	Obtained a PhD degree from an HEC recognized national/international university/degree awarding institute (DAI)			
2.	4.2.1.ii	Is relevant to the student's PhD research field	Guideline: To be recommended by the HoD and Dean of Faculty		
3.	4.2.1.iii	Should have NO CONFLICT OF INTEREST in personal, financial, or professional stakes	Guideline: At time of supervision allotment and thereafter		
4.	4.2.1.iv	Should have the time and availability to supervise PhD dissertation and give clear and constructive feedback	Guideline: Attach teaching workload of last two semesters and detail of MPhil/PhD students under supervision		
5.	4.2.1.v	Should be capable of conducting themselves in a professional and respectful manner throughout the supervision process	Guideline: A statement from the HR that supervisor was not found guilty in past regarding behavioral, professional or ethical misconducts		
6.	4.2.1.vi	Should be capable of maintaining confidentiality and protecting the intellectual property (IP) of the dissertation	Guideline: Supervisory committee is responsible for protecting rights (IPR) of student's research work		
7.	4.2.1.vii	Should, primarily, be a regular/adjunct faculty member of the supervisee's University/HEI/DAI	Guideline: Regular/adjunct faculty in the department where PhD Program is being offered		
8.	4.2.1.xii	The guidelines for PhD supervision should be followed in letter and spirit, as prescribed in this policy	Guideline: Affirmed?		
9.	4.2.2.i.b	i. Has qualified Basic level course: to supervise students of MS/MPhil/ equivalent degrees	Guidelines: Qualified the required course at the time of orientation session after appointment at TUF		
		ii. Has qualified advance level course: to supervise PhD researchers			
10.	4.2.2.i.c	Be a regular/adjunct faculty member or researcher at a public or private university or DAI	Guideline: Notification from the Registrar/HR		

11.	4.2.2.ii	Publication Requirements			
12.	4.2.2.ii	In addition to fulfilling the General Requirements, a PhD supervisor must publish research articles in the HEC's recognized research journals and the category specified in the HJRS for the publication year. These conditions are different for different disciplines and aim to ensure that the potential PhD supervisor is an active researcher.	Publishing in HEC category journals and participating in conferences/ seminars/workshops or other platforms relevant to their fields of expertise		
13.	4.2.2.ii-A	Specific Publication Requirements for Science and Technology	Explanation: These conditions will also be applicable to the regular/ adjunct faculty members appointed within the last three years of their date of joining at TUF. Guideline: Publications to be verified by the Committee for their category from the past or existing databases, as may be applicable, for the year of publication of an article.		
14.	4.2.2.ii.A	i. Within the last 3 years after PhD: at least one research publications in W category journal. OR ii. Within last 5 years after PhD: at least five research publications in X category journal.			
15.	4.2.2.ii.B	Specific Requirements for Social Science, Arts and Humanities and Business Education			
16.	4.2.2.ii.B	i. Within the last 3 years after PhD: at least one research publications in W category journal. OR ii. Within last 5 years after PhD: at least five research publications in X and Y category journal.			
17.	4.2.2.ii.C	Specific Requirements for Regional and National Languages			
18.	4.2.2.ii.B	i. Within the last 3 years after PhD: at least one research publications in X category journal. OR ii. Within last 5 years after PhD: at least five research publications in X or Y category journal.			

Signature of faculty member concerned (with date): _____

Endorsed by Reporting Officer (Head/Principal/Director: Signature/Date): _____
(After verification)

Dean concerned (Signature with date): _____
(After cross verification)

PhD approved supervisor Assessment Committee

(Convener)

Director Academics /(Member)

Director Quality Enhancement Cell (Member)

Verified by

Registrar _____

Approved by

Rector: _____