RULES AND REGULATIONS
FOR
POSTGRADUATE PROGRAMMES

JULY 2022

الجامعــة الإسلاميــة للتكنولوجيا
ISLAMIC UNIVERSITY OF TECHNOLOGY (IUT)
ORGANISATION OF ISLAMIC COOPERATION (OIC)

PREFACE

Islamic University of Technology (IUT) is a subsidiary organ of Organisation of Islamic Cooperation (OIC), representing fifty-seven member countries from Asia, Africa, Europe and South America. IUT has been mandated to develop human resources of the Member States of the OIC in engineering and technology, and technical and vocational education for the benefit of the Islamic Ummah.

This unique educational institution was initially established in Dhaka, Bangladesh as the Islamic Centre for Technical and Vocational Training and Research (ICTVTR) in pursuance of a resolution of the Ninth Islamic Conference of Foreign Ministers (ICFM), held in Dakar, Republic of Senegal, 24-28 April 1978. ICTVTR was renamed as the Islamic Institute of Technology (IIT), by the Seventh Islamic Summit and the 22nd ICFM held in Casablanca, Morocco during 10-15 December 1994. In appreciation of the activities of IIT, the 28th session of the ICFM held in Bamako, Republic of Mali on 25-27 June 2001, renamed IIT as Islamic University of Technology (IUT).

The educational institution became operational in 1986 as ICTVTR and started offering regular academic programmes like Master, Bachelor and Diploma courses in Technical Education, Higher Diploma in Engineering, etc. From the academic year 1996-97, it started offering 4-Year B. Sc. Engineering in Electrical and Mechanical Engineering Courses while 4-Year B. Sc. in Computer Science and Information Technology was introduced in 1998-99. To meet the heightened requirements of specialization in engineering and to help the OIC Member states to keep pace with the fast changing technological milieu, Governing Board of IUT, on the recommendation of its Academic Council approved the offering of Post Graduate courses also in engineering and technology in the fields of Electrical & Electronic Engineering, Mechanical Engineering and Computer Science & Information Technology, leading to the award of Post Graduate Degrees of M.Sc. Engg., M. Engg. and Post Graduate Diploma.

Before introducing the above programmes a group of experts prepared the Rules and Regulations for Postgraduate Programmes in Engineering and Technology which were recommended by the Academic Council of the University in its 35th meeting held during 3 May 2000 for the consideration of the Governing Board of IUT. The

Board in its 25th Meeting held on 20-23 November 2000 approved the Rules and Regulations which were published in the printed form in January 2001.

In course of time, the University recruited a number of experienced faculties with Ph.D. having outstanding research capabilities who are capable of supervising Doctoral programmes. To materialize the aspiration of introducing the Ph.D. programmes in IUT, the academic council of the university in its 49th meeting in 2005, approved the Rules and Regulations for Doctor of Philosophy (Ph.D.) programmes in Engineering, Technology and Technical Education.

In order to accommodate the changing scenario of the Post-Graduate programmes, some of the rules and regulations have been modified, amended and approved by the competent statutory bodies of IUT over the years.

To facilitate referencing and for easy retrieval, all these Rules and Regulation and their modifications and amendments are presented here in this publication in a unified way.

Prof. Dr. Mohammad Rafiqul Islam
Vice-Chancellor, IUT

Dhaka, 2022

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Rules and Regulations for Postgraduate Programmes

A. General Rules

1.0 Committee for Advanced Studies and Research (CASR)

To look after the Postgraduate Programmes in Engineering, Technology, Technical Education and coordinate activities among the departments of lUT, there shall be a Committee for Advanced Studies and Research (CASR) consisting of:

Vice-Chancellor	Chairman
Pro-Vice-Chancellor	Member
Deans of Faculties	Member
Heads of all Departments and institute	Member
One Professor from each Teaching Department nominated by the VC	Member
Registrar	Member
Three external members nominated by the VC (one from industry and two from academia)	Member
Head, REASP	Member-Secretary

2.0 Departmental Postgraduate Committee (PGC)

Each Department offering Postgraduate Degrees/Diplomas will have a Departmental Postgraduate Committee abbreviated as PGC consisting of:

Head of the Department	Chairman
Professors/Associate Professors/ Assistant Professor with PhD of the Department	Member
Full-time Teachers offering postgraduate courses in the Department	Member
Two external members nominated by the VC (One from academia and one from industry)	Member

The Committee will select the Member Secretary from amongst the Members.

3.0   Modification of Rules and the Regulations

The Academic Council will approve the addition or modification of the Rules and Regulations on the recommendation of CASR.

4.0   Grading System

4.1   Final grades for courses shall be recorded as follows:

Numerical Grade (in percentage)	Letter Grade	Grade Points	
80 & above	A+	4.00	
75 to <80	A	3.75	
70 to <75	A-	3.50	
65 to <70	B+	3.25	
60 to <65	B	3.00	
55 to <60	B-	2.75	
50 to <55	C+	2.50	
45 to <50	C	2.00	
Less than 45	F	0.00	
	I		Incomplete
	W		Withdrawn
	S		Satisfactory
	U		Unsatisfactory

The minimum average CGPA to pass will be 2.50.

If a student obtains "C+" or "C" grade he/she may be allowed to improve the grade of the course(s) by retaking the course(s) on payment as per course fee. However, it should be mentioned in his/her grade sheet.

4.2   Courses in which the student gets F shall not be counted towards credit hour earned and for the calculation of Grade Point Average (GPA).

4.3   Grade I is given only when a student is unable to sit for the examination of a course at the end of a semester because of circumstances beyond his control. S/he must apply to the Head of the concerned Department through his/her advisor/supervisor within one week after the examination to get an I grade in that course. It must be completed within the next two semesters if other rules permit otherwise the I becomes an F grade. The student may however be allowed to register for the course again by paying required of fees, after obtaining the F grade.

4.4 A student may be permitted to withdraw and change his/her course within the specified period with the approval of his/her advisor/supervisor, Head of Department and concerned course teacher(s). A student shall withdraw officially from a course within three weeks of the commencement of the semester or else his/her course shall be recorded as F unless he/she is eligible to get a grade of I.

4.5 Students may register for non-credit course(s) as audit course(s) on the recommendation of their advisors or the thesis/project supervisor and Head of Department. However, the grade for such a course will not be counted for calculating the CGPA.

4.6 Numerical markings may be made in answer scripts, tests etc. but all final grading to be reported to the Registrar shall be in the letter grade as defined in article 4.1.

5.0 Conduct of Examinations

5.1 In addition to **class** tests, assignments, projects and/or examinations during the semester as may be given by the teacher concerned, there shall be a written examination covering the whole course carrying **50%** of the total marks for each of the subjects offered, at the end of the semester, the dates of which will be announced by the Registrar in advance, as advised by the Head of the concerned Department. The final grade in a subject shall be submitted by the teacher concerned to the Head of the Department.

5.2 The Registrar shall keep up to date record of all the grades obtained by a student. Grades should be announced by the Registrar at the end of each semester. In addition, each student is entitled to receive one official transcript from the University without any fee at the completion of the academic programme from the Registrar, subject to the clearances from all Departments and Offices.

6.0 Striking off and Removal of Names from the Rolls

The name(s) of the student(s) shall be struck off and removed from the rolls by the university on the following grounds:

i) Non-payment of fees and dues within the prescribed period. Full-time postgraduate student(s) residing in the Halls of Residence shall be subject to the conditions of the Halls as given by the Authorities of the University.

ii) Failing to comply with the rules and regulations of the University.

iii) Failing to make satisfactory progress in his/her programme as

reported by the Supervisor/Advisor through the Doctoral Committee/PGC and approved by CASR.

    iv)   Forced to discontinue his/her studies under disciplinary rules.

    v)   Withdrawn officially from all courses including thesis/project.

7.0 Academic Fees

Students shall have to pay prescribed fees as determined by the appropriate authority of the University from time to time (Appendix-I).

8.0 Tuition Waiver

    i)   IUT faculty members will receive 100% tuition-waiver[**] at the Ph.D. Level

    ii)   In addition, one full time Ph.D. student per department per year will receive 100% tuition-waiver.

    iii)   At the M.Sc. level, IUT faculty members will receive 50% tuition-waiver

    iv)   At the M.Sc. level, two full time students in each department per year will receive100% tuition-waiver.

9.0 Refund of Fees

A student withdrawing in writing from all courses including thesis/report, if any, registered in a semester is entitled to get a refund of the paid course fees for that semester at the following rates.

    i)   If withdrawal is made before the start of regular classes the amount of refund will be 96% of the deposited amount.

    ii)   If withdrawal is made within 30 days after the date of starting of regular classes, the refund will be 88% of the deposited amount.

    iii)   If the withdrawal is made after 30 days but within 60 days from the date of starting the classes the amount of refund will be 56% of the deposited amount.

    iv)   If withdrawal is made after 60 days but before the end of the regular classes of the semester, the amount of refund will be 24% of the deposited amount.

No refund will be admissible thereafter.

10.0 Other Academic Regulations

Rules and regulations regarding examination, discipline etc. which are not covered by these rules and regulations will be covered by the relevant provisions given in the Academic Regulations of the University.

11.0   Teaching/Research Assistantship

A post-graduate student may work as a Teaching/Research Assistants and will help the faculty members to carry out the Department's teaching, research and services. The detailed guidelines governing the appointment of these assistants are given in Appendix-II.

12.0   Attendance of Convocation

After successful completion of all the requirements, payment of all fees and successful defense of the thesis/project, if any, the Examination Committee/PGC on the recommendation of the Supervisor can send the result to the Academic Council through Head for approval. When the Academic Council approves his/her passing, the student can attend the Convocation for the award of Diploma/Degree or can obtain the certificate in absentia.

B. Rules for Master's and Postgraduate Diploma Programmes

13.0   Degrees and Diplomas Offered

The Post-graduate Degrees and Diplomas to be offered under this programme are as follows:

a)   Master of Science in
  i) Computer Science and Engineering abbreviated as M.Sc. Engg. (CSE)
  ii) Computer Science and Applications abbreviated as M.Sc. (CSA)
  iii) Electrical and Electronic Engineering abbreviated as M.Sc.Engg. (EEE)
  iv) Mechanical Engineering abbreviated as M.Sc. Engg. (ME)
  v) Technical Education abbreviated as M.Sc.(TE)
  vi) Civil Engineering abbreviated as M.Sc. Engg. (CE)

b)   Master of Engineering in
  i)   Electrical and Electronic Engineering abbreviated as M. Engg. (EEE)
  ii) Mechanical Engineering abbreviated as M. Engg (ME)
  iii) Computer Science and Engineering abbreviated as M. Engg. (CSE)
  iv) Civil Engineering abbreviated as M. Engg. (CE)

c) Postgraduate Diploma in
   i) Computer Science and Engineering abbreviated as PGD (CSE)
   ii) Computer Science and Applications abbreviated as PGD (CSA)
   iii) Electrical and Electronic Engineering abbreviated as PGD (EEE)
   iv) Mechanical Engineering abbreviated as PGD (ME)
   v) Technical Education abbreviated as PGD (TE)
   vi) Civil Engineering abbreviated as PGD (CE)

d) Any other PG program approved by the University.

14.0 Admission

14.1 For admission to a course leading to the award of the Degree/Diploma of M.Sc. Engg./M.Engg./ PGD in different Engineering disciplines, a candidate must have obtained B.Sc. Engg./4-year B.Sc. Degree in the relevant branch or equivalent from any recognized institution, having a minimum CGPA of 3.0 out of 5.0 or 2.5 out of 4 in the relevant Bachelor's programme and good performances in public examinations.

14.2 For admission to a course leading to M.Sc.(CSA) and PGD(CSA), a candidate must have Bachelor of Science degree in any field of engineering or 4-year B.Sc. Degree or its equivalent with sufficient background of Mathematics and Computer.

14.3 For admission to the course leading to one year M.Sc.(TE) a candidate must have 1 year PGD(TE) or its equivalent with minimum CGPA of 3.0 out of 5.0 or 2.5 out of 4.0 and preferably should be an employee in any organization as a teacher or instructor.

14.4 For admission to two year M.Sc.(TE) programme, a candidate must have B.Sc.(TE)/B.Sc. Engg. /B.Sc.(Tech) degree with a minimum CGPA of 3.0 out of 5.0 or 2.5 out of 4.0.

14.5 Students for Masters programme can register on a full-time or a part-time basis and for PGD programme on Full-time basis only. Full-time students shall take a minimum of 9 credits and maximum of 12 credits per semester. Part-time students shall take a minimum of 6 credits and maximum of 9 credits per semester. But for PGD(TE) and M.Sc.(TE) it may be more.

14.6 Teaching staff of the departments and institutes of IUT may register for Masters Programme on part-time basis only.

15. Admission Procedure

15.1 Application to the above courses shall be invited through regular and usual methods of announcement and shall be received by the Registrar. The normal admission time in M. Sc. Engg. and M. Sc. (CSA) programmes will remain the beginning of the Winter semester, as is usually announced in the admission brochure. But, if any student seeks admission in the Summer semester, he/she may be allowed.

15.2 The final selection of a candidate will be made by the relevant PGC, in each department, which may also prescribe the required pre-requisites to be completed by the candidate before continuing the normal programme, if necessary.

15.3 Every selected candidate shall pay the prescribed fees at the time of registration as per the current rules of the university. The registration shall be completed within two weeks of the commencement of the classes.

15.4 **Appointment of Advisor:** Every registered student shall be assigned by the PGC, an Advisor from among the teachers of the Department not below the rank of Assistant Professor. The Advisor shall check and approve his/her students' schedule for subjects, pre-requisites as recommended by the PGC and the total credit hours. The students are expected to consult their advisors on all academic matters; but it is the responsibility of the individual student to see that his schedule conforms to the academic regulations and requirements.

16.0 Academic Requirement and Regulations

16.1 The minimum duration of the M.Sc. Engg., M.Sc. (CSA) and M. Engg. programmes shall normally be three semesters for full-time students' and four semesters for part-time students. A candidate for the Masters Degree must complete all requirements for the Degree within a maximum period of five calendar years from the date of admission. For the case of PGD this limit is two calendar years.

For fulltime M.Sc.(TE) one year programme, the minimum duration is 2 semesters and for M.Sc.(TE) 2- year programme, it is 4 semesters. For part-time students these time limits may be relaxed to the extent of which is subject to the approval of CASR on recommendation of the department. In case a student fails, then he/she will continue for an additional semester with payment as per rule to complete the M.Sc.(TE) Programme. The part-time students shall complete all the requirements for the degree within a maximum period of five calendar years from the date of registration.

16.2 Academic progress shall be measured in terms of credit hours earned by a student. One credit hour subject shall require one hour of lecture per week for one semester, while one credit hour for thesis/project/laboratory/sessional/seminar/ special studies shall normally require two hours of work per week for one semester. The number of credit hours for each subject shall be as specified in the syllabus of the respective Department. Extension of registration validity application needs to be submitted six months before the expiration.

16.3 **Credit Hour Requirement**

16.3.1 For the Degree of M.Sc. Engg. a student must earn a minimum total of 36 credit hours, including a Thesis for which a total of 18 credit hours shall be assigned.

16.3.2 For the Degree of M. Engg. / M.Sc.(CSA) a student must earn a minimum total of 36 credit hours including a Project of 6 credit hours.

16.3.3 For a two year MSc(TE) programme, a student must earn at least 60 credit hours with a thesis of 18 credit hours.

16.3.4 For a one-year PGD (TE) programme, a student must earn minimum of 30 credit hours out of which 4 (Non-credit) hours shall be assigned for the projects.

16.3.5 For a one year MSc(TE) programme, a student must earn minimum 30 credit hours with a thesis of 18 credit hours.

16.3.6 For the Postgraduate Diploma (PGD) in Engg. and CSA, a student must earn a minimum total of 24 credit hours out of which a maximum of 6 credit hours shall be assigned for a project.

16.3.7 For PGD(TE) programme, a student must earn minimum total of 30 credit hours out of which 4 non-credit hours shall be assigned for special studies/project.

16.3.8 The course curriculum and subject of study of the different departments shall be as proposed by the respective PGC, recommended by the CASR and approved by the Academic Council. The PGC may review the curriculum from time to time and propose any changes as may be considered necessary and get it finally approved by the Academic Council. For any particular semester the courses to be offered will be decided by the PGC. A PG student may take maximum two interdisciplinary theory courses of 3 credit hours each with the consent of the respective supervisors and the approval of the corresponding head of the department.

16.3.9 Attendance: To be eligible to sit for the Semester Final Examination, students must attend at least 85% of the total number of periods of Lectures/ Tutorials/ Laboratories/ Workshops/ Field work in that course during the semester. In special circumstances, the Vice-Chancellor, on the recommendation of the Head of the Department, may condone 10% of the required attendance on grounds of serious illness of the student on production of certificate by a Registered Physician or reasons acceptable to the University.

16.3.10 Full time on-Campus presence of at least three semesters is required for full time M.Engg./M.Sc.Engg./M.Sc.(CSA) students.

16.3.11 Full time Postgraduate students are considered "active" for the semesters in which they are registered. They are considered "inactive" while not registered for any semester with prior permission of the University, otherwise 6.0 (i) will be applicable. Master's full-time students must remain in "active" status each semester until graduation. When considering "inactive" status the students must be aware of the fact that the time-to-completion clock continues to run while in "inactive" status.

17.0 Qualifying Requirements

The qualifying requirement for graduation

    i) A student must earn a minimum CGPA of 2.5 out of 4.0 for M.Sc. Engg./M.Sc./ M.Engg./PGD at the end of the semesters for course work and S grade for Thesis or Report.

    ii) A student obtaining F grade in a course may be allowed to repeat the course. Performance in all the courses including all the F grades shall, however be reflected in the transcript. A student can improve 'C' or lower grade of a course once by repeating the course. If a course is repeated it should be mentioned in the transcript. For the repeated case the higher grade will be reflected in the transcript.

    iii) If the cumulative number of F grades obtained by the students is three or more in the same or different subjects taken together, the candidate shall not be allowed to continue in the programme.

18.0 Thesis

    18.1 Appointment of Supervisor and Co-supervisor (if needed): Research work for a Thesis shall be carried out under the supervision of a full-time faculty member belonging to the relevant Department. However, in special cases a full-time faculty member belonging to a department outside the student's relevant department of the university may be appointed as Supervisor, if the research content of the thesis is within the field of such department. A co-supervisor from within or outside the Department may be appointed with proper justification, if

necessary. PGC will recommend the supervisor and co-supervisor, if any, for approval by CASR.

A student may be assigned a Thesis Supervisor after completion of at least 9 credit hour of course work if the obtained CGPA is 2.5 or more and he/she may be allowed to register for the thesis. The thesis proposal in the approved format (Appendix-III) should be submitted to the CASR for approval on recommendation of the relevant PGC after completion of at least 12 credit hour of course work. PGC should meet from time to time to review the progress of the postgraduate students. Justification of co-supervisor is needed to explain.

18.2 The student shall submit a research proposal in consultation with his/her Supervisor to the PGC. The PGC shall examine the proposal and recommend it for the approval of CASR through the Head of the Department. In special circumstances the PGC may recommend, through the Head of the department, for any change of the research topic/title to CASR.

18.3 If any change is necessary of the approved thesis title, content, cost, supervisor, co-supervisor etc. it shall be approved by the CASR on the recommendation of the relevant PGC/Examination Board. However, any change of the approved thesis title may be done by the examination board without changing the field of study.

18.4 The research work must be carried out in the university or at a place(s) approved by the relevant PGC proposed by the Supervisor.

18.5 Every student shall submit to the Head of the Department through his/her supervisor, required number of type written copies of the thesis in the approved format (Appendix IV) on or before a date to be fixed by the Head of the Department in consultation with the supervisor concerned.

18.6 The student shall certify that the research work was done by himself/herself and that this work has not been submitted elsewhere for the award of any other diploma or degree (Form-B of Appendix-IV).

18.7 The thesis should demonstrate evidence of satisfactory knowledge in the field of research undertaken by the student.

18.8 Every student submitting a thesis in partial fulfillment of the requirements of a Degree shall be required to appear at an oral examination, on a date or dates fixed by the Head of Department and must satisfy the examiners that he/she is capable of intelligently applying the results of this research to the solution of problems, of undertaking independent research work, and also afford evidence of satisfactory knowledge, related to theory and the technique used in his/her research work.

18.9 Thesis Examination Board

18.9.1 An Examination Board for every student for thesis and oral examination shall be approved by the CASR on the recommendation of the thesis supervisor in consultation with the Head of the Department. The Supervisor shall act as the Chairman and the Head of the Department will be an ex-officio member of the Examination Board. The Examination Board shall be constituted as follows:

i)	Supervisor	Chairman
ii)	Co-Supervisor (if any)	Member
iii)	Head of the Department (Ex-officio)	Member
iv)	One or two member(s) from within the Department. If head of the department is the supervisor, there must be two members from within the department.	Member
v)	One external member having Ph.D. degree and expertise in the student's relevant field of research.	Member (External)

18.9.2 If any member of the Board is unable to accept the appointment or has to relinquish the appointment before the examination, Vice-Chancellor shall appoint another member in his place, on suggestion from the Supervisor and in consultation with the Head of the Department. This appointment will be reported to the CASR.

18.9.3 The Board can grade the Thesis as Satisfactory or Unsatisfactory

19.0 Thesis Proposal

19.1 Detailed review needs to be done before submitting the thesis proposal to CASR. PGC of each department of IUT will review the thesis proposal more elaborately.

19.2 The reference lists shall be presented in accordance with APA bibliographic practices for CEE, MCE and TVE department and IEEE format for CSE and EEE department.

19.3 Status of student (active or inactive) under each supervisor needs to be provided in thesis proposal.

19.4 Heads of the department to form an expert panel within the department to examine the thesis proposals with the title based on their expertise and also to scrutinize the thesis proposals before placing them to PGC meeting for further reviewing.

19.5 CASR requested the department to forward the minimum number of research proposal in one meeting for CASR approval so that the members can look into the content more elaborately.

20.0 Project Report

20.1 **Appointment of Supervisor and Project Proposal:** Project work shall be carried out under the supervision of a full-time faculty member belonging to the relevant department. In special cases a full-time faculty member belonging to a department outside the student's relevant department may be appointed as Supervisor, if the research content of the project work is within the field of such a department. The title of the project, estimated cost and the Supervisor shall be recommended by the PGC for the approval of the Vice-Chancellor. This approval will be reported to CASR.

20.2 If any change is necessary of the approved project title, content, cost, Supervisor, etc, it shall be approved by the Vice-Chancellor on the recommendation of the supervisor in consultation with the head of the department. This approval will be reported to the CASR.

20.3 The project work must be carried out in the University or at a place approved by the supervisor in consultation with the Head of the Department.

20.4 Every student shall submit to the Head of the Department through the Supervisor required numbers of type written copies of the Project Report in the approved format (as given in Appendix-IV) on or before a date to be fixed by the Head of the Department in consultation with the Supervisor concerned.

20.5 The student shall certify that the project work was done by himself/herself and that this work has not been submitted elsewhere for any other degree or diploma (Form-B of Appendix-IV).

20.6 Every student submitting a project report in partial fulfillment of the requirements for a degree/post graduate diploma shall be required to appear on oral examination on date to be fixed by the Head of the Department and must satisfy the examiners that he/she has gained satisfactory knowledge related to the project work.

20.7 An examination Board for every student for the project and oral examination shall consist of at least three (and maximum four) members including the Supervisor. The supervisor shall act as the Chairman. The Examination Board shall be approved by the CASR on the recommendation of the thesis supervisor in consultation with the Head of the Department.

The Examination Board shall be constituted as follows:

i) Supervisor   Chairman

ii)	One or two member(s) from within the Department. If head of the department is the supervisor, there must be two members from within the department.	Member
ii)	One member from outside the Department	Member (External)

20.8 If any examiner is unable to accept the appointment or has to relinquish his appointment before the examination, the Vice-Chancellor shall appoint another examiner in his place on the recommendation of the Supervisor. This appointment will be reported to the CASR.

21.0 Limit of supervision of M.Sc. thesis

 The upper limit of supervision by a faculty member is recommended to be 5 (five) for M.Sc. Engg. Students

C. Rules for Ph.D. Programmes

23.0 Degrees Offered

The Post graduate Degrees to be offered under this programme are as follows:
Doctor of Philosophy in
i)   Computer Science and Engineering abbreviated as Ph.D.(CSE)
ii)   Computer Science and Applications abbreviated as Ph.D.(CSA)
iii)   Electrical and Electronic Engineering abbreviated as Ph.D.(EEE)
iv)   Mechanical Engineering abbreviated as Ph.D.(ME)
v)   Technical Education abbreviated as Ph.D.(TE)
vi)   Civil Engineering abbreviated as Ph.D. (CE)

Any other Ph.D program approved by the University.

24.0 Admission

24.1 For admission to the courses leading to the Degree of Ph.D.(CSE)/Ph.D.(EEE)/ Ph.D.(ME)/Ph.D.(CE), a candidate must have obtained M.Engg./M.Sc.Engg/M.Sc. degree in the relevant branch or equivalent degree from any recognized institution, having a minimum CGPA of 3.0 out of 5.0 or 2.5 out of 4.0 in the relevant Masters Programme and good performances in public examinations.

24.2 For admission to the course leading to the Degree of Ph.D. (CSA), a candidate must have Master of Science degree in any field of science and engineering or its equivalent with sufficient background of Mathematics and Computer having a minimum CGPA of 3.0 out of 5 or 2.5 out of 4.0.

24.3 For admission to the course leading to the Degree of Ph.D. (TE), a candidate must have Master of Science in Technical Education M.Sc.(TE) or Master of Education in Technology Education (TE), or equivalent from any recognized university with a minimum CGPA of 3.0 out of 5.0 or 2.5 out of 4.0 and should be an employee in any organization as a teacher or instructor/researcher.

24.4 Students for Ph.D. programme can register on a full-time or a part-time basis. Full-time students shall take a minimum of 9 credits and maximum of 12 credits per semester. Part-time students shall take a minimum of 6 credits and maximum of 9 credits per semester.

24.5 A staff of the departments and centres of IUT, and other recognized universities or institutions can register for Ph.D. Programme on part-time basis with written permission from the employer.

25.0 Admission Procedure

25.1 Application to the above courses shall be invited through regular and usual methods of announcement and shall be received by the Registrar. The normal admission time in Ph. D. programmes will remain the beginning of the Winter semester, as is usually announced in the admission brochure. But, if any student seeks admission in the summer semester, he/she may be allowed.

25.2 The final selection of a candidate will be made by Postgraduate Committee (PGC), in each department, which may also prescribe the required pre-requisites to be completed by the candidate before continuing the normal programme, if necessary.

25.3 Every selected candidate shall pay the prescribed fees before registration as per the current rules of the university.

25.4 A candidate shall be provisionally selected by the postgraduate committee and may be required to pass the prerequisite non-credit courses as prescribed by the PGC.

26.0 Academic Requirement and Regulations

26.1 The minimum duration of the Ph.D. programmes shall normally be six semesters for full-time and ten semesters for part-time students from the date of registration. A full-time student must complete all requirements for the Ph.D. degree within six academic years from the date of his/her registration and part-time students within eight years.

26.2 The course curriculum and subject of study of the different departments shall be as proposed by the respective PGC, recommended by the CASR and approved by the Academic Council. The PGC may review the curriculum from time to time and propose any changes as may be considered necessary and get it finally approved by the Academic Council. For any particular semester, the courses to be offered will be decided by the PGC. A PG student may take maximum of two interdisciplinary theory courses of 3 credit hours each with the consent of the respective supervisors and the approval of the corresponding head of the department.

26.3 Academic progress shall be measured in terms of credit hours earned by a student. One credit hour subject shall require one hour of lecture per week for one semester, while one credit hour for thesis / project / laboratory / sessional / seminar/special studies should normally require two hours of work per week for one semester. The number of credit hours for each subject shall be as specified in the syllabus of the respective Department.

26.4 For the degree of Ph.D a student must earn a minimum total of 54 credit hours, including a Thesis for which a total of 42 credit hours shall be assigned.

26.5   A full-time student shall not be allowed to be in the employment of any organization. However, they may be employed as Teaching /Research Assistant at the University. If a full-time student becomes an employee of any other organization in the middle of a semester, he may, with the approval of the Head of the Department and his/her Employer, be allowed to continue as a full-time student for that particular semester.

26.6   **Attendance:** To be eligible to sit for the Semester Final Examination, students must attend at least 85% of the total number of periods of Lectures/Tutorials/ Laboratories/Workshops/Field work in that course during the semester. In special circumstances, the Vice-Chancellor, on the recommendation of the Head of the Department, may condone 10% of the required attendance on grounds of serious illness of the student on production of certificate by a Registered Physician or reasons acceptable to the University.

26.7   Full-time on-campus presence of at least four semesters is required for full-time Ph.D. students.

26.8   Full-time Ph.D students are considered "active" for the semesters in which they are registered. They are considered "inactive" while not registered for any semester with prior permission of the University, otherwise 6.0 (i) will be applicable. PhD's full-time students must remain in "active" status each semester until graduation. When considering "inactive" status the students must be aware of the fact that the time -to-completion clock continues to run while in "inactive" status.

27.0   Scholarship for Ph.D. and M.Sc. research

Scholarships may be offered to one full-time Ph.D. and one full-time M.Sc. Engineering students at the time of admission as recommended by the respective departmental PGC. The scholarship will be offered once in a year in the Winter Semester only.

28.0   Registration

28.1   Every selected candidate shall get himself registered with the University.

28.2   Every registered student shall get enrolled on payment of prescribed fees and other dues as per university rules before the commencement of each semester. Course registration must be completed within two weeks from the start of the semester otherwise the student shall not be allowed to continue the course in that semester.

28.3   Extension of registration validity application needs to be submitted six months before the expiration.

29.0 Appointment of a Supervisor and *Co-supervisor (if needed)*

The PGC will appoint/change a supervisor who shall be a full-time faculty member belonging to the relevant department and if necessary, a co-supervisor from within or outside the department. These selections have to be approved by the CASR. The appointment of the supervisor and co-supervisor (if any) should be completed within three months from the provisional admission of the candidate. The supervisor shall prescribe a plan of study to be undertaken by the student and constantly supervise the progress of the candidate's works.

29.1 Change of any supervisor or co-supervisor for any post-graduate student need to be placed with proper justification by the concerned department with the recommendation of the PGC for final approval by CASR.

30.0 Doctoral Committee

A Doctoral committee (DC) for each student shall be set up by the Head of the Department in consultation with the Supervisor and approved by the CASR. The committee shall be formed within 6(six) months from the date of student's provisional admission. The Committee shall consist of the following members:

i)	Supervisor	Chairman
ii)	Co-supervisor (if any)	Member
iii)	One or two members from within the Department. If the head of the department is the supervisor, there must be two members from within the department.	Member
iv)	Head of the Department	Member (Ex-officio)
v)	Two external members with Ph.D. degree in the relevant field	Member (External)

The Doctoral committee should meet from time to time at the request of the supervisor to review the progress of the student. In special circumstances CASR may approve any addition or alteration in the Doctoral Committee on the recommendation of the supervisor through Head of the Department.

31.0 Comprehensive Examination

The date and time of the comprehensive examination shall be fixed by the Doctoral Committee on the request of the supervisor. Comprehensive examination shall ordinarily be held after the completion of all theory courses work by the student. If a student fails to qualify in a comprehensive examination, he may be given one more chance to appear as scheduled by the Doctoral Committee within next 6(six) months.

31.1 Thesis proposal and comprehensive examination cannot be held on the same date. Before appearing the final defense of PhD thesis, student needs to present the thesis work before the doctoral committee for recommendation.

32.0 Final Selection

A provisionally selected candidate shall be deemed to be eligible for final registration as a Ph.D. student with effect from the date of his registration if and when he/she qualifies in the comprehensive examination.

33.0 Research Proposal

The student shall submit a research proposal to the Doctoral Committee which shall examine the proposal and recommend it for the approval of the CASR through the Head of the Department within 6 (six) months from the date of his final selection. In special circumstances the Doctoral Committee may recommend through the Head of the department to CASR for approval of any change of the research topic.

34.0 Thesis

    34.1 The research work must be carried out in the university or at a place(s) approved by the relevant Doctoral Committee in consultation with the Supervisor.

    34.2 Every student shall submit to the Head of the Department through his supervisor, required number of typed written copies of his thesis in the approved format (Appendix IV) on or before a date to be fixed by the Head of the Department in consultation with the supervisor concerned.

    34.3 The student shall certify that the research work was done by himself/herself and that this work has not been submitted elsewhere for the award of any other diploma or degree (Form-B of Appendix-IV).

    34.4 The thesis should demonstrate evidence of creativity and originality in the field of research undertaken by the student.

    34.5 Every student submitting a thesis in partial fulfillment of the requirements of a Degree shall be required to appear in an oral examination, on a date or dates fixed by the Head of Department in consultation with the Supervisor and must satisfy the examiners that he is capable of intelligently applying the results of this research to the solution of problems, of undertaking independent research work, with evidence of satisfactory knowledge, related to theory and the technique used in the research work.

35.0 Examination Board

An Examination Board for every student for thesis shall be approved by the CASR on the recommendation of the thesis supervisor in consultation with the Head of the Department. The Supervisor shall act as the Chairman and the

Head of the Department will be an ex-officio member of the Examination Board.

Examination committee for the PhD program will be formed after the recommendation of the doctoral committee. The doctoral committee will ensure the quality of the PhD thesis.

The Examination Board shall be constituted as follows:

i)	Supervisor	Chairman
ii)	Co-Supervisor (if any)	Member
iii)	Head of the Department	Member (Ex-officio)
iv)	One or two member(s) with Ph.D. degree from within the Department. If the head of the department is the supervisor, there must be two members from within the department.	Member
v)	Two external members with Ph.D. degree in the relevant field. N m	Member (External)

35.1 If any member of the Board is unable to accept the appointment or has to relinquish his appointment before the examination, Vice-Chancellor shall appoint another member in his place, on suggestion from the Supervisor and in consultation with the Head of the Department. This appointment will be reported to the CASR.

35.2 The Board can grade the Thesis as Satisfactory or Unsatisfactory.

36.0 Qualifying Requirements

The qualifying requirements for graduation

i) A student must earn a minimum CGPA of 2.5 out of 4 for the Ph.D.(CSE)/ Ph.D.(CSA)/ Ph.D.(EEE)/ Ph.D.(ME)/ Ph.D. (CE) / Ph.D.(TE) at the end of the semesters for course work and S grade for Thesis.

ii) A student must have at least two papers (accepted paper may also be considered) in the ISI-ranked journals on his/her thesis content before sitting for the final defense.

iii) A student obtaining an F grade in a course may be allowed to repeat the course once with the prior approval of Doctoral Committee. Performance in all the courses including all the F grades shall, however be reflected in the transcript.

iv) If the cumulative number of F grades obtained by the student is three or more in the same or different subjects taken together, the candidate shall not be allowed to continue the programme further.

D. Appendices

Appendix – I

Academic Fees

Students shall have to pay fees as determined by the appropriate authority of the University from time to time. Presently following the principle adopted by the Governing Board of the University, the charges will be as follows:

Payment		
1.	Full-time Student: a) Course Registration Fee @ US $ 55 per credit hour	US $ 1,320 (per two semesters based on 12 credit hrs/semester)
	b) Other charges including food, accommodation, pocket allowance (@ US $ 45) per month per student), Medicare, games and sports, etc.	US $ 2,180 (per two semesters)
2.	Part-time Student: Course Registration Fee @ US $ 55 per credit hour	Food on payment
3.	Time extension fees:	US $ 300 (for Masters) US $ 500 (for Ph.D)

Students taking additional credit hours per semester will be required to pay additional fees as per rule. The caution money and other charges, if any, will be deducted from the pocket allowance as per rule.

Appendix-II

GUIDELINES GOVERNING THE APPOINTMENT OF
TEACHING/RESEARCH ASSISTANTS IN DEPARTMENTS/CENTRES

APPOINTMENT LEVELS

Assistants are appointed by the Vice-Chancellor on recommendation by the Head of the Department at one of the following two levels:

Teaching Assistant (Ph.D. students and Master's students at any point in their program), abbreviated as TA
Research Assistant (Ph.D. students and Master's students at any point in their program), abbreviated as RA

In order to get the TA or RA facilities, the student should not be employed elsewhere.

LIMITS ON GRADUATE ASSISTANT SUPPORT

A Master's candidate may be offered assistantship of no more than 3 semesters over two consecutive academic years. A Ph.D. candidate may be offered no more than **4** semesters over three consecutive academic years.

RENEWAL OF ASSISTANTSHIPS AND SATISFACTORY PROGRESS TOWARD DEGREE

To expect renewal of an assistantship, a graduate student must meet minimum standards as follows:

1. A GPA of 3.5 out of 4.0, computed on the most recent academic quarters;
2. Teaching ratings that demonstrate at least good performance and improvement where it is required, or faculty assessment of TA/RA performance;
3. Teaching reviews by the supervising faculty members that indicate satisfactory performance;
4. A judgment by the supervisory committee that the candidate is making satisfactory progress.

Financial support

For the TA/RA appointments the selected students will get remuneration/assistantship with the following rates. Work load will be 9 hrs/week or 18 hrs/week, and research load will be 6 hrs/week.

TA: Tk. 15,000/- for 9 hrs/week and 30,000/- for 18 hrs/week - Per month
RA: Tk. 10,000/- Per month

Islamic University of Technology (IUT)
Organization of Islamic Cooperation (OIC)
Board Bazar, Gazipur – 1704
(THESIS PROPOSAL)
Application form for the Approval of M.Sc. /Ph.D. Thesis Proposal

A. Student Details

1. Name of the student: Date:

2. Student ID: Status: Full time/Part time Session:

3. Present Address:

4. Name of the Department:

5. Programme:

6. Date of first Enrolment in the Programme:

B. Thesis Supervisor

7. Name of the Supervisor:

8. Name of the Co-supervisor (if any) justification is required):

9. Number of Post-Graduate Student(s) working with the Supervisor at present:

C. Thesis Proposal

10. A Tentative Title of the Thesis / Project:

11. Background and present state of the problem (not more than 300 words for Masters and 400 words for PhD):

12. Objectives with specific aim(s):

13. Possible outcomes:

List Objectives with specific aim(s) and the possible outcomes using short sentences. If you are writing one or two paragraphs for describing the objectives and the outcomes, please limit yourself within 150 words.

14. Outline of the Methodology (Not more than 200 words):

15. References (not more than 10, last name first):

16. List of courses completed so far:

Sl. No.	Course Number	Course Title	Credit Hours	Grade	Grade Point	GPA

For Ph.D. students, Result of Comprehensive examination: Satisfactory/Unsatisfactory

-------------------------------   ----------------------------
    Name of the Tabulator   Signature of the Tabulator

17. Cost estimation:

Sl. No.	Items	Unit Cost	Total Cost
	Grand Total		

18. Approximate time schedule, Masters (28-32 weeks)/Ph.D. (60-75 weeks) *:

Sl. No.	Tasks	Expected Time

* For part-time students the time schedule may change.

D. *Academic evidences*

19. Thesis proposal approved by the PGC/Doctoral Committee reference:

Meeting No.:   Resolution No.:   Date:

20. Time extension (if any)

a) 1st time extension (if any) up to : ……………………

Meeting No.:   Resolution No.:   Date:

b) 2nd time extension (if any) up to : ……………………

Meeting No.:   Resolution No.:   Date:

c) Further time extension (if any) up to : ……………………

Meeting No.:   Resolution No.:   Date:

21. Appointment of Supervisor & Co-supervisor approved by the CASR:

Meeting No (Masters/PhD).:   Resolution No.:   Date:

22. Appointment of Masters/Doctoral Committee approved by the CASR:

Meeting No: Resolution No.:   Date:

23. Result of the comprehensive examination for Ph.D (Photocopy of the result should be enclosed)

Date: Satisfactory/Unsatisfactory.

24. References

The reference lists shall be presented in accordance with APA bibliographic practices for CEE, MCE and TVE department and IEEE format for CSE and EEE department.

The reference lists shall be presented in accordance with APA bibliographic practices for CEE, MCE, TVE and BTM department and IEEE format for CSE and EEE department.

Signature of the student   Signature of the Co-supervisor (if any)

Signature of the Supervisor

Signature of the Head of the Department

<center>**Appendix – IV**</center>

<center>**Format for Thesis/Project Report for Postgraduate Programmes**</center>

The following guidelines and instructions may be followed as standard format for the thesis/project report.

1.0 Size and Thickness of Paper

Thesis/Report is to be printed clearly on A4 size quality offset paper and minimum weight of the paper should be 70 gsm.

2.0 Typing or Print

The font should be consistent and the copy must be clean for both text and illustration. The general text for the thesis/project report should be spaced at one and a half with single spacing for the quotations. Triple or larger spacing may be used where necessary to set off headings, sub-headings or illustrations. This thesis/project report must be in better quality print and laser printing is recommended. And standard type font (Times New Roman) may be used but it should be consistent throughout. The print size should be 12 points.

3.0 Margins and layout of text

There must be a margin of 4 cm to allow for binding on the left-hand side of the paper. Minimum margins of 3 cm are required at the top and the bottom. A 2.5 cm. margin is required at the right-hand side. This also applies to tables and figures.

4.0 Pagination

The text is to be numbered consecutively in the bottom centre of the page, beginning with the first page of the text. The page numbers are to be provided at approximately 2.5 cm from the bottom of the page. The number does not appear on the first page of the text although it is understood to be 1. All figures, tables, appendices and similar materials are numbered as pages of the text. Materials preceding the first page of the text are to be numbered in small roman numerals centered at the bottom of each page. The title page is considered to be a page but is not so indicated.

5.0 Word Spacing and Division

Text should be set at the same and even spacing between words for any particular line. Word division at the end of lines (hyphenation) should be avoided.

6.0 Illustrations

Tables, figures, photographs and other illustrations must always be referred to in the text. They should be arranged neatly and effectively. They should be in black ink, or be high quality photocopies, photo offset, or photographs. They

<center>28</center>

should be presented on papers of similar weights to that used in the thesis/project report. Oversize maps/charts or diagrams must be folded so that they can be found with the pages or inserted in a pocket. Original photographs or photo offset must be provided in all required copies of the thesis/project report. They should be properly pasted on paper with permanent non-wrinkle glue. Photographs printed on 21.5 cm/28cm ($8^1/_2$ in x 11 in) photographic paper or photo offsets are preferred rather than being pasted on. High quality computer graphics (black and white or color) and high-quality color photo copies are acceptable. All required copies must be identical.

The title of table must be above the table and the title of the figure, below the figure. The student should consult the thesis/project supervisor, if any difficulty arises in placing of illustrations and follow his instructions.

7.0 Soft Copy

A student should include a CD as a part of his data; he must submit a CD for each required copy of his thesis. In this case there should be a pocket in the thesis/project report on the inside back cover. He should also indicate the presence of CD in his Table of Contents.

8.0 Binding and Colour

Thesis/Project report should be sewn and bound in strong, water proof cloth, and not more than 6.5 cm thick.

The colour of cover should be as follows:

Ph.D.	Theses	Maroon
M.Sc. Engg., M.Sc., M. Engg.	Thesis/Project Report	Black
PGD	Report	Green

9.0 Lettering

On the spine the following should be written in golden

Top	: Degree
Centre	: Title of Thesis
	: Name of author (initials, last name)
Foot	: Year of Presentation.

On the cover, the following should be written in golden and centre justified.

Top	: Name of Degree
Centre	: Title of Thesis/Project Report
	: Name of Author
Bottom	: Department, University
	Year of Presentation with Month

The figure should be used as a guideline.

The following figure illustrates the cover

Degree Name of Author (Initial, last name)	**Degree**
TITLE OF THESIS/PROJECT REPORT	**Title of Thesis/Project Report** **Name of Author** **Name of Department** Islamic University of Technology Month, Year
YEAR	

10.0   Order of items

  10.1   Title Page
The student should follow the following instructions for title page:
- **10.1.1**   The title of the Thesis/Project Report should appear 12-point bold face upper- and lower-case letters
- **10.1.2**   The word `by', if in the title should be in lower case letters
- **10.1.3**   The name of the author should be in upper- and lower-case letters, and should be identical to the one in the copyright page. The name used must be the student's legal name as it appears on the University's records,
- **10.1.4**   The name of Degree/Diploma should be written out in full in upper case letters for which the work is being presented e.g.

<div align="center">

**DOCTOR OF PHILOSOPHY IN ELECTRICAL AND
ELECTRONIC ENGINEERING
OR
MASTER OF SCIENCE IN MECHANICAL ENGINEERING
OR
MASTER OF SCIENCE IN COMPUTER SCIENCE AND
ENGINEERING
OR
POST GRADUATE DIPLOMA IN TECHNICAL EDUCATION
AND
OTHERS**

</div>

- **10.1.5**   The date on the title page should indicate the month and year of the defense.
- **10.1.6**   **Certification Page of Thesis/Project report Approval**. The certification page of Thesis/Project Report Approval should be as per Form -A of this Appendix.

10.2   Declaration Page
The declaration page should be as per the format of Form -B of this Appendix.

10.3   Dedication
The Thesis/Project report can be dedicated but is optional. This may be placed after the declaration page.

10.4   Abstract
The student is required to incorporate an abstract following the page

acknowledgment. The abstract must not be longer than that can be accommodated single space type on one side of a page.

10.5 Acknowledgements
These should be given on a page following the List of Abbreviations of Techni Symbols and Terms. The student should acknowledge the advice, servi encouragement, information and other support services and financial supports.

10.6 Table of Contents
The decimal system is advised for mentioning the headings and sub-headings of the Chapter. Each heading and sub-heading appearing in the Table of contents must appear in the text of the thesis/project report.

10.7 List of Tables and Figures
A list of Tables and Figures should follow the Table of contents. Such lists should appear on separate pages with the appropriate page numbers. However, if the lists are very short, they may be contained on one page under the List of Tables and Figures. The decimal system for identifying figures should be used i.e. Fig. 2.3 is the third figure of Chapter-2.

10.8 List of Abbreviations of Technical Symbols and Terms
The page for the List of Abbreviation of Technical Symbols and Terms should be incorporated following the page of the List of Tables and Figures. In this respect the student is advised to consult information regarding Abbreviation published by different Associations and Societies.

10.9 Main Body of Text

    10.9.1 Headings and Sub-headings
    Headings and Sub-headings of the text must be consistent and correspond to the headings given in the Table of Contents. Each major chapter should begin on a new Page.

    10.9.2 References/ Bibliography
    Notes and references/ bibliography should be typed in single spacing. A consistent policy should be used, inserting the notes at the foot of the page or at the end of the chapter. References must be complete, clear and exact. It must give sufficient information. To enable any person, reading the thesis/report find the reference material quickly and easily, a reference to an article in a journal must include author(s) name (s), initials, title of articles, Title of Journal, data/year, volume

no., issue no., publisher, page numbers. A reference to a book must include the name of the author, initials, title of the book, title of article in the book, page no, volume no., publisher name and location, year of publication, edition number; editor if applicable. If titles of journals are abbreviated, they must follow a standard format. All references listed in the reference section must be cited in the text and must be listed in the reference section. Reference to conference proceedings must include the date and location of conference, name of organizer. The format must be consistent. Alphabetical listing of reference is preferable.

10.9.3 The reference lists shall be presented in accordance with APA bibliographic practices for CEE, MCE and TVE department and IEEE format for CSE, BTM and EEE department.

10.10 Appendices

Appendices are included to provide detailed information that would otherwise detract the readability of the main body of the text. Computer programmes, lengthy tables and detailed laboratory procedures etc. are included in the Appendix. Appendices must be paginated in accordance with the text. All tables and figures in the Appendices must be appropriately labeled and listed in the Lists of Tables and Figures.

10.11 Plagiarism/similarity check report should be added. It must be within 25% for graduate studies and from individual sources the similarity index should be equal to or less than 5%.

Form- A

The thesis titled ……………………..

Submitted by …………….. St. No. ……………. of Academic Year ……..…………
has been found as satisfactory and accepted as partial fulfillment of the requirement for
the Degree/Diploma ……………...............…… on ……………...............……………

Board of Examiners:
(**An example is shown. It must be replaced by the appropriate Board of Examiners**)

1.	(Signature) Name of Supervisor Designation Address	Chairman
		Member
2.	(Signature) Name of Co-Supervisor Designation Address	
3.	(Signature) Name of Head of the Dept. (Ex-Officio) Designation Address	Member
4.	(Signature) Name of the Internal Member Designation Address	Member
5.	(Signature) Name of the Internal Member Designation Address	Member
6.	(Signature) Name of the External Member Designation Address	Member (External)

Form - B

Declaration of Candidate

It is hereby declared that this thesis /project report or any part of it has not been submitted elsewhere for the award of any Degree or Diploma.

(Signature of Candidate): Name of candidate: Student No.: Academic Year: Date:

APPEAL FOR EXTENSION OF STUDY PERIOD

SECTION: A: Applicant Details	
Name:	Student Number:
Programme:	Year of Entry:
Total Credit Hours Completed:	CGPA:
Student Status:	
Email:	Mobile No:

Thesis Title:	
CASR Approval:	
Reasons for Extension:	

Student's signature: **Date:**

SECTION B: Justification from Supervisor	
Remarks:	RECOMMENDED/ NOT RECOMMENDATED
Signature & Stamp:	Date:

SECTION C: Remarks from Head of the department	
Remarks:	
PGC of the Department	
PGC comments (If any):	PGC reference:
Departmental Remarks: RECOMMENDED / NOT RECOMMENDATED	
Signature & Stamp:	Date:

Chairman, CASR: FORWARDED / NOT FORWARDED to CASR meeting.	
Signature & Stamp:	Date:

ISLAMIC UNIVERSITY OF TECHNOLOGY (IUT)
ORGANISATION OF ISLAMIC COOPERATION (OIC)