

National University-Sudan
Faculty of Graduate Studies Scientific Research



General Regulations of Graduate Studies

2018

National University
Faculty of Graduate Studies and Scientific Research
General Regulations of Graduate Studies (2018)

Chapter One

1. Preliminary Provisions

Pursuant to the provisions of Article 12(1) of the Law of the National University (2015), the president of the Scientific Council has approved on behalf of the Council the following regulations:

2. Name and Date

The General Regulations for Graduate Studies; National University-Sudan for the year 2018 and shall be effective at the day of its approval by the Scientific Council

3. Scope of the Regulations

The General Regulations for Graduate Studies, National University-Sudan 2018 shall apply to all graduate programmers offered by the University

4. Definitions

In these regulations, unless the context requires, the words and terms whenever mentioned shall have the meanings respectively assigned to each:

Ministry: The Ministry of Higher Education and Scientific Research

University: The National University-Sudan

Law: The Law of the National University-Sudan

Scientific Council: The Scientific Council of the National University-Sudan constituted in accordance with Article 11 of the Law.

University President: The president of the University appointed in accordance with Article 17 of the Law

Faculty: The Faculty of Graduate Studies and Scientific Research of the University

Faculty Council: The Council of the Faculty of Graduate Studies and Scientific Research of the University

Dean: The dean Faculty of Graduate Studies and Scientific Research of the University, appointed in accordance with Article 27 of the Law

Concerned Faculty: Any faculty offering graduate programmers at the University

Concerned Institute: Any institute offering graduate programmers at the University

Department Council: The board of any department in any concerned faculty

Graduate Programmers Committee: The committee responsible for the graduate studies at the concerned faculty or institute

Program Committee: The committee of a concerned faculty or institute responsible for a specific graduate program

Registrar: The registrar of the Faculty of Graduate Studies and Scientific Research

Staff: The professors, associate professors and assistant professors

Student: Any candidate registered in the Faculty for a graduate degree

Program: Postgraduate programmed approved in compliance with the Ministry Regulations (2018) for organization of graduate studies in higher education and scientific research institutions

B.Sc.(General): The first university degree offered by a university or a college after successfully completing 4 years or the set credit hours of study

B.Sc. (Honors): The first university degree offered by a university or a college after successfully completing 5 years or the set credit hours of study

Transfer Programmers: Programmers that are not in the same specialization of the student first university degree

Semester: Time range (15-18 weeks) allotted for teaching and examinations of a course

Course: The content of any graduate course having a code, a name and assigned credit hours, offered by the University and approved by the Ministry

Semester Works: The field works, tests, home works, panel discussions and the alike, conducted during teaching a particular course

Credit Hour: The standard time unit required for teaching a specific course (One credit hour equals one contact hour/week teaching, two-three contact hours/week laboratory studies, exercises or panel discussions, or two contact hours/week field works)

Coordinator: The staff member appointed to oversee the graduate programmers and to coordinate between the Faculty and the concerned faculty or concerned institute

Thesis: The compiled document submitted for fulfillment of the requirements of the degree registered for

Dissertation: The compiled document submitted for partial fulfillment of the degree registered for

Degree: The certificate awarded by the Scientific Council

Chapter Two

5. Composition, Duties and Duration of the Faculty Council

a. Composition of the Faculty Council:

A.1 Dean:	President.
A.2 Deputy Dean Faculty	Vice-President
A.3 Secretary of Scientific Affairs	Member
A.4 Deans of the concerned faculties and directors of the concerned institutes	Members
A.5 Coordinators of graduate programmers (assistant professors at least) In the concerned faculties and institutes	Members
A.6 Three staff members from the university in the rank of associate professors At least appointed by the University President for 4 years	Members
A.7 Two experienced professors from outside the University, selected by the Council and appointed by the University President for 4 years	Members
A.8 Faculty Registrar	Reporter

b. Duties of the Faculty Council

- B.1 Propose general policies for graduate studies and scientific research of the University
- B.2 Approve regulations for the programmes provided by the concerned faculties and institutes
- B.3 Organize admission of students to graduate programmes at the University
- B.4 Approve the reports of the concerned faculties, institutes, recommendations of scientific conferences and the annual report of the Dean
- B.5 Follow-up the implementation of the plan of Graduate Studies and Scientific Research of the University
- B.6 Establish local and international partnerships with the relevant public and private institutions
- B.7 Approve the rules of admission to graduate studies in compliance with the Ministry Regulations
- B.8 Recommend to the Scientific Council to approve or amend the graduate programmes
- B.9 Discuss the examiners reports
- B.10 Recommend to the Scientific Council to award graduate degrees
- B.11 Recommend to the Scientific Council, based on recommendations of the concerned faculties or institutes, to approve names of the study programmes
- B.12 Approve supervision committees
- B.13 Approve committees for assessment of theses and dissertations

- B.14 Provide general guidelines and regulations for preparation of theses and dissertations
 - B.15 Form committees from within or from outside the University, to regularly assess the graduate programmes
 - B.16 Approve the tuition fees on consultation with the concerned faculties and institutes
 - B.17 Consider any matter referred to it by the Scientific Council, or by the President
 - B.18 The Faculty Council convenes twice a year and can be called for extra meeting(s) if need be
- c. Duration of the Council: Four years

Chapter Three

6. Degrees

- A. Postgraduate Diploma (Higher Diploma): By course only for two semesters (20-30 credit hours)
- b. Master: Master by research only (12-24 months)
- c. Master by course only: Three semesters at least (33-39 credit hours + 3 credit hours for a research paper)
- d. Master by course and dissertation: Three semesters at least (36 credit hours courses+ 6-9 credit hours for dissertation)
- e. Doctorate (PhD): PhD by research only: 24-36months. The candidate must pass two written examinations papers (one general and one in the concerned specialization) before the discussion of the thesis
- f. PhD by course and dissertation: Six semesters at least (50-60 credit hours, thesis inclusive)

7. Admission Requirements

a. Admission Requirements for Postgraduate Diplomas

- A.1 Hold Bachelor degrees (B.Sc. General) with grade Good at least from the University or from any accredited university or a college
- a. 2 Hold Bachelor degrees (B.Sc. General) with grade Pass + a qualifying certificate of study for one or two semesters
- A.3 not be registered for a degree in another programme in the University or in any other institution during the period specified for the study and should sign an undertaking
- A.4 Meet the requirements of the targeted programme

b. Admission Requirements for Masters Degrees

- B.1 Hold Bachelor (B.Sc. Honors) in the concerned specialization with grade Good (Second Class) at least from the University or from any other accredited university or a college
- B.2 Hold Bachelor (B.Sc. Honors) in the concerned specialization with grade Pass (Third Class) from the University or from any other accredited university or a college plus a qualifying certificate of study for one semester
- b.3 Hold Bachelor (B.Sc. General) in concerned specialization with grade Good (Second Class) at least plus a Postgraduate Diploma in the concerned specialization with grade Good at least or Pass a qualifying examination with grade Good at least after one year of study
- B.4 Hold Bachelor (B.Sc. General) in the concerned specialization with grade Pass (Third Class) plus a Postgraduate Diploma in the concerned specialization with grade Good at least

B.5 not be registered for a degree in another programme in the University or in any other institution during the period specified for the study and should sign an undertaking

B.6 Meet the requirements of the targeted programme

b.7 Holders of Bachelor (B.Sc. Honors) in relevant disciplines from the University or from any other accredited university or a college can be accepted based on a recommendation from concerned faculty or institute and that is without prejudice to Item 7.b.1 or 7.b.2 of the General Regulations for Graduate Studies; National University-Sudan

c. Admission Requirements for Doctorate Degrees (PhDs)

C.1 Hold Master degree in the concerned specialization from the University or from any accredited university or a college

C.2 Meet the requirements for obtaining the Master in accordance with the provisions of Item 7.b of the General Regulations for Graduate Studies; National University-Sudan if the master obtained from an accredited university or a college other than the National University

c.3 Holders of Masters in similar specializations may be accepted based on a recommendation from the concerned faculty or institute without prejudice to Item 7.c.1 of the General Regulations for Graduate Studies; National University-Sudan.

C.4 Holders of Master degrees from other universities or colleges should submit recommendations from two academic staff members, who know the applicant, from the University and/or from another university or a college

C.5 Applicants should not be registered for a degree in any programme in the University or in any other institution during the period specified for the study and should sign an undertaking.

C.6 Meet the requirements of the targeted programme

d. Admission Requirements for Transfer Programmes: Postgraduate Diploma

D.1. Hold Bachelor (B.Sc. General or B.Sc. Honors) with grade Good at least

D.2 Hold Bachelor (B.Sc. General or B.Sc. Honors) with grade Pass plus three years working experience at least after graduation

e. Admission Requirements for Transfer Programmes: Masters

E.1 Hold Bachelor (B.Sc. degree) plus a Postgraduate Diploma in the specialization of the concerned transfer programme

E.2 Advanced registration is allowed for candidate specialized in same theme of the concerned transfer programmes. Exemption period should not exceed one semester

8. Procedures of Application and Registration

- a. A concerned faculty or institute announces the admission requirements and the period for application
- b. Submit the application form of the targeted programme in the specified time
- c. Attach the required original certificates
- d. Attach a copy of a certified identity document (national number for Sudanese, passport for non Sudanese) and recent passport size colored photographs
- e. Obtain the University Number from the General Directorate of Admission and Certificates Evaluation and Attestation of the Ministry
- f. Settle the tuition fees in the specified time
- g. Submit two recommendations from two staff members who know the applicant
- h. Submit a research proposal according to the University guidelines for writing research proposals
- i. A student registered for a degree in a university or a college is not allowed to transfer to another university or a college.

Chapter Four

9. Study Progression

a. Steady Involvement in Studies by Research only:

A.1 a student registered for master by research must be regular in following his/her studies and conducting the research in specified place and time and should abide by the directives of the supervisor

A.2 In exceptional cases, based on a recommendation of the supervisor and the concerned faculty or institute, the Faculty assigns an extension of the study period, one year for master and two years maximum for doctorate. In such case an extension request should be submitted three months, at least, before the elapse of the period specified for the study. The student should settle the tuition fees assigned by the Principal of the University for the Extension of the study

A.3 a student must be in continuous contact with the supervisor

A.4 The supervisor submits to the Faculty a report on the progress of the study of the student every six months

A.5 A student can modify or change the subject of the research within nine months from registration for master and twelve months for doctorate degrees, based on the approval of the supervisor, the department council and the committee of graduate studies in the concerned faculty or the institute

a.6 A student is allowed to change the title of thesis/, based on approval of the supervisor, the department council and the committee of graduate studies in the concerned faculty or the institute, six months for master and twelve months for doctorate before submitting the thesis for assessment.

b. Steady Involvement in Studies by Course or by Course and Dissertations

B.1 a student registered for a degree comprising courses, must attend in time and place at least 80% of the academic activities of the course

B.2 In some Master programmes, a student may be awarded a Postgraduate Diploma if failed to attain the minimum requirements of the programme and the degree

B.3 In by course and complementary research programmes a student should submit a research proposal to the council of the department for assessment within one month from the announcement of the results of the courses and the appointment of the supervisor. The research proposal shall be submitted thereafter for approval by the committee of the graduate programmes in the concerned faculty or institute

B.4 The Faculty keeps a copy of the approved research proposal

B.5 The dissertation assessment should be held after passing the courses examinations

10. Supervision

a. Supervisor

A.1 the graduate studies committee of the concerned faculty or institute, based on a recommendation from the council of the concerned department and approval of the Faculty, shall assign a supervisor for each student registered for a degree by research or by course and complementary research, before the student starts the research

A.2 The appointed supervisor for a doctorate student must be a professor or an associate professor

A.3 The supervisor of a master degree student must be an assistant professor; at least, who spent two years in the rank and has two published or accepted research papers

A.4 The graduate studies committee of the concerned faculty or institute may change the supervisor if need be

A.5 the Faculty, upon a recommendation from the graduate studies committee of the concerned faculty or institute, may appoint a supervisor from another university if need be. In such case, the Faculty should appoint a co-supervisor from within the University.

A.6 Maximum allowable number of students, registered for degrees by research at a time, per supervisor is 10 for applied sciences and 15 for social sciences. For complementary researches 15 per supervisor in applied sciences and 20 for social sciences

b. Internal Co-supervisor

B.1 The graduate studies committee of a concerned faculty or institute may appoint an internal co-supervisor

B.2 The appointed internal co-supervisor must be an assistant professor, at least, who spent two years minimum in the rank and has scientific publications

c. External Co-supervisor

c.1 In case of external registration, the Faculty, upon a recommendation from the graduate studies committee of the concerned faculty or institute, should appoint an external co-supervisor who meets the conditions

C.2 The external co-supervisor submits an acceptance to supervise the student before approving the registration of the student

C.3 The external co-supervisor submits to the examination committee a report every six months on the performance of the student and a detailed report on when the research will be completed

C.4 Agree on the financial rights of external co-supervisor before starting the supervision

11. Cancellation of Registration:

- a. When reports of the programme coordinator or the supervisor, confirmed thereafter by the concerned department and the programme committee, indicate that a student is irregular in pursuing the study
- b. A student submitted a request for withdrawal from the programme in question
- c. A student is registered in another programme in the University or in any other university or a college during the period specified for the study of the concerned programme
- d. A student is dismissed from the University for academic or behavioral reasons

12. Re-registration

- a. If a student exceeded the specified period for the study or the research
- b. If a student is subjected to coercive conditions during the study. In such case the student must submit supporting documents together with the approval of the supervisor and/or the coordinator, the concerned department and the concerned programme committee. The absence of the student in such case will be considered suspension of study
- c. The re-registration period shall be one year for Master and two years for Doctorate
- d. The student should settle the current re-registration and study tuition fees for each year

13. Suspension of Study

- a. In special cases, a student study may be suspended for a period not exceeding two years
- b. The period of suspension of the study shall not be counted part of the time allotted for accomplishing the component of the concerned programme and the degree
- c. A student submits a request to resume the study and pay the current study tuition fees for the academic year in question

14. Theses and Dissertations

- a. A student submits, to the Faculty, a certified document confirming the originality of the subject matter of the dissertation or the thesis registered for
- b. An applicant must submit a certificate of ethical clearance issued by the Ethical Committee of University and if need be a consent certificate from the institution which hosted the research
- c. In programmes by research only, a student must submit, at the end of the study, a thesis:

C.1 Written either in Arabic or in English. In special cases, the Faculty may allow a student, at registration time, to write the thesis in another language

C.2 In the case of master degrees, all the work of the thesis must have been done after the registration of the student for the degree

C.3 the outcomes of the Master thesis should be an addition to knowledge and scientific development. The thesis clearly demonstrates the student abilities to analyze and interpret results

C.4 the Doctorate thesis should reflect the student vision in the results obtained and contribution to knowledge and scientific development in the concerned field of study

d. In by course and dissertations programmes a student submits, at the end of study, a dissertation:

D.1 showing an in-depth knowledge in the field of study, acquaintance of scientific research methodologies and skills in linking-up the objectives and the results of the study

D.2 The doctorate thesis should reflect the student own vision and confidence in contributing to scientific development in the field of study

e. Procedures and Conditions for Submission of Theses and Dissertations

E.1 a student should abide by the guidelines, approved by the Faculty, for submission of theses and dissertations

E.2 Provide six bound paper copies and an electronic copy of the thesis or the dissertation

E.3 a student should mention in publications extracted from a thesis or a dissertation that the thesis /dissertation has been prepared and submitted to the University to obtain a degree. In case of no abidance, the University takes any action to preserve its rights

E.4 The Faculty conducts tests to ensure that theses and dissertations are plagiarism-free and then send three bound paper copies to the examiners to write reports on. Where, a student proven plagiarized the relevant regulations be applied

E.5 The Faculty shall keep a copy of the rejected theses/dissertations or from the ones referred for completion and hand over the remaining copies to the student

Chapter Five

15. Examinations Rules: General Procedures and Conditions

- a. Written and practical examinations shall be held in compliance with the requirements of the concerned program
- b. Confidentiality of examinations must be secured at all stages
- c. The examiner is the conductor of the course. The Faculty may appoint a co-examiner whenever necessary
- d. The Faculty, on a recommendation from the graduate studies committee of the concerned faculty or institute, may appoint an external examiner for each programme for a period not exceeding three years. The appointed external examiner should be from outside the University provided that not to be a part time staff member or a member in a board of any faculty or the University
- e. The external examiner submits a report on the examinations and the performance of the students
- f. A student missing 20% or more of study time of any course with or without excuse must repeat the course
- g. A student completed studying the course but was unable to sit for the examination for acceptable reason shall be allowed to sit for a substitute examination
- h. Medical reports are not accepted unless approved by the Medical and Health Services Department of the University. The medical report should be submitted to the coordinator within the seven days following the date of the examination. Medical reports are not accepted if a student sat for the examination
- i. A student submitted a medical report is not allowed to sit for the examinations during the period covered by the medical report. The examination results will be canceled if a student sat for any examination during the period covered by the medical report
- j. In case of variations between examiners in the assessment of the results of the student in any course, the opinion of the external examiner overrules
- k. Results of the examination shall be discussed in a meeting of the graduate studies committee of the concerned faculty or institute and then be submitted to the Faculty Council
- l. All examinations should be held within the University campus. If need be, the examinations can be held outside the University
- m. The pass mark for any course is 60% and student must succeed separately in the theoretical and the practical components of each course

- n. A student missing an examination without acceptable reasons will be assigned failure in the course (s) in question
- o. A student has the right to:
 - O.1 Sit for supplementary examinations in no more than 1/3 of the number of the courses
 - O.2 Re-sit for the examination in all courses if failed in more than 1/3 to 1/2 of the number of the courses
- p. A student failing in more than 50% of the courses will be discontinued
- q. A student failing any supplementary examination shall be discontinued
- u. Supplementary examinations shall convene after the final examinations of each semester
- r. A student shall be assigned the grade attained in the supplementary examination provided that CGPA system applied
- s. A student passing a supplementary examination(s) and attaining a CGPA less than good shall be discontinued
- t. A student passing all examinations with grade pass can be assigned a lower degree if applicable
- v. Results of the written examinations are approved by Faculty Council, upon a recommendation from the graduate studies committee of a concerned faculty or institute
- w. Each concerned faculty or institute may issue special examinations regulations for the programmes they offer, provided that are not be contradicting with the general examinations regulations of the graduate studies
- x. The concerned faculties and institutes shall announce, at least two weeks prior to the start of the examinations, reference Items 15 and 16 of the General Regulations for Graduate Studies; National University-Sudan, the procedures, the general conditions and the guidelines for conducting the examinations
- y. The examiner must make sure that the examination papers are typographic errors-free

16. Instructions to Students:

- a. Students must strictly follow the examiners instructions and abide by the guidelines as due to entry to the examination hall which shall be permitted five minutes before the start of the examination
- b. Keep quiet, except when asking the examiner or the invigilator
- c. A student is not allowed to enter the examination hall after 30 minutes from the start of the examination and if came late will not be allowed extra time

- d. A student is not allowed to leave the examination hall before the elapse of 30 minutes from the start of the examination
- e. A student leaving the examination hall is permitted to re-enter only if the absence was necessary, authorized and under direct supervision
- f. A student must sit in the place carrying his/her university number or in a place indicated by the invigilator
- g. Refrain from having into the examination hall, unless authorized by the examiners, books, notes drawings, advanced calculators or hearing equipment including mobile phones or any other alike tools
- h. Refrain from providing any direct or indirect assistance to another student or receiving assistance, by so ever means, from another student
- i. Follow the directives of the examiners and invigilators throughout the examination time
- j. Refrain from eating or drinking or smoking inside the examination hall
- k. A student must solicit only from the invigilator any permitted aids, and not allowed to borrow aids from others or leave his place without permission
- l. Return the aids provided after finishing the examination
- m. Violation of Items 16.g and 16.h of the General Regulations for Graduate Studies; National University-Sudan shall be considered cheating

17. Duties of Invigilators

- a. Come to the examination hall 30 minutes before the start of the examination
- b. Ensure that the allowable aids for the examination are sufficient and in place
- c. Check the identity of the students by their finger prints and/or university IDs before allowing them entering the examination hall
- d. Announce the actual starting time for the examination
- e. Take the attendance after 30 minutes from the start of the examination
- f. Refer student's queries to the concerned staff
- g. Do not use mobile phone during the examination
- h. Do not be involved in anything that would upset the calm or the order in the examination hall
- i. Do not allow anyone not related to the examination to enter the hall
- j. In case an invigilator spotted a cheating case, he/she must document it if possible, by a testimony of either of the invigilators or the examiner or any of the staff members present in

the examination hall. The invigilator allows the student to continue the examination and writes a report on the case to the coordinator of graduate programmes committee of the concerned faculty or institute

- k. Notify the students with the remaining time 15 minutes before the allotted time for the examination elapses, alert students to write their names and index numbers and announce them to stop writing when time is over
- l. Do not allow students to leave the examination hall before handing over their answer books during the last 15 minutes
- m. Collect the answer books and match them with the number of students. Put the answer books together with a copy of the examination and a list of the names of the students in an envelope and hand it to the examination office

18. Assessment of Dissertations and Theses

- a. The supervisor submits the examination form for approval of the examiners
- b. The program committee shall approve two internal examiners and one external from outside the University
- c. The external examiner, head of the assessment committee, must be a professor or associate professor in the area of the research conducted
- d. Either the supervisor or the co-supervisor, but not both, can be approved internal examiner
- e. Each examiner submits, to the Faculty, a detailed confidential report according to the form for assessment of theses/dissertation
- f. A student must be in place and time for running the examination according to the directives of the approved examination committee in the concerned faculty. Providing drinks, foods or any kind of celebration is not allowed before, during and after the theses or dissertations oral examinations
- g. A student should not communicate, directly or indirectly, on the thesis or the dissertation, with the internal or external examiner after being approved by the Faculty
- h. The examination will be held in the presence of all examiners. If need be communication with the external examiner can be through the apt available media or rely on a report from him/her if unable to attend the viva
- i. The viva shall be run one-two months after the approval of the examiners by the Faculty
- j. The viva shall be run during the period stipulated in Item 18-i of the General Regulations for Graduate Studies; National University-Sudan after receiving the reports of all the examiners

- k. The viva will be held in time and place within the University campus. If need be the viva may be run, on approval of the Faculty, outside the University
- l. The decision of thesis or dissertation examination committee is based on a positive vote of two thirds of the members including the external examiner
- m. The examination committee submits a report signed by all examiners immediately after finishing the viva including either of the following recommendations:
 - m. 1 accepts the thesis/dissertation and award the degree
 - m. 2 accept the thesis/dissertation with corrections and amendments to be seen by one member of the examination committee to make sure that what was required was done
 - M.3 accepts the thesis/dissertation and award a lower degree if available
 - m. 4 Re-examine the thesis/dissertation after major amendment
 - m. 5 reject the thesis/dissertation
- n. A student shall make the corrections and/or the amendments made by the examiners committee
- o. A student must prepare the thesis or dissertation during the specified period. In case of rejection of the thesis or the dissertation the student is considered failure and the student will be barred from the degree

19. Appeals for Re-assessment

- a. A student has a right to appeal to the dean of the Faculty for re-assessing the marks obtained in specific course(s). In such case the student has to settle the prescribed fees and submit an appeal for re-assessment within three days after the announcement of results. No appeals would be accepted after that
- b. The Dean Faculty shall forward the appeal for re-assessment to concerned faculty or institute to form a committee of three staff members for re-correction of the answer book(s) of the student and submit a recommendation
- c. The dean of the concerned faculty or institute shall forward the recommendation of re-assessment committee to the Faculty for approval and to notify the student

Chapter Six

20. Contravention of Regulations

Contravention of any part of Item 16 of the General Regulations for Graduate Studies; National University-Sudan is considered an offense which requires the following:

- a. The supervisor, the examiner or the invigilator shall write a report to the dean of the concerned faculty or institute, on the contravention. The dean of concerned faculty or institute form an inquiry committee from three staff members of the concerned faculty, one of them a Law man
- b. The supervisor, the examiner, the invigilator and the student appear, each at a time, before the inquiry committee
- c. The inquiry committee shall submit a written report comprising recommendation(s) to the dean of the concerned faculty or institute. The dean of the concerned faculty or institute forwards the report to the Faculty
- d. If the offense committed falls under the provisions of Item 14.e.4 of the General Regulations for Graduate Studies; National University-Sudan, the dean shall form an inquiry committee of three staff members from the University. The committee submits, to the dean, a written report comprising recommendation(s)
- e. The Faculty Council shall consider the reports of the inquiry committees, in accordance with Items 20.a and 20.d of the General Regulations for Graduate Studies; National University-Sudan and recommends to the University President

21. Penalties

The University President shall assign the contravening student, one or more of the following penalties:

- a. Warn the student and keep the offence on his academic records
- b. The student be considered failure and be assigned zero in the concerned examination
- c. Suspend the student from study for a specified period
- d. Dismiss the student
- e. Assign financial penalty on the student for any resulted material damage
- f. Barring the student from the degree registered for
- g. Announce the contravention and the punishment
- h. Withdraw the degree from the student
- i.

22. Procedures for Award of the Degrees

- a. In by course programmes, the graduate studies committee of the concerned faculty or institute shall submit detailed examinations results to the Faculty Registrar
- b. The Faculty Council shall discuss the examinations results and the examiners reports; and forwards a recommendation to the Scientific Council
- c. If need be, an additional assessor can be requested to report on thesis/dissertation

23. Final Copies of Theses or Dissertations

- a. A student awarded a degree in accordance with Item 22 of the General Regulations for Graduate Studies; National University-Sudan, must submit, reference the Faculty guidelines for writing theses/dissertations, six paper bound copies and one compact disk (CD) of the approved the thesis/dissertation
- b. The Faculty provides one copy of the thesis/dissertation to the supervisor and one copy to the libraries of the University, the Faculty, concerned faculty or institute, concerned department, and the National Archives of Sudan

Chapter Seven

24. Final Provisions

- a. Items 15,16 and 21 of the General Regulations for Graduate Studies; National University-Sudan should be published on announcements boards of the Faculty and the concerned faculties or institutes implementing the programmes
- b. Supervisors, examiners and invigilators must acquaint themselves with the General Regulations
- c. The Dean has the right to form, based on an evidence of plagiarism in any thesis or dissertation, an inquiry committee to submit a recommendation to the Faculty Council which in turn proposes an appropriate action and recommends to University President