



6 REGULATIONS FOR THE MASTER DEGREE PROGRAMMES AS OFFERED BY NED UNIVERSITY

6.1 GENERAL

6.1.1 Title

These Regulations may be called, 'Regulations for Master's Degrees; NED University of Engineering & Technology.'

6.1.2 Commencement

These Regulations shall come into force with immediate effect superseding all previous Regulations.

6.1.3 Nature of the Degree

Successful completion of the Masters Programme shall lead to the Master's Degree in discipline / relevant area of specialisation.

6.1.4 Nature of Programme and Number of Seats

Any teaching department of this University offering undergraduate programme may offer Day programme for full time students or Evening/Weekend Programme for part time students; it may also offer both full-time and part-time Programmes simultaneously leading to the degree(s) as appropriate. With approval of the concerned Dean, each department shall specify number of seats in any programme and under each area of specialisation, (wherever applicable).

6.1.5 Criteria and Procedure for Admission

- i) A Candidate must be a citizen of Pakistan / resident in Pakistan.
- ii) The candidate should possess the following qualifications with CGPA **2.40/4.0** (For such candidates having been awarded qualifying degree ONLY in 'Division', HEC defined criteria shall be used for conversion to CGPA);
 - a) For Master of Engineering (M.Engg.) / Master of Engineering Management (MEM) Programme, the candidate must possess Bachelors of Engineering degree or equivalent in the relevant fields.
 - b) For Master of Urban & Regional Planning (MURP) Programme, the candidate must possess either Bachelor of Architecture or Bachelor of City and Regional Planning or Bachelor of Civil Engg., or Bachelor of Urban Engineering or M.Sc. in Geography or four years B.S Degree in "Geography" or M.A. in "Geography" or four years B.S. Degree in Development Studies.

- c) For Master of Architecture (M. Arch) Programme, the candidate must possess Bachelor of Architecture
- d) For Master of Science (MS) in: -
- e) Computer Science & Information Technology, the candidate must possess either Bachelors of Computer Science and Information Technology or equivalent, or Bachelor of Architecture or Bachelors of Engineering or Sixteen Years Education in Applied Mathematics or Applied Physics or equivalent.
 - i) Applied Mathematics, the candidate must possess Bachelors of Engineering degree or Sixteen years education in Mathematics or equivalent.
 - ii) Industrial Chemistry, the candidate must possess Bachelors of Engineering degree or Sixteen years education in Chemistry or Applied Chemistry equivalent.
 - iii) Physics, the candidate must possess Bachelors of Engineering degree or Sixteen years education in Applied Mathematics, Applied Physics, Physics or equivalent.
 - iv) Applied Linguistics, the candidate must possess Bachelors in English or Sixteen years education in English in the relevant area with second division and above / CGPA 2.40/4.0.
 - v) Data Engineering and Information Management, the candidate must possess Bachelors of Engineering degree or Bachelors of Computer Science, or Bachelors of Business Administration or sixteen years education in Applied Mathematics or Statistics, or equivalent.
 - vi) For Master of Engineering Management (MEM in Process Engineering Management) candidates having obtained degree in the disciplines of Chemical, Mechanical, Food, Petroleum, Environmental, Industrial & Manufacturing, Materials, Metallurgy, Polymer/Polymer & Petrochemical Engineering from the institutions as recognized by this university will be accepted for admission.

OR

- f) Any other degree in disciplines as approved by Academic Council for any of the above programmes.
 - i) To be enrolled in any programme Day / Evening / Weekend, the candidate must



have attained high degree of scholarship in his/her undergraduate study in relevant or approved discipline and must have demonstrated promise for success in advanced study.

- ii) Application for admission shall be made on the prescribed form, and sent to the Chairperson of concerned department, either by hand or by registered post. After introduction of ONLINE Admissions System, only this platform shall be used for submission of Admission Form. Any application received after the closing date may not be considered. Any applicant who fails to appear in the Admission Test shall stand disqualified for admission.
- iii) Admission shall be granted on the basis of merit. Merit list of successful candidates will be prepared in accordance with criteria as under:
 - a) Qualifying Examination Result.
 - b) Qualifying Pre-Admission Entry Test that includes the University conducted test or any other test recognized by the HEC with minimum 50% cumulative score.
 - c) Interview of candidates or short-listed candidates under (a) and (b) above, if required.
- iv) Names of all selected candidates shall be displayed on the departmental notice board. Selected candidates shall be required to report to the Chairperson, of the respective Department for verification of their documents, then payment of prescribed fees and complete registration / enrolment documents within the prescribed date as notified.
- v) The Dean of each Faculty shall monitor compliance with Regulations by the concerned departments within his/her Faculty.
- vi) The Vice-Chancellor can cancel admission of any candidate after giving him a personal hearing.

6.1.6 Medium of Instruction

Instructions in all classes and laboratories and all examinations written or oral shall be carried out in the English language.

6.2 SCHEME OF STUDIES

6.2.1 General

- i) Each Programme shall be of thirty (30) credit hours including Thesis where total credits hours for course work are proportionally reduced.
- ii) There shall be two semesters in one calendar year, namely; Fall Semester and Spring Semester.
- iii) Wherever applicable and in order of merit of selection, each candidate shall have the option to enrol either in the Day or the Evening or the Weekend programme.
- iv) Any student enrolled in the Day programme may complete all requirements in three semesters (Thesis being compulsory in the Day programme) or within a maximum of eight semesters (Four Years) including withdrawal; if any. Minimum requirement may be reduced in case of transfer of credits / exemption of courses as defined in 6.2.4 (v)
- v) Any student enrolled in the Evening programme may complete all requirements in minimum four semesters whereas for weekend programme minimum period shall be three semesters. In either case, the maximum of eight semesters (Four Years) will be allowed including withdrawal (Semester and Programme withdrawal); if any. Minimum requirement may be reduced in case of transfer of credits / exemption of courses as defined in 6.2.4 (v)
- vi) Those students desiring to pursue for PhD, or based on their personal preference/ motivation, if allowed by the concerned Chairperson, may opt for Thesis in place of two optional courses of 3 credit hours each. Thesis shall be administered as described in clause 6.4.

6.2.2 Duration of Course and Time Schedule

- i) Each semester shall have at least Fifteen weeks instruction time followed by semester examinations.
- ii) In the Day / Weekend programme, courses up to maximum of twelve credit hours and in the Evening programme courses up to maximum of six credit hours shall be allowed in each semester. However, the Chairperson of the concerned department may allow one additional course to any such student who is enrolling for three credit hours of Thesis in a Semester or otherwise might require one more semester to complete thirty credit hours



requirement for the degree.

6.2.3 Admission in Any Semester

- i) Admission in any semester requires registration either in any course(s) or Thesis.
- ii) Registration in course(s) for earning credit hours shall be subject to the following conditions:
 - a) Any student having lesser than 2.50 GPA/CGPA shall be allowed registration in courses for earning credits subject to the condition that he/she shall remain on probation during next Semester.
 - b) The student shall be required to achieve at least 2.50 CGPA after completion of the course(s) during next / probationary Semester.
- iii) Any student who was on probation in any Semester and had not achieved at least 2.50 CGPA shall not be allowed to earn new credits and would be required to repeat /improve earlier courses.
- iv) Any student may be allowed to take one course of three credit hours offered under any other area of specialisation in the same Department or in any other Department of the University with the recommendation of concerned Chairperson(s) and approval of the concerned Dean.
- v) Registration of students in any course may be subjected to the maximum number of students in the class.
- vi) Any student may be allowed to register in any course or change a course or withdraw from any course within three weeks after the date of the commencement of the classes by the Chairperson of the concerned department.
- vii) Any students admitted in one particular programme i.e. Day/Evening/ Weekend may desire changing to alternate programme (with same specialization) shall be allowed by the concerned Dean on the recommendations of concerned chairperson. Such change shall however be allowed provided that there are justified reasons for the request of change in programme.

6.2.4 Transfer of Credits / Exemption

- i) Transfer of credit/ exemption of course(s) may be granted by the concerned Chairperson against course(s) which the

student has passed earlier provided that:

- a) Application must be submitted before the completion of first semester of studies.
- b) Discontinuation of his/her studies has not exceeded two calendar years.
- c) Such course(s) was (were) not counted towards any other degree.

ii) Transfer of Credits

Maximum of four credit courses completed during preceding four semesters from this University, including NED Academy, with at least 'B' grade may be credited with transfer of grade(s) as follows;

- a) Course(s) listed under the current scheme of specialisation
- b) One course from any other specialisation in line with clause 6.2.3(iv), if applicable.

iii) Exemption of Courses

Subject to equivalence, exemption may be granted:

- a) To a maximum of Six credit hours equivalent courses passed in atleast 'B' grade from any other institution.
- b) Any number of non-credit courses from any other institution.
- c) Grades of exempted course(s) shall not be counted towards CGPA and the thirty credit hours requirement for the degree shall be reduced accordingly.
- iv) In any case the total number of credit courses transferred / exempted shall not be more than FOUR of the programme where the student is admitted.
- v) Consequently, maximum period for completion of the Master's Degree Programme may be reduced by one Semester for Day / Weekend Programme and two Semesters for Evening Programme.

Note: Necessary notification towards grant of transfer of credits /exemption shall be issued in each case.

6.2.5 Cancellation of Admission

The admission of any such student will be cancelled if the student is:

- i) involved in any breach of discipline as



prescribed in Regulations.

- ii) fails to register in any semester without being officially allowed withdrawal either from the Semester or from the Programme.
- iii) On probation in the second effective semester of his/her studies and on completion of the semester i.e. after taking the exam fails to achieve at least 2.50 CGPA.
 - a) However, such students who had shown a significant progress i.e. obtained at least 'B' grade in all courses of second effective semester shall not have his/her admission cancelled and will be allowed to continue his/her studies; Clause 6.2.3(iii) shall remain applicable to such students.

6.2.6 Withdrawal from Semester

Permission to withdraw from any semester may be allowed as under:

- i. Withdrawal may be given under justified circumstances by concerned Chairperson and shall be notified accordingly.
- ii. In any case withdrawal shall only allowed for the second semester provided that the student attended classes and had maintained at least 50% attendance in any one course during the first semester.
- iii. Semester withdrawal will be allowed till 3rd week after commencement of Semester. The tuition fee will be adjusted in subsequent semester but semester registration, library fee, internet fee and Endowment fee will however, be forfeited. Those students who had not yet paid the fees, shall only be allowed withdrawal subject to payment of fees equivalent to semester registration, library fee, internet fee and Endowment fee.
- iv. After three weeks withdrawal may be allowed, subject to payment of fees equivalent to semester registration, library fee, internet fee, Endowment fee and tuition fee of one course.
- v. If the student fails to report back in subsequent semester, his admission will be liable to cancellation as per Clause 6.2.5 (ii). In such case, adjusted fee will not be refunded.

6.2.7 Withdrawal from Programme

A student, who is unable to continue his/her studies because of justified circumstances on his/her part and desires withdrawal from the Programme, should apply to the Chairperson of the concerned department. If allowed, necessary notification shall be issued. In any case withdrawal shall only be allowed as under:

- i. It will be allowed at commencement of second semester provided that the student attended classes and had maintained at least 50% attendance in any one course during the first semester.
- ii. Programme withdrawal will be allowed till 3rd week after commencement of Semester. The tuition fee will be adjusted in subsequent semester but semester registration, library fee, internet fee and Endowment fee will, however, be forfeited. Those students who had not yet paid the fees, shall only be allowed withdrawal subject to payment of fees equivalent to semester registration, library fee, internet fee and Endowment fee.
- iii. After three weeks withdrawal from programme may be allowed, subject to payment of fees equivalent to semester registration, library fee, internet fee, Endowment fee and tuition fee of one course.

6.2.8 Re-Admission in the Programme

A student who has officially withdrawn from the Programme may be readmitted in the programme provided that the period of absence together with period of study shall not exceed maximum permissible period as given in Clause 6.2.1 (iv & v).

6.3 EXAMINATION

6.3.1 Conduct of Examination

- i) There shall be a final examination at the end of each semester as scheduled by the Controller of Examinations.
- ii) The maximum marks in each course shall be 100; distributed as 40 marks for the sessional work and 60 marks for



- the final examination.
- iii) The maximum marks in planning and design studio courses shall be 100; distributed as 60 marks for sessional work and 40 marks for final examination.
 - iv) Thesis shall be assessed as described in clause 6.4

6.3.2 Class Attendance

The students shall be expected to attend the classes regularly and submit the home-assignment when due. A candidate with less than 75 percent attendance in any course shall not be allowed to take the final examination in that course.

6.3.3 Grade Point Average

The following grades / grade points with the equivalent marks shall be awarded to the students on the basis of their performance in each course of study.

Grade	Grade Point	Marks	Marks
A	4.0	88 – 100	-
A –	3.7	80 – 87	-
B +	3.4	75 – 79	-
B	3.0	70 – 74	-
B –	2.7	67 – 69	-
C +	2.4	64 – 66	-
C	2.0	60 – 63	-
C –	1.7	57 – 59	-
D +	1.4	54 – 56	-
D	1.0	50 – 53	-
F	0.0	Below 50	-
S	-	-	Fail Satisfactory (for Thesis)
U	-	-	Unsatisfactory (for Thesis)
P	-	50 – 100	Pass in non-credit course
X	-	-	Exempted
I	-	-	Incomplete
IP	-	-	In Progress
WU	-	-	unofficial withdrawal

Note: IP to be awarded for Thesis after completion of one semester.

6.3.4 Academic Performance

Academic performance shall be determined on the basis of;

- i) Grade point average (GPA) to be calculated for the courses completed in any semester or for some selected courses completed in more than one semester.
- ii) Cumulative Grade point average (CGPA) to be calculated for all courses completed upto any semester or on completion of thirty credit hours.
- iii) GPA and CGPA shall be calculated as:

$$GPA \text{ and } CGPA = \frac{\text{Sum of (credit hours of course multiplied by Grade Point in that course)}}{\text{Total credit hours of courses}}$$

* Note: In the above calculation, total credit hours of courses (denominator value) include count of course(s) with "F" grade as well.

6.3.5 Absence from Examination

- 6.3.5.1 Any candidate, who fails to appear in the final examination of any course shall be awarded grade 'WU' in the course(s):
- 6.3.5.2 a) If there is any documentary evidence or otherwise there is sufficient ground to justify absence of the candidate accepted as such by the teacher, the chairperson and the dean concerned, the grade WU in the course will be changed to grade 'I'.
- b) Such candidate shall be required to appear in the examination of the course as scheduled by the chairperson; if the candidates fail to appear again, for any reason, he/she shall be awarded grade WU as final grade in the course.

6.3.6 Change of Grade/ Improvement

Registration in a course for change of grade/ improvement will be subject to the following conditions:

- A compulsory course which the student is required to repeat for obtaining a passing grade or a course selected by the student for improvement of his/her CGPA.
- Any other credit course in lieu of an optional course.
- Better grade(s), if any, will be considered for determining GPA / CGPA.

6.4 Thesis



Thesis shall be equivalent to six credit hours and shall be required to be completed within duration of two semesters, with three credits hours enrolled in each of the two semesters. Three credits of thesis may include laboratory work. Extension of one semester may, however, be granted by the concerned Chairperson in special circumstances if the student was unable to complete the Thesis requirements in two semesters because of unavoidable circumstances not related to his/ her own lack of commitment.

6.4.1 Proposal for Thesis

- (i) During the first 4 weeks of the first semester of Thesis enrolment, a proposal on prescribed format should be submitted by the student to the concerned Department through the Supervisor.
- (ii) The Thesis proposal is to be evaluated by a Postgraduate Committee comprising of three senior faculty members including Chairperson. This Committee is to be constituted by concerned Dean.
- (iii) The proposal would then be submitted to the concerned Board of Studies for approval.

6.4.2 Thesis Assignment and Supervision

- (i) Each such student will also be assigned a Supervisor for guidance.
- (ii) Depending on the nature of topic for Thesis, Chairperson concerned shall recommend a Supervisor having relevant experience /expertise in the area of the topic, to guide the student in the enquiry, analysis and/or development work undertaken and it's write-up throughout the period of research. The approval of the supervisor shall be given by the Vice Chancellor. The Supervisor shall be responsible for;
 - (a) Initial definition /selection of the topic of the research and plan of the research assigned to the candidate.
 - (b) Guiding the candidate in development of the research proposal, overall monitoring and

guidance, thesis writing and other matters related to the programme.

- (iii) Thesis shall be allowed only to those students having completed twelve credit hours with CGPA of 3.00.
- (iv) Supervisor may recommend a Co-Supervisor to the Chairperson concerned. The approval of the Co-Supervisor will be given by the Vice Chancellor.
- (v) A student undertaking a research leading towards thesis option shall be allowed to enrol in a maximum of two more courses of three credit hours each during such semester(s) in which he/she enrolls for thesis, provided that he / she is able to maintain a CGPA of 3.00 at time of such enrolment.
- (vi) Satisfactory performance of the first three credit hours of a thesis shall be based on an Evaluation of conducted during first two weeks of second semester of enrolment in thesis. The candidate shall be required to present his/her work in a departmental seminar for such evaluation.
- (vii) A student satisfactorily completing the first three credit hours of a thesis shall be allowed to enroll in the remaining three credits in a subsequent semester provided that he / she is able to maintain a CGPA of 3.00 at the time of such enrolment.
- (viii) A student having unsatisfactorily performing in the first three credit hours of a thesis shall not be given any thesis credit and shall be required to undertake regular coursework in lieu of the six credit hours of thesis work.
- (ix) A student after successfully completing three credit hours of thesis may opt / be given the option to enroll for regular coursework in lieu of the complete six credit hours of thesis work. No credit, however, shall be given in such a case for any completed thesis credit hours.
- (x) A Weekend Programme student desirous in enrolling in thesis may be



allowed by the concerned Chairperson to enroll in 12 credit hours in his/ her first semester of studies so as the student be able to complete the degree requirements in 3 semesters. All other conditions will apply.

- (xi) Temporarily unable to continue research because of justified circumstances, should file an application to the Chairman of the concerned Department through the Supervisor for temporary suspension from the programme. Such leave of absence shall not exceed twelve months. Upon return after availing the leave, Chairman on the recommendation of Supervisor may allow the student to continue.

6.4.3 Evaluation of Thesis

- i) A candidate may be allowed by the Chairperson of the concerned Department to submit the Thesis only after:
 - a. Fulfilling all requirements as suggested by the Supervisor.
 - b. Pursuing Thesis work for at least two semesters.
 - c. Fulfilling all other regulatory requirements prescribed by the University.
- ii) A candidate shall submit an application after fulfilling conditions of Section 6.4.3(i), to the Chairperson of the concerned Department for the examination and shall submit three copies of the Thesis for evaluation. This submission should be done by the candidate within two weeks of completion of classes in semester for evaluation / examination. Otherwise, either the candidate may request the Chairperson for award of grade 'I' and extension of one Semester or withdrawal from the Thesis.
- iii) The candidate shall be examined orally and will be provided an opportunity to defend his/her Thesis.
- iv) The Vice Chancellor of the University, on the recommendation of the Board of Studies (BoS), shall nominate an Examiner's Committee comprising of at

least two examiners including the Supervisor. Examiner (other than the supervisor) may also be from outside the University.

- v) The evaluation of Thesis shall be done in the following manner:
 - a. Requirement fulfilled without any corrections
 - b. Requirement fulfilled contingent to major corrections
 - c. Requirement fulfilled contingent to minor corrections
 - d. Fail
- vi) The Examiner's Committee shall examine and grade the Thesis: 'S' for satisfactory without any corrections or with corrections; otherwise 'U' for unsatisfactory.
- vii) In case of result as 6.4.3(v)(b) or 6.4.3(v)(c), the Examiners' Committee shall indicate in what respect the material of the Thesis should be modified and specify period for re- submission. Once re-submitted in due time, one of the members of the Examiner's Committee, as nominated by the Examiner's Committee, shall certify that the corrections are carried out as recommended by the Examiner's Committee. In case of major revision, Committee shall also decide whether to hold subsequent examination or not. Up to the time re-examination is done (if required) and/ or all corrections are certified, the Thesis result of the candidate shall be withheld. Re-examination shall only be allowed once. In case the candidate fails to submit the corrections to the satisfaction of the examiner's committee in due time, a one-time extension may be granted by the Examiner's Committee. This whole process, however, should take no longer than 12 weeks from the date of first oral examination.
- viii) In the case of a failure or when a student is unable to meet the requirements as mentioned in 6.4.3 (vii) in case of major or minor corrections, Thesis shall be graded as "Unsatisfactory" and the student shall be required to undertake regular coursework in lieu of the six credit hours of Thesis work.



- ix) The Examiner's Committee shall submit the result of the entire examination, immediately after the oral examination, on the prescribed form to the Controller of Examinations.

6.4.4 Submission of Thesis

- i) A candidate, having qualified for Thesis, shall submit three copies of the Thesis on a prescribed format to the Chairman of the concerned Department.
- ii) The NED University of Engineering & Technology shall have the right to publish the Thesis or any part thereof and/or develop intellectual property out of the same – irrespective of whether or not the project work is completed.

6.5 AWARD OF DEGREE

Any student who has fulfilled following conditions shall

be eligible for the award of Masters Degree in the relevant field;

- i) Passed all non-credit courses, if required.
- ii) Passed all credit courses counted towards degree with minimum 3.00 CGPA within specified time.
- a. Satisfactorily completed Thesis.
- iii) Satisfactorily completed all other requirements.

6.6 GENERAL PROVISION

Regulations and rules of the Undergraduate Programme shall not be applicable to any Post-graduate Programme unless otherwise specified by the appropriate authority.

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