



## Student Guidelines for Transfer from M.Phil to Ph.D. Registration

December 2018

### Objective

As per Regulation 37 of the Ph.D. Degree Regulations, 2008, in order for Senate to consider a transfer of registration from the M.Phil. Degree to the Ph.D. Degree with the same research proposal, students are required to submit a transfer report after 12 months and not later than 24 months of full-time study (or the equivalent in part-time study). If a student fails to present a request to transfer his studies to Ph.D. within this period, the student would be required to submit a justifiable reason, which Senate would consider following recommendations of the Centre's Doctoral Committee, the Centre Board and the University PhD Sub-Committee.

### Transfer Report

The transfer report must consist of a maximum of **25 pages** including references and appendices. It must be written on A4 paper using single line spacing and Times New Roman 12 point font. The report should contain the following:

- Title:** Should be exact, concise and clear.
- Abstract:** Should summarize the research conducted including research problem and objectives, research methodology and techniques used in solutions, main findings and conclusion.
- Introduction:** Should describe the context of the research problem, the relevance of the research, detailed definition of the research problem (highlighting research gap, new research problem with an unknown solution, continuing/furthering previously conducted research), and proposed solution(s).
- Literature Review:** To critically review and evaluate relevant and significant existing research.

<b><i>Research work done:</i></b>	Should summarize the research work that has been done including the experiments conducted with initial findings or shortcomings as well as their evaluation and how they will be used and tackled respectively in the next research plan.
<b><i>Research work planned:</i></b>	Should describe the remaining tasks including the target dates to perform the tasks, and a Gantt chart might be included.
<b><i>Conclusions:</i></b>	Should conclude the main findings and shortcomings of the research.
<b><i>References:</i></b>	Should be listed properly using the IEEE reference style.
<b><i>Appendices:</i></b>	Should include only necessary material that might be useful for the report presentation, such as computer codes, large table or figures, tedious or lengthy mathematical proofs etc.

## **Ad Hoc Examination Board**

The Ad Hoc Examination Board shall consist of a Chairman, the Principal Supervisor and another academic member. The Principal Supervisor is expected to propose the members of the Ad Hoc Examination Board to the Centre Board through the Centre Doctoral Committee for approval.

## **Examination (Viva Voce)**

During the examination, the student is expected to deliver a 20-minute presentation. The Ad Hoc Examination Board will then examine the student in order to ascertain that the student has the potential to reach the standard appropriate to that required of a doctoral degree.

The main objective of the transfer examination is to confirm that the student:

1. Has fully understood the problem.
2. Is committed to their studies.
3. Has potential to produce work of sufficient quantity and quality.
4. Has a realistic research plan and schedule.
5. Has the potential to conduct research independently at a high level of originality and quality.

## **Outcome of the Examination**

The Ad Hoc Examination board will make its decision on transfer according to Regulation 37 (2). [https://www.um.edu.mt/\\_data/assets/pdf\\_file/0006/53088/PhD-2008.pdf](https://www.um.edu.mt/_data/assets/pdf_file/0006/53088/PhD-2008.pdf)

If the transfer is allowed by Senate, the work already done for the M. Phil. Degree shall count towards the requirements for the Ph.D. Degree.