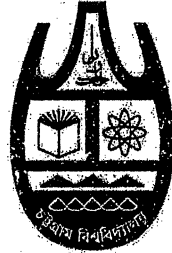


University of Chittagong
Chattogram, Bangladesh.



Ordinance
For

THE DEGREE OF
MASTER OF PHILOSOPHY (M. Phil.)

FROM SESSION: 2025-2026

UNIVERSITY OF CHITTAGONG
ORDINANCE FOR THE DEGREE OF MASTER OF PHILOSOPHY (M. Phil.)
Compliant with BNQF Level 9, UNESCO ISCED 2011 Aligned
Effective from January 2026

The ordinance for the degree of Master of Philosophy (M. Phil.) is designed to enhance the academic standards and research excellence of postgraduate studies at the University of Chittagong, aligning with the Bangladesh National Qualification Framework (BNQF) and other internationally recognized frameworks and quality benchmarks. The ordinance aims to foster a system that is conducive to innovative inquiry, scholarly rigor, a robust publication footprint, and ethical research practices among M. Phil. candidates.

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1. PREAMBLE AND LEGAL FRAMEWORK

In exercise of the powers conferred by the University of Chittagong Act 1973 and the regulations made thereunder, the Academic Council hereby replaces the existing ordinance for the degree of Master of Philosophy (M. Phil.) with this ordinance for the award of the degree of Master of Philosophy (M. Phil.). This ordinance shall be referred hereinafter as the University of Chittagong Ordinance for the Master of Philosophy (M. Phil) Degree 2025-2026 and shall come into force with effect from January 2026.

2. DEFINITIONS AND INTERPRETATIONS

In this ordinance, unless there is anything repugnant in the subject or context, the following terms shall have the meanings hereby assigned to them:

- Academic Council** : The highest academic authority under the University of Chittagong Act, 1973
- BAS** : The Board of Advanced Studies of the University of Chittagong
- BNQF** : Bangladesh National Qualifications Framework
- Candidate** : A person who has been admitted and registered for the M. Phil. degree program at the University and has yet to obtain the M. Phil. degree.
- DEDC** : The Dissertation Examination and Defense Committee
- Dissertation** : The written research work submitted for the M. Phil. degree, representing an original contribution to knowledge.
- GSOC** : The Graduate Studies Oversight Committee, headed by the Pro Vice-Chancellor (Academic) and consisting of all Deans with Deputy registrar of the Higher Studies cell as the member secretary for high-level program decisions.
- Indexed Journal** : Peer-reviewed journals listed in recognized international databases like Scopus, Web of Science, or equivalent.
- Joint-supervisor** : An additional eligible academic or researcher from the University of Chittagong or from outside the University appointed to assist in supervision when required.
- M. Phil. Degree** : The degree of Master of Philosophy awarded by this University upon successful completion of advanced studies and research as prescribed in this ordinance.
- Part-time Track** : M. Phil. candidature for employed individuals as part-time graduate students with modified timelines and residency requirements.
- PCC** : The Post-graduate Coordination Committee, responsible for Departmental/Institutional oversight of research programs.
- Ph.D. degree** : The highest academic degree awarded by the University in recognition of original research contribution and advanced scholarship in a specific field of study.
- Predatory Journal** : Journals or conferences identified as predatory by recognized international bodies
- Regular Track** : M. Phil. candidature for full-time graduate students with a dedicated research commitment and potential eligibility for a fellowship.
- Supervisor** : A regular faculty member appointed to guide and supervise the post-graduate research

3. NATURE AND SCOPE OF THE M. PHIL. DEGREE

University of Chittagong may award the degree of Master of Philosophy (M. Phil.) in the Faculty of Arts and Humanities, the Faculty of Science, the Faculty of Social Sciences, the Faculty of Business Administration, the Faculty of Law, the Faculty of Biological Sciences, the Faculty of

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Engineering, the Faculty of Education, the Faculty of Marine Sciences and Fisheries, the Faculty of Medicine, or any other Faculty established by the University to candidates in recognition of their successful completion of advanced studies and research demonstrating significant scholarly achievement and research capability.

The M. Phil. degree represents the second-highest level of academic achievement (BNQF Level 9) and requires the demonstration of independent research capability, original thinking, and scholarly excellence that meets international standards.

4. POST-GRADUATE COORDINATION COMMITTEE (PCC)

Each Department/ Institute/ Center of the University shall form, through its academic committee, a Post-graduate Coordination Committee (PCC) consisting of three (03) regular faculty members who are eligible to supervise M. Phil./Ph.D. students (Clause 10.1) with an active research profile having publication(s) in peer-reviewed indexed journals. The BAS should maintain an updated list of PCC membership from all Departments/ Institutes/ Centers. If any Department/ Institute/ Center does not have the required number of qualified faculty members to form a PCC, the GSOC shall nominate one or more faculty members with a relevant background from the university until such necessity is fulfilled. The senior-most member among them shall serve as the convener of the PCC. The PCC shall oversee the post-graduate students from their admission to the completion of their degree. The duration of membership in the committee shall be three (3) years from the date of appointment. The continuity of the committee should be ensured by the academic committee of the respective Department/ Institute/ Center.

5. ELIGIBILITY FOR ADMISSION

A candidate seeking admission to the M. Phil. Program must fulfill the following eligibility requirements and academic qualifications, provided that the candidate has completed an Undergraduate and a Master's degree from any recognized University at home or abroad at the time of application.

Minimum GPA Requirements: For admission to the M. Phil. Program, candidates must have a CGPA of 3.5 or above in each of the S.S.C./Dakhil and H.S.C./Alim or equivalent examinations, and the total of Honors and Master's CGPA must be a minimum of 6.50 with not less than 3.0 in any individual degree. Candidates having a 5-year undergraduate degree, including MBBS/BDS/B. Pharm will be eligible for direct entry into the M. Phil. program. The candidates who passed in the class system must have at least a second class in both Honors and Master's degree, and at least a second division with a minimum of 55% marks in both S.S.C./Dakhil and H.S.C./Alim or equivalent examinations.

English Proficiency: International candidates must demonstrate English proficiency through an IELTS score of 6.0 or higher, a TOEFL score of 550 or higher in paper-based testing and 75 or higher in iBT, or an equivalent English proficiency certificate from a recognized institution. This clause will not be applicable to those who are eligible to submit the thesis in a language other than English.

6. ADMISSION PROCEDURES AND REGISTRATION

The PCC will conduct admissions to the M. Phil. program twice annually, with the first session commencing in January and the second session in July of each academic year, in accordance with the procedures specified herein.

6.1 Application Process

Candidates shall apply in the prescribed form available from the concerned office (or through the postgraduate application portal of the University website, if available), accompanied by three

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passport-size recent photographs, all necessary academic documents, including transcripts, and certificates verified by the issuer of these documents, along with copies of publications, if any.

Each application must include a comprehensive research proposal within 1,500 words, which should include a title, outline the proposed research topic, state the problem, provide a rationale for the research, clearly describe the methodology, objectives, and expected contribution to knowledge.

The application must be supported by the written consent on a prescribed form from the proposed supervisor and/or who meets the eligibility criteria specified in this ordinance.

6.2 Entrance Examination

PCC of each Department/ Institute/ Center shall conduct entrance examinations for all applicants of the respective Department/ Institute/ Center to assess their research readiness and subject knowledge based on a 100-mark examination as outlined in the table below:

Type of examination	Total number	Pass marks
Written examination	75	40
Viva-voce	25	10
Total	100	50

6.3 Approval Process

The PCC shall review all applications and forward recommendations to the Academic Committee within fifteen days of the entrance examination.

The Academic Committee shall forward applications, along with its recommendations, to the faculty meeting within fifteen days of the receipt of PCC's recommendation for consideration and approval.

The Dean shall report the approved applications to the faculty meeting and send them to the Board of Advanced Studies for ratification by the Academic Council. Upon approval from the Dean, the candidate will be eligible for admission to the program.

7. PROGRAM DURATION AND STRUCTURE

The M. Phil. program shall be structured to provide comprehensive research training through a combination of advanced coursework and original research. The program offers two tracks to accommodate different candidate circumstances and career objectives.

7.1 Program Duration

The program duration matrix shows the detailed breakdown of the time allocated to the degree

Track	Total Duration	Coursework Phase	Dissertation Phase
Regular Track	4 semesters (2 years)	2 semesters (1 year)	2 semesters (1 year)
Part-time Track	6 semesters (3 years)	3 semesters (1.5 years)	3 semesters (1.5 years)

7.2 Extension Provisions

In exceptional circumstances, upon the recommendation of their supervisor through the PCC and approval by the Academic Committee, candidates may be granted an extension of up to two additional semesters, in each of the coursework phase and the dissertation phase. No fellowship shall be provided during the extension periods. The regular track candidates must complete the degree within a total of three years, while part-time candidates must complete it

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within four years; after this time, they will be dropped from the program. Readmission will be required for each semester of the extended period, provided that the necessary fees are paid.

8. COURSE WORK REQUIREMENTS

Every M. Phil. candidate shall complete a minimum of 18 credit hours of coursework comprising six courses of 3 credits each as specified below:

8.1 Mandatory Courses

- i. **Research Methodology and Research Ethics:** Three (03) credits on comprehensive training in research project design, project planning, project management, data collection, and analysis methods.
- ii. **Data Analysis:** Three (03) credits on research data processing, visualization, and interpretation.
- iii. **Academic Writing and Communication:** Three (03) credits on academic writing skills, presentation techniques, scholarly communication, research publication, and intellectual property rights, etc.

8.2 Subject-Specific Courses

Three additional courses, each bearing three (03) credits, shall be selected by the supervisor and in consultation with the PCC to provide specialized knowledge in the candidate's research area.

8.3 Curriculum Development

The DMPCC of the respective Department/ Institute/ Center shall coordinate curriculum development and the approval process with the Academic Council to ensure the timely completion of coursework and maintain academic standards.

8.4 Assessment Standards

Candidates must maintain a minimum cumulative GPA of 3.00 on a 4.00 scale in coursework, with no individual course grade below a 2.75, to proceed to the thesis phase.

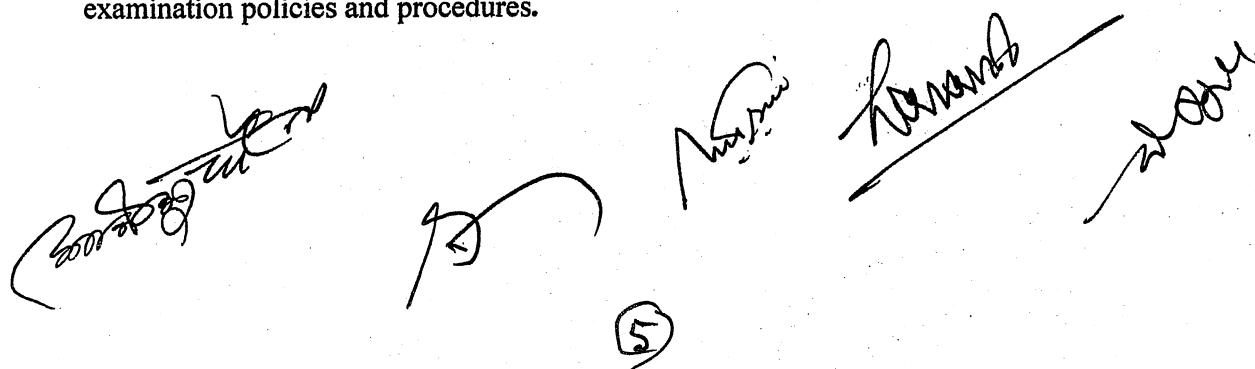
8.5 M. Phil. to Ph.D. conversion based on coursework performance

Candidates achieving a CGPA of 3.5 in M. Phil. coursework with no less than 3.25 in any individual course will be eligible for upgradation to the Ph.D. program. After the candidate expresses intent to upgrade by submitting a supervisor-endorsed application using the prescribed form to the PCC. PCC will send it through the academic committee to the Dean of the respective faculty for reporting to the faculty meeting, effective immediately from the subsequent session. The Dean will report all cases of upgradation to the subsequent Academic Council meeting. Candidates who have converted to Ph.D. will receive a waiver for the courses they completed in the M.Phil. that are also required for the Ph.D.

9. COURSEWORK EXAMINATION AND PROPOSAL DEFENSE

9.1 The Course Exam Committee:

The PCC will work as the exam committee for the coursework. They will include an external member on the examination committee, with approval from the academic committee. Examinations for the coursework will be conducted in accordance with the University's examination policies and procedures.

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9.2 Proposal Defense

Candidates will undergo a proposal defense at the end of the second semester for the regular track candidates and at the end of the third semester for the part-time track candidates to assess their research readiness, theoretical knowledge, and methodological competence in the proposed research area. The candidate shall present her/his research proposal before a committee comprising the PCC, the supervisor, and the joint-supervisor (if applicable).

If the candidate's readiness for dissertation research is deemed unsatisfactory, they may be granted two additional opportunities for proposal defense, spaced at three-month intervals, within one semester following the completion of coursework. Failure to demonstrate readiness after a total of three attempts shall result in cancellation of admission. This additional time should be included in calculating the total duration as outlined in clause 7.

10. SUPERVISION ARRANGEMENTS

10.1 Supervisor/ Joint-supervisor Eligibility

A Professor or an Associate Professor of this University having a Ph.D. degree with demonstrated research experience and publications, may serve as a supervisor/joint supervisor.

An Assistant Professor at the University with three years of teaching experience, having both a Ph.D. and a minimum of two years of post-doctoral experience with an established research profile, may serve as a supervisor.

A Professor or an Associate Professor having a Ph.D. from any other public university, a professor of the medical faculty of this or any other public University, or a Senior Research Officer from government research organizations having a Ph.D. with twelve years of research experience, may act as a joint supervisor when specialized expertise is required.

10.2 Supervision Load

A supervisor may guide a maximum of six (06) Ph.D. and M. Phil. students simultaneously and may co-supervise/ joint-supervise an additional four (04) students. No more than three students shall be admitted under any supervisor in a particular academic session.

10.3 Supervisor Retirement and Leave Provisions

- i. A supervisor/joint supervisor/joint-supervisor shall not be entitled to enroll new research students under her/his supervision within one year before retirement from her/his as a faculty member.
- ii. A supervisor, after retirement from this University, shall be allowed to continue guiding existing students, provided that a joint supervisor is appointed for each candidate under his/her supervision. Upon retirement, if the supervisor wishes not to continue supervision, the PCC, in consultation with the student, will nominate a joint supervisor or another qualified faculty member from the Department/ Institute/ Center as the new supervisor.
- iii. The retirement rule shall not apply if the concerned candidate submits their thesis before the supervisor's retirement date.
- iv. If a supervisor is on leave of any kind or on a deputation outside the University of Chittagong for a period exceeding one year, the PCC shall nominate a new supervisor, in consultation with the student, upon approval from the Academic Committee. The joint supervisor, if any, will become the supervisor by default if there is no objection

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from the student, the coordination committee, and the Academic Committee. Supervisors who are on deputation at the University of Chittagong will be eligible to continue supervising the student.

- v. If circumstances arise that necessitate a change of supervisor, the respective student/supervisor should apply to PCC with justifications. PCC shall submit a report to the Academic Committee, which will be forwarded for approval at the Academic Council through BAS. The existing supervisor will continue to supervise the candidate till the change of supervisor is approved.

11. CHANGING RESEARCH TITLE

During the admission process, a research title will be given based on the research proposal. After the proposal defense, the title of the thesis will be decided. During submission, the supervisor will determine the final title and communicate it to the Academic Committee through the PCC, which will be reported to BAS.

12. FELLOWSHIP AND FINANCIAL SUPPORT

12.1 Fellowship Eligibility

The University shall provide merit-based fellowship to selected regular track candidates who demonstrate exceptional academic performance and are not receiving similar financial support from other sources.

12.2 Fellowship Duration and Conditions

- i. **Duration:** Fellowship shall be provided for a maximum period of two years, covering the regular program duration.
- ii. **Amount:** Decisions regarding fellowship amounts will be made in accordance with the rules set by the Research Cell of the University of Chittagong. However, the fellowship for M. Phil. students shall not be below BDT 20,000 per month. The number of fellowships shall be determined before the circulation of the admission notice, contingent upon the availability of funds.
- iii. **Renewal:** Annual fellowship renewal will be contingent upon satisfactory progress reports from the supervisor and confirmation from the PCC of regular attendance and research progress.
- iv. **Termination:** Fellowship shall be terminated based on the recommendation by PCC through approval of the Academic Committee if the candidate fails to maintain satisfactory progress or violates university regulations.
- v. **Refund:** Every fellow, in the absence of a valid reason acceptable to the PCC, shall be liable to refund the total amount drawn from the University of Chittagong in case he/she prematurely discontinues his/her research work or fails to attain the degree.

13. REQUIREMENTS

13.1 Publication Requirements for Degree Completion

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Before submission of the dissertation, candidates must fulfill the following **publication requirements**:

- i. **Mandatory Publications:** One first-author published/accepted for publication journal articles in peer-reviewed and indexed journals from the thesis, preferably, in Q1-Q4 journals. For fields with no or limited scope for publishing in Q1-Q4 journals, publications in journals having 12 /Web of Science/ ABDC/ PubMed or equivalent index standards will be considered upon approval from GSOC.
- ii. **Conference Presentations:** At least one conference presentation in a recognized local or international conference with the candidate as first author.
- iii. **Predatory Publication Prohibition:** Publications in predatory journals or conferences listed in a recognized repository will be considered a disqualification and may result in academic penalties, including expulsion from the program.
- iv. After the award of the degree, the final thesis in binding form shall be submitted, along with a soft copy, to the supervisor. It will then be published through the University Library as a PDF, preferably with an ISBN, pending clearance of all publication-related bindings.

13.2 Dissertation Specifications

- i. **Word Limit:** The dissertation is expected to be between 30,000 and 60,000 words, including references and appendices, demonstrating comprehensive research and original contribution.
- ii. **Language Requirements:** For faculties where the medium of instruction is English, dissertations shall be written in English except in exceptional cases, with proper approval from the respective faculty upon recommendation from PCC. For other faculties with Bangla or other languages as the medium of instruction, dissertations may be submitted in the respective languages with a formal English translation of the thesis summary.
- iii. **Plagiarism Standards:** The dissertation, excluding the bibliography, must maintain an overall similarity, including AI, of no more than 20% as determined by approved plagiarism detection software. The plagiarism report must be submitted with the thesis during final submission.

14. EXAMINATION PROCEDURES

14.1 Dissertation Examination and Defense Committee

14.1.1. Committee formation: The supervisor shall inform the PCC, in writing, that the dissertation is ready for examination within the first two weeks of the final semester. Accordingly, PCC, in consultation with the supervisor, shall form a dissertation examination and defense committee (DEDC) within the first half of the last academic semester. The academic committee should approve it and report to the Academic Council through the faculty; the controller of examinations should then formally appoint them as DEDC members.

14.1.2. DEDC composition: The committee shall comprise three members - the supervisor and two external examiners from other universities, at home or abroad. One of the external examiners in the committee will serve as the convenor of DEDC.

14.1.3. Qualifications for DEDC committee members: All committee members must

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meet the criteria for supervisor or joint-supervisor qualifications as outlined in Section 10 of this ordinance. In the committee, at most one retired Professor from the same or any other recognized University with proven expertise on the thesis topic can be included in the examiner panel.

14.1.4. DEDC role: Dissertation evaluation will be done by three other members of the committee, excluding the supervisor. All DEDC members will be in the defense of the dissertation. The external and international examiners can participate in the defense either physically or online.

14.2 Examination and Defense Process

- i. **Evaluation Timeline:** The student shall submit supervisor-approved copies of the dissertation, along with a plagiarism check certificate, to the PCC. PCC shall arrange to send the dissertation to the examiners after conducting a plagiarism check. for the Examiners to submit their detailed evaluation reports on the dissertation to PCC within **six weeks** of receiving the dissertation.
- ii. **Dissertation Revision:** If major revision/s is/are suggested by the examiners, the candidate shall resubmit their dissertation within eight weeks, incorporating the revisions with item-wise responses to the examiners' comments, and the thesis should undergo another round of examination by the examiners. If the dissertation still fails to meet the standard for a M. Phil. as determined by the examiners, the candidate shall be given a final opportunity to resubmit within the duration of the program, including the extension limit. After that, the decision regarding the candidate will be determined by Clause 15.
- iii. **Defense Arrangement:** Upon unanimous positive recommendation from examiners, the convener shall arrange the oral defense within **two weeks** of receiving all reports. DEDC will submit a thesis defense report to the Academic Council through the Controller of Examinations, and the supervisor should inform the Academic Committee about the submission of the defense report through PCC.
- iv. **Final Submission:** Candidates shall submit the final, corrected version of their dissertation, incorporating all recommendations from examiners and the defense, within **four weeks** of the successful defense, along with a plagiarism check certificate.

15. CONFERRING MASTER'S INSTEAD OF M. PHIL.

In exceptional circumstances, where the dissertation does not meet the standards for a M. Phil. degree, even after resubmission, the following downgrade provisions shall apply:

15.1 Criteria for CONFERRING MASTER'S INSTEAD OF M. PHIL.

15.1.1. Examiner Recommendation: If the DEDC determines that the dissertation, while representing substantial scholarly work, does not meet the **originality and contribution standards** required for a M. Phil. degree, they may recommend awarding a **Master's** instead.

15.1.2. Academic Standards: The dissertation must demonstrate an adequate research methodology and **scholarly rigor commensurate** with the requirements of a Master's-level program at the university's respective Departments/ Institutes/ Centers.

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15.2 Downgrade Process

Committee Decision: The recommendation for conferring a Master's instead of an M. Phil. must be unanimous within the DEDC and justified in their evaluation reports.

Institutional Approval: The recommendation shall be forwarded by the academic committee to the Academic Council through the Board of Advanced Studies for final approval.

Candidate Notification: The candidate will be informed of the decision to confer a Master's instead of an M. Phil. along with a detailed justification, and may appeal through the established grievance procedures.

16. DEGREE AWARD AND COMPLETION

16.1 Final Approval Process

The Controller of Examination, with the approval from the Vice-Chancellor, shall place the examination reports and recommendations before the Academic Council, and the Academic Council shall consider the award of the M. Phil. degree.

16.2 Graduation Requirements

To be eligible for the conferment of the degree, a candidate must have successfully completed all prescribed coursework with satisfactory grades, fulfilled the publication requirements as stipulated in this ordinance, and defended the dissertation successfully before the Dissertation Evaluation and Defense Committee (DEDC). Additionally, the candidate must have cleared all financial obligations due to the University.

17. GRIEVANCE AND APPEALS

The Academic Council shall resolve any disputes arising from the implementation of this ordinance. Candidates may appeal decisions through the University's established grievance procedures.

18. TRANSITIONAL PROVISIONS

Candidates admitted under previous ordinances shall continue to be governed by the regulations under which they were admitted.

19. EFFECTIVE DATE

This ordinance shall take effect on January 1, 2026.

APPENDIX A: APPLICATION FORMS AND PROCEDURES

Detailed application forms and procedural guidelines will be made available separately by the Registrar's office and updated periodically to reflect current requirements.

APPENDIX B: THESIS FORMATTING GUIDELINES

Comprehensive thesis formatting guidelines, including citation styles, margin requirements,

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and submission procedures, shall be provided by the respective Department/ Institutes/
Centers in consultation with the Higher Studies Cell.

APPENDIX C: THESIS EVALUATION RUBRICS

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Prof. Dr. C. S. Kumar
M. S.
Dr. S. S.

চট্টগ্রাম বিশ্ববিদ্যালয়ে এম.ফিল. এবং পিএইচ.ডি. প্রোগ্রামে গবেষণার নীতিমালা

চট্টগ্রাম বিশ্ববিদ্যালয়ে এম.ফিল. এবং পিএইচ.ডি. কোর্সের উদ্দেশ্য হবে এ বিশ্ববিদ্যালয়সহ অন্য যেকোনো স্বীকৃত বিশ্ববিদ্যালয় থেকে স্নাতকোত্তর পাশ করা মেধাবী শিক্ষার্থীদের বৃত্তি ছাড়া এবং চট্টগ্রাম বিশ্ববিদ্যালয় কর্তৃক দেয় বৃত্তিসহ এম.ফিল. এবং পিএইচ.ডি. ডিগ্রির জন্য গবেষণার সুযোগ দান। চট্টগ্রাম বিশ্ববিদ্যালয়ে এমফিল ও পিএইচডি শিক্ষার্থী হিসেবে নিবন্ধনের পর চ.বি. গবেষণা পরিচালনা ও প্রকাশনা দপ্তর হতে প্রকাশিত বিজ্ঞপ্তির আলোকে মেধার ভিত্তিতে গবেষণা বৃত্তি প্রদান করা হবে।

নীতিমালা:

১. এম.ফিল./পিএইচ.ডি. প্রোগ্রামে ভর্তির আবেদন ফি রেজিস্ট্রার বরাবরে ব্যাংক ড্রাফট/পে অর্ডারের মাধ্যমে ৫০০/- (পাঁচশত) টাকা ভর্তি ফরমের সাথে জমা দিতে হবে।
২. এম.ফিল./পিএইচ.ডি. প্রোগ্রামে Entrance Exam Fee ২০০০/- (দুই হাজার) টাকা বিভাগে জমা দিতে হবে।
৩. এম.ফিল./পিএইচ.ডি. প্রোগ্রামে ভর্তিকৃত গবেষকগণকে বিশ্ববিদ্যালয় হলসমূহে নিয়মানুযায়ী সুযোগ-সুবিধাসহ একটি একক কক্ষ বরাদ্দের জন্য সংশ্লিষ্ট কর্তৃপক্ষ সচেতন হবেন। গবেষকরা চ.বি. মেডিকেল সেন্টারে বিনামূল্যে চিকিৎসা সুবিধা পাবেন। গ্রন্থাগার ব্যবহারের ক্ষেত্রে একজন গবেষক একজন শিক্ষকের সমান সুযোগ-সুবিধা পাবেন।
৪. এম.ফিল./পিএইচ.ডি. প্রোগ্রামে গবেষণা কাজের অগ্রগতির মূল্যায়ন সংশ্লিষ্ট অর্ডিন্যান্সে বর্ণিত ধারা অনুযায়ী পরিচালিত হবে।
৫. বিশ্ববিদ্যালয়ের এক বিভাগ/ইনস্টিটিউট এর শিক্ষক অন্য বিভাগ/ইনস্টিটিউট/গবেষণা কেন্দ্রের শিক্ষকের তত্ত্বাবধানে গবেষণা করতে চাইলে গবেষক/শিক্ষকের বিভাগ/ইনস্টিটিউট এর একাডেমিক কমিটির অনুমোদন প্রয়োজন হবে।
৬. বিভাগ/ইনস্টিটিউট/গবেষণা কেন্দ্রে প্রত্যেক গবেষকের সম্পূর্ণ তথ্যাদি সংরক্ষণ করতে হবে।
৭. এম.ফিল./পিএইচ.ডি. প্রোগ্রামে সুপারভাইজার ও যুগ্ম সুপারভাইজার, যদি থাকে, আলাদা আলাদা ভাবে একই হারে সম্মানী ভাতা প্রাপ্য হবেন। এম.ফিল ও পিএইচ.ডি প্রোগ্রামে গবেষণা তত্ত্বাবধানের জন্য সম্মানী যথাক্রমে ১৮০০০/- (আঠারো হাজার) টাকা ও ৩৫০০০/- (পঁয়ত্রিশ হাজার) টাকা।
৮. এম.ফিল. ও পিএইচ.ডি থিসিস জমা দেয়ার পর বিভাগ/ইনস্টিটিউট এর সভাপতি/পরিচালকের সুপারিশসহ আবেদনের পরিপ্রেক্ষিতে টাইপ, বাঁধাই ইত্যাদি কাজের জন্য গবেষকগণকে (চ.বি. গবেষণা পরিচালনা ও প্রকাশনা দপ্তর হতে বৃত্তিপ্রাপ্ত গবেষক ব্যতীত) এককালীন যথাক্রমে ১২৫০০/- (বারো হাজার পাঁচশত) টাকা ও ২৫০০০/- (পঁচিশ হাজার) টাকা প্রদান করা হবে।
৯. ডিগ্রি অর্জনের পর কিংবা গবেষণা শেষ না করে ভর্তি বাতিল করলে গবেষকগণ Library Caution Money এর ৫০% ফেরত পাবেন।
১০. ক) চাকুরীরত অবস্থায় যে সকল শিক্ষকের বিরুদ্ধে একাডেমিক এবং পরীক্ষা সংক্রান্ত কাজে দুর্নীতির দায়ে উত্থাপিত অভিযোগ প্রমাণিত হয় সে সকল শিক্ষক শাস্তির মেয়াদ শেষ হওয়ার ০১ (এক) বছর পর থেকে এম.ফিল./পিএইচ.ডি. প্রোগ্রামের শিক্ষার্থীদের সুপারভাইজার, যুগ্ম সুপারভাইজার, PCC এর সদস্য, পরীক্ষা কমিটির কনভেনর/সদস্য হিসেবে কাজ করতে পারবেন।
খ) একাডেমিক এবং পরীক্ষা সংক্রান্ত কাজে দুর্নীতির দায়ে অভিযুক্ত যে সকল শিক্ষককে বিশ্ববিদ্যালয়ের চাকুরী থেকে অপসারণ/বরখাস্ত করা হয় বা বাধ্যতামূলক অবসর দেয়া হয় বা চাকুরীরত অবস্থায় অভিযোগ প্রমাণিত হয়, সে সকল শিক্ষক এম.ফিল./পিএইচ.ডি. শিক্ষার্থীদের সুপারভাইজার, যুগ্ম সুপারভাইজার, পিসিসির সদস্য, পরীক্ষা কমিটির কনভেনর/সদস্য হিসেবে কাজ করতে পারবেন না। এ ধরনের অভিযুক্ত কোনো শিক্ষক উক্ত দায়িত্বে নিয়োজিত থাকলে তাঁদের সংশ্লিষ্ট দায়িত্ব থেকে অব্যাহতি প্রদানের ব্যবস্থা গ্রহণ করতে হবে। এ ক্ষেত্রে সংশ্লিষ্ট শিক্ষার্থীর জন্য PCC এর মতামতের ভিত্তিতে বিভাগীয় একাডেমিক কমিটি প্রয়োজনীয় ব্যবস্থা গ্রহণ করবে।
১১. ক) চট্টগ্রাম বিশ্ববিদ্যালয়ে কর্মরত যোগ্যতাসম্পন্ন কর্মকর্তা ও কর্মচারীগণ নির্ধারিত যোগ্যতা থাকা সাপেক্ষে খন্ডকালীন এম. ফিল./পিএইচডি প্রোগ্রামের ধারা অনুযায়ী আবেদন করতে পারবেন (বিশ্ববিদ্যালয়ে কর্মরত যোগ্যতাসম্পন্ন কর্মকর্তা ও কর্মচারীদের এম.ফিল./পিএইচডি প্রোগ্রামে ভর্তির ব্যাপারে তাঁদের অফিসের স্বাভাবিক দায়িত্ব পালনে কোনোরূপ বিঘ্ন সৃষ্টি হবে না শর্তে সংশ্লিষ্ট অফিস প্রধানের সম্মতি প্রদান এবং অফিস ছুটির পর কোর্সওয়ার্ক সম্পন্ন করার ব্যবস্থা গ্রহণের বিষয়ে সংশ্লিষ্ট বিভাগীয় একাডেমিক কমিটি ও সুপারভাইজারের অনুমতি সাপেক্ষে অত্র বিশ্ববিদ্যালয় হতে কোনো শিক্ষাছুটি মঞ্জুর করা হবেনা শর্তে বিশ্ববিদ্যালয় কর্তৃপক্ষের চূড়ান্ত অনুমোদনের পর উক্ত প্রোগ্রামে ভর্তির সুযোগ প্রদান করা হবে)।

A. FEES RELATED TO ENROLLMENT FORM----- TAKA 500.00

B. FEES FOR M.PHIL. STUDENTS

A candidate seeking admission and registration to the Degree of Master of Philosophy shall be enrolled within January And July of every academic year . The fees for admission to M.Phil are as follows:

- | | | |
|-------|--|--|
| i. | Admission fee ----- | Taka 500.00 |
| ii. | Registration fee----- | Taka 1000.00 |
| iii. | Session fee----- | Taka 1000.00 & 500.00 for each successive Semester |
| iv. | Library caution money (50% refundable) *-- | Taka 7000.00 |
| v. | Laboratory fee-**----- | Taka 2000.00 |
| | (For Science, Biological Science & Engineering Students) | |
| vi. | University Union fee----- | Taka 58.00 |
| vii. | Hall Union fee----- | Taka 58.00 |
| viii. | Identity Card issue fee----- | Taka 100.00 |
| ix. | University Athletic fee----- | Taka 58.00 |
| x. | Hall Athletic fee----- | Taka 58.00 |
| xi. | Residence Inspection fee----- | Taka 20.00 |
| xii. | Thesis Examination fee----- | Taka 3000.00 (at the time of thesis submission) |
| xiii. | Late fine----- | Taka 500.00 To be paid within 30 days after normal schedule. |

*Not applicable to the teachers of the University of Chittagong

** For using laboratory facilities in the Concerned Department/Institute/Research Centre of this university.

C. FEES RELATED TO ENROLLMENT FORM ----- TAKA 500.00

D. FEES FOR PH.D STUDENTS

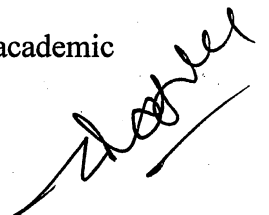
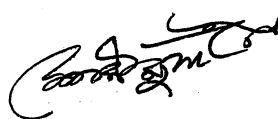
A candidate seeking admission and registration to the Degree of Doctor of Philosophy shall be enrolled within January And July of every academic year . The fees for admission to Ph.D. are as follows:

- | | | |
|-------|--|--|
| i. | Admission fee ----- | Taka 500.00 |
| ii. | Registration fee----- | Taka 1000.00 |
| iii. | Session fee----- | Taka 1000.00 & 500.00 for each successive semester |
| iv. | Library caution money (50% refundable)* --- | Taka 7000.00 |
| v. | Laboratory fee**----- | Taka 2000.00 |
| | (For Science, Biological Science & Engineering Students) | |
| vi. | University Union fee----- | Taka 58.00 |
| vii. | Hall Union fee----- | Taka 58.00 |
| viii. | Identity Card issue fee----- | Taka 100.00 |
| ix. | University Athletic fee----- | Taka 58.00 |
| x. | Hall Athletic fee----- | Taka 58.00 |
| xi. | Residence Inspection fee----- | Taka 20.00 |
| xii. | Thesis Examination fee----- | Taka 5000.00 (at the time of thesis submission) |
| | Late fine----- | Taka 500.00 To be paid within 30 days after normal schedule. |

*The teacher of this university shall not have to pay any fees for enrolment to the M.Phil./Ph.D. Programme

**For using laboratory facilities in the Concerned Department/Institute/Research Centre of this university.

E. The office of the Registrar shall notify the schedule of payment for third academic session and onward.





SI No:

**APPLICATION FORM FOR ENROLMENT TO
M.PHIL.(FULL TIME/PART TIME) PROGRAM
SESSION JANUARY-2026
UNIVERSITY OF CHITTAGONG**

1. Name of the applicant in full :
(in block letters)
2. a. Father's/Husband's Name :
b. Mother's Name :
c. Guardian's Name and
address in full (if the father : Vill.:..... P.O.:.....
is not alive) : P.S.:.....Dist.:.....
3. Date of Birth :
4. Permanent address : Vill.:.....P.O.:.....
P.S.....Dist:.....
5. Present address with
Mobile no. :
6. Nationality :
7. Religion :
8. Married or Unmarried (If
married, name, address and
occupation husband/wife
should be mentioned.) :
9. Whether at present under
any employment ? If so
give details :
10. Academic career:

Name of Examinations passed	Year of passing the examinations	subject, if applicable	Name of the Board /University	Div./Class/GPA CGPA obtained
S.S.C. or equivalent with group				
H.S.C. or equivalent with group				
B.A./B.Sc./B.Com./B.S.S./L.L.B./ B.B.A. (Hons)/Pass with subject				
M.A./M.S/M.Com./M.S.S./ L.L.M./M.B.A. with subject				
M.B.B.S./B.D.S./B.Pharm.				

11. Scholarships, Stipends, Prizes, Medals etc,
if any previously obtained
(use separate sheet, if necessary)
:.....
12. List of publications, if any
(use separate sheet, if necessary).....
13. If any research undertaken/completed,
give details(use separate sheet, if necessary)
:.....
14. A research proposal (not exceeding 1500 words, must be enclosed at the time of application) which
among other things, should include the following aspects:
 - i. Title
 - ii. Statement of the problem.
 - iii. Objectives of the study;
 - iv. Literature review in the respective field
 - v. Methodology of the study.
15.
 - i. I do hereby declare that I shall devote myself for this research work. I shall not prepare myself for any University examination other than that for M.Phil examination during the period.
 - ii. I do hereby declare that I shall abide by the M.Phil ordinance and any other rules and regulations framed by the University in this regard from time to time .

Dated:

Signature of the applicant

16. Remarks of the Supervisor:

Dated:

Signature of the Supervisor

17. Remarks of the Joint Supervisor, if any:

Name & Address

Dated:

Signature of the Joint Supervisor

Name & Address

18. Recommended and Forwarded

Dated:

Signature & Seal
Chairman/Director/Centre
Department/Institute
University of Chittagong

19. Bank Draft No:

Date:

20. Amount of Taka:

Name of Bank with branch:

N.B.: The following documents will have to be enclosed with this application:

1. All necessary academic documents, including transcripts/ mark sheets and certificates verified by the issuer of these documents .
2. Attested copies of three recent passport size photographs and NID.
3. Clearance certificate of the employer, if any, before joining.