

Admission, Progression, Assessment and Certification **manual of the MS & MD Program**

1. POLICY FOR ADMISSION:

The admission policy and procedure for MS and MD Program at DUHS are defined below

PROGRAM ADVERTISEMENT

- Advertisement in leading newspapers must be published at least twelve (12) weeks prior to start of the semester.
- Minimum of two-week' time must be given for deadline of submission of applications.
- Relevant Colleges/Schools/Institutes at DUHS should also make efforts to market the program by targeting potential candidates.

MERIT BASED ADMISSION

- The Principal SPGS will constitute an MS, MD program Admission Committee including Principal SPGS, Vice-Principal SPGS, Dean Medicine & Allied or Dean Surgical & Allied, and respective Program Director
- This committee will supervise the process of MS & MD Admissions
- Admissions shall be made purely based on merit, determined by SPGS.

APPLICATON

- Interested candidates must apply by completing an online admission form.
- Additionally, following documents must be submitted with the application) some programs may require additional information which will be communicated on a case- by-case basis):

List of documents

1. Matriculation/O Level certificates with transcript/mark sheet
2. Higher Secondary School transcripts and certificate/Intermediate transcripts and degree/A level certificate with transcript
3. MBBS degree with transcripts.
4. House job completion certificate.
5. The No Objection Certificate/Deputation letter in case of Government Servant
6. PMDC Certificate / Registration.
7. Undertaking on Stamp Paper
8. Copy of CNIC
9. Colored Photographs (4-Passport Size)
10. Surety Bond (If applicable)
11. Migration certificate (If applicable)
12. Transcript of previous Degree / Diploma (If applicable)

Equivalence Certificate Requirement for Foreign Qualifications

- If a candidate obtains any certificate, diploma, or degree from abroad (or an equivalent examination), an equivalence certificate from PMDC /& HEC must be provided along with the above-mentioned documents.

Degree attestation Requirement for Local Qualifications

- If a candidate obtains any certificate, diploma, or degree from a local university (or an equivalent examination), the degree must be attested by the Higher Education Commission (HEC) of Pakistan along with the above-mentioned documents.

MINIMUM ACADEMIC ELIGIBILITY REQUIREMENT FOR MASTER OF SURGERY (MS) & DOCTOR OF MEDICINE (MD) PROGRAM:

- Candidates must meet the minimum academic eligibility requirement for the concerned program as laid down by University.
- These requirements are advertised in newspapers as mentioned/Elaborate and comply with the criteria set by the Higher Education Commission (HEC) and the Pakistan Medical and Dental Council (PMDC).
- **Basic Academic Qualification: *MBBS for apply*** (PMDC learning level-I) *with one year house job* from PMDC & HEC recognized University.

ENTRANCE TEST OF UNIVERSITY GAT:

- The Entrance Test is conducted at DUHS, and admit cards issued to applicants indicate the test center, date, and reporting time.
- This Entrance Test will be valid only for the current session of admission. Valid NTS+DUHS GAT
- Admit cards are issued online after scrutiny. Candidates can download them from the online portal of DUHS. The admit card clearly indicates the test center, date and reporting time.
- GAT (General) will be made a component of entrance into Masters and above programs for the University's indigenous program.

Entry Test Pattern for MS & MD programs:

- The scheme of study must be publicized before the admission test.
- The Entry Test Pattern for admission in Postgraduate Programs at DUHS is as follows:

Composition of Entry Test:

1. GAT (General) Test: 50% marks.
2. Subject (relevant field) Test: 50% marks
3. Total Marks: 100%
4. Valid NTS/HEC GAT passed is exempted from GAT (General) Test

Passing Marks:

Minimum 50% Marks in each section.**is considered “Pass”**

List of Admitted Candidates

- Selected candidates on the Merit list will be communicated via email and courier.
- Selected candidates may also obtain their admission letter and fee challan from the School of Postgraduate Studies DUHS.

Registration Process

- Candidates who receive their 'Admission Letter' are required to immediately report to School of Postgraduate Studies, DUHS.
- They should collect the Bio data form, fill it out, and submit the same to the office.
- Candidates should also obtain Prospectus booklet and other documents related to the commencement of training / studies from SPGS.

2. Comprehensive Exam for MS & MD Program:


- Following the completion of coursework, every MS & MD student shall be required to pass the comprehensive examination. With the provision that the student failing to pass the comprehensive exam, shall be allowed to retake **as per curriculum / DUHS policy**
- The required coursework and defense of synopsis/research proposals should be completed within the maximum of 4- or 5-years after the registration into the respective MS/MD program.
- The responsibility in this regard rests collectively with the MS & MD student and the Program Director.
- In case of noncompliance, the registration shall be cancelled.
- In the event of force majeure i.e., noncompliance on account of circumstances beyond the control of student, the university may consider the matter in accordance with the procedure prescribed at degree completion timeline.
- The following are the guidelines for a conducting Comprehensive Examination:
 - a. The exam should be based on recapitulation of the conceptual and procedural knowledge of the discipline to which the student is admitted.

3. FIVE -YEARS MARKS DISTRIBUTION & EXAMINATION PATTERN OF MS/MD PROGRAM:

- A pool of at least 300 new BCQs and 30 SAQs per year are required to be prepared every year by the Faculty/Program Director.

Phase-1

Year-1 (100 Marks)

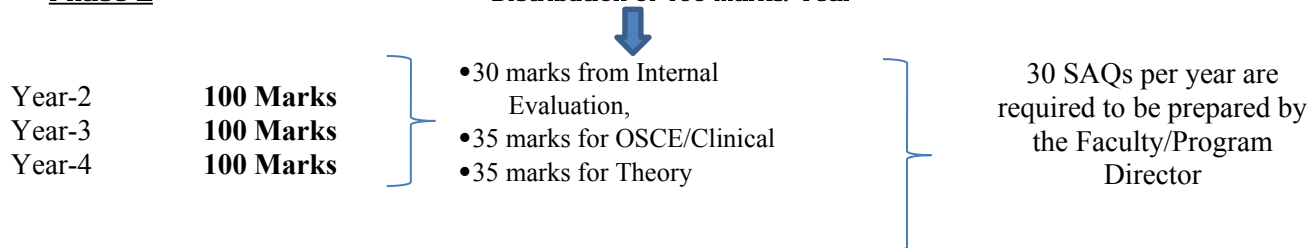
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- 30 marks from Internal Evaluation,
 - 35 marks for OSCE/Clinical
 - 35 marks for Theory

- Passing criteria is 63% to be promoted in the second year. Internal Evaluation marks will also be added
- The student is allowed to take the Annual Examination plus two retakes to be promoted in 2nd year otherwise he/she will be out from the training.

- However trainee may be allowed to start second Year training but the training will not be counted till the first year exam is cleared.

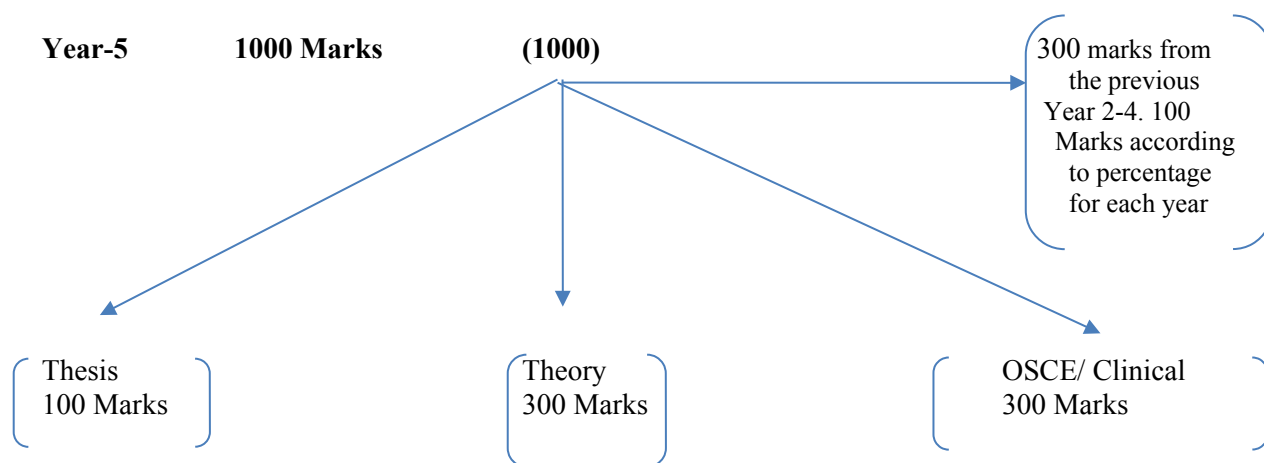
Phase-2

Distribution of 100 Marks/ Year



- From Year 2 to Year -4 is an annual assessment of the trainee. Trainee must score minimum 63% for Passing and minimum 50% for being eligible for retake.
- If the score is less than 50% the student will have to repeat the year instead of being allowed a retake And continue with next year.
- If trainee avail chance of improvement, then, highest marks obtained will be considered.
- Scores of assessments will be added in the Final Year Examination.

Phase-3 (Comprehensive Examination)



MARKS DISTRIBUTION & EXAMINATION PATTERN OF YEAR-5 COMPREHENSIVE EXAMINATION

Theory- 300 Marks

S #	Exam Type	Marks Per Paper	Total Marks	Nos. Questions per Paper	Duration of Exam / Paper	Total Nos. of Question	Nos. Questions Required
1	BCQs (2 Papers of 100 Qs each)	100	200	100	100 Minutes	200	400
2	SAQs (1 Paper)	100	100	20	180 Minutes	20	50

Clinical/Practical/VIVA 300 Marks

S #	Exam Type	Marks	No. Of Cases	Duration of Exam
1	Long Case	100	1 Case	30 Minutes
2	Short Case	50	5 Cases	50 Minutes
3	TOACS	50	10 Station	1 Hour
4	VIVA	100	-	40 Minutes

NOTE

1. The passing criteria of Year -5 comprehensive exam is 63 %.
2. Thesis defense (6 Credit hours) will be conducted after clearance of Year – 5 comprehensive Exam.
However, this may be modified according to the specialty

4. For 5-year MS/ MD Curriculum duly Approved by Academic Council.



5. RESEARCH:

5.1. Anti-plagiarism policy:

- To avoid plagiarism in academics and research, the MS / MD program must follow the recent HEC Anti-plagiarism Policy for strict compliance. Registrar notification: Ref No: DUHS/Reg./2024/ 02-103. Dated 27-02-2024 (Annex-IX)

5.2. Approvals required from the committees and board:

- Synopsis Review Committee
- Institutional Review Board (IRB)
- Board of advanced studies and Research (BASR)

5.3. MD & MS Thesis Approval: (As per BASR Policy)

- Review Procedure: (outside Sindh)
- Examination Procedure (Thesis Defense)
 - An open defense of the dissertation is required after positive evaluation of the dissertation by committee members. In general, the following minimum principles and guidelines shall be ensured:
 - Public Announcement: On the university website and other forms of communication, so that anyone interested can participate.
 - Public Access: Within or outside the university such as community/town halls or important public venues.
 - Neutral Chair: To ensure that defense was conducted fairly and in accordance with the rules and regulations.
 - Review Committee: To evaluate the dissertation and defense.
 - Presentation: of the dissertation by the MD & MS researcher
 - Question and Answer Session: To provide a basis for defense evaluation.
 - Objective Evaluation: based on the quality of the research and the researcher's ability to defend.
 - Final Decision: expressed in the following terms:
 - Pass or
 - Pass with minor amendments or
 - Deferred for resubmission and re-defense or.
 - Fail (in exceptional circumstances and for the reasons to be recorded by the defense committee)
- Thesis Approval Procedure from BASR