

UNIVERSITY OF NAIROBI

SCHOOL OF BUSINESS

PHD PROGRAMME

THE RESEARCH PHASE

A student enters the research phase after successfully completing the required coursework. This research phase comprises the steps here outlined.

- i) Registration for research stage
 - Fill the relevant forms at the Departments or PHD Office
 - Allocation of supervisor(s)
- ii) Proposal development
 - Meetings with your supervisors to discuss the proposal
 - Student develops the proposal to its final form
- iii) Presentation of the proposal at the researcher's Department
 - A critique of the proposal is done at this presentation. Further input is provided
 - Student refines the proposal
- iv) Presentation of the proposal at an open forum
 - The student makes a presentation of the proposal to colleagues in the School
 - Further critique and input is provided
 - Student further refines the proposal
- v) Presentation of the proposal to the Doctoral Studies Committee (DSC)
 - Further critique and input is provided

- At this stage, the presentation is done to resource persons of the PHD programme
 - The DSC recommends on whether the student is ready to proceed to fieldwork stage
 - Where the student's proposal is not satisfactory, it will have to be further refined and presented again to the DSC. This iteration continues until the proposal is satisfactory. Only then can the student proceed to fieldwork stage.
- vi) Fieldwork
- The student collects data as outlined in the proposal
- vii) Data analysis
- viii) Thesis writing
- The student writes his/her thesis under the guidance of the allocated supervisors
- ix) Submission of completed thesis
- The student gives notice of submission of the thesis to the Director, Board of Postgraduate Studies (BPS) through the Chairman, DSC
- x) Submission of the thesis will be done with the approval of the student's supervisors
- xi) Establishment of the oral examination panel
- This is done by the PHD office in consultation with the relevant department
 - The examinations panel has to be approved by BPS
 - Once established the composition of the panel cannot be changed without the approval of BPS

- xii) External Examination
- The Chairman of DSC, in consultation with the relevant Chairman of Department, identify and recommend internal and external examiners to BPS
 - BPS approves the appointment of examiners
 - BPS notifies the examiners of their appointments and requires that they examine the relevant thesis using guidelines provided by BPS
 - The examiners make their examination report to BPS
- xiii) Oral Examination
- This is done by the examinations panel that was constituted earlier
 - The panel communicates its decision to the student at the end of the examination
 - The decision of the panel is forwarded to BPS
- xiv) Corrections
- xv) Certificate of correction
- xvi) Binding of corrected (final) thesis
- xvii) Submission of final thesis to BPS
- xviii) Clearance by the student
- xix) Chancellor's court (Graduation)