



**JOMO KENYATTA UNIVERSITY
OF
AGRICULTURE AND TECHNOLOGY
COLLEGE OF HEALTH SCIENCES**

School of Biomedical Sciences (SOBMS)

**School Common Regulations for Master of Science (MSc)
Programs**

Prepared By:

Signed.....

Date.....

Dean SOBMS

Approved By Senate

Signed.....

Date.....

Vice Chancellor



JKUAT is ISO 9001:2008 Certified
Setting Trends in Higher Education, Research and Innovation

SBSMs 1.0: ADMISSION/ENTRY REQUIREMENTS

SBSMs 1.1 The minimum entry requirements of all Masters degree in Jomo Kenyatta University of Agriculture and Technology (JKUAT) shall apply.

SBSMs 1.2 The common regulations for all Masters Degrees in the College of Health Sciences (COHES) and the School of Biomedical Sciences shall apply.

SBSMs 1.3 Specific course regulations shall apply.

SBSMs 1.4 Admission shall be open to graduates with Bachelor of Science degree in biomedical/biological sciences or other relevant degree courses of JKUAT and other institution recognized by the JKUAT senate, with at least upper second class honours degree or equivalent. Additionally admission shall be open to graduates with Bachelors degrees of JKUAT or from any other institution recognized by the JKUAT senate.

SBSMs 1.5 Candidates with second class honours lower division and upon producing evidence of relevant experience of more than one year shall qualify for admission.

SBSMs 1.6 Candidates with second class honours lower division with relevant post graduate qualification shall qualify for admission.

SBSMs 2.0: STRUCTURE OF THE COURSE

SBSMs 2.1 The programme shall be pursued as full time or part time.

SBSMs 2.2 The programme shall consist of coursework, examinations and thesis/projects or under exceptional circumstances research and thesis only.

SBSMs 2.3 The first academic year will be devoted to course work, which may consist of a minimum of eight (8) units and a maximum of sixteen (16) units.

SBSMs 2.4 In courses comprising course work and projects the first academic year shall be devoted to coursework while the second academic year will be devoted to coursework and project.

SBSMs 3.0: DURATION OF THE COURSE

SBSMs 3.1 The courses shall be pursued for a period of at least eighteen (18) months from the date of registration and shall not exceed thirty-six (36) months.

SBSMs 3.2 For part time students the programme shall take a maximum of forty eight (48) months.

SBSMs 4.0: DEFERMENT

SBSMs 4.1 A newly admitted student is allowed to defer the commencement of his/her study for a maximum period of one to two academic years after which the student has to reapply to be considered for admission.

SBSMs 5.0: EXAMINATIONS

SBSMs 5.1 Student Assessment

SBSMs 5.1.1 Assessment shall consist of continuous assessment, end of semester university examinations, practical, oral examination, practical teaching assessment, clinical laboratory rotations, projects or thesis.

SBSMs 5.1.2 The common JKUAT regulations on examinations as stipulated in Statute XXI shall apply.

SBSMs 5.1.3 To pass the examination in any unit, a candidate will be required to fulfill the requisite requirements of the unit as per SBSMs 5.1.1.

SBSMs 5.2.0: The Grading System

SBSMs 5.2.1 Each unit shall be graded out of 100 marks. The pass mark shall be 50% of the total marks.

SBSMs 5.2.2 The marks shall be translated into grades as follows:

Percentage score	Grade
• 70% and above	A
• 60% to below 70%	B
• 50% to below 60%	C
• Less than 50%	Fail

SBSMs 5.3.0: Supplementary examinations

SBSMs 5.3.1 A student who fails up to two taught units may be allowed to sit for supplementary examinations in the failed unit(s). The maximum mark for any supplementary examination shall be 50% and shall not include continuous assessment.

SBSMs 5.4.0: Special examinations

SBSMs 5.4.1 A student who for any good cause is unable to sit for the examinations in any unit may be allowed to sit for a special examination in that unit during the special/supplementary or end of semester sessions.

SBSMs 5.4.2 The maximum mark in any special examination shall be 100% and shall include continuous assessment.

SBSMs 5.5.0: Academic leave

- SBSMs 5.5.1 Subject to approval by the Senate, a continuing student, who for some good cause is unable to register in the second year, may be allowed to stay out of the university for a period of one or two complete academic years, and to resume study at the start of the following academic year or immediately thereafter. Exceptionally, the Senate on the recommendation of the Department concerned may grant an extension beyond two years, of the time of staying out.
- SBSMs 5.5.2 Subject to approval by the Senate, a student, who has registered and who for some good cause is unable to complete the coursework and examinations for any semester of any academic year, may be permitted to stay out during that academic year. This student may be readmitted the following academic year or immediately thereafter. Exceptionally, the Senate on the recommendation of the Department concerned may grant an extension beyond two academic years, of the time of staying out.
- SBSMs 5.5.3 Subject to approval by the Senate, a student who has registered and has completed all the coursework and sat for the examinations of the first semester and has not failed in more than two units and who for some good cause is unable to complete the coursework for any academic year, may be allowed to stay out of the university for a period of one or two complete academic years. This student may be permitted to register during the second semester of the year of study as a readmitted student. The results for the first semester shall stand.

SBSMs 5.6.0: Discontinuation

- SBSMs 5.6.1 A student who fails in more than two units in any year shall be discontinued.
- SBSMs 5.6.2 A student who fails in a supplementary examination in any year shall be discontinued.
- SBSMs 5.6.3 A student who fails to complete at least two thirds of course work in any unit as prescribed by the department shall be allowed to retake the unit when next offered failure to which the student shall be discontinued.
- SBSMs 5.6.4 A student who is required to undertake prescribed units during the first year of study and who fails to reach the required standard in any of the units so prescribed shall be discontinued.
- SBSMs 5.6.5 A student undertaking research in his/her first or second year of study, who fails to submit his/her proposal, shall be discontinued.
- SBSMs 5.6.6 A student undertaking thesis research in his/her second year of study and who fails to submit the thesis within the university stipulated period, shall be discontinued.
- SBSMs 5.6.7 A student who is doing research during the second year of study and is required to re-submit the thesis/project and who fails to resubmit shall be discontinued.

SBSMs 5.6.8 A student who is doing research during the second year of study, who is required to re-submit the thesis/project, and who fails to satisfy the examiners even after re-submission, or where degree is not awarded shall be discontinued.

SBSMs 5.7.0 Deregistration

SBSMs 5.7.1 A student who has qualified to register for any year of study but who has failed to register within the university prescribed time shall be assumed to have deserted the degree course and shall be deregistered forthwith.

SBSMs 5.7.2 A student who has registered for a particular semester but who has failed to complete at least two thirds of the course work and CATs in all the units in which he/she has registered shall be assumed to have deserted the degree course and shall be deregistered forthwith.

SBSMs 5.7.3 A candidate who without a good cause absents himself/herself for more than two university examinations in an academic year shall be assumed to have deserted the degree course, and shall be deregistered forthwith.

SBSMs 5.8.0: Nullification

SBSMs 5.8.1 Any student, who has been discontinued, or who has been deregistered, and who promotes himself/herself illegally to the next year of study, shall have the results of any coursework assessment or examinations, pertaining to that year of study, nullified, and shall be subject to any action taken against him/her by the University Disciplinary Committee.

SBSMs 5.8.2 Any student, who has not presented a genuine examination card while sitting for an examination in any unit, shall have the results of any coursework assessment or examinations, pertaining to that unit, nullified, and shall be subject to any action taken against him/her by the University Disciplinary Committee.

SBSMs 5.9.0 Reinstatement

SBSMs 5.9.1 A student who has been deregistered and who within three months of being notified of the deregistration shows good cause why he/she did not register in time, or absented himself/herself from coursework and/or examinations that he/she was due to sit, may with approval by the Senate, be re-admitted, subject to taking any outstanding examinations when the units concerned are next offered.

SBSMs 5.9.2 A student who has been discontinued and who within three months of being notified of the discontinuation shows good cause why he/she did not perform well in the concerned examinations, may with approval by the Senate, be re-admitted as an external repeat student, subject to taking all the outstanding supplementary examinations of the units concerned when next offered.

SBSMs 5.9.3 A student who for some good cause is unable to undertake coursework or sit for written exams in more than two units in any year of study may at the discretion of senate be readmitted to the same year of study in a subsequent academic year.

SBSMs 5.10.0: Appointment, termination and/or replacement of supervisor(s)

SBSMs 5.10.1 Each student will be required to have at least two supervisors.

SBSMs 5.10.2 The Senate, acting on the recommendation of the School of Biomedical Sciences, shall appoint, terminate and/or replace the supervisor(s) of thesis as it may deem necessary.

SBSMs 5.11.0 Research and thesis

SBSMs 5.11.1 Every student who has successfully completed coursework will select a thesis topic in their area of specialization.

SBSMs 5.11.2 The Department, acting on the recommendation of the supervisors, may at its discretion extend the time for submission of a proposal for thesis research. The Board of Postgraduate Studies shall be notified of such extension.

SBSMs 5.11.3 Where applicable a student will be required to seek research ethical approval from a recognized institution.

SBSMs 5.12.0: Submission of thesis

SBSMs 5.12.1 A candidate who intends to submit a thesis shall give notice in writing with an abstract of the work to the Director, Board of Postgraduate Studies, at least three months before the intended date of submission with copies to the Dean of the School of Biomedical Sciences and the Chairperson of the specific department.

SBSMs 5.12.2 Every thesis submitted for examination shall be submitted in six (6) copies in loose binding, and must include a declaration by the candidate confirming that the thesis has not been submitted for a degree in any other institution, and that the contents of the thesis are the original work of the candidate. Every thesis shall bear the signature of the supervisors indicating that the thesis has been submitted with knowledge of the supervisors.

SBSMs 5.12.3 The final version of the thesis (6 copies) in bound form after examination shall remain the property of the university.

SBSMs 5.12.4 A thesis submitted for masters degree must be adequate in form and content. It must also include full bibliography of the materials used in its preparation whether published or otherwise, and it must also conform to the regulations for the submission of the thesis of Jomo Kenyatta University of Agriculture and Technology.

SBSMs 5.12.5 The Senate shall, on the recommendation of the School Board, appoint in respect of each candidate presenting a thesis, a Board of Examiners consisting of:

- Dean, School of Biomedical Sciences as Chairman
- An external examiner
- Two internal examiners one of whom must not have supervised the candidate, and
- Two other persons competent in the discipline related to the candidate's area of research, at least one who should be external to the department

The candidate shall be required to undergo an oral examination conducted by the Board of Examiners.

SBSMs 5.13.0: Appeal for reassessment

SBSMs 5.13.1 A student, who feels that any decision, made by the Senate regarding the results of any required unit or thesis submission, is unfair, may submit a written appeal to the Chairman of the Senate within one month from the date of notification of the result.

SBSMs 5.14.0 Award of the degree

SBSMs 5.14.1 In order to qualify for the award of the degree, a candidate must pass in each of the required examinations.

SBSMs 5.14.2 On completion of examination of thesis, submitted by a candidate undertaking thesis research, the examiners shall make one of the following recommendations to the university Board of Postgraduate Studies.

- i. Award of the degree
- ii. Award of the degree subject to minor corrections being made within three months from the date of notification of the result: the supervisors shall certify that corrections have been made.
- iii. For major corrections, the thesis to be revised in accordance with the recommendations of the Board of Examiners and to be resubmitted to the supervisors within six months from the date of notification of the result: the examiners shall then make one of the recommendations (i), (ii) or (v).
- iv. For the overhaul of thesis, the thesis to be revised in accordance with the recommendations of the Board of Examiners and to be resubmitted to the supervisors within twelve months from the date of notification of the result: the examiners shall then make one of the recommendations (i), (ii) or (v).
- v. The degree is not awarded.

SBSMs 5.14.3 A student who even after resubmission fails to satisfy the Board of Examiners shall not be awarded the degree.

SBSMs 5.15.0 Fees

SBSMs 5.15.1 Notwithstanding any of the SBSMs 1.0 to 5.14 above, the registration of a student in the School of biomedical sciences, release of results and awarding of the degree shall be subject to the student fulfilling all the University Regulations concerning payment of fees and other monies due to the university.