



**JOMO KENYATTA UNIVERSITY
OF
AGRICULTURE AND TECHNOLOGY
COLLEGE OF HEALTH SCIENCES
School of Biomedical Sciences (SOBMS)**

**School Common Regulations for Post graduate Diploma (PGD)
Programs**

Prepared By:

Signed..... Date.....

Dean SOBMS

Approved By Senate

Signed..... Date.....

Vice Chancellor



SBSPD 1.0: ADMISSION/ENTRY REQUIREMENTS

SBSPD 1.1: The minimum entry requirements of all Post Graduate Diploma in Jomo Kenyatta University of Agriculture and Technology (JKUAT) shall apply.

SBSPD 1.2: The common regulations for all Post Graduate Diploma in the College of Health Sciences (COHES) and the School of Biomedical Sciences shall apply.

SBSPD 1.3: Specific course regulations shall apply.

SBSPD 1.4: Admission shall be open to graduates with Bachelors/Bachelor of Science degree in Biological/Biomedical sciences of JKUAT or from any other institution recognized by the JKUAT senate.

SBSPD 2.0: STRUCTURE OF THE COURSE

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

SBSPD 2.2: The programme shall consist of coursework, examination and project.

SBSPD 2.3: The course work shall consist of a minimum of eight (8) units and a maximum of twenty (20) units.

SBSPD 3.0: DURATION OF THE COURSE

SBSPD 3.1: The programme shall be pursued for a period of twelve (12) months from the date of registration for full time students.

SBSPD 3.2: For part time students the programme shall take a maximum of twenty-four (24) months.

SBSPD 4.0: DEFERMENT

SBSPD 4.1: A newly admitted student is allowed to defer the commencement of his/her study for a maximum period of one up to two (2) academic years after which the student has to reapply to be considered for admission.

SBSPD 5.0: EXAMINATIONS

SBSPD 5.1: Student Assessment

SBSPD 5.1.1 Assessment shall consist of continuous assessment, end of semester university examinations, practical/oral examination/practical teaching assessment/clinical Laboratory rotations and projects.

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

SBSPD 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 SBSPD 5.1.1.

SBSPD 5.2.0: The Grading System

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

SBSPD 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

SBSPD 5.3.0: Supplementary examinations

SBSPD 5.3.1 A student who fails up to 30% of the 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.

SBSPD 5.4.0: Special examinations

SBSPD 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 at a time deemed to be appropriate by the department in which the student is registered.

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

SBSPD 5.5.0: Academic leave

SBSPD 5.5.1 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, may be granted academic leave in the year of study. Exceptionally, the Senate on the recommendation of the Department concerned may grant an extension beyond one academic year.

SBSPD 5.5.2 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, who has not failed in more than 30% of the units, and who for some good cause is unable to complete the coursework for the 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 or the year immediately thereafter as a readmitted student. The results for the first semester shall stand.

SBSPD 5.6.0: Discontinuation

SBSPD 5.6.1 A student who fails in more than 30% of the units in any year shall be discontinued.

- SBSPD 5.6.2 A student who fails in one supplementary examination twice shall be discontinued.
- SBSPD 5.6.3 A student who fails in more than 50% of supplementary examination shall be discontinued.
- SBSPD 5.6.4 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.
- SBSPD 5.6.5 A student who is required to undertake prescribed units and who fails to reach the required standard as specified in individual programmes shall be discontinued.
- SBSPD 5.6.6 A student who is required to re-submit a project report, and who fails to satisfy the examiners even after re-submission, shall be discontinued.

SBSPD 5.7.0 Deregistration

- SBSPD 5.7.1 A student who has qualified to register for the second semester but fails to register within the university prescribed time shall be assumed to have deserted the course and shall be deregistered forthwith.
- SBSPD 5.7.2 A student who has registered for a particular semester but who fails 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 course and shall be deregistered forthwith.
- SBSPD 5.7.3 A candidate who without a good cause absents himself/herself for more than two university examinations in the academic year shall be assumed to have deserted the course, and shall be deregistered forthwith.

SBSPD 5.8.0 Nullification

- SBSPD 5.8.1 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.

SBSPD 5.9.0 Reinstatement

- SBSPD 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 of the units concerned when next offered.
- SOBPG 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.

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

SBSPPD 5.10.0: Appeal for reassessment

SBSPPD 5.10.1 A student, who feels that any decision, made by the Senate regarding the results of any required unit, is unfair, may submit a written appeal to the Chairman of the Senate within one month from the date of notification of the result.

SBSPPD 5.11.0 Award of the diploma

SBSPPD 5.11.1 In order to qualify for the award of the diploma, a candidate must pass in examinations of all required units in the post-graduate course.

SBSPPD 5.12.0 Fees

SBSPPD 5.12.1 Notwithstanding any of the SBSPPD 1.0 to 5.11 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.