



ST. PAUL'S UNIVERSITY

POLICY ON SUPPORT OF DOCTORAL STUDIES

ACADEMIC POLICY NO. 004 OF 2012

2012

1. St. Paul's University, in accordance with its vision, mission, and core values, places a high premium on enhancement of education by its academic faculty to achieve excellence in academic programme delivery.
2. The University therefore strives to ensure that its academic faculty attains a doctoral level education in the relevant areas of specialization, preferably before appointment and, in exceptional cases, as soon as possible after the appointment.
3. To encourage its academic faculty attain a doctoral level education, St. Paul's University has adopted a policy governing support of doctoral studies.
4. All academic members of staff, employed on permanent terms, regardless of their faculty or department, are entitled to benefit from the Policy two years after their appointment. The Policy does not cover adjunct faculty.
5. The Policy currently covers only those academic staff who have not yet attained a doctoral level education.
6. The Policy covers only those staff members who are already registered for a doctoral programme, and who are either taking taught doctoral courses, or have already defended their research proposals successfully. It does not cover those in the process of registration, or writing or defending their research proposals.
7. Non-doctorate holder staff are expected to get registered for a doctoral programme in a relevant area of specialization, within the first year of their appointment.
8. Only a university or institution of higher learning in Kenya or abroad, which is recognized by the Commission for Higher Education (CHE), Republic of Kenya, will be recognized by St. Paul's University under the current Policy.
9. Support of St. Paul's full time academic faculty undertaking doctoral level studies under the Policy includes the following:
 - a) Supplying of references and endorsements for the purpose of registration, or securing financial grants, or both
 - b) Allocation of less than normal teaching load to afford the concerned faculty extra time for research.
 - c) Granting study leave to such academic staff as qualify for such leave under the current terms of service.
 - d) Allocation of travel grants to cover whole or part of travel outside Kenya provided that the beneficiary produces proof duly certified by his or her institution of doctoral study, that such travel is necessary for the completion of the doctoral work.
 - e) Allocation of scholarships to cover whole or part of certified expenditure budget officially forwarded by the institution where the beneficiary is registered for doctoral studies.
 - f) Allocation of research grants to cover whole or part of the research budget as submitted by the beneficiary, duly certified by the institution where he or she is registered for doctoral studies.

10. All persons benefiting under this policy should
 - a) be members of academic staff of St. Paul's University employed on a full time basis,
 - b) be registered for a doctoral programme in a relevant area of specialization,
 - c) Apply in writing to the Senate of St. Paul's University
 - d) Execute a legal bond to serve St. Paul's University for such a period of time as commensurate with the level and amount of support provided by the University under the Policy, or in case of non-service, refund a proportionate amount of money to St. Paul's University.
 - e) Submit to St. University a regular quarterly progress report duly countersigned by their research supervisors.
 - f) Have presented a paper, based on their research, before a Faculty Research Seminar
11. Support will be granted by the Senate on the basis of the availability of funds, stage at which one has reached in one's doctoral study, the need of the department, the workload in the department, and the type of support requested.

REVIEW OF THE POLICY

This policy shall be reviewed as need arises.

REFERENCE OF THE MINUTES

The policy was adopted by the senate on 25th June 2012, the 41st University Senate Meeting.

AUTHORIZATION

Council Chairman:

Name: _____

Signature: _____

Date: _____

Official Stamp