

CUST GRADUATE ASSISTANTSHIP POLICY 2024



Capital University of Science and
Technology, Islamabad

1. INTRODUCTION:

Capital University of Science and Technology (CUST) aims to foster a research-oriented culture and intends to enhance its research and industrial R&D output. To achieve this goal, the University introduces the Graduate Assistantship Policy. This policy aims to provide graduate assistants with opportunities for research, academic, and professional growth, while promoting a culture of innovation, collaboration, and excellence. This policy provides support and research opportunities for graduate assistants, enabling them to contribute to the University's research endeavours and industrial collaborations.

2. OBJECTIVES:

The main objectives of the Graduate Assistantship Policy are as under: -

- a) **Enhance Research Output:** Improve quality of research output, patents, and industrial collaborations.
- b) **Foster Research Culture:** To facilitate graduate students to engage in research activities, promoting a research-oriented culture within the University.
- c) **Support Industrial R&D:** Collaborate with industry partners to address real-world problems, promoting innovation and entrepreneurship.
- d) **Develop Research Skills:** Provide opportunities to develop research skills, preparing graduate assistants for careers in academia, industry, or research institutions.

3. DEFINITION:

The Graduate Assistantship (GA) is a competitive award exclusively offered to full-time PhD students enrolled at Capital University of Science and Technology (CUST). Recipients of this award will be assigned duties that align with their

academic program and research interests. This Assistantship is designed to be mutually beneficial, enhancing both the University's academic endeavours and the GA's educational and professional growth.

4. ELIGIBILITY CRITERIA:

To be considered for a Graduate Assistantship, an applicant must meet the following eligibility requirements:

- a) The applicant should have 18 years of qualification leading to MS/MPhil degree and should have secured 70% marks in HAT or any other equivalent test.
- b) The applicant shall be inducted towards PhD studies and he/she shall assist the University in its academics;
- c) After securing PhD admission, selection of GA ship shall be made by a Committee involving concerned Dean, HoD and Director Graduate studies.
- d) A presentation to select GAs shall be a mandatory requirement to ensure teaching strength and English proficiency.
- e) Director Graduate Studies shall be the custodian of the GA ship cases.

5. AWARD OF GRADUATE ASSISTANTSHIP:

- a) **Length:** Subject to Satisfactory performance, the Graduate Assistantship shall be awarded on annual basis to a maximum of four (04) years.
- b) **GA Ship Stipend:** The Graduate Assistantship stipend shall be notified on annual basis and for the time being it shall be 50K per month and coupled with 100% waiver in tuition fee.

- c) **Time Commitment:** A GA ship shall be full time on campus assignment, and a GA shall be entitled to avail leave as per other employees of the University.
- d) **Renewal of GA Ship:** To continue GA ship, a satisfactory performance in each semester must be maintained during the entire PhD duration.

6. ASSIGNMENT AND RESPONSIBILITIES:

- a) A Graduate Assistant shall teach six (6) Cr. Hrs. in a regular semester.
- b) A GA shall register at-least six (6) Cr. Hrs. towards PhD studies; enabling the GA to complete the program in four years.
- c) For academic assignments, the GA report to the concerned HoD, while for research activities, the GA shall report to the concerned Supervisor.
- d) A GA shall be required to publish at-least two W or X–Category papers from the PhD research work. W for science and technology and X–Category for all other disciplines. However, a Y–Category publication in Arts and Languages shall also be acceptable.
- e) W, X and Y–Category definition shall be followed as per the HEC Research and Publication Policy–2024.
- f) The external expenditure such as charges for international review shall be borne by the GA. However, if a GA publishes 3 W–Category papers, these charges shall be paid by the University.

7. TERMINATION OF GRADUATE ASSISTANTSHIP:

- a) If a GA abandoned his/her PhD or showed unsatisfactory performance, the assistantship shall cease to continue.

- b) A semester break or discontinuation in PhD studies, under usual circumstances, shall not be permitted.
- c) The University reserve the right to recover tuition fee and other expenditure, if there is a willful default or unsatisfactory performance by the GA.