

**UNIVERSITY OF NIGERIA, NSUKKA**  
**SCHOOL OF POSTGRADUATE STUDIES**

*Memorandum*

<b>To:</b> Deans of Faculty/ Heads of Depts/ Institutes/Centres	<b>From:</b> Secretary, School of Postgraduate Studies
<b>Our Ref.:</b> UN/SPGS/S.18/195	<b>Date:</b> September 18, 2018

***SUBJECT:***

**APPLICATION FOR SUPERVISION OF HIGHER DEGREE PROGRAMMES AND  
FIRM PH.D REGISTRATION**

This to remind the academic Departments/Institutes/Centres/Faculties to ensure that application for supervision of Higher Degree Programmes and Firm Ph.D Registration pass through the Departmental and Faculty Postgraduate Studies Committees for their inputs. Recommendations from these Committees are to be forwarded to the Dean, School of Postgraduate Studies with minutes of the relevant meetings of the Committees.

Specifically, applications for Firm Ph.D Registration coming from a student should not only be accompanied by the minutes of the Departmental/Faculty Postgraduate Studies Committees, but also with evidence of update of fee payment, Master's course work/project results, (as applicable) and copy of candidate's particulars of Admission.

Please, note that no application for Higher Degree Supervision and Firm Ph.D Registration will be accepted by the School of Postgraduate Studies without the attachments mentioned above.

Thank you

*Signed*

**Dr (Mrs) Uche-Vita Agundu**

For, Secretary to the School