



Pakistan Institute of
Development Economics
Since 1957



Ministry of Planning
Development &
Special Initiatives

WORK – STUDY PROGRAM – WSP

www.pide.org.pk

■ Introduction

The Pakistan Institute of Development Economics (PIDE) is a premier institute dedicated to the promotion of research in the field of economics and related disciplines. PIDE has earned a reputation for its high-quality research, education, and policy analysis, with a strong emphasis on addressing the socio-economic challenges faced by Pakistan. The Institute offers advanced degree programs, including PhD and MPhil degrees, and is known for contributing significantly to economic policy formulation at both the national and international levels.

Work-Study Program (WSP)



The Pakistan Institute of Development Economics (PIDE) is committed to fostering a research environment that not only produces high-quality academic work but also contributes meaningfully to real-world policy and economic challenges. The WSP is a strategic initiative aimed at integrating academic research with practical exposure in public and private sector organizations. The program aims to provide PhD scholars with opportunities to engage directly with Ministries, Industries, and Organizations (MIOs) to address national and global economic challenges. Through the WSP, PIDE seeks to foster the development of highly skilled professionals who will play a key role in shaping Pakistan's economic future.

This policy document outlines the objectives, eligibility criteria, structure, selection process, governance, roles, responsibilities, financial support, performance monitoring, and grievance mechanisms of the WSP, ensuring that the program aligns with PIDE's academic standards and meets the growing demand for skilled human capital in the public and private sectors.

Objectives of the Program

The Work-Study Program (WSP) aims to achieve the following key objectives:

01

Enhance Research Relevance

Align research with the pressing national and global policy challenges by facilitating direct engagement with MIOs.

02

Develop Professional Competencies

Equip scholars with practical experience, problem-solving skills, and networking opportunities to enhance their employability in the academic and policy research sectors.

03

Ensure Financial Sustainability

Provide financial support to PhD scholars, relieving financial pressures and enabling full focus on research.

04

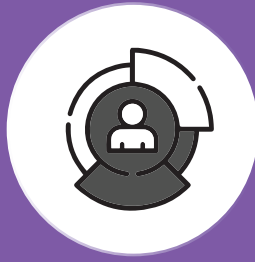
Foster Academia-Industry Linkages

Strengthen collaborations between academia, policymakers, and industry professionals for mutual benefit.

05

Improve Research Productivity

Ensure that doctoral research directly contributes to policy-making processes and supports Pakistan's economic development.



Eligibility Criteria

To be eligible for the WSP, scholars must meet the following criteria



Be enrolled in the PhD program at PIDE, having completed coursework and comprehensive exams.



Demonstrate a strong academic track record and research potential.



Select a research topic that aligns with the objectives and needs of MIOs.



Exhibit a commitment to balancing academic responsibilities with work commitments.



Preference will be given to candidates with relevant professional or research experience.



Strong quantitative and analytical skills such as report writing and data analysis.

Program Structure

The WSP is structured as follows



Work Placement

PIDE will collaborate with government ministries, private firms, research organizations, and international agencies to identify appropriate placements for scholars. Scholars may also identify their own placements, subject to approval by PIDE. Placement roles may include positions such as Research Associates, Economic Analysts, and Policy Consultants.



Work Commitment and Hours

Scholars are expected to commit between 10 to 20 hours per week during the academic semester. During semester breaks, scholars may increase their work hours as necessary. These hours will be structured to allow scholars to maintain a balance between academic research and professional work.



Financial Support

Scholars selected for the program will receive a monthly stipend remuneration of 80,000 PKR (lump sum amount) for the duration of their work-study engagement. The stipend will be reviewed annually based on performance and available institutional funding.



Duration of Engagement

The initial work placement is set for six months, with an option for extension up to two years, based on the scholar's performance and the needs of the MIO. Scholars must demonstrate significant academic progress and meet specific research milestones to continue in the program.

Roles and Responsibilities





Scholar Responsibilities

- ✓ Scholars must maintain high academic performance while fulfilling their work-study obligations. This includes ensuring that their academic progress remains unaffected by their professional commitments.
- ✓ Scholars are required to submit quarterly progress reports detailing their academic research and work contributions. These reports should highlight their accomplishments and challenges in both their research and professional roles.
- ✓ Scholars must adhere to the ethical standards, confidentiality agreements, and professional conduct policies set forth by both PIDE and the host MIOs. These policies must be followed to maintain integrity in both academic and professional environments.
- ✓ In case of any conflicts or issues that affect their research or work commitments, scholars are required to promptly notify PIDE. This includes any workload concerns or external factors that could impact their ability to meet program expectations.

PIDE Responsibilities

- ✓ PIDE is responsible for facilitating work placements with reputable MIOs to ensure that scholars are assigned roles that align with their research interests and provide meaningful professional exposure.
- ✓ PIDE will monitor the progress of scholars through faculty advisors and work-study coordinators. This will ensure that scholars are meeting both academic and professional expectations, and any issues can be addressed promptly.
- ✓ PIDE must ensure the timely disbursement of stipends to the scholars, as well as resolve any financial concerns that may arise during their work-study engagement.
- ✓ PIDE will conduct regular evaluations to assess the performance of scholars in both academic and professional settings. These evaluations will be used to determine program effectiveness and identify areas for improvement.

MIO Responsibilities

-  MIOs are responsible for providing structured and meaningful roles that align with the scholar's research focus. These roles should ensure that the scholar's academic skills are effectively applied in real-world policy settings. MIOs shall send a demand letter along with the Terms of Reference (ToRs) to PIDE, specifying the demand for a scholar to fulfill a specific job requirement.
-  MIOs will assign mentors or supervisors to guide the scholar's professional development. These mentors will provide essential feedback, support, and guidance, ensuring that scholars gain the maximum benefit from their work-study experience.
-  MIOs must maintain a work environment conducive to both academic and professional success. This includes facilitating an atmosphere where scholars can balance their academic research with their work-study responsibilities, thereby ensuring optimal performance.
-  MIOs are required to provide constructive feedback on the scholar's performance. This feedback will be used by PIDE in the evaluation process, influencing decisions regarding program continuation and stipend renewals.

Selection Process

The selection process for the WSP will be carried out through a well-structured procedure to ensure the placement of qualified and motivated scholars:



Application Process

Interested scholars must submit an application that includes their CV, research proposal, and academic transcripts via online portal or email to Dean. The application will also require a statement of interest detailing why the scholar seeks participation in the WSP.



Selection Committee

A selection committee comprising representatives from PIDE and the relevant MIOs will oversee the selection process. The committee will ensure transparency and fairness in the recruitment process.



Interview Process

Shortlisted candidates will undergo an interview, where they will present their research ideas and demonstrate their alignment with the needs of MIOs. The interview panel will assess the scholar's academic strengths, research potential, and professional competencies.



One-on-One Meeting

After the interview, candidates will have a one-on-one meeting with representatives from both PIDE and the MIOs to discuss their research objectives, work commitments, and expectations. This will ensure that both parties are clear on the goals and requirements of the program.

Final Selection: Based on the interview and one-on-one meeting, the selection committee will finalize the list of scholars to be placed in various organizations. Subsequently PIDE, Scholar and MIOs shall sign a joint agreement.

Performance Monitoring and Evaluation



Scholars are required to submit quarterly reports that outline their research progress, work contributions, and professional development.



The Work-Study Committee at PIDE will conduct biannual assessments to ensure continued eligibility in the program.



Scholars who fail to meet academic or professional expectations may face warnings, probation, or removal from the program.



MIOs will provide performance feedback that will directly influence program continuation and stipend renewals.

Conflict Resolution and Policy Compliance



Grievance Mechanism

Any disputes regarding workload, stipend payments, or placement conditions will be addressed through the PIDE Work-Study Office.



Academic Integrity

Scholars are expected to uphold the highest standards of academic integrity and professional ethics, including adherence to confidentiality agreements.



Non compliance

Failure to comply with program requirements may result in disciplinary actions, including removal from the program.

Conclusion

The PIDE Work-Study Program is an innovative initiative designed to bridge the gap between academia and industry, providing PhD scholars with invaluable exposure to policy-making and real-world economic challenges. By integrating research with practical experience, PIDE is ensuring that its scholars contribute meaningfully to the nation's development while simultaneously enhancing their own professional skills and employability.

Annexure A: Request Form for Scholar Attachment under the Work-Study Program (WSP)

This form/template is to be filled by Ministries, Industries, and Organizations (MIOs) when requesting a scholar to be attached under the Work-Study Program (WSP) at PIDE. The form includes details on the duration of the requirement, the main job description, and the reporting officer at the MIO. Ministries, Industries, and Organizations (MIOs) Details:

1. Organization Name: _____

2. Contact Person: _____

3. Designation: _____

4. Contact Information: _____

5. Scholar Request Details:

a. Duration of Requirement (in months): _____

6. Main Job Description (JD) of Scholar:

a. _____

b. _____

c. _____

d. _____

7. Reporting Officer Information: _____

a. Name of Reporting Officer: _____

b. Designation: _____

c. Contact Information: _____

8. Additional Information/Remarks (if any):

Annexure B: Monthly Progress Report of Scholar

This template is to be submitted by the scholar monthly and signed by the MIO's reporting officer. It is crucial for monitoring the scholar's performance and work pattern, and is directly related to stipend disbursement and continued engagement.

1. Scholar Details:

a. Name of Scholar: _____

b. MIO Placement: _____

c. Month of Report: _____

2. Report Submitted By: _____

3. Work Performance & Pattern: _____

a. Main Responsibilities Fulfilled:

b. Hours Worked (per week): _____

4. Specific Achievements or Contributions in the Month:

a. _____

b. _____

c. _____

d. _____

MIO Reporting Officer's Assessment:

1. General Performance Evaluation (e.g., quality of work, research output, work ethics, etc.):

a. _____

b. _____

c. _____

d. _____

2. Work Issues (if any):

- a. _____
- b. _____
- c. _____
- d. _____

3. Stipend and Financial Concerns (if any):

- a. _____
- b. _____
- c. _____
- d. _____

Signature of MIO Reporting Officer:

Name: _____

Designation: _____

Date: _____

Annexure C: Terms of Reference (ToRs) for Selection Committee

This annexure outlines the ToRs for the Selection Committee, responsible for overseeing the selection process for the Work-Study Program scholars. It ensures that the process is transparent, objective, and in line with program objectives.

1. Purpose of the Selection Committee

The purpose of the Selection Committee is to review applications, conduct interviews, and finalize the selection of scholars to be attached under the Work-Study Program (WSP). The committee will ensure that selected scholars meet the academic and professional requirements of the program and align with the needs of MIOs.

2. Committee Composition

Chairperson (PIDE Representative): _____

MIO Representatives

(e.g., Ministry of Planning, Development & Special Initiatives):

Academic Advisor (PIDE): _____

Industry Expert (optional): _____

3. Responsibilities of the Committee:

- Review and assess scholar applications, research proposals, and academic performance
- Conduct interviews and/or one-on-one meetings with shortlisted candidates.
- Finalize the selection of scholars for the program, based on academic merit, research alignment with MIO needs, and professional experience.
- Provide feedback and recommendations to PIDE on potential placements and any necessary adjustments to the program structure.

4. Selection Process

- **Stage 1:** Initial review of applications and CVs.
- **Stage 2:** Shortlisting candidates based on eligibility criteria and alignment with MIO requirements.
- **Stage 3:** Interviews and individual meetings with shortlisted candidates.
- **Stage 4:** Final selection and placement in relevant MIOs.

Committee Duration and Frequency of Meetings

The Selection Committee will meet as needed, typically once a month or as required, depending on the volume of applications.

How to Apply

Submit the Form

For queries and information

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PIDEpk



PIDE official



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