

# SKUAST-JAMMU



## REGULATIONS ON RESIDENT INSTRUCTIONS (2025)

Directorate of Education  
Sher-e-Kashmir  
University of Agricultural Sciences &  
Technology of Jammu

# **SKUAST-JAMMU**

## **REGULATIONS ON RESIDENT INSTRUCTIONS (RRI)** (Updated up to May 2025)

# **2025**



**Directorate of Education**  
**Sher-e-Kashmir University of Agricultural Sciences &**  
**Technology of Jammu**

*Collated and Edited by:*

**Prof. Rajinder Peshin**

**Prof. K.K. Sood**

**Prof. P.S.Mahapatra**

**Prof. Rakesh Sharma**

**Prof. Manmohan Sharma**

**Prof. Amit Jasrotia**

**Mr. Zameer-ul-Haq**

*Published by*

**Prof Rajinder Peshin**

Director Education

Sher-e-Kashmir University of Agricultural Sciences and Technology of Jammu

## TABLE OF CONTENTS

Chapter No.	Content	Page No.
1.	<b>Short Title, Commencement, Definitions, Application and Interpretation</b> 1.1 Short Title 1.2 Commencement 1.3 Definitions 1.4 Extent of Application 1.5 Interpretation 1.6 Undergraduate programmes 1.7 Postgraduate programmes	01-03
2.	<b>Admission Procedures, Schedule and Eligibility</b> 2.1 Admission 2.2 Prospectus and application form 2.3 Schedule of admissions 2.4 Eligibility for admission to various degree programmes 2.5 Degrees awarded 2.6 Formula for inter-conversion of OGPA and aggregate percentage of marks 2.7 Grading system	04-11
3.	<b>Academic Calendar and Registration</b> 3.1 Academic calendar (UG) 3.2 Academic calendar (Masters & Ph.D.) 3.3 Enrolment/ registration for first semester/ professional year 3.4 Registration for subsequent semesters/ professional years 3.5 Accidental/group insurance cover of students of SKUAST-Jammu	12-13
4.	<b>Semester/ Professional Year Regulations</b> 4.1 Academic/ professional year and semester calendar 4.2 Advisory system 4.3 Graduation requirements 4.4 Role of Head of Division and Registrar 4.5 Unfair means in semester or professional examinations 4.6 Impersonation in examination 4.7 Conduct probation 4.8 Maintenance of discipline 4.9 Petition for change of major subject	14-27
5.	<b>Masters and Ph.D. Degree Programmes</b> 5.1 Qualification for admission 5.2 Credit requirements 5.3 Attendance 5.4 Distribution of course credits 5.5 Programme of study 5.6 Grade requirements 5.7 Constitution of advisory committee (PG Form-I) 5.8 Allotment of major advisor 5.9 Accreditation of teachers to PG Faculty 5.10 Completion of thesis work 5.11 Criteria for selection of major advisor 5.12 Change in advisory committee 5.13 Absence of member during qualifying/final viva voce examination 5.14 Duties and responsibilities of the major advisor and advisory committee 5.15 Procedure for evaluating research credits 5.16 Academic integrity and prevention of plagiarism in higher education 5.17 Collaboration of PG Research with other Universities/Institutes 5.18 Disposal of the copies of the thesis submitted to the University 5.19 Certificate of Ph.D. degree as per UGC regulations 5.20 Relieving of student before the submission of thesis 5.21 Guidelines for masters and Ph.D. sandwich/bilateral programmes and	28-40



	students nominated for research work by other Universities/Institutions	
6.	Evaluation and Examination 6.1 Examination and evaluation system 6.2 Evaluation of course work (masters and Ph.D. programmes) 6.3 Make-up examination 6.4 Re-checking, supplementary/compartmental examination fee 6.5 Weightage to various types of examinations 6.6 Change / addition / withdrawal of courses (except B.V.Sc. & A.H.) 6.7 Supplementary/ compartmental examination 6.8 Award of grades 6.9 Significance of grades 6.10 Incomplete Grade 6.11 Answer books 6.12 Representation for re-counting 6.13 Evaluation of internship (B.V.Sc.&A.H.) 6.14 Other examinations of masters/ Ph. D. programmes 6.15 Sending of thesis for evaluation to External Examiner(s) 6.16 Thesis viva voce/final examination 6.17 Award of degree	41-50
7.	Scholarships, Certificates of Merit and Gold Medals 7.1 Scholarships 7.2 Gold medals 7.3 Award of certificates of merit for masters and Ph.D. students	51-53
8.	Guidelines for Typing Synopsis and Thesis Writing 8.1 Guidelines for typing 8.2 Guidelines for preparing synopsis 8.3 Guidelines for preparing thesis 8.4 Components of thesis 8.5 Introduction 8.6 Review of literature 8.7 Materials and methods 8.8 Results 8.9 Discussion 8.10 Summary and conclusions 8.11 Appendices 8.12 Vita 8.13 Style of writing references	54-63
9.	Promotion of Academic Integrity and Prevention of Plagiarism 9.1 Short title, application and commencement 9.2 Objectives 9.3 Duties of the University 9.4 Awareness programs and trainings 9.5 Curbing plagiarism 9.6 Similarity checks for exclusion from plagiarism 9.7 Levels of plagiarism 9.8 Detection/reporting/handling of plagiarism 9.9 Departmental academic integrity panel (DAIP) 9.10 Institutional academic integrity panel (IAIP) 9.11 Penalties	64-67
10.	Norms for Institutionalization of Short Term Certificate Courses 10.1 Purpose of certificate 10.2 Criteria for credit certificate programmes 10.3 Process for development of credit 10.4 Examination and certification 10.5 Evaluation procedure 10.6 Scheme of instructions per week 10.7 Award of grade points	68-70

	10.8 Format for skill development programme	
11.	SKUAST-Jammu Inter-Varsity Rolling Silver Trophy 11.1 Name of the trophy: SKUAST Jammu Rolling Silver Trophy 11.2 About trophy and its purpose 11.3 Participation 11.4 Theme 11.5 Guidelines 11.6 Criteria for Judging (100 Marks) 11.7 Facilities 11.8 How to participate 11.9 Funds	71-72
12.	Regulations on Curbing the Menace of Ragging, 2016 12.1 Title, commencement and applicability 12.2 Objectives 12.3 What constitutes ragging? 12.4 Definitions 12.5 Measures for prohibition of ragging 12.6 Action to be taken by the Head of the Institution 12.7 Administrative action in the event of ragging	73-75
13.	Pro formas and Annexures <ul style="list-style-type: none"> <li>▪ Thesis cover page (S1-S3)</li> <li>▪ Certificates I to IV</li> <li>▪ Abstract (S-4)</li> <li>▪ Table of contents (S-5)</li> <li>▪ Vita (S-6)</li> <li>▪ PG Forms I-XI</li> <li>▪ Annexures I-XIV</li> <li>▪ Check list of documents to be submitted along with the thesis for external evaluation</li> <li>▪ ICAR 6<sup>th</sup> Deans Committee Report: Restructuring of undergraduate programmes- Annexure- XV</li> <li>▪ VCI Regulations-2016 (Academic Rules)- Annexure-XVI</li> </ul>	76-131



## **SHORT TITLE, COMMENCEMENT, DEFINITIONS, APPLICATION AND INTERPRETATION**

---

### **1.1 Short title**

These regulations shall be called the “Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu Regulations on Resident Instructions (SKUAST-J, RRI) updated up to May 2025.

### **1.2 Commencement**

These have come into force as notified by the University from time to time.

### **1.3 Definitions**

In these regulations, unless the context otherwise requires:

- i. The words and expressions used in the Act and Statutes and not defined in these regulations shall have the meaning assigned to them in the Act or Statutes, as the case may be.
- ii. “Act” means the Sher-e-Kashmir University of Agricultural Sciences & Technology Act 1982.
- iii. “University” means Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu
- iv. “Statutes” means the statutes made under the Sher-e-Kashmir University of Agricultural Sciences & Technology Act 1982.
- v. “Academic year/professional year” means a twelve-month period during which a cycle of academic work is completed.
- vi. “Professional Year” as applicable to B.V.Sc. & A.H. degree programme, means a period consisting of minimum two hundred and ten instructional days, except fourth professional year which consists of 315 instructional days, excluding annual examination days in both cases.
- vii. “Semester” means an academic term of 110 working days/ about 21 weeks; there being two such terms in an academic year.
- viii. “Advisor” means the student’s advisor for guiding the undergraduate/ postgraduate programme of studies.
- ix. “Advisory Committee” means the committee constituted to supervise the postgraduate programme of the student.
- x. “Chairperson” means a teacher of the major discipline proposed by the Head of the department/ division through the Dean of the College/Faculty and duly approved by the Director of the Education/ Dean Post Graduate Studies to act as the chairperson of the advisory committee and also to guide the student on academic issues.
- xi. “Course” means a unit of instructions or segment of subject matter, carrying a specific number of credits to be covered in a semester/professional year in the shape of lectures, discussions, assignments, practical work experience in the class room, laboratories and/or field as prescribed in the syllabus or as may be determined by the appropriate University authorities from time to time.
- xii. “Course grade” means qualitative measure of performance in a course.
- xiii. “Credit load” means the quantum of credit hours a student may undertake in one semester/professional year.
- xiv. “Course outline” means a concise outline of the subject matter of a course, correlated with other courses to avoid omissions and / or duplication in a particular field of study.
- xv. “Credit hour” or “Course Credit” means a quantitative measure of course work. One credit hour means about one hour of theory work in the class per week/semester or professional year, about 2 hours of practical work per week/semester or professional year, or a working period of 3 hours in Veterinary Clinical Complex and Livestock Farm Complex/week/ professional year in addition to library and/or tutorial work of such duration as may be assigned.

- xvi. Cumulative Grade Point Average (CGPA) means the total credit points earned by a student divided by the total number of credits registered by the student until the end of a semester (all completed semesters), expressed and rounded off to the second decimal place.
- xvii. "Curriculum" means a series of courses selected and designed to provide training to meet the requirements of a certificate/diploma/degree course.
- xviii. "Grade Point" (GP) in a subject shall be the total marks obtained by a student out of 100 divided by 10, expressed and rounded off to second decimal place.
- xix. "Credit Point" (CP) in a subject shall be grade point multiplied by the credit hours, expressed and rounded off to second decimal place.
- xx. Total credit points shall be the sum of the credit points secured.
- xxi. "Grade Point Average" (GPA) shall be the sum of total credit points earned divided by the sum of credit hours of all the courses registered in a semester, expressed and rounded off to second decimal place.
- xxii. Overall Grade Point Average (OGPA) shall be the grand total of sum of credit points earned divided by grand sum of the credit hours.
- xxiii. "Pre-requisite Course" means the course intended to provide background knowledge required for a specific course which a student acquires by completing course specified in that behalf.
- xxiv. "Academic Integrity" is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property.
- xxv. "Higher Educational Institution (HEI)" means a University recognized under section 2(f) of the UGC Act, 1956 or an institution deemed to be University under section 3 of the UGC Act, 1956 or an affiliating college/institution or a constituent unit of a University;
- xxvi. "Author" includes a student or a Faculty or a researcher or staff of Higher Educational Institution (HEI) who claims to be the creator of the work under consideration.
- xxvii. "Commission" means the University Grants Commission (UGC) as defined in the UGC Act, 1956.
- xxviii. "Common Knowledge" means a well-known fact, quote, figure or information that is known to most of the people.
- xxix. "Departmental Academic Integrity Panel" shall mean the body constituted at the departmental level to investigate allegations of plagiarism.
- xxx. "Faculty" refers to a person who is teaching and/or guiding student(s) enrolled in an HEI in any capacity whatsoever i.e. regular, ad-hoc, guest, temporary, contractual, visiting etc.
- xxxi. "Information" includes data, messages, text, images, sound, voice, codes, computer programmes, software and databases or microfilm or computer generated microfiche.
- xxxii. "Institutional Academic Integrity Panel" shall mean the body constituted at Institutional level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level.
- xxxiii. "Notification" means a notification published in the Official Gazette/the University Notifications and the expression "notify" with its cognate meanings and grammatical variation shall be construed accordingly.
- xxxiv. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own.
- xxxv. "Programme" means a programme of study leading to the award of a bachelors, masters or research level degree.
- xxxvi. "Researcher" refers to a person conducting academic/scientific research in a HEI.
- xxxvii. "Script" includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment/opinion leading to the award

of master and research level degrees or publication in print or electronic media by students or Faculty or researcher or staff of a HEI. However, this shall exclude assignments/term papers/project reports/course work/essays and answer scripts etc.

- xxxviii. "Source" means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever, as also data and information in the electronic form *viz.* audio, video, image or text; information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000.
- xxxix. "Staff" refers to all non-teaching staff working in the University in any capacity whatsoever i.e. regular, temporary, contractual, outsourced etc.
- xl. "Student" means a person duly admitted and pursuing a programme of study including a research programme in any mode of study (full time or part-time or distance mode).

#### **1.4 Extent of application**

Unless otherwise indicated, these regulations shall apply to the students admitted in SKUAST-Jammu.

#### **1.5 Interpretation**

Subject to such advice as may be given by the Chancellor, the decision of the Vice-Chancellor shall be final and no suit, application, petition revision or appeal shall lie in a court of law or any other authority outside the University in respect of interpretation of these regulations.

- 1.6 Undergraduate programmes:** Undergraduate students (excluding B.V.Sc. and A.H.) admitted up to 2023 shall follow the curriculum as per 5<sup>th</sup> Deans Committee Report. For students of batch 2024 onwards, 6<sup>th</sup> Deans Committee Report shall be followed. The 6<sup>th</sup> Deans Committee Restructuring of undergraduate programmes is annexed (**Annexure-XV**). In case of B.V.Sc. and A.H., VCI Regulations-2016 (Academic Rules) shall be followed, and are annexed (**Annexure-XVI**).

- 1.7 Postgraduate programmes:** For masters and Ph.D. programmes, the ICAR Restructured and Revised Syllabi of Post-graduate Programmes-2021 shall be followed.

## ADMISSION PROCEDURES, SCHEDULE AND ELIGIBILITY

---

### 2.1 Admission

Admissions to all the programmes of the University (except Ph.D.) shall be made in the beginning of the first semester of an academic year. The admission to masters courses in Faculty of Veterinary Sciences & A.H., and Ph.D. programme shall be made in the beginning of the second semester of an academic year.

#### 2.1.1 Admission procedure:

Admission to undergraduate and postgraduate programmes shall be made on the basis of the rank obtained in SKUAST–Jammu Common Entrance Test (CET). The eligible applicants for admission shall be required to appear in the SKUAST Jammu-CET compulsorily. All candidates found eligible to appear in test shall be informed about the date, time and venue through the University web site. An entrance test for admission to Ph.D. programme shall be compulsory. The test shall comprise of 70 marks of MCQ (subject specific), 10 marks of MCQ (research methodology) and 20 marks for the interview. Minimum marks required for admission to Ph.D.. programme is 50% (written + interview). There shall be no interview for admission to undergraduate and masters programmes. Note: There shall be no entrance test/CET for candidates applying under 2.1.1.3, 2.1.1.4 and 2.1.1.5.

**2.1.1.1 Admission on free seats:** Admission to undergraduate (Agriculture, Horticulture, Agricultural Engineering, Dairy Technology and Veterinary Sciences only) and Postgraduate courses in the respective faculties shall be made through SKUAST-J Common Entrance Test (CET) that shall be held in the month of June-July tentatively every year or as notified by the University. The entrance test for admission to post-graduate courses in Faculty of Veterinary Sciences & A.H., and Ph.D. programmes shall be conducted in December / January tentatively every year or as notified by the University.

**2.1.1.2 Admission under self-financing/ NRI categories:** The University, besides open merit and scheduled reserved categories, makes admission to various UG/master programmes under self-financing and NRI/NRI's sponsored categories (All India Basis) and Wards of the University Employees. However, the selections under all the categories are based on merit obtained in SKUAST-J CET.

**2.1.1.3 Admission of foreign students in undergraduate programmes:** Students from foreign countries shall be considered for admission if they apply through Indian Council for Cultural Relations (ICCR) or Study-in-India Portal (Govt. of India). The eligibility of such applicants shall be determined by a committee constituted by the University. Eligible applicants are exempted from appearing in the SKUAST-Jammu CET (UG). The admission of foreign students is made against supernumerary seats as notified by the University and available at Study-in- India-Portal. Foreign students applying for admission at SKUAST-Jammu do not have to fill SKUAST-J CET application form

**2.1.1.4 Admission of SRF, INSPIRE, GATE Fellows to Ph.D. programmes:** Admission of SRF, INSPIRE, GATE fellows etc. to Ph.D. programmes shall be made against supernumerary seats (one in each Division where Ph.D. programme is offered) and such fellows shall be exempted from appearing in SKUAST-Jammu CET.

**2.1.1.5 Admission of foreign students in masters and Ph.D. programmes:** Students from foreign countries shall be considered for admission if they apply through Indian Council for Cultural Relations (ICCR) or Study-in-India Portal (Govt. of India). The eligibility of such applicants shall be determined by a committee constituted by the University. Eligible applicants are exempted from appearing in the SKUAST-Jammu CET. The admission of foreign students is made against supernumerary seats as notified by the University and available at Study-in-India-Portal. Foreign students applying for admission at SKUAST-Jammu do not have to fill SKUAST-J CET application form.

## 2.2 Prospectus and application form

The prospectus and application forms for admission to various courses/programmes shall be available on University website ([www.skuast.org](http://www.skuast.org)) during specified dates as declared by the University from time to time.

## 2.3 Schedule of admissions

The admission notice for B.Sc. (Hons.) Agriculture, B.V.Sc. & A.H., B.Tech. Biotechnology, B.Sc. (Hons.) Horticulture, B.Tech. Agricultural Engineering, B.Tech. Dairy Technology and Masters Degree programmes (except masters courses in Faculty of Veterinary Sciences & A.H.) shall be issued by the University in the month of April-May or otherwise notified by the University. The admission notice for the Ph.D. programmes and Masters courses in Faculty of Veterinary Sciences & A.H. shall be issued by the University in the month of November/December every year or otherwise notified by the University. The entrance tests for admission to various programmes shall be held on the date to be notified by the University from time to time.

## 2.4 Eligibility for admission to various degree programmes

The eligibility conditions for admission to UG programmes, B.Sc. (Hons.) Agriculture, B.Sc. (Hons.) Horticulture, B.Tech. Agricultural Engineering, B.Tech. Dairy Technology, B.V.Sc. & A.H. and B.Tech. Biotechnology; and PG programmes of M.Sc. in Agricultural Sciences, M.Sc. Horticulture, M.Sc. Forestry, M.Sc. in Basic Sciences, M.Tech. Agril. Engineering and M.V.Sc. as well as Ph.D. in Agricultural Sciences, Ph.D. in Horticulture, Ph.D. in Forestry, Ph.D. in Basic Sciences, Ph.D. in Agril. Engineering and Ph.D. in Veterinary Sciences are given below:

### 2.4.1 Eligibility for various UG programmes (other than B.V.Sc. & A.H.)

Sl.No.	Programme	Eligibility
1.	B.Sc. (Hons.) Agriculture	10+2 with PCB/PCM/PCBM/A (P, C, M, B and A are Physics, Chemistry, Mathematics, Biology and Agriculture, respectively) having at least 50% aggregate marks for open category and 40% aggregate marks for reserved categories
2.	B.Sc. (Hons.) Horticulture	
3.	B.Tech. Biotechnology	
4.	B.Tech. Dairy Technology	
5.	B.Tech. Agricultural Engineering	10+2 with PCM or A (P, C, M and A are Physics, Chemistry, Mathematics and Agriculture, respectively), atleast 50% aggregate marks for open category and 40% aggregate marks for reserved categories

**2.4.2 B.V.Sc. & A.H. (5½ year programme):** Pass in 10+2 examination with PCB/PCBM having at least 50% marks in aggregate or equivalent for open category and 40% marks for reserved categories.

### 2.4.3 Masters and Ph.D. programmes

**2.4.3.1 List of the approved programmes (Masters & Ph.D.) as per ICAR Restructured and Revised Syllabi of Post-graduate Programmes-2021 (BSMA Committee Report-2021)**

Discipline	New Nomenclature	
	Master	Ph.D.
Plant Sciences	M.Sc. (Agri.) Genetics and Plant Breeding	Ph.D. Genetics and Plant Breeding
	M.Sc. (Agri.) Seed Science and Technology	*Ph.D. Seed Science and Technology
Plant Protection	M.Sc. (Agri.) Entomology	Ph.D. Entomology
	M.Sc. (Agri.) Plant Pathology	Ph.D. Plant Pathology
Horticulture Sciences	M.Sc. (Hort.) Fruit Science	Ph.D. Fruit Science
	M.Sc. (Hort.) Vegetable Science	Ph.D. Vegetable Science
	M.Sc. (Hort.) Floriculture and Landscaping	Ph.D. Floriculture and Landscaping
Forestry	M.Sc. (Forestry) Silviculture and Agroforestry	Ph.D. Silviculture and Agroforestry



Post-Harvest Management	M.Sc. (Hort.) Post Harvest Management	Ph.D. Post-Harvest Management
Physical Sciences	M.Sc. (Agri.) Agronomy	Ph.D. Agronomy
	M.Sc. (Agri.) Soil Science	Ph.D. Soil Science
	M.Sc.(Agri.) Organic Farming	-
Social Sciences	M.Sc. (Agri.) Agri-Business Management	Ph.D. Agri-Business Management
	M.Sc. (Agri.) Agricultural Economics	Ph.D. Agricultural Economics
	M.Sc. (Agri.) Agricultural Extension Education	Ph.D. Agricultural Extension Education
Basic Sciences	M.Sc. (Agri.) Biochemistry	Ph.D. Biochemistry
	M.Sc. (Agri.) Microbiology	Ph.D. Microbiology
	M.Sc. (Agri.) Plant Physiology	Ph.D. Plant Physiology
Biotechnology & Bioinformatics	M.Sc. (Agri.) Molecular Biology & Biotechnology	Ph.D. Molecular Biology
	M.Tech. Biotechnology	Ph.D. Biotechnology
Statistical Sciences	M.Sc. (Agri.) Agricultural Statistics	Ph.D. Agricultural Statistics
Sericulture	M.Sc. (Agri.) Sericulture	Ph.D. Sericulture
Basic Veterinary Sciences	M.V.Sc. Veterinary Anatomy	Ph.D. Veterinary Anatomy
	M.V.Sc. Veterinary Biochemistry	Ph.D. Veterinary Biochemistry
	M.V.Sc. Veterinary Extension Education	Ph.D. Veterinary Extension Education
	M.V.Sc. Veterinary Physiology	Ph.D. Veterinary Physiology
Veterinary Clinical Subjects	M.V.Sc. Animal Reproduction Gynaecology & Obstetrics	Ph.D. Animal Reproduction Gynaecology & Obstetrics
	M.V.Sc. Veterinary Surgery and Radiology	Ph.D. Veterinary Surgery and Radiology
	M.V.Sc. Veterinary Medicine	Ph.D. Veterinary Medicine
Veterinary Para Clinical Subjects	M.V.Sc. Veterinary Microbiology	Ph.D. Veterinary Microbiology
	M.V.Sc. Veterinary Pathology	Ph.D. Veterinary Pathology
	M.V.Sc. Veterinary Parasitology	Ph.D. Veterinary Parasitology
	M.V.Sc. Veterinary Public Health & Epidemiology	Ph.D. Veterinary Public Health & Epidemiology
	M.V.Sc. Veterinary Pharmacology & Toxicology	Ph.D. Veterinary Pharmacology & Toxicology
Animal Production Sciences	M.V.Sc. Animal Genetics and Breeding	Ph.D. Animal Genetics and Breeding
	M.V.Sc. Animal Nutrition	Ph.D. Animal Nutrition
	M.V.Sc. Livestock Production & Management	Ph.D. Livestock Production & Management
	M.V.Sc. Livestock Products Technology	Ph.D. Livestock Products Technology
Fisheries	M.F.Sc. Fisheries Resource Management	-
Agricultural Engineering & Technology	M.Tech. Farm Machinery and Power Engineering	Ph.D. Farm Machinery and Power Engineering
	M.Tech. Soil and Water Conservation Engineering	*Ph.D. Soil and Water Conservation Engineering

\* Programmes yet to be started

### 2.4.3.2 Dual Degree Programmes

#### 2.4.3.2.1 Undergraduate Programmes

The dual degrees offered will be as per the following articulations

Degree	Degree Articulation	
	First degree from SKUAST-Jammu	Second degree from WSU-Sydney (Australia)
Agriculture	B.Sc. (Hons.) Agriculture	B.Sc. (Agrifood)
Horticulture	B.Sc. (Hons.) Horticulture	B.Sc. (Agrifood)
Biotechnology	B.Tech. Biotechnology	B.Sc. (Biology)

#### 2.4.3.2.2 Master degree programmes

The students under this programme will get two degrees; one Master of Science (MSc and Equivalent- Registered discipline) at SKUAST-Jammu and second Master of Research (M. Res.) at WSU- Western Sydney University. The opting students shall have to complete course work at SKUAST-Jammu and the research work will be carried out in Western Sydney University, Sydney (Australia) after approval of Confirmation of Enrolment (COE). There will be two advisors, one from SKUAST-Jammu (India) and second from WSU- Sydney (Australia). The maximum duration at WSU will be one year. The student will have to submit two M.Sc.; theses one to SKUAST-Jammu - India and second to the WSU- Sydney (Australia).

#### 2.4.3.2.3 Ph.D. degree programmes

The students opting under this programme will get two degrees; one Doctor of Philosophy (Ph.D. and its equivalent- Registered discipline) at SKUAST-Jammu and second Ph.D. at WSU- Western Sydney University. The opting students have to complete course work at SKUAST-Jammu and the research work will be carried out in Western Sydney University, Sydney (Australia). There will be two advisors, one from SKUAST-Jammu (India) and second from WSU- Sydney (Australia). The student will have to submit two Ph.D. theses one to SKUAST-Jammu - India and second to the WSU- Sydney Australia.

#### 2.4.3.3 General requirements (masters programme)

- Bachelor's degree in respective /related subjects
- 6.00/10.00 or equivalent OGPA/equivalent percentage of marks at Bachelor's degree for general category candidates
- 5.50/10.00 or equivalent OGPA/equivalent percentage of marks at Bachelor's degree for reserved categories.

#### 2.4.3.4 Specific requirements (masters programme):

The specific programme-wise and discipline-wise feeder degree requirements for admission to various Master degree courses in Agriculture, Horticulture, Forestry, Agricultural Engineering, Molecular Biology & Biotechnology, Veterinary Sciences and Basic Sciences are given below:

The subject-wise eligibility requirements are given below:

##### (a) M.Sc. Agriculture:

S. No.	M.Sc. Agriculture	Feeder Streams
1.	M.Sc. (Agri.) Agronomy	B.Sc. Agriculture/ B.Sc. (Hons.) Agriculture
2.	M.Sc. (Agri.) Genetics & Plant Breeding	B.Sc. Agriculture / Horticulture / Forestry or B.Sc. (Hons.) Agriculture / Horticulture/Forestry /B. Tech. Biotechnology
3.	M.Sc. (Agri.) Agricultural Economics	B.Sc. Agriculture/ B.Sc. (Hons.) Agriculture / B.Sc. Horticulture /B.Sc. (Hons.)Horticulture/B.Sc. Forestry
4.	M.Sc. (Agri.) Soil Science	
5.	M.Sc. (Agri.) Agricultural Extension Education	

6.	M.Sc. (Agri.) Entomology	B.Sc. Agriculture/ B.Sc. (Hons.) Agriculture /B.Sc. Horticulture/B.Sc. (Hons.) Horticulture/ B.Sc. Life Sciences with Zoology
7.	M.Sc. (Agri.) Plant Pathology	B.Sc. Agriculture / B.Sc. (Hons.) Agriculture /B.Sc. Horticulture/ B.Sc. (Hons.) Horticulture/ B.Sc. Life Sciences with Botany
8.	M.Sc. (Agri.) Sericulture	#B.Sc. Sericulture /B.Sc. Agriculture / B.Sc. (Hons.) Agriculture / B.Sc. Bio Sciences/ B.Sc. Forestry
9.	M.Sc. (Agri.) Seed Science & Technology	B.Sc. Agriculture/B.Sc. (Hons.) Agriculture/ B. Tech. Agriculture Engineering /B. Sc. Biotechnology
10.	M.Sc. (Agri.) Organic Farming	B.Sc. Agriculture/ B.Sc. (Hons.) Agriculture /B.Sc. Horticulture/B.Sc. (Hons.) Horticulture
11.	M.Sc. (Agri.) Agri-Business Management	All graduate degrees

*#A 4 year (10+2+4) or 6 year (10+6) undergraduate degree in Agriculture shall be the essential requirement for admission to Masters degree in Agriculture. However, candidates who have completed a 3 year Bachelor's degree programme are eligible for admission only in Sericulture discipline in Faculty of Agriculture.*

**(b) M.Sc. Molecular Biology & Biotechnology and M.Tech. Biotechnology**

S.No.	Programme/ Discipline	Feeder Streams
1.	M.Sc. (Agri.) Molecular Biology & Biotechnology	Bachelor's degree in Biotechnology/ Agriculture / Life Sciences and Veterinary Sciences
2.	M.Tech. Biotechnology	Minimum 4-year undergraduate degree in: B.Tech. Biotechnology/ B.Sc. Biotechnology/ B.Sc. (Hons.) Biotechnology/ B.Sc. (Hons.) Agriculture / B.Sc. (Hons.) Horticulture/ B.Sc. (Hons.) Biology

**(c) M.Sc. Horticulture**

S.No.	Programme/Discipline	Feeder Streams
1.	M.Sc. (Horti.) Floriculture & Landscaping	B.Sc. Agriculture/ B.Sc. (Hons.) Agriculture/ B.Sc. Horticulture /B.Sc. (Hons.) Horticulture/ B.Sc. Forestry
2.	M.Sc. (Horti.) Post Harvest Management	
3.	M.Sc. (Horti.) Fruit Science	
4.	M.Sc. (Horti.) Vegetable Science	

**(d) M. Sc. Forestry**

S. No.	Programme / Discipline	Feeder Streams
1.	M.Sc. (Forestry) Silviculture and Agroforestry	B. Sc. Forestry/ B. Sc. (Hons) Forestry

**(e) M. Tech. (Agricultural Engineering)**

S. No.	Programme / Discipline	Feeder Streams
1.	M. Tech. Farm Machinery & Power Engineering	B. Tech. Agricultural Engineering
2.	M. Tech. Soil & Water Conservation Engineering	

**(f) M.Sc. Basic Sciences**

S. No.	Programme / Discipline	Feeder Streams
1.	M.Sc. (Agri.) Biochemistry	B.Sc. Agriculture / B.Sc. (Hons.) Agriculture / B.Sc. Horticulture / B.Sc. (Hons.) Horticulture/ B.Sc. Forestry /B.Sc. Bio-Sciences/Life Sciences with Chemistry/ Biochemistry
2.	M.Sc. (Agri.) Plant Physiology	B.Sc. Agriculture / B.Sc. (Hons.) Agriculture / Horticulture / Forestry / Life Sciences / Bio-sciences with Plant Physiology/ Botany
3.	M.Sc. (Agri.) Microbiology	B.Sc. Agriculture / B.Sc. (Hons.) Agriculture / Life Sciences /Biotechnology/Microbiology
4.	M.Sc. (Agri.) Agricultural Statistics	B.Sc. with (Statistics/ Mathematics /Computer application/IT) /B.Sc. (Hons) Agriculture/B.Sc. (Hons) Horticulture/ B.Sc. (Forestry) /B.Tech Biotechnology  B.Sc. with one of subject as Statistics / Mathematics / Computer application / IT/ B.Sc. (Hons) Agriculture / B.Sc. (Hons) Horticulture/ B.Sc. (Forestry) / B.Tech. Biotechnology.

**(g) Veterinary Sciences & Animal Husbandry**

S.No.	Programme / Discipline	Feeder Streams
1.	M.V.Sc. Genetics and Breeding	B.V.Sc. & A.H./ B.V.Sc.
2.	M.V.Sc. Animal Nutrition	
3.	M.V.Sc. Livestock Production & Management	
4.	M.V.Sc. Livestock Products Technology	
5.	M.V.Sc. Veterinary Anatomy	
6.	M.V.Sc. Veterinary Extension Education	
7.	M.V.Sc. Veterinary Biochemistry	
8.	M.V.Sc. Animal Reproduction, Gynaecology & Obstetrics	
9.	M.V.Sc. Veterinary Medicine	
10.	M.V.Sc. Veterinary Microbiology	
11.	M.V.Sc. Veterinary Parasitology	
12.	M.V.Sc. Veterinary Pathology	
13.	M.V.Sc. Veterinary Pharmacology & Toxicology	
14.	M.V.Sc. Veterinary Physiology	
15.	M.V.Sc. Veterinary Public Health & Epidemiology	
16.	M.V.Sc. Veterinary Surgery and Radiology	

**(h) M.F. Sc. Fisheries**

S. No.	Programme / Discipline	Feeder Streams
1.	M.F.Sc. Fisheries Resources Management	Bachelor of Fisheries Science

#### 2.4.3.5 General requirements (Ph.D. programmes)

- Masters degree in respective /related subjects
- 6.50/10 or equivalent OGPA /equivalent percentage of marks in Masters degree for general category candidates
- 6.00/10 or equivalent OGPA /equivalent percentage of marks in Masters degree for reserved category candidates.

#### 2.5 Degrees awarded

The following degrees will be awarded by the University in various faculties:

S.No.	Name of Faculty	Degree Awarded
1.	Faculty of Agriculture	1. B.Sc. (Hons.) Agriculture 2. M.Sc. (Agri.) subjects 3. M.Sc. (Agri.) Agri-Business Management 4. Ph.D. Discipline Wise
2.	Faculty of Horticulture and Forestry	1. B.Sc. (Hons.) Horticulture 2. M.Sc. Forestry (Silviculture and Agroforestry) 3. M.Sc. (Hort.) subjects 4. Ph.D Silviculture and Agroforestry 5. Ph.D. Discipline Wise
3.	Faculty of Agricultural Engineering	1. B.Tech. Agricultural Engineering 2. M.Tech. Farm Machinery and Power Engineering 3. M.Tech. Soil and Water Conservation Engineering 4. Ph.D Farm Machinery and Power Engineering
4.	Faculty of Dairy Technology	1. B. Tech. (Dairy Technology)
5	Faculty of Veterinary Sciences and Animal Husbandry	1. B.V.Sc. & A.H. 2. M.V.Sc. Discipline Wise 3. Ph.D. Discipline Wise
6	Faculty of Basic Sciences	1. M.Sc. (Agri.) Biochemistry 2. M.Sc. (Agri.) Agricultural Statistics 3. M.Sc. (Agri.) Microbiology 4. M.Sc. (Agri.) Plant Physiology 5. Ph.D. Biochemistry 6. Ph.D. Agricultural Statistics 7. Ph.D. Plant Physiology 8. Ph.D. Microbiology
7.	Institute of Biotechnology	1. B. Tech. Biotechnology 2. M.Sc. (Agri.) Molecular Biology & Biotechnology 3. M.Tech. Biotechnology 4. Ph. Ph.D. Molecular Biology & Biotechnology

#### 2.6 Formula for inter-conversion of OGPA and aggregate percentage of marks

The following formulae have been adopted by the University to determine the equivalence of each grade point average from 1 to 10 under the semester system in terms of the percentage of marks awarded under the traditional system of examination and to convert OGPA from 1 to 4 to 1 to 10 scale.

- For conversion of Overall Grade Point Average (OGPA) into percentage of marks:

$$Y = 10 Z$$

Where Y = Percentage of marks in the traditional system.

Z = Overall Grade Point Average (OGPA) in 10.00 point system of evaluation.

- For conversion of Overall Grade Point average (OGPA) from 4 point scale to 10 point scale.

##### i. For undergraduate programmes

$$Z = (50 - 10X + 5X^2) / 10$$

Where Z = OGPA in 10.00 point system of evaluation.

X = OGPA (maximum = 4.00) in the letter grade system of evaluation.

**ii. For Masters and Ph.D. Programmes**

$$Z = (25X - 15) / 10$$

Where Z = OGPA in 10.00 point system of evaluation.

X = OGPA (maximum = 4.00) in the letter grade system of evaluation.

**2.7 Grading system**

GP	Grade Point = Total Marks [%] / 10
CP	Credit Point = Grade Point x Credit Hours
GPA	Grade Point Average = Total Credit Point / Total Credit Hours
OGPA	Overall Grade Point Average [Calculated for all the courses]

**CHAPTER-3**  
**ACADEMIC CALENDAR AND REGISTRATION**

---

**3.1 Academic calendar (UG)**

The academic programme of the University shall generally begin from August and end in July. However, under special circumstances, the Academic Council may approve commencement of a programme from the beginning of any semester of an academic year. Each academic year is divided into two semesters of about 21 weeks duration. However, for undergraduate batches of Veterinary Sciences and Animal Husbandry programme, the Academic year shall have no semester breakup (as per Veterinary Council of India Regulation 2016). The academic calendar for each academic year shall be issued by the Director Education during the second semester of the preceding Academic year.

**3.2 Academic calendar (masters & Ph.D.)**

**Academic year and registration:**

- An academic year shall normally be from August to July of the following calendar year or otherwise to be notified by the University under special situations. It shall be divided into two academic terms known as semesters. Dates of registration, commencement of instructions, semester end examination and academic calendar shall be developed by the University from time to time and notified accordingly by the Director Education in advance.
- An orientation programme shall be organized by the Director Education /Dean PGS for the benefit of newly admitted students immediately after the commencement of the semester.
- On successful completion of a semester, the continuing students shall register for the subsequent semester on the date specified in the Academic/Semester Calendar or specifically notified separately. Every enrolled student shall be required to register at the beginning of each semester till the completion of his/her degree programme.

**3.3 Enrolment/ registration for first semester/ professional year**

Time and procedure of admission and registration:

- 3.3.1** Admission to all undergraduate and masters programmes of the University (except M.V.Sc) shall normally be made in the first semester of an academic year.
- 3.3.2** Admission to the Masters in Veterinary Sciences and Ph.D. degree programmes shall be made in the 2<sup>nd</sup> semester of an academic year. However, in special circumstances, the Director Education in consultation with the Head of the Division concerned and with the approval of the Vice-Chancellor may allow a postgraduate student to register from the beginning of any semester.
- 3.3.3** Admission to a programme includes selection as per regulations, payment of the prescribed fees, advisement and registration.
- 3.3.4** A selected candidate shall pay fee for admission and get himself registered by the prescribed date. If a candidate fails to report for admission on the prescribed date, the seat offered to him shall be offered to another candidate or it may lapse.
- 3.3.5** A candidate shall be enrolled only after he/she has paid all the prescribed fees and other dues and has got himself/herself registered for the courses by the teacher concerned in the prescribed manner. A provisional registration number will be given to the students at the time of first admission to a particular degree programme by the concerned dean. However, before allotment of the proper registration number, the student concerned will have to complete all formalities (pending documents such as migration certificate, domicile certificate, PDCs and other related documents as specified by the Registry) by the end of 1<sup>st</sup> semester of his/her stay, failing which the student shall not be registered in the subsequent semester.

**3.3.6** Admitted student will be required to submit the migration certificate and or eligibility certificate, as the case may be, from the University or Board from which he/she comes, along with all other documents required to be produced in original, at the time of registration.

**3.4 Registration for subsequent semesters/ professional years**

During subsequent semester if an eligible student happens to be away from the University at the time of registration in connection with his/her duly authorized studies/field work/research, he/she may be allowed to register late without late fee on the recommendations of the advisor/ Head of the Division and approval of the Dean concerned.

**3.4.1** In case a continuing student is unable to register on stipulated time, he/she may be permitted to register provided he/she submits duly authenticated reasons with evidence through advisor/ Head of the Division to the Dean concerned who may allow his registration with a late fee of Rs. 200/- per day for a maximum of seven working days from due date of registration. Registration for continuing student will be closed after seven working days. Absentee registration will not be allowed.

The valid reasons for late registration shall be (after expiring of seven working days with late fee):

- a. Illness of the student certified by a Government Medical Officer of the rank of Assistant Surgeon and above, and signed and approved by the Medical Officer of the University.
- b. Death of father, mother, spouse, brother, sister or child on the due date(s) of the registration, the occurrence being certified by a Class I gazetted officer of the UT government.
- c. In case of natural calamity, the Vice-Chancellor may allow late registration up to next seven working days, provided appropriate documentary evidence of the natural calamity from the competent authority is submitted.

**3.5 Accidental/group insurance cover of students**

Sher-e-Kashmir University of Agricultural Sciences and Technology of Jammu shall provide accidental/group insurance cover to its students (undergraduate, masters and Ph.D. scholars) within the overall framework of the University. To realize this, students shall mandatorily be covered with the accidental/group insurance plan at their own expenses on annual basis.



**CHAPTER-4**  
**SEMESTER/ PROFESSIONAL YEAR REGULATIONS**

---

The semester system of education is being followed in the University since its inception in 1999. However, for students admitted in B.V.Sc. & A.H. degree programme from Academic year 2016-17 onwards, the semester system has been replaced by professional year system.

In semester system, academic activities are spread over a period of about 21 weeks or 110 working days (consisting of 95 instructional days and 15 examination days). This system inculcates the habits of punctuality and hard work among the students, and enhances comprehension of students. A professional year shall comprise of period consisting of minimum 210 instructional days except for fourth professional year which consists of 315 instructional days, excluding time spent for annual examinations in both cases.

The examination, evaluation and the awards of grade points for B.V.Sc. & A.H. programme, shall be in accordance with the Veterinary Council of India Regulations-2016, as applicable and amended from time to time by VCI. Admissions in B.V.Sc. & A.H. programme from 2016-17 onwards are governed as per the guidelines of “VCI Minimum Standards of Veterinary Education-Degree Course (B.V.Sc. & A.H.) Regulations-2016 (Annexure-XVI)” and as amended from time to time.

B.Sc. (Hons.) Agriculture, B.Sc. (Hons.) Horticulture, B. Tech. Agricultural Engineering, B. Tech. Dairy Technology and B.Tech. Biotechnology programmes shall be governed as per the regulations of the ICAR 5<sup>th</sup> Deans Committee recommendations upto 2023-24 and 6<sup>th</sup> Deans Committee Regulations (Annexure-XV) from 2024-25 onwards and any such recommendations in future.

#### **4.1 Academic/ professional year and semester calendar**

The academic year shall ordinarily be from July to June. It shall be divided into two semesters of about 21 weeks each. The semester/ professional year calendar for each academic year shall be issued by the Director Education during the second semester of the preceding academic year/ professional year. In case of professional year as applicable to veterinary undergraduate students admitted from academic year 2016-17, there shall not be bifurcation of academic year into the semesters.

#### **4.2 Advisory system**

##### **4.2.1 For undergraduate students**

Six to eight students will be assigned to a teacher by the Dean of the Faculty concerned, who will serve as their advisor till the completion of their programme. The advisor will assist and guide the students in planning their academic programme and registration therein, and serve as counselor, and be a source of two-way communication between the student and the Faculty.

##### **4.2.2 For postgraduate students (masters and Ph.D.)**

A major advisor shall be assigned to each postgraduate student within one month of admission by the Head of the Division concerned and approved by the Dean of the Faculty concerned. Besides, there shall also be an advisory committee for each student, which shall be appointed by the Dean of the Faculty concerned on the recommendation of the major advisor, through the Head of the Division. The members of the advisory committee shall be chosen from the Postgraduate Faculty.

The advisory committee shall guide the student in the choice of courses in the major, minor, and supporting fields, in the selection of a suitable research problem for the thesis and in all other matters relating to his/her academic activities. The details of the programme of the study prepared by the advisory committee shall normally be submitted to the Dean within eight weeks of the first registration of a Postgraduate Student.

##### **4.2.2.1 For a student pursuing masters degree**

- a. There shall be an advisory committee for every student consisting of not fewer than three members. The advisory committee should have representatives from major and minor fields/subjects amongst the members of postgraduate faculty accredited

- b. There can be two members of the Faculty representing the major subject. One of them shall be the major advisor who shall also be the chairman of the committee.
- c. The third member shall represent the minor subject. However, the Dean of the Faculty concerned may add one or more members to this committee.
- d. One nominee of the Dean of the Faculty concerned.

#### **4.2.2.2. For students pursuing Ph.D. degree**

- a. There shall be an advisory committee for every student consisting of not fewer than four members. The advisory committee should have representatives from major, minor and supporting fields/subjects amongst the members of postgraduate faculty accredited
- b. There can be two members representing major subject, one of them will be major advisor who will also be the chairman of the committee,
- c. At least two members from outside the major discipline with at least one from the minor field and one from supporting field. However, the Dean of the Faculty concerned may add one or more members to this committee.
- d. One nominee of the Dean of the Faculty concerned.

### **4.3 Graduation requirements**

**4.3.1 General:** The University has prescribed the minimum qualification for admission to various programmes. But there may be students with qualifications similar to but not exactly the same as those mentioned in the minimum qualification but still may be considered by the University to be eligible for admission. There may also be students with pre-admission qualifications higher than the minimum prescribed qualifications. In all such cases the pre-admission qualification shall be evaluated by a committee. In the case of undergraduate programmes, the committee shall consist of the Dean concerned and one professor nominated by Dean. In the case of masters and Ph.D. programmes, it shall be the student's advisory committee. The committee, after evaluating the deficiencies and/ or additional attainments of the candidates (by holding a proficiency test, if necessary), shall recommend additional courses and/or grant exemption from certain courses.

#### **4.3.1.1 The minimum and maximum residential requirements in respect of undergraduate masters and Ph.D. programmes**

<b>Bachelor's Degree Programme</b>	<b>Minimum Residential Requirement</b>	<b>Maximum Residential Limit</b>
All undergraduate Programmes except B.V.Sc. & A.H.	8 Semesters (4 years)	14 (fourteen) Semesters (7 Academic years)
B.V.Sc. & A.H.	5 years and six months (4 Professional years ; first three professional years of one year each and 4 <sup>th</sup> professional year of 1 and ½ year duration + internship of 12 months)	9 (nine) Academic years excluding internship
Masters degree programmes	4 semesters (2 academic years)	10 Semesters* (5 Academic years)
Ph.D. programme	6 semesters (3 academic years)	14 Semesters* (7 Academic years)

*\* For in-service and women students, refer clause 4.3.1.2 (b, c and f)*

#### **4.3.1.2 Time limit (Residence) for completion degree programmes (UG, Masters and Ph.D.)**

- a. As per the ICAR 6<sup>th</sup> Deans' Committee recommendations, students who exit with a UG-Certificate or UG- Diploma are permitted to re-enter within three years and complete the degree programme. Further, they may be permitted to take a break from the study during the period of study after completion on one year of the UG programme (after seeking permission of the Dean concerned/Director Institute of Biotechnology), but the total duration for completing the UG programme shall not exceed 7 years.
- b. For masters degree programme, the minimum residential requirement shall be 4 semesters (2 academic years) for the regular students and 6 semesters for the in-service candidates of the University and maximum permissible duration shall be 10 semesters for both.

- c. For Ph.D. degree programmes, the minimum residential requirement shall be of 6 semesters for regular students and 8 semesters for in-service candidates of the University and maximum permissible duration shall be 14 semesters & 16 semesters, respectively.
- d. Both regular and in-service candidates admitted to Postgraduate Faculty may require additional residency depending upon the course work and the nature of the research problem as approved by the University.
- e. The duration shall be counted from the date of registration and semester shall be counted irrespective of whether a student registers it or drops it. In any case the upper limit shall be as prescribed above.
- f. The women candidates and Persons with Disability (more than 40% disability) be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.
- g. In case a student fails to complete the degree programme within the maximum duration of the residential requirement, his/her admission shall stand cancelled.

#### 4.3.2. Attendance requirements

A student of an undergraduate/postgraduate programme is expected to attend 100 per cent theory lectures and practical scheduled in each course. However, he/she must attend a minimum 75 per cent of lectures in theory and practical separately in each of the courses failing which he/she shall not be allowed to appear in the end-term examination in the semester/ final/ annual examination in theory or practical of the course in which the attendance falls short. Grade point in that course shall be submitted on the basis of the marks obtained by him/her in the course excluding the end term/ final examination of the semester.

In case of students of B.V.Sc. & A.H., the minimum requirement of attendance shall not be less than 75% of scheduled theory and practical separately, with relaxation of twenty working days for NCC or NSS, Co-curricular activities and medical ground and for the course of 0+1 credit, the relaxation shall be of only seven days as per VCI regulations, 2016.

#### 4.3.3 Credit requirements for graduation

##### 4.3.3.1 Credit requirements for B.Sc. (Hons.) Agriculture/ B.Tech. Biotechnology/ B.Sc. (Hons.) Horticulture/ B.Tech. Agricultural Engineering and B.Tech. Dairy Technology

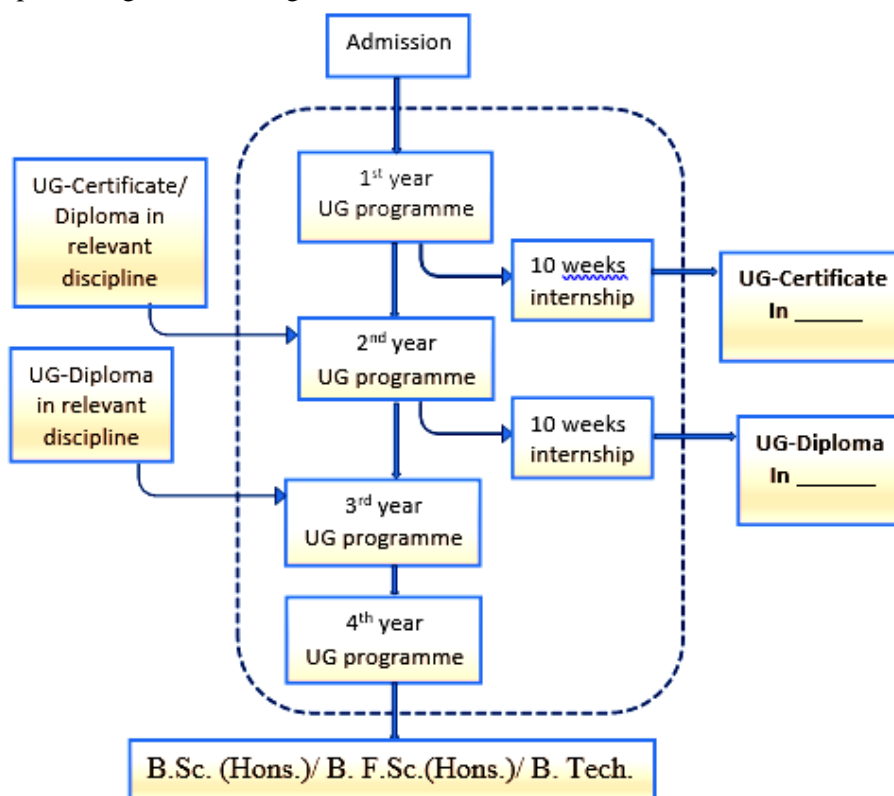
- a. The normal full-time programme of work in a semester shall be of 20 credit hours. A maximum of 27 and a minimum of 18 credit hours may be taken by a student.
- b. Each class (contact hour) will be of 50 minutes duration and one practical will be of two contact hours.
- c. Programme-wise credit allocation as per 6<sup>th</sup> Dean Committee Curriculum is as under:

UG Programme*	Core Courses (Major)	Minor Elective courses	Multi-Disciplinary Course (MDC)	Value Added Course (VAC)	Ability Enhancement Course (AEC)	Skill Enhancement Course (SEC)*	Internship / Project/ Student READY	Total Credits	Non-Gradual	Online Courses/ MOOC
B.Sc. (Hons) Agriculture	92	20	9	6	8	12	20	167	5	10
B.Sc. (Hons) Horticulture	92	20	9	6	8	12	20	167	4	10
B.Tech. (Agril. Engineering)	116	9	10	6	10	15	8	174	4	6
B.Tech. (Biotechnology)	92	20	9	6	8	12	20	167	4	10
B.Tech. (Dairy Technology)	97	20	9	6	8	12	20	172	4	8
B.V.Sc. A.H. VCI has not given any road map for the implementation of NEP at UG level										

\*Any other professional UG programme, as listed in the ICAR 6<sup>th</sup> Deans committee, initiated by the University in future shall also be governed by the said Deans Committee recommendations.

#### 4.3.3.2 Multi-entry and exit options for undergraduate programmes (except B.V.Sc. & A.H.)

The restructured programme for undergraduate agriculture education with multiple entry and exit options is given in the figure below:



- There will be exit options after 1st year and 2nd year for UG-Certificate and UG-Diploma, respectively.
- However, the students opting to exit with UG-Certificate or UG-Diploma will have to take up 10 weeks' internship after the 1st year and 2nd year, respectively.
- Exit option after 3rd year is not allowed.
- The lateral entry at 3rd semester will be for the candidates having UG certificate or those who have completed Diploma (3 years course after 10th) in polytechnics.
- The lateral entry in 5th semester will be for candidates who have completed UG-Diploma.
- Students who exit with the UG certificate or UG Diploma are permitted to re-enter within in 3 academic years and complete their degree programme.

#### A1. The semester-wise breakup of credit load for the students of B.Sc. (Hons.) Agriculture shall be as under (as per 5<sup>th</sup> Deans Committee):

Semester	Semester Credit Load			
	Theory	Practical	Elective/R*/NC**	Total
Semester I	12	06	03* or 04* and 03**	24/25
Semester II	16	08	-	24
Semester III	14	09	-	23
Semester IV	11	08	03	22
Semester V	12	09	03	24
Semester VI	11	10	03	24
Semester VII (RAWE)	20			20
Semester VIII (Modules for skill development and entrepreneurship)	20			20
Total				181/182
	*R: Remedial course; **NC: Non-gradual course			

**A2. The semester-wise breakup of credit load for the students of B. Sc. (Hons.) Agriculture shall be as under (as per 6<sup>th</sup> Deans Committee)**

Semester	Total credit hours
Semester I	21 (11+10) + 3 non-gradual
Semester II	21 (10+11)
Internship for 10 weeks (0+10 credit hours) only for exit option-I for award of UG-Certificate in Agriculture	
Semester III	21 (9+12)
Semester IV	21 (11+10)
Internship for 10 weeks (0+10 credit hours) only for exit option-II for award of UG-Diploma in Agriculture	
Semester V	22(13+9) + 2 Non-gradual
Semester VI	21 (12+9)
Semester VII	20 (15+5)-Capsule I to Capsule-IV
Semester VIII	20 (0+20)
<b>Total</b>	<b>167+5+10**</b>

*\*\*MOOC: 10 credits of non-credit courses are at the discretion of students. Students have the choice of MOOC to groom their passion to enhance their knowledge and competency beyond prescribed courses. Students also have the flexibility to complete these non-credit elective courses of 10 credits throughout the span of the degree programme.*

**B1 The semester-wise breakup of credit load for the students of B.Sc. (Hons.) Horticulture shall be as under (as per 5<sup>th</sup> Deans committee)**

Semester	Theory	Practical	Total
Semester I	14	11	22 + 3(NC) = 25
Semester II	14	10	23 + 1(NC) = 24
Semester III	13	11	23 + 1(NC) = 24
Semester IV	14	11	24 + 1(NC) = 25
Semester V	15	10	25
Semester VI	14	09	23
Semester VII	0	20	0 + 20
Semester VIII (Project work)	0	20	0 + 20
<b>Total</b>	<b>84</b>	<b>102</b>	<b>186 (including 6 non-credit hours)</b>

**B2. The semester-wise breakup of credit load for the students of B.Sc. (Hons.) Horticulture shall be as under (as per 6<sup>th</sup> Deans committee)**

Semester	Total credit hours
Semester I	21 (8+13) + 2 (Non-gradual)
Semester II	22 (10+12)
Internship for 10 weeks (0+10 credit hours) only for exit option-I for award of UG-Certificate in Horticulture	
Semester III	20(11+9)
Semester IV	22 (13+9)
Internship for 10 weeks (0+10 credit hours) only for exit option-II for award of UG-Diploma in Horticulture	
Semester V	20 (12+8) + 2 (Non- gradual)
Semester VI	22 (13+9)
Semester VII	20 (13+7)-Fruit Science/ Vegetable Science/ Floriculture and Landscaping
Semester VIII	20 (0+20)
<b>Total</b>	<b>167+4<sup>#</sup>+10**</b>

*# Non-gradual courses- Deeksharambh (0+2); Education Tour (0+2)*

*\*\*MOOC: 10 credits of non-credit courses are at the discretion of students. Students have the choice of MOOC to groom their passion to enhance their knowledge and competency beyond prescribed courses. Students also have the flexibility to complete these non-credit elective courses of 10 credits throughout the span of the degree programme.*

**C1. The semester-wise breakup of credit load for the students of B.Tech. Biotechnology shall be as under (as per 5<sup>th</sup> Deans committee)**

Semester	Theory	Practical	Total
Semester I	15	07	22 +1 (NC)=23
Semester II	15	07	22 +1 (NC)=23
Semester III	15	08	23+1 (NC)=24
Semester IV	15	08	23+1 (NC)=24
Semester V	20	04	24
Semester VI	22	02	24
Semester VII	0	20	20+ 2 (NC)=22
Semester VIII (READY)	0	20 (10+10)	20
<b>Total</b>	<b>98</b>	<b>65</b>	<b>184 (including 6 non-credit hours)</b>

**C2. The semester-wise breakup of credit load for the students of B.Tech. Biotechnology shall be as under (as per 6<sup>th</sup> Deans committee)**

Semester	Total credit hours
Semester I	21 (14+7) +2 Non- gradial
Semester II	21 (11+10)
Internship for 10 weeks (0+10 credit hours) only for exit option-I for award of UG-Certificate in Biotechnology	
Semester III	20 (12+8)
Semester IV	21 (15+6)
Internship for 10 weeks (0+10 credit hours) only for exit option-II for award of UG-Diploma in Biotechnology	
Semester V	23 (18+5) +2 (Non-gradial)
Semester VI	21 (16+5)
Semester VII	Elective-I: 20 (14+6)/ Elective-II: 20 (15+5)/ Elective-III: 20 (16+4)/ Elective-IV: 20 (13+7)
Semester VIII	20 (0+20)
<b>Total</b>	<b>167+04 NG<sup>#</sup>+10*</b>

# Non-gradial courses- Deeksharambh (0+2); Education Tour (0+2)

\*MOOC: 10 credits of non-credit courses are at the discretion of students. Students have the choice of MOOC to groom their passion to enhance their knowledge and competency beyond prescribed courses. Students also have the flexibility to complete these non-credit elective courses of 10 credits throughout the span of the degree programme.

**D1. The semester wise breakup of credit load for students of B. Tech. Dairy Technology shall be as under (as per 5<sup>th</sup> Deans Committee)**

Semester	Theory	Practical	Elective	Ready	Total
Semester I	11	09	2 or 3	-	20 + 2 or 3(NC) = 22/23
Semester II	13	07	02	05	25 + 2(NC) = 27
Semester III	15	07	-	-	22
Semester IV	14	08	-	05	27
Semester V	13	07	02	-	20 + 2(NC) = 22
Semester VI	14	08	-		22
Semester VII	0	20	-	-	20
Semester VIII	9	15	-	-	24
<b>Total</b>	<b>89</b>	<b>81</b>	<b>6/7</b>	<b>10</b>	<b>180 (including student ready) + 6/7 elective credit hours</b>

**D2. The semester wise breakup of credit load for students of B.Tech. Dairy Technology shall be as under (as per 6<sup>th</sup> Deans Committee)**

Semester	Total credit hours
Semester I	22 (9+13) + 2(Non gradial) / 4 (Non gradial) for PCB background
Semester II	25 (13+12)
Internship for 10 weeks (0+10 credit hours) only for exit option-I for award of UG-Certificate in Dairy Technology	
Semester III	21(11+10)
Semester IV	22 (12+10)
Internship for 10 weeks (0+10 credit hours) only for exit option-II for award of UG-Diploma in Dairy Technology	
Semester V	22 (15+7) + 2 (Non gradial)
Semester VI	20 (12+8)
Semester VII	20 (11+9)
Semester VIII	20(0+20)
<b>Total</b>	<b>172+8*+4 NG<sup>#</sup></b>

# Non-gradial courses

\*MOOC: 8 credits of non-credit courses are at the discretion of students. Students have the choice of MOOC to groom their passion to enhance their knowledge and competency beyond prescribed courses.

**E1. The semester wise breakup of credit load for students of B. Tech. Agricultural Engineering shall be under (as per 5<sup>th</sup> Deans Committee)**

Semester	Theory	Practical	Total
Semester I	12	9	21
Semester II	13	8	21
Semester III	15	8	23
Semester IV	13	9	22
Semester V	14	13	27
Semester VI	12	10	22
Semester VII (READY)	0	27	27
Semester VIII(READY)	6	13	19
<b>Total</b>	<b>85</b>	<b>97</b>	<b>182</b>

**E2. The semester wise breakup of credit load for students of B. Tech. Agricultural Engineering shall be under (as per 6<sup>th</sup> Deans Committee)**

Semester	Total credit hours
Semester I	19(10+9)
Semester II	22(6+16)
Internship for 10 weeks (0+10 credit hours) only for exit option-I for award of UG-Certificate in Agricultural Engineering	
Semester III	25(16+9)
Semester IV	25(18+7)
Internship for 10 weeks (0+10 credit hours) only for exit option-II for award of UG-Diploma in Agricultural Engineering	
Semester V	21(15+6) +2 (Non-gradial)
Semester VI	21(13+8)
Semester VII	20 (10+10)
Semester VIII	21(6+15)
<b>Total</b>	<b>174+6*+4NG<sup>#</sup></b>

# Non-gradial courses

\*ONLINE MOOC COURSES: The students will have to take a minimum of 6 credits of online courses, which will comprise of one or more courses, totaling at least 24 weeks or 80 hours' duration, during the third and fourth year as a partial requirement for the B.Tech. (Agricultural Engineering) programme.

**Note:** For course wise details, please refer to the ICAR 6<sup>th</sup> DEANS COMMITTEE REPORT adopted by the University at <http://www.skuast.org>

**4.3.3.3 In case of B.V.Sc. & A.H., the minimum requirement of credit load shall be 81 professional year credits (equivalent to 179 credit hrs. as per semester system) for earning degree in the programme and the summary of the distribution of credits is as follows**

Professional Year	Professional Year Credit Load		
	Theory	Practical	Total
I (one year)	12	6	18
II (one year)	15	7	22
III (one year)	15	9	24
IV (one and a half year)	8	9	17
<b>Total</b>	<b>50</b>	<b>31</b>	<b>81*</b>
Internship	12 calendar months		

*\*equivalent to 179 credit hrs. as per semester system) (VCI, 2016)*

**Note:** For details, refer to VCI Regulations-2016 (Academic Rules) Annexure-XVI.

**4.3.3.4 Besides adoption of the ICAR 6<sup>th</sup> Deans' Committee curricula at undergraduate level (except B.V.Sc. & A.H), there shall be aggressive practical training for undergraduates to give them intensive Research exposure.**

**4.3.4 Transfer of credits**

When a student who has completed his/her degree from SKUAST-Jammu, seeks admission in next degree programme in this University, no migration shall be necessary. However, when a student migrates to this University in the middle of a programme from any other University, he/she shall be required to furnish a certificate regarding transcript of courses and credits taken in the previous University from the Head of the institution in which he/she studied prior to joining this University.

When a student-migrates to this University from another University in the middle of a programme, transfer of credits will be possible. This shall be determined by a committee constituted by the Dean concerned who will examine the courses/subjects already studied by the student, the examinations passed and the syllabi thereof, and also conduct a proficiency test, if considered necessary. The University has created an Academic Bank of Credits (ABC) for each student as per NEP-2020 norms, as well as ICAR 6<sup>th</sup> Deans Committee Recommendations. The overall grade point average of the student shall be determined on the basis of courses undertaken by him/her in the parent University/Institute from which the student has migrated and the grade points achieved in this University. The students seeking migration shall satisfy the following:

- The system of education in the parent University from which the student is seeking migration and that of the SKUAST-J should be the same including the medium of instructions.
- The student seeking migration must have spent one academic year of study and should not be on scholastic/conduct probation during the study programme.
- The student should not have got 'F' grade during the whole course curriculum.
- The OGPA of the student should not be less than 6.00/10.00 or equivalent. The migration shall normally be allowed against the seat that might be lying vacant.
- If there is more than one student seeking migration, the migration should be allowed strictly on inter-se merit of applicants.
- The student may apply for migration at least one month before the start of a semester.
- Migration of students in the Veterinary Sciences shall be regulated as per the VCI Regulations, 2016.
- The student should have registered at ABC (Academic Bank of Credits) and the transcript issued is uploaded in ABC of the concerned student.

**4.3.4.1 Migration from SKUAST-J in respect of NRI/NRI sponsored/OCI candidates**

- The status of the student(s) admitted in the NRI/OCI category of this University will remain unchanged.



- b. The student(s) admitted in the NRI/OCI category in this University will not be allowed to migrate to other Institution/University unless he/she has paid full fees for the entire programme in one installment.
- c. The status of the student(s) from NRI/OCI will remain unchanged at the time of migration to this University. Such student(s) will have to pay the fees prescribed for NRI/NRI sponsored/OCI candidates for the particular programme of this University. He/she will produce a certificate from his/her previous institution regarding the period he/she has studied along with details of fees paid. He/she will also produce 'No due' and 'No objection' certificate along with his/her request for migration to this University. The University will charge fees prescribed for NRI/OCI candidates for the subsequent period along with other dues of the University being collected from the students of general category.

#### **4.3.5 Normal, maximum and minimum credit load in a semester and experiential learning**

##### **4.3.5.1 For undergraduates**

- a. The student on good standing i.e. OGPA- 5.5 may be allowed to register extra course over and above the maximum prescribed limit for a semester on the recommendation of advisor and approved by Dean concerned. Further Director Education is empowered to allow one more extra course, irrespective of credit hours beyond Deans allotment and extraordinary cases may be forwarded to Vice Chancellor for consideration, if any, except during internship/project/Student READY.
- b. The maximum credit limit in a semester shall be 27 for undergraduate programme”
- c. A student taking up Experiential Learning Programme (ELP) shall be allowed to register for a maximum of two courses in which they have failed but must have completed requisite percentage of attendance in these courses and same be followed in other streams/courses (for students passing degree under 5<sup>th</sup> Deans Committee).

##### **4.3.5.2 For masters and Ph.D.**

- a. In a postgraduate programme, the normal full time programme of work in a semester shall be 15 credit hours. A maximum of 22 and a minimum of 9 credit hours may be taken by a student. A postgraduate student can register for less than 9 credit hours provided that the total remaining credits load of the student (research and course work) as approved in the PG form II is less than 9 credit hours. After completion of residential requirements, credits for course work and research work as approved in PG form II, the postgraduate students can register zero credits for submission of thesis from 5<sup>th</sup> and 7<sup>th</sup> semesters for masters and Ph.D. degree, respectively.
- b. The postgraduate students shall be allowed to deposit his/ her thesis during the semester break, before the commencement of next semester provided that the student has completed his/her residential requirements and credits of course and research work, has delivered his/her thesis seminar on or before the last day of the immediate preceding semester.
- c. A student on good standing may be allowed to register 1-2 credit hours over and above the maximum prescribed limit for a semester on the recommendation of the advisor and approved by the Dean concerned. This facility will be allowed only in the final semester to enable a student to complete his/her programme of study.

#### **4.3.6 Minimum grade point average requirement**

##### **4.3.6.1 Undergraduate Programmes**

###### **a. For students undergoing 5<sup>th</sup> Deans' Committee curricula**

<b>OGPA</b>	<b>Significance</b>
Below 5.00	Fail
5.00-5.99	Pass
6.00-6.49	Satisfactory
6.50-6.99	Fair

7.00-7.49	Good
7.50-7.99	Very Good
8.00-10.00	Excellent

**b. For students undergoing 6<sup>th</sup> Deans Committee curricula)**

OGPA	Division
5.00-5.99	Pass
6.00-6.99	2 <sup>nd</sup> division
7.00—7.99	1 <sup>st</sup> Division
8.00 and above	1 <sup>st</sup> division and distinction

**C. B.V.Sc. & A.H. (as per VCI Regulations-2016)**

OGPA	Division
5.00-5.99	Pass
6.00-6.99	2 <sup>nd</sup> division
7.00-7.99	1 <sup>st</sup> Division
8.00 and above	1 <sup>st</sup> division with distinction

**4.3.6.2 Requirement of good standing for undergraduate, masters and Ph.D. students**

- The minimum overall grade point average requirement at the undergraduate level shall be 5.50 (out of 10.00) and 5.00 (out of 10.00) for students pursuing UG programmes as per 5<sup>th</sup> and 6<sup>th</sup> Deans Committee/VCI curricula, respectively, provided that the student must have taken a minimum of 36 and 72 credit hours of courses at the end of 2<sup>nd</sup> and 4<sup>th</sup> semester, respectively, wherever applicable.
- For masters and Ph.D. students the minimum overall grade point average required at the postgraduate level shall be 6.50 (out of 10.00). A student, who has achieved this minimum requirement, shall be deemed to be on good standing.

**4.3.6.3 Scholastic probation**

For scholastic probation (UG students refer clause 4.3.6.5). If a student fails at the end of a semester to achieve the minimum standard prescribed under Rule 4.3.6 above, he/she shall be placed on scholastic probation by the Registrar during the immediately following semester.

**4.3.6.4 Repeating courses to fulfill the minimum requirement**

**A. Undergraduate**

An undergraduate student having 5.00 to 5.49 grade point in a course may repeat that course with the prior permission of the Dean subject to the following conditions:

- The repetition shall be allowed only once.
- The repetition shall be permitted only to enable the student to fulfill the minimum grade point average requirement and not for the improvement of his grade point average or for enabling him to qualify for the award of a scholarship/fellowship or for competing for a certificate of merit or for a position in the University.
- When a student repeats a course after getting grade “F” or if permitted to repeat a course after getting grade points from 5.00 to 5.49 as the case may be, grades corresponding to that course shall be counted only once for the graduation requirements.
- A student on scholastic probation is allowed to repeat a course only once, and the revised grade points shall be mentioned if there is improvement, otherwise the original grade points shall stand. But in the official record of the student maintained in the Registrar’s office, both the earlier and the grade point obtained after repetition, improved or otherwise, shall be mentioned and the fact that he/she repeated the course shall be indicated by the letter ‘R’ written above the grade point which he/she obtained after such repetition. But, till such time

as student repeats the course, the original grade point and credits shall be used to compute the overall grade point average. If a student even after repeating a course with grade point 5.00 to 5.49 and after having studied all the courses prescribed for the given programme does not obtain an OGPA of 5.50 he/she shall be allowed to repeat course(s) in which he/she has obtained grade points 5.00 to 5.49 till he obtains an OGPA of 5.50 to complete his/her degree (for the students undergoing degree programme as per ICAR 5<sup>th</sup> Deans Committee. However, same shall be 5.00 for the students undergoing degree programme as per ICAR 6<sup>th</sup> Deans Committee and VCI Regulations).

- e. The restriction contained in clause 'a' of this rule shall apply only in case of an undergraduate student who has got grade point of 5.00 to 5.49. An undergraduate or postgraduate student who is on good standing but might get 'F' grade in a particular course may be allowed to repeat that course without any such restriction.

#### **B. Masters/ Ph.D.**

The postgraduate students getting grade points ranging from 6.00 to 6.49 may repeat that course with the prior permission of the Director Education, subject to the following conditions:

- a. The repetition shall be allowed only once at the end of the completion of the course work.
- b. The repetition shall be permitted only to enable the student to fulfill the minimum grade point average requirement and not for the improvement of his grade point average or for enabling him/her to qualify for the award of a scholarship/ fellowship/or for competing for certificate of merit or for a position in the University,
- c. When a postgraduate student repeats a course after getting grade 'F' or is permitted to repeat the course after getting grade points ranging from 6.00 to 6.49, as the case may be, credits corresponding to that course shall be counted only once for the graduation requirements, and
- d. When a postgraduate student is allowed to repeat a course after obtaining grade points ranging from 6.00 to 6.49, the revised grade point shall be mentioned if there is an improvement in the grade point, otherwise the original grade point shall stand. But in the official record of the student, the word repetition, improved or otherwise, shall be mentioned and the fact that he/she repeated the course shall be indicated by the letter 'R' written above the credit points which he/she obtained after such repetition. But till such time as student repeats the course, the original credit points and credits shall be used to compute the overall credit point average.
- e. If a postgraduate student repeating a course having grade points ranging from 6.00 to 6.49 does not obtain an OGPA of 6.50, he/she shall be allowed to repeat the course(s) with 6.00 to 6.49 grade point to complete his/ her degree requirement subject to provision of semester rule 4.3.1.2

#### **4.3.6.5 Dropping a student or extension of the period of scholastic probation**

##### **A. For undergraduate students**

Minimum OGPA at the end of 1 <sup>st</sup> semester	Minimum OGPA at the end of 2 <sup>nd</sup> semester	Minimum OGPA at the end of 3 <sup>rd</sup> semester	Minimum OGPA at the end of 4 <sup>th</sup> semester
4.00	4.25	4.50	4.75

- i. If a student (upto 4<sup>th</sup> semester) fails to achieve a minimum OGPA as detailed above during a particular semester, he/she shall be kept on scholastic probation by the Registrar office. Such student shall be warned to maintain the prescribed OGPA score by the concerned Deans/Director.
- ii. The admission of such students in 3<sup>rd</sup> semester (for 1<sup>st</sup> year students) and 5<sup>th</sup> semester (for 2<sup>nd</sup> year students) should be provisional, subject to achieving the minimum OGPA of 4.25 or 4.75, respectively so that their claim of continuing in the ongoing semester remains no longer valid.
- iii. The students kept on scholastic probation may be allowed to only take the course (s) offered to regular students in which they have obtained F grade (s) or grade point less than 5.50. In addition, they shall register their routine course (s) of the concerned semester with a maximum limit ranging between 20 and 25 credit hours based on the

recommendations of the Dean concerned. They will be granted exemption from those courses which they have cleared with minimum grade point of 5.50.

- iv. If they fail to achieve an OGPA of 4.75 (after completion of 2<sup>nd</sup> year) after having repeated the course (s) in which they have obtained F grade (s) or grade point less than 5.50, they may be dropped permanently from the university with no plea for re-admission. Such dropping orders shall be issued by the Registrar's office only after the conduct of supplementary examination (s) of the student concerned, if any.
- v. The condition of minimum 18 credit hours under semester rule 4.3.5.1 shall not be applicable to such students.
- vi. The courses for which the students have been granted exemption shall appear in the transcript and would be included for the calculation of OGPA.

**B. For masters/Ph.D. students**

- i. If a master/Ph.D. student obtains an unsatisfactory grade in whole block of research credits for two semesters continuously, he/she shall be dropped from the University by the Registrar automatically.
- ii. Masters and Ph.D. student(s), who fail to achieve the overall grade point average as specified below at the end of 1st semester, shall be kept on scholastic probation in the 2nd semester by the Registrar:  
At the end of 1<sup>st</sup> semester -5.50 OGPA
- iii. Masters and Ph.D. student(s) who fail to achieve the overall grade point average as specified below at the end of 2nd semester shall be dropped from the University by the Registrar by issuing the dropping order.  
At the end of 2nd semester -6.00 OGPA
- iv. The masters and Ph.D. student (s) dropped after the end of 2nd semester for not maintaining minimum OGPA of 6.00 shall have no right to file a petition for seeking continuance of his/her degree programme in which he/she is admitted.
- v. When a masters student, dropped in light of clause 4.3.6.5b (1-IV), is granted permission for fresh admission in another subject, the courses passed with GPA of 6.50 and above, and closely related to a student's major subject/area of research, should be included in new PG Form-II, after recommendation of the advisory committee and Head of the Division.

**4.3.6.6 Permission to withdraw from the University for a semester**

**A. Undergraduate**

- a. As per the ICAR 6<sup>th</sup> Deans Committee recommendations, a student may be permitted to take a break from the study during the period of study but the total duration for completing the programme shall not exceed 7 years.
- b. For Students pursuing UG programme as per 5<sup>th</sup> Deans Committee /VCI Regulations-2016, the regulations as listed below for masters and Ph.D. programmes are applicable:

**B. Masters and Ph.D. programmes**

- a. Permission to withdraw from the University for a semester shall not be granted unless the application is made through major advisor and Head of the Division through Dean to the Director Education, at least fifteen days before the commencement of the final examination of that semester.
- b. In exceptional circumstances, where the Major Advisor, Head of Division or Dean are satisfied that the application couldn't have been made within the period specified in (a) above, special permission may be granted by the Director Education on the recommendations of the Head of the Division or Dean concerned.
- c. Permission to withdraw from a University for a semester shall be accorded in case:
  - i. a student has been ill (application should be supported by a medical certificate issued by Medical Board, Govt. of Jammu & Kashmir or Head of the Department duly countersigned by Principal Medical College);
  - ii. a student has been disabled temporarily to attend his classes to be supported by

- medical certificate as at c (i) above; and
- iii. death of parent/guardian/spouse/child, the occurrence being certified by a class-I gazetted officer of the UT Government.

#### **4.4 Role of Head of Division and Registrar**

- 4.4.1** The Head of the Division concerned shall ensure that each instructor actually completes the entire course that he/she has to teach during the semester and shall send a report to the Dean that he/she has satisfied himself about it.
- 4.4.2** To ensure that requirements for the award of a degree have been completed by a student, the Registrar shall keep a record of the courses completed by students.

#### **4.5 Unfair means in semester or professional examinations**

- 4.5.1** The Head of the Division/Dean of the Faculty in which the student is registered or Director Education for all centralized examinations shall be responsible for dealing with all cases of use of unfair means in the tests and examinations.
- 4.5.2** The instructor/invigilator/supervisors through Centre Superintendent concerned shall report to the Director Education through Controller of Examination about the cases in centralized examinations and through Head to Dean for non-centralized examinations within two working days of occurrence of each case of unfair means, with full detail of the evidence and the explanation of the student concerned, if any.
- 4.5.3** The Director Education or Head of the Division or Dean, as the case may be, shall take appropriate action after offering full opportunity to the student for his defense and the penalty may be imposed as indicated below:
  - a. A student found using unfair means during quiz/ mid-term test/first test, internal assessment, or practical shall be deemed to have failed in that particular course(s) during the semester/professional year.
  - b. A student found using unfair means during the final examination shall be failed in the course in which he/she is found using unfair means, if the student has indulged in such practice for the first time. If the student is found using unfair means for the second time, he/she shall be failed in all the courses he/she has offered in that semester.
  - c. Repetition of such an offence more than twice during the programme of a student shall disqualify him from being a student of the University and for obtaining the degree of the University.
  - d. Intimation of all such cases shall be sent to Director Education and Registrar for record.

#### **4.6 Impersonation in examination**

- a. The student who is impersonated shall be deemed to have failed in all courses in the current semester/ professional year, debarred from registration for the next one semester, and placed on conduct probation for two subsequent semesters/ one professional year.
- b. If a person, who impersonates a student in any examination during semester, is a student of any Faculty of the University, he/she shall be:
  - i. deemed to have failed in all the courses in the current semester/ professional year,
  - ii. debarred from registration for the next semester, and
  - iii. placed on conduct probation for two subsequent semesters/ one professional year.
- c. If the person who impersonates is not a student of any Faculty of the University, the case may be registered with the police.
- d. The aggrieved student may prefer appeal before the Vice-Chancellor against the order of the Dean within two weeks from passing of such orders and decision of Vice-Chancellor shall be final.

**Note:** If a case of impersonation comes to the notice during subsequent semester(s) necessary

*disciplinary action will be taken in the spirit of the above rule.*

#### **4.7 Conduct probation**

Any student involved in violation of rules and regulations or act of indiscipline, may be placed on conduct probation by the Dean concerned. Such student shall not represent the Faculty/University in any sports, cultural event or other such competitions. If a student who is on conduct probation or who was on conduct probation on two previous occasions commits an act of indiscipline, he/she shall be dropped from the University.

#### **4.8 Maintenance of discipline**

All students are expected to maintain discipline and proper academic atmosphere. The students indulging in acts of indiscipline and misdemeanor, such as taking out processions, holding demonstration in residential area of University and threatening the University officers/ Faculty members, interfering with the functioning of the University, defacing of University buildings by writing slogans, disturbing the classes in session, assaulting teachers and students etc. will be liable for severe disciplinary action. Dean Students Welfare shall monitor acts of indiscipline by the students and shall immediately recommend punishment to Director Education.

#### **4.9 Petition for change of major subject**

- a. A masters student may be allowed to change his major subject but only once provided that he/she fulfills the minimum requirement for admission in the subject to which he/she is seeking transfer, if the seat(s) is vacant. Such permission may be accorded by the Director Education in consultation with the Heads of the Divisions concerned.
- b. In case of the change of the major subject after completion of one or two semesters by a student, the already completed semesters shall count towards residential requirements subject to provisions of 4.3.5.2 and has been accepted by his course requirements after change of the major subject.

**CHAPTER-5**  
**MASTERS AND PH.D. DEGREE PROGRAMMES**

---

Following rules and regulations shall govern the postgraduate programmes.

**5.1 Qualification for admission**

For admission to various programmes the entry level qualification shall be as under:

- a. For all master degree programmes, Bachelor degree in respective/related field/subject (for details refer Chapter 2 Clause 2.4.3.4)
- b. For all Ph.D. programmes, Masters degree in respective/related field/subject (for details refer Chapter 2 Clause 2.4.3.5)
- c. Candidates possessing a degree considered equivalent to masters degree of an Indian Institution or from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programmes.
- d. The minimum requirement of OGPA or percentage of marks required for admission to the postgraduate programme may be relaxed in view of the teaching/research experience and/or extension/ development experience in respect of the in-service candidates of the University and the nominees of the Union Territory of J&K and Union Territory of Ladakh by the Academic Council.
- e. The University has prescribed the minimum qualification for admission to various programmes. But there may be candidates desirous of seeking admission with qualifications similar to but not exactly the same as prescribed in the minimum qualification required for admission to the course but may still be considered by the University to be eligible for admission. In all such cases, the pre-admission qualification shall be evaluated by the committee comprising of the Head and 2-3 teachers of the Division where student is to be admitted.

**5.2 Credit requirements**

- a. For masters degree programme, in Agriculture, Horticulture, Forestry, Agricultural Engineering, Molecular Biology & Biotechnology, Basic Sciences and Veterinary Sciences & A.H., the students shall be required to complete successfully a minimum of 42 credits of course work (35 compulsory credits +07 compulsory non-credits) and 30 Research credits (10 Summer Internship+20 research project), except in M.Sc. (Agri) Agri Business Management, where the students shall be required to complete successfully a minimum of 42 (35 credits + 05 non-credits common courses and 02 non-credits compulsory language courses) credits of course work and a minimum of 30 credit of research work (10 credits of Summer Internship +20 credits of Research Project).
- b. A 4 year (10+2+4) or 6 year (10+6) undergraduate degree in Agriculture shall be the essential requirement for admission to Masters degree in Agriculture. However, candidates who have completed a 3-year Bachelor's degree programme are eligible for admission only in Sericulture discipline in Faculty of Agriculture
- c. For M.Sc. (Agri) Agri Business Management total minimum credit hour requirement for earning the degree shall be minimum 72 credit hours for graduates with a professional degree and 82 credit hours for non-professional degree holders.
- d. For Ph.D. programme, the student shall have to complete successfully a minimum course work of 27 (including seminars) credit hours and 07 non-credit common courses (for students who have not studied these courses at masters level) and a minimum of 75 credit hours of research work. Ph.D. candidates who have not studied compulsory non-credit courses during their master programmes, have to study respective non-credit courses during their Ph.D. programme.

### 5.3 Attendance

- A student of postgraduate programme is expected to attend 100 percent lectures and practical classes scheduled in each course. However, he/she must attend at least 75 per cent of lectures and practical classes separately in each of the registered courses to be eligible for appearing in final examination of the course at the end of semester.
- Grade point in such course (s) shall be submitted by the teacher on the basis of the marks obtained by a student in the course excluding the end of semester examination. In case of non-
- Every postgraduate student will have to mark his/her signature in the attendance register of the major Division concerned.

### 5.4 Distribution of course credits

#### 5.4.1 Course structure

The following nomenclature and credit hours need to be followed for masters and Ph.D. programmes.

Structure	Masters Programme	Doctoral Programme
<b>i. Course work</b>		
Major Courses	20	12
Minor Courses	08	06
Supporting Courses	06	05
Seminar	01	02
Compulsory Credit/Gradiual Course (Research & Publication Ethics)	-	02
Compulsory Language Courses (Non-credit)	02	02*
Common Courses (Non-Credit)	05	05*
<b>ii. Thesis Research</b>	30	75

*\*If not studied at masters level*

**Major courses:** From the Discipline in which a student takes admission.

**Minor courses:** From the subjects closely related to a student's major subject/area of research

**Supporting courses:** The subject not related to the major subject. It could be any subject considered relevant for student's research work (such as Statistical Methods, Design of Experiments etc.) or necessary for building his/her overall competence.

**Common Courses:** The following courses (one credit each) will be offered to all students undergoing Masters degree programme:

- Library and Information Services
- Technical Writing and Communications Skills
- Intellectual Property and its management in Agriculture
- Basic Concepts in Laboratory Techniques
- Agricultural Research, Research Ethics and Rural Development Programmes

#### Compulsory Language Courses (Non-credit)

- French Language Courses
  - French Proficiency Course-I FPC-507 (1+0)
  - French Proficiency Course-II FPC-508 (1+0)
- Sanskrit Language Courses
  - Sanskrit Proficiency Course-I SPC-509 (1+0)
  - Sanskrit Proficiency Course-II SPC-510 (1+0)



#### 5.4.2 Supporting Courses

The following courses are being offered by various disciplines (list is only indicative). Based on the requirement, any of the following courses may be opted under supporting courses. The syllabi of these courses are available in respective disciplines. If required, the contents may be modified to suit individual discipline with the approval of concerned Board of Studies (BoS):

Code	Course Title	Credits
STAT 501	Mathematics for Applied Sciences	2+0
STAT 502	Statistical Methods for Applied Sciences	3+1
STAT 511	Experimental Designs	2+1
STAT 512	Basic Sampling Techniques	2+1
STAT 521	Applied Regression Analysis	2+1
STAT 522	Data Analysis using Statistical Packages	2+1
MCA 501	Computers Fundamentals and Programming	2+1
MCA 502	Computer Organization and Architecture	2+0
MCA 511	Introduction to Communication Technologies, Computer Networking and Internet	1+1
MCA 512	Information Technology in Agriculture	1+1
BIOCHEM 501	Basic Biochemistry	3+1
BIOCHEM 505	Techniques in Biochemistry	2+2

#### 5.4.3 Code numbers for Masters and Ph.D. courses in Agriculture Sciences, Horticulture, Forestry, Agricultural Engineering, Biotechnology and Basic Sciences

500-series courses shall pertain to Masters level, and 600-series to Doctoral level. Credit seminar for Masters level is designated by code no. 591, and the two seminars for Doctoral level are coded as 691 and 692, respectively. Codes 599 and 699 have been given for Masters research and Doctoral research, respectively.

#### 5.4.4 Code numbers for Veterinary Sciences

600-series courses shall pertain to masters level, and 700-series to doctoral level. Credit seminar for masters level is designated by code no. 691, and the two seminars for Doctoral level are coded as 791 and 792, respectively. Codes 699 and 799 have been given for masters research and doctoral research, respectively.

#### 5.4.5 Credit load for in-service candidates of the University:

An in-service candidate of the University, while performing their routine duties, shall not take more than 09 credit hours of coursework and/or research work.

#### 5.4.6 Condensation of the semester

In case a student has less than 09 residual credit hours of research as shortfall to earn his/her Master/Ph.D. degree and if such a student registers a semester, **over and above the minimum required to earn** a degree, the duration of that semester can be condensed for him/her and 10 working days shall be equated to a credit load of one hour in condensed form.

#### 5.4.7 Seminar

One seminar in masters (one credit) and two in doctoral programme (one credit each) are mandatory.

A student has to register only one seminar in a semester in case of Ph.D. Only after successful completion of the first registered seminar the student is permitted to register another seminar.

##### 5.4.7.1 Seminar topic

- The seminar topic should be only from the major field and should not be related to the area of the thesis research.
- The topics of seminar shall be assigned to the students at the beginning of the semester in which he/she registers seminar credit(s). The seminar topic shall be finalized by seminar in-charge of the Division in consultation with Head of the Division and Major Advisor of the

student and the progress made by the student in preparation of the seminar should be monitored.

#### **5.4.7.2 Evaluation of seminar**

The performance of the student in the credit seminar has to be evaluated for 100 marks by at least three senior members of Faculty as per the following format.

Review of literature: 20

Organization of Topic: 10

Preparation of Audio Visual Aids: 20

Presentation, Capacity to discussion and response to questions: 40

Write up: 10

(Refer Annexure-I for result submission proforma)

### **5.5 Programme of study**

#### **5.5.1. Coursework**

- a. The programme of course of study of masters and Ph.D. student shall be drawn by the Major Advisor in consultation with the student's advisory committee (PG Form II) and submitted to Dean concerned before completion of eight weeks of the first semester of the student's registration for approval.
- b. Programme of study shall be drawn taking into consideration previous background of the student so as to provide core courses in the field of the student's major specialization, and a secondary group of courses in the minor fields related to major discipline or research problem. The student's advisory committee shall be given due latitude in making the choice of the course for a student in the major (optional) and minor fields.
- c. In the programme of studies, the student may be required to take special problems to cover specific assignments like reviews, techniques etc. related to the course/thesis work. For such credits the students shall be required to maintain a regular record of the work done and shall be required to write a report at the end of the course so taken. On the basis of work done and the report furnished, the student(s) shall be graded 'S' (satisfactory) or 'US' (unsatisfactory). Such special credits allotted to student shall not be more than two.
- d. Programme of study approved by concerned Dean of faculty for a student shall be followed by the student without change, except where the programme of study is altered by the advisory committee during the course of studies of a student, for reasons of changed scholastic circumstances. However, the programme shall not be altered to suit the convenience of a student or to relieve him/her from what he/she may consider difficult among the courses listed in his/her originally approved programme of study. Any alterations shall be made only with the approval of Dean of the Faculty concerned.
- e. Ph.D. students shall not be allowed to repeat the courses already offered by them in masters degree programme.

#### **5.5.2 Learning through online courses**

Important points while integrating the online courses

- a. Board of Studies (BoS) of each Faculty shall identify available online courses and a student may select from the listed courses. The interested students will provide the details of the online courses to the BoS for its consideration.
- b. A postgraduate student may take upto a maximum of 20% credits in a semester through online learning resources.
- c. The host institute offering the course does the evaluation and provide marks/grade. The BoS shall develop the conversion formula for calculation of GPA and it may do appropriate checks on delivery method and do additional evaluation, if needed.

#### **5.5.3 Research work**

The synopsis of research programme (PG Form III) for the masters student shall be drawn by the members of the advisory committee and shall be sent for approval to Dean concerned through the Head of the Division in the prescribed manner not later than the beginning of mid-term examination of 2<sup>nd</sup> semester of his/her first academic year. Before sending the synopsis for approval postgraduate student shall deliver a synopsis seminar before the Faculty members. It

shall the responsibility of the advisory committee to incorporate the suggestions made during the seminar. Details for submission of synopsis of research with respect to Ph.D. student are given in clauses 8.1 and 8.2.

#### **5.5.4 Internship during master programme (Internship for Development of Entrepreneurship in Agriculture, IDEA)**

The main objectives of the programme:

1. To promote the linkages between academia and industry
2. To establish newer University – Cooperative R&D together with industry for knowledge creation, research and commercialization
3. Collaboration between Universities and industries through pilot projects
4. To develop methods for knowledge transfer, innovation and networking potential
5. To enhance skill, career development and employability.

Following criteria for IDEA will be taken into consideration:

- a. At any point of time, there should not be more than 50% of students who can opt under IDEA.
- b. Major Advisor should be from Academia and Co-advisor (or Advisory Committee member) from industry. Total credits (30) will be divided into 20 for internship/ in-plant training and 10 for writing the report followed by viva-voce similar to a dissertation.
- c. Work place will be industry; however, academic/research support would be provided by the University or both. MoU may be developed accordingly.
- d. The IPR, if any, would be as per the University policy.

#### **5.5.5 Teaching assistantship**

- a. The fulltime doctoral students of the University with or without fellowship may be considered for award of Teaching Assistantships in their respective Divisions without any financial assistance except ICAR JRF/SRF/HADP scholarship/other fellowship or scholarship held by the student. The Teaching Assistantship shall be offered only to those doctoral students who have successfully finished their course work. Any consideration for award of Teaching Assistantships must have the consent of the supervisor concerned.
- b. Teaching Assistantships shall be awarded on semester to semester basis on the recommendation of a screening/ selection committee to be constituted by the Vice Chancellor. All classes and assignments given to the Teaching Assistants, including tutorials, practicals and evaluation work shall be under the supervision of a faculty member who would have otherwise handled the course/ assignment.
- c. Each Ph.D. student may be allowed to take a maximum of 16 classes in a month for UG/masters course(s).
- d. At the end of each term, Teaching Assistants shall be given a certificate by the concerned Head of the Division, countersigned by the Institute/Faculty Dean, specifying the nature and load of assignments completed.

### **5.6 Grade requirements**

#### **5.6.1 Requirement of good standing for master and Ph.D. programmes**

The minimum Overall Grade Point Average (OGPA) required at the postgraduate level shall be 6.50 (out of 10.00). A student, who has achieved this minimum requirement, shall be deemed to be on good standing.

#### **5.6.2 For continuance as postgraduate student**

For continuance in the PG programme of the University to which a student has been admitted, he/she should have good standing at the end of the first semester of his registration and shall be required to maintain good standing throughout his/her studies at the University. A student who fails to obtain an OGPA of 6.50 on 10.0 point scale at the end of each semester, and obtains instead an OGPA of less than 6.50 on 10.0 scale, he/she may be placed on scholastic probation for the next semester. In case, he/she fails to obtain the required OGPA even at the end of probationary semester, he/she may

be given an extension maximum of one semester provided his/her OGPA is not below 6.00/10.00

- a. The PG student shall secure a minimum of 6.00/10.00 grade point in a course(s) for passing.
- b. If a PG student gets 'F' grade in a particular course, he/she shall be considered to have failed in that course and shall be allowed to repeat the course in subsequent semester, when the Division in which the course falls, normally offers that course.
- c. The credit corresponding to a course(s) in which a student gets 'F' grade, shall not count for the degree but the grade shall be taken into account for computing the OGPA. The revised grade shall not be substituted for 'F' grade but shall count on a cumulative basis for calculation of GPA and OGPA.

### 5.7 Constitution of advisory committee (PG Form I)

- a. There shall be an advisory committee for every student consisting of not fewer than three members in the case of a candidate for masters degree and four in the case of Ph.D. degree with the Major Advisor as Chairperson. The advisory committee should have representatives from the major and minor fields amongst the members of the Post-graduate faculty accredited for appropriate P.G. level research. However, in those departments where qualified staff exists but due to unavoidable reasons Post-graduate degree programmes are not existing, the staff having Post-graduate teaching experience of two years or more may be included in the Advisory Committee as member representing the minor.

Minimum members of an advisory committee shall be as under:

S. No.	Discipline	Number of Members	
		Masters Programme	Doctoral Programme
1.	Major	02*	02*
2.	Minor	01	01
3.	Supporting	-	01
4.	Dean's Nominee	01	01

\* Please see Clause 5.8 of this Chapter and Clause 4.2.2 of Chapter 4

- a. In case of newly admitted students of postgraduate programme of a Division, the Head of Division concerned shall function as de facto chairman to all the newly admitted student (s) for all purposes till the approval of appointment of advisor (s) to the student(s) by the Dean of the Faculty concerned on prescribed format.
- b. The major advisor to each postgraduate student shall be assigned by the Head of the Division within four weeks of registration of the student for the programme. The assigning of the advisor to a student shall be as envisaged in 5.7(a) above.
- c. The major advisor should be the member of postgraduate faculty of major discipline of the student.
- d. The major advisor shall be the Chairman of the advisory committee and shall propose the names of other members to the committee to the Dean of Faculty concerned for approval in prescribed format (PG Form I), through the Head of the Division. The deadline of submission of advisory committee shall be last working day of the 8th week from the date of registration by the student in the 1st semester.
- e. The member of the advisory committee with specialization in the programme of major subject of the student shall act Chairman of the student's advisory committee (Major Advisor) in case the existing chairman is not available due to any reason.
- f. At any given time, a P.G. teacher shall not be a Chairperson of advisory committee (including masters and Ph.D. programmes) for more than five students.
- g. The Major Advisor should convene a meeting of the advisory committee at least once in a semester. The summary record should be communicated to the Head of Division, Dean of the Faculty of concerned, Director Education / Dean PGS and Registrar for information.
- h. The proposed faculty member from the partnering institution can be allowed to act as Chairperson/ Co-guide/ Member of student's advisory committee (SAC) by mutual consent, primarily on the basis of intellectual input and time devoted for carrying out the research work at the particular institution. The faculty member/scientist of partnering

institutions in the SAC shall become a temporary faculty member of the University by following the procedure approved by the Academic Council.

- i. Members of advisory committee from other universities/institutes/organizations: While constituting the advisory committee of a student, if chairman of the committee feels the requirement of involving a member from any other University, institute or organization, the chairman may send the proposal to Director Education through Dean of the Faculty concerned with full justifications of necessity of inclusion of the proposed member. If the inclusion is justified such member may be allowed to be on advisory committee of the student.

### **5.8 Allotment of Major Advisor**

- a. For allotment of Major Advisors to masters and doctoral students, a roster based on seniority of faculty members shall be prepared by the Head of the Division. Newly inducted faculty member during the year shall be kept at the bottom of the roster maintained in the Division.
- b. On the date of registration of the new students in an academic year, Head of Division concerned shall prepare an updated seniority list of eligible teachers including all the faculty members of the subject concerned irrespective of their place of posting (AICRPs/ Research Stations/ Other constituent units) in the roster for allotment of PG students and allotment of major advisors for masters/Ph.D. be made accordingly. The outstation advisor of a student shall have to plan the conduct of trials /experiments of student research, except lab work, preferable at station where he/she is posted.
- c. The Head of the Division in consultation with PG Faculty members of the Division shall prepare the list of the eligible guides for a particular academic year and the number of major advisors should be equal to number of students to be allotted (both masters and Ph.D., separately) (Annexure-II). Allotment should be based on the choice of the student. Students having higher rank in the entrance test should be given first choice to choose among the eligible guides for a given academic year. ICAR nominee shall be placed first in rank followed by students selected through SKUAST- J CET. The in-service scholars shall be placed after ranking of scholar admitted through SKUAST-J CET, on the basis of marks/grade point obtained in qualifying examinations.
- d. Normally, retiring person may not be allotted masters student if he/she is left with less than 2 years of service and Ph.D. student if left with less than 3 years of service. However, in special circumstances, permission may be obtained from the Director Education / Dean PGS, after due recommendation by the concerned Head of the Division.

**5.8.1** The advisory committee of masters student shall consist of at least two members of the postgraduate faculty representing the major discipline of the student's study and one member of the postgraduate faculty representing minor field of the study. The Dean of Faculty concerned shall add one member to represent him on this committee.

**5.8.2** The advisory committee of Ph.D. student shall consist of at least two members of the postgraduate faculty representing the major discipline of the student's study, one member each of the postgraduate faculty representing minor and supporting field of the study. The Dean of Faculty concerned shall add one member to represent him/her on this committee.

**5.8.3** However, if it is not possible to have two members representing the major discipline, the fact shall be brought to the notice of the Dean of the Faculty concerned who may approve the constitution of the advisory committee with only one advisor from the major discipline of the student's study and a second member from a related discipline. The decision of Dean shall be final in such cases.

### **5.9 Accreditation of teachers to PG Faculty**

The PG Faculty shall consist of:

- a. All Assistant Professor-cum-Junior Scientists with Masters degree in the subject/ discipline concerned with a minimum of 2 years of teaching/research experience in the rank and in the

- subject concerned or holding a Ph.D. degree in the subject/discipline concerned.
- b. All Associate Professor-cum-Senior Scientists, all Professor-cum-Chief Scientists, Deans, Directors and equivalent (as approved by the Academic Council of the University) holding postgraduate degree in the subject concerned and experience of teaching/research.
  - c. A teacher possessing a degree or diploma which may be recognized by the equivalence committee of the University, as equivalent to masters and Ph.D. degree, shall be recognized as a teacher on the postgraduate faculty and shall be eligible to be a Major Advisor for the programme concerned, if he/she fulfills the other requirements.
  - d. After ascertaining his/her eligibility, a teacher should apply for accreditation to PG Faculty on the prescribed form (Annexure-III). In case of the support faculty (faculty outside main Division) the application should be routed through the controlling officer concerned to the Head of the Division concerned. The Dean shall place the application before the University Accreditation Committee, comprising of Director Education, Dean of the faculty concerned and Head of the Division concerned. The committee will examine the case and forward its recommendations to the Vice-Chancellor for approval. The approval shall be placed for ratification before Academic Council thereafter.
  - e. An Assistant Professor who is on probation shall not be considered for accreditation to PG Faculty.
  - f. An Associate Professor and above, who holds Ph.D. degree, shall be considered for induction to PG Faculty immediately on joining the University.

#### **5.9.1 Withdrawal of accreditation as PG Faculty or relieving from the duties of major advisor/advisor of a student**

- a. In the manner given in clause 5.9 'd' above, the accreditation granted can be withdrawn by the Academic Council, if at any stage it is found that the teacher concerned has not been found worthy of task entrusted to him/her due to any reason (technical or moral).
- b. If the Head of the Division and Dean of the Faculty concerned find or have reasons to believe that a teacher accredited for postgraduate teaching/research is not performing duties of the Major Advisor, or as a member of advisory committee of a postgraduate student satisfactorily, the case shall be referred along with recommendations to the Vice-Chancellor through Director Education for final decision on the recommendations. Before referring the matter, the Head of the Division and Dean of the Faculty concerned shall provide opportunity to the teacher concerned to explain his/her position and defend himself/herself against the charges.

#### **5.10 Completion of thesis work**

- a. Each postgraduate student shall be required to submit a thesis based on the research work conducted by him or her, as a partial requirement for the award of the degree. The thesis shall be as per the approved research programme of the student.
- b. A regular student shall normally be allowed to take up thesis work after he/she has successfully completed the course work. However, depending upon the nature of the problem, a student may be allowed to take up thesis work from the second semester of his/her registration, but not before the approval of research synopsis by the competent authority.
- c. The thesis writing should be approved only after a seminar is delivered by the student presenting all the research data, its analysis and inferences. After the satisfaction of the advisory committee regarding the quantum of work done in line with approved research synopsis, the thesis writing shall be taken up by the student.
- d. The reliability and authenticity of experimental results of thesis projects shall be the responsibility of the student and the major advisor exclusively.
- e. The advisory committee of the student should meet at least once in a semester and evaluate the student's overall progress
- f. Any difference of opinion among members of advisory committee regarding quality and quantum of research work shall be settled through mutual discussion at the time of the thesis seminar before allowing the student to prepare the draft of the thesis. All the genuine technical objections on the experimental techniques and quality of research along with suggested changes during the currency of research project shall be listed and appropriately

reflected in the student's progress report for each semester. Any member of the advisory committee, after having signed the research progress report of individual semester as satisfactory, shall have no right to question the quality of same research work at a later stage. In the event of some dispute, the majority decision of the advisory committee shall be referred by the major advisor, to the Dean of the Faculty concerned, whose decision would be final and binding to all the concerned.

- g. Each postgraduate student shall be required to submit 5 copies (masters) / 6 copies (Ph.D.) of thesis to the Head of the Division concerned through the major advisor.
- h. A Ph.D. student shall not submit his/her thesis earlier than two years of the approval of synopsis of the thesis.
- i. A Ph.D. student must have published/submitted 01 research paper from his/her thesis work to NAAS rated/UGC listed/Scopus Indexed/Impact Factor journal (Clarivate Analytics) before the submission of thesis for external evaluation and produce evidence of published/accepted/under review of the research paper submitted. The journal should be preferably with NAAS rating >6.0 and should not be in the UGC list of predatory journals. Besides, student should have made two paper presentations in conferences/seminars before submission of the dissertation/thesis for adjudication and produce evidence for the same in the form of presentation certificates.
- j. The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the SKUAST Jammu.

## **5.11 Criteria for selection of major advisor**

### **5.11.1 Masters programme**

A PG Faculty teacher eligible to guide masters student as major advisor should be:

- a. a teacher of rank of Assistant Professor and above or its equivalent. He /she should be with masters degree in the discipline/subject concerned with at least 2 years PG teaching and/or research experience (as evidenced by publications and other related work) in the subject/ discipline concerned. He/she should have at least 3 research papers published in journals with NAAS rating > 4.0.
- or
- a teacher of PG Faculty of the Division with Ph.D. in subject/discipline concerned.
- b. The Faculty members who are due to retire within 2 years from the date of admission of a student to whom advisors are to be allotted shall not be considered as eligible guides for such masters students.

### **5.11.2 Ph.D. programme**

A PG Faculty teacher eligible to guide Ph.D. student as major advisor should:

- a. not be below the rank of Assistant Professor or equivalent with a Ph.D. degree in the subject/ discipline concerned.
- b. have guided two master degree students in the capacity of major advisor and must have got at least one research paper published in a journal with NAAS rating >4.0 out of the masters theses guided by him/her.
- or
- at least have 10 research papers published in journals with NAAS rating >4.0 in the year (s) of the publication (s).
- c. The Faculty members who are due to retire within three years from the date of admission of a student to whom advisors are to be allotted shall not be considered as eligible guides for such doctoral students.

### **5.11.3 Limit of number of advisee**

- a. An Assistant Professor shall not be allowed to guide more than three masters/Ph.D. scholars at any given time.
- b. An Associate Professor shall not be allowed to guide more than four masters/Ph.D. scholars at any given time.
- c. A Professor shall not be allowed to guide more than five masters/Ph.D. scholars at any given

time.

- d. The load of students of each major advisor shall be determined on the date of registration of a 1<sup>st</sup> semester of an academic year and in case a faculty member has already in hand the prescribed number of students, he/she will not be allotted the student. However, in a discipline where there is shortage of faculty, the limit given above may be relaxed by the Dean of Faculty concerned on recommendations of Head of the Division concerned.
- e. If a PG student leaves the programme halfway he/she should immediately be dropped from the count of advisee of a teacher and teacher shall be included in seniority list of guides to be allotted to the students for a given academic year.

#### **5.12 Change in advisory committee**

- (1) Change of the chairperson or any member of the advisory committee is not ordinarily permissible. However, in exceptional cases, the change may be effected with the due approval of the Director Education/Dean PGS.
- (2) Normally, staff members of the University on an extra ordinary leave or on study leave or who leave the University service will cease to continue to serve as advisors of the Post-graduate students of the University. However, the Director Education/Dean PGS may permit them to continue to serve as advisor, subject to the following conditions:
  - a. The concerned staff member must be resident in India and if he/she agrees to guide research and must be available for occasional consultations;
  - b. An application is made by the student concerned duly supported by the advisory committee;
  - c. In case of a Ph.D. student, he/she must have completed his/her comprehensive examinations and the research work must be well in progress and it is expected that the student will submit the thesis within a year;
  - d. The Head of the Division and the Dean of the faculty concerned agree to the proposal;
  - e. The staff member, after leaving the University service is granted the status of honorary faculty's membership by the Vice-Chancellor on the recommendation of the Director Education/Dean PGS for guiding as chairperson or member, advisory committee the thesis/theses of the student(s) concerned only.
- (3) In case the chairperson/member of a student's advisory committee retires, he/she shall be allowed to continue provided that the student has completed his/her course work and minimum of 10 research credits and the retiring chairperson/member stays at the headquarters of the College/Faculty, till the thesis is submitted.
- (4) If the chairperson/member of the advisory committee proceeds on deputation to another organization, he/she may be permitted to guide the student provided his/her new organization is at the headquarters of the College/Faculty and his/her organization is willing for the same.
- (5) The change shall be communicated to all concerned by the Head of Division.
- (6) The proposal for a change in the advisory committee initiated by major advisor of the student should be sent by the Head concerned to the Dean of Faculty concerned for consideration and approval (PG Form XI). Such proposal shall be initiated only if such changes are absolutely necessary. The reason for such change should be indicated. The change may be effected immediately when the existing member is transferred elsewhere or he/she has resigned or retired. If the change involves major advisor, the Head of the Division shall propose the appointment of senior most teacher in the advisory committee from major discipline as major advisor provided the synopsis of the student is approved. In case the synopsis is not approved, the allotment shall be made afresh as per the prescribed rules of roster.
- (7) If the chairman/major advisor or advisor goes abroad or within India for more than six months to attend any training or avails leave of more than six months, the chairman/major advisor or advisor has to be changed immediately.



- (8) In case any advisor retires or quits the University for any reason, or any irresolvable disagreement arises between the student and the major advisor (at later stage of degree programme), the second senior most member of major discipline of the student's committee should be appointed as major advisor of the student by the Dean concerned on the recommendations of Head of the Division concerned. If the second member of the advisory committee belonging to major discipline is not in a position to act as major advisor, a new advisor from the list of eligible advisors for that academic year should be appointed as advisor.

#### **5.13 Absence of member during qualifying/final viva voce examination**

Under extra-ordinary circumstances, if the qualifying/ final viva voce examination of postgraduate student has to be conducted in the absence of one or two advisory committee members, permission to conduct the examination by co-opting another member in such contingencies should be obtained in advance from the Dean of the Faculty concerned.

#### **5.14 Duties and responsibilities of the major advisor and advisory committee**

- a. Drawing the student's academic plan for postgraduate programme
- b. Guidance throughout the study programme of the student
- c. Guiding the student in selecting a topic for thesis research
- d. Continuous monitoring of thesis research
- e. Evaluation of research
- f. Correction and finalization of thesis draft
- g. The members should meet together along with the student for all the above purposes and sign the appropriate documents
- h. The major advisors should meet their students frequently and keep in touch with their progress.
- i. Major advisors should ensure that a student registers for two credit hours for preparing synopsis and the student should not register for any more research credit hours until the submission of synopsis.
- j. Major advisor should note that the title of thesis when submitted should be the same as of the approved synopsis. If any changes are required to be made, this should be done with the permission of Dean of Faculty concerned well before the submission of the thesis.

#### **5.15 Procedure for evaluating research credits**

After completion of 75% attendance for research and on or before the last day of the semester, the advisory committee should evaluate the progress of research work as per the approved programme and award 'Satisfactory' or 'Un-Satisfactory' depending upon quantity and quality of work done by the student during the semester (Annexure-IV & Annexure-V). The procedure for evaluating research credits under different situations is explained hereunder:

- a. if the student has completed the research credits as per the approved programme and awarded 'Satisfactory' by the advisory committee. Under the said situation, the student can be permitted to register fresh research credits in the subsequent semester. If the student is awarded 'Un-Satisfactory', he/she has to re-register the same block of research credits,
- b. if the student has not secured the minimum attendance of 75 percent (i.e. absent for more than 27 working days), or
- c. if the student could not complete the research as per the approved programme of work for reasons beyond his/her control such as,
  - i. failure of crop
  - ii. non-incidence of pests or disease or lack of such necessary experimental conditions.
  - iii. non-availability of treatment materials like planting materials chemicals, etc.
  - iv. any other impeding/unfavorable situation for satisfying the advisory committee.

As per 5.15a and 5.15b the Grade 'I' should be awarded. The student has to reregister the same block of research credits for which 'I' grade was awarded in the following semester with prior permission from Director Education in the remarks column of the registration card, 'second time' has to be mentioned for these reregistered credits, and

- d. When the student fails to complete the work even in the 'second time' registration, the student will be awarded 'un-satisfactory'.
- e. Evaluation of research credits is highly desirable for Ph.D. programme and this should be done at the end of each semester as an essential part of research evaluation. The student advisory committee shall review the progress of research and scrutinize the progress reports submitted by the student.
- f. Mid-term evaluation of Ph.D. (to move from JRF to SRF) is mandatory requirement for all funding agencies. Hence, the second review of annual progress report needs to be done after completion of two years. The successful completion would enable the student to become eligible for SRF.

#### **5.16 Academic integrity and prevention of plagiarism in higher education**

The thesis/dissertation /synopsis shall compulsorily be submitted after check through plagiarism software prescribed by SKUAST-Jammu and in this regard, a certificate in the dissertation/thesis w.r.t. providing undertaking from the research scholar as well as the major advisor shall be recorded certifying that the originality of the work with an additional statement that there is no plagiarism and the work reported in the dissertation/thesis has not been submitted for award of any other degree/diploma of the same institution (Certificate-I). (For details refer Chapter-9). The students must be made aware that manipulation of the data/plagiarism is punishable with serious consequences.

#### **5.17 Collaboration of PG Research (Masters & Ph.D.) with other Universities/Institutes**

##### **5.17.1 Extending research facilities to students of other Universities/Institutions**

- Permission shall be granted to extend research facilities to students of Universities/Institutes which have a Memorandum of Understanding with SKUAST-Jammu.
- Besides, in line with NEP 2020 and UGC guidelines, the University has framed the guidelines for masters and Ph.D. Sandwich/Bilateral programmes and students nominated for Research work by other Universities/Institutions (Refer Clause 5.21 for details).

##### **5.17.2 University faculty as co-advisor in PG research of other Universities/ Institutes**

- a. Permission may be granted to teachers/ scientists to act as co-advisors/ supervisors for students of only those Universities/ Institutes which have a Memorandum of Understanding with SKUAST-Jammu.
- b. However, if students from other Universities/ Institutes approach the teachers/scientists of SKUAST-J, then those Universities or Institutes have to first enter into a Memorandum of Understanding with SKUAST-Jammu.

#### **5.18 Disposal of the copies of the thesis submitted to the University**

**5.18.1** Before the announcement of successful completion of Ph.D. degree, an electronic copy of the thesis should be sent to INFLIBENT for uploading on 'Shodhganga' to make available to all institutions/ colleges.

**5.18.2** One copy each of the thesis submitted by PG student shall be deposited, after the student has been declared fit for the award of the degree, with:

- a. the University library
- b. the Division/Faculty/Regional Research Station library
- c. the Director Education
- d. the Major Advisor

**5.18.3** Copies of the thesis deposited with the University shall not be issued on loan, nor shall these be made available to any person for a period of two years from the date of submission.

**5.18.4** The thesis submitted by a student shall be property of the University and whenever an abstract or research paper is published from the work contained in the thesis, a proper acknowledgement shall be made to the effect that the paper/abstract is based on the thesis submitted to the Sher-e-Kashmir University of Agricultural Sciences & Technology, Jammu, as a partial fulfillment to earn the degree concerned.

#### **5.19 Certificate of Ph.D. degree as per UGC regulations**

On successful completion of the requirements by a student for award of Ph.D. degree, the

University shall issue a provisional certificate to the effect that the degree has been awarded in accordance with the provision of the UGC regulations.

**5.20 Relieving of student before the submission of thesis**

Student who applies to get relieved from the University after completion of all the course requirements and research work, except the submission of thesis, for accepting employment or for resuming his/her duty, he/she may be permitted to do so on the specific recommendations of the Major Advisor and the Head of the Division concerned. Such a student may be permitted to submit his/her thesis at a later date on payment of prescribed fee provided that he/she shall not be permitted to submit thesis beyond the maximum time limit prescribed in these Regulations for a programme of postgraduate studies.

**5.21 Guidelines for masters and Ph.D. sandwich/bilateral programmes and students nominated for research work by other Universities/Institutions:**

These guidelines were ratified in the 26<sup>th</sup> Academic Council Meeting of the University

**5.21.1. The guidelines for masters & Ph.D. sandwich/bilateral programmes:**

- i. Programme of study/research shall be drawn by the student advisory committee constituted by the parent university, with a member from the partner university/institute. The Joint Advisory Committee thus constituted should be approved where the student has registered for that degree programme.
- ii. The joint advisory committee after its notification, will formulate the research programme/ synopsis of such students.
- iii. The students shall have to spend a minimum residency period of one semester (six months) in case of both masters and Ph.D. programmes in the partner university/institute.
- iv. Residency period at SKUAST-Jammu shall include course/research work or both.
- v. The student shall submit a single thesis where he/she has registered for the degree programme.
- vi. Prescribed fee shall have to be paid to the SKUAST-Jammu for the period of student(s) residency at SKUAST-Jammu.
- vii. Each collaborating institute shall issue separate transcripts for respective research/course credit where he/she spent the period, and it is to be reflected in the transcript by the institute/university where the student has registered for that degree programme.

**5.21.2. The modalities proposed for allowing the nominated students of Cluster University/ other universities/institutions to conduct research at SKUAST Jammu**

Any student nominated by any institution or university for conducting their research work for one semester at SKUAST-Jammu shall have to pay the fee for that semester to this university. Besides, there should be one supervisor from SKUAST of Jammu to oversee the research work.

**5.21.3 Additional guidelines proposed under 5.21.1 & 5.21.2 above, the students nominated have to adhere to:**

- i. Students must follow the Regulations on Resident Instructions (RRI) of SKUAST-Jammu. This includes maintaining academic integrity, attending classes regularly, and fulfilling all academic requirements of the said RRI.
- ii. Students are expected to uphold the highest standards of discipline and conduct. This includes showing respect to peers, faculty, & staff, and behaving in a manner that reflects positively on the University.
- iii. Ragging in any form is strictly prohibited. Any student found engaging in ragging will be subject to severe disciplinary action as per the University's anti ragging policy.
- iv. Students must maintain satisfactory academic progress throughout the programme.

## *CHAPTER-6*

### **EVALUATION AND EXAMINATION**

---

All the examinations midterm, end term/final semester and professional examination in all the faculties shall be held centrally and the Director Education shall be the Head of the Examination system for all the faculties. All the examinations except quizzes shall be conducted at a centralized place during a specified period, as shall be notified by the Examination Cell from time to time as per the Academic Calendar.

#### **6.1 Examination and evaluation system**

Towards the end of a semester/professional year, there shall be one examination in each course which shall last for at least three hours and shall cover the entire subject matter of the course.

##### **6.1.1 Procedure for conducting end-term examination (for undergraduate students of 5<sup>th</sup> Deans Committee)**

This examination shall be scheduled by the Examination Cell keeping in view that:

- a. No student shall have to appear in more than two such examinations on one day.
- b. The paper for end-term theory examination of undergraduate programme shall be set and evaluated by experts from outside the University.
- c. There shall be centralized table evaluation system of the answer books.
- d. In case the External Examiner is not available for evaluation, the answer sheets will be evaluated by a teacher of the discipline concerned, but other than the course instructor, who shall be nominated by the Director Education.

##### **6.1.2 Procedure for conducting end-term examination (for undergraduate students of 6<sup>th</sup> Deans Committee)**

There will be a uniform system of the evaluation and grading to be followed with grade point average (GPA) system for UG programmes. The following pattern of examination shall be followed for all undergraduate programmes except B.V.Sc. & A.H.:

- i. For the external theory examinations, the question paper will be obtained from external experts. The HoDs of the respective divisions will ensure due coverage of the syllabus with the provision of moderation, if necessary. Paper evaluation to be done by a faculty, other than the course instructor(s).
- ii. Internal practical examination to be conducted by the course instructor and one faculty nominated by the HoD of the concerned division.
- iii. As mentioned earlier, the evaluation of the skill enhancement courses will be done as courses with practical only.
- iv. Usually for any subject, there will be two quizzes within the semester, one before the mid-term and one after. There will be provision of corrections in between, i.e. the students scoring lower than 50% marks in any one quiz can opt for appearing for a third quiz to improve their grades. The assessment of the students through quizzes should focus on their critical thinking and creativity rather than note reading.
- v. The quiz and progressive assessment can also be considered in form of group assignments (which should encourage creativity, critical thinking and problem solving attitude).
- vi. The evaluation of internship will be done both by the parent institute and the host industry/organization. It should be 50% weightage for each. The student shall submit a report to the parent institute and present the learnings before the other students and faculty after the internship programme. The format of evaluation shall be developed by the concerned Deans and got approved in the Academic Council.
- vii. The online/MOOC courses, successfully completed by the student, will be indicated in the transcript with 'Satisfactory' remark.

##### **6.1.3 Annual professional examination (B.V.Sc. & A.H.)**

The examination system for B.V.Sc. & A.H. degree programme, not covered herein, the centralized examination regulations shall be conducted in accordance with the regulations of the Veterinary Council of India (VCI) issued and approved by Academic Council from time to time (Annexure-XVI).

## **6.2 Evaluation of course work (masters and Ph.D. programmes)**

The evaluation of a student's achievement in a course shall be based on his/her performance in various tests, laboratory and library assignments, special problems, seminars and other types of exercises. Every teacher in addition to the course outline for teaching should also prepare scheme for quiz examinations.

- a. All masters and Ph.D. students shall take examinations in the various courses included in the approved programme of study in the major, minor and supporting fields and shall be required to obtain acceptable grade as prescribed in these regulations.
- b. The teacher(s) conducting a course of study shall be responsible for judging and guiding the students' performance in the subject concerned. For masters programme, multiple levels of evaluation (First Test, Mid-term and Final/End-term examination) is desirable (Annexure VIIIA & VIIIB).
- c. For Ph.D., the approach should be research oriented rather than examination oriented. In order to provide the student adequate time to concentrate on the research work and complete the degree in stipulated time, the examination may have to be only semester final. However, the course teacher may be given freedom to evaluate in terms of the assignment/seminar/first test (Annexure VIIIC).

### **6.2.1 Mid-term examination**

During the 11<sup>th</sup> week of each semester, there shall be an examination in each course for master degree programme which shall last for at least one and half hour. Examination Cell shall schedule this examination during each semester. Dates for holding this examination will be announced in the Academic Calendar. For undergraduate programme duration of midterm examination shall be 1:30 hours. The answer sheet(s), as per the requirement, shall be provided by the Examination Cell.

### **6.2.2 Evaluation of mid-term examination**

- a. After the examination, the Examination Cell will hand over the answer sheet(s) to the course teacher concerned for evaluation.
- b. The course teacher shall submit the results of mid-term along with the quiz/progressive assessment to the Controller of Examination through the Head of the Division and Dean concerned.
- c. The classes will remain suspended during the mid-term examinations.

## **6.3 Make-up examination**

### **6.3.1 Mid-term/End term examinations**

If a student misses an examination (other than a quiz) on account of some valid reasons, he/she may submit a petition along with the prescribed fee (Rs.100/- for mid-term and Rs.200/- for end-term examination per course) for permission to appear in the make-up examination through the course instructor, advisor and the Head of the Division to the Dean concerned within three days of the completion of the examination. If the Dean is satisfied that the student was not able to appear in the examination for valid reasons, he may direct the teacher to hold a special make-up examination of the student and endorse a copy of the order to the Examination Cell and Registrar for being recorded in the student's personal file in the University.

#### **6.3.1.1 Mid-term examinations**

##### **A. For masters & Ph.D. students**

If a student misses an examination (other than the end term examination) on account of illness or some other valid reason, he/she may submit petition, through the Advisor and the Instructor to Head of the division concerned, within five days of the date of the said examination for permission to appear in a make-up examination. If illness is cited as the reason for absence from the examination, the petition shall be accompanied by medical certificate from the University Medical Officer or the Government Medical Officer. If Head of the Division is satisfied with the veracity of the reasons for missing examination, he may direct the Instructor to hold the make-up

examination for the student and endorse copy of this order to the Registrar and Dean, Postgraduate Studies/Director Education for being included in the student's personal file. It will be the responsibility of the student to get in touch with the Instructor and have a date fixed for the make-up examination. Such a student shall be required to take the make-up examination within a fortnight from the date of missed examination. In case more than one student has been allowed to take the make-up examination of the same course, the concerned Instructor shall fix a common date within a fortnight from the date of missed examination. However, if a student misses the make-up examination, he shall be awarded 'zero' mark in the said examination.

**B. For undergraduate students**

1. Normally, no make-up examination shall be allowed in lieu of the missed examinations. However, Head of division may consider to allow make up examination only for missed mid-term examination (s) under the following very exceptional circumstances:
  - i. Demise of mother, father, spouse, brother or sister.
  - ii. Student's own hospitalization on account of serious illness. A UG student shall be allowed to appear in the mid-term examinations within 15 days of the conduct of the examination on account of health issues subject to production of medical certificate (illness & fitness) from Medical Officer of the University (SKUAST-J)/Medical Officer of the Govt. Hospital countersigned by Block Medical Officer/Chief Medical Officer.
  - iii. Natural calamity in the home town/village.
  - iv. Attending interviews conducted by PSC/SSB/ASRB or other recruiting bodies as approved by the Vice-Chancellor.
  - v. If the student has been permitted attendance as per Academic Regulations.
2. The Head of division after being satisfied with the veracity of the reason(s) for missing the mid- term examination may instruct the concerned Instructor to take make-up examination under intimation to the Dean.
3. The application for makeup examination must be made by the student, through his/her advisor and instructor to the Head of division within 5 days of holding of the examination.
4. If the student fails to take the makeup examination within 15 days from the date of missed examination, he/she shall be awarded "Zero' marks in that examination.
5. In case of B.V.Sc. and A.H., Academic Rules notified under the VCI regulations-2016 Chapter-I shall be applicable -VCI Regulation-2016 Academic Rules: Annexure: XVI.

**6.3.1.2 Make up for end-term examination**

**A. For masters & Ph.D. students**

1. Normally, no make-up examination shall be allowed in lieu of the missed End-term examination except under the following very exceptional circumstances:
  - i) Demise of mother, father, spouse, brother or sister.
  - ii) Student's own hospitalization on account of serious illness
  - iii) Natural calamity in the home town/village.
  - iv) Attending interviews conducted by PSC/SSB/ASRB/ or other recruiting bodies as approved by the Vice- Chancellor.
2. The student who has missed end-term examination will apply to the Dean, Postgraduate Studies/Director Education within three days from the date of missed examination through Course Instructor, Major Advisor and, concerned Head of division. The Dean, Postgraduate Studies/Director Education after being satisfied with the veracity of the reasons for missing the end term examination, may instruct the concerned instructor to return 'I' (incomplete) grade in that course with a copy to Registrar, Head of the division and the Major Advisor.
3. When 'I' grade is returned in a course, the Registrar shall declare the result of the student without taking into account that course. The result in that course shall be kept in abeyance till the Instructor is able to hold the special test and to return the final grade, which shall not be later than 30 days from the date of the missed examination.

4. If the student fails to take the special test within 30 days from the date of missed examination, he/she shall be awarded 'F' grade in that course.
5. On the receipt of the final grade, the Registrar shall issue the revised semester report in respect of that student.

#### **B. For undergraduate students**

The procedure for makeup examination of end-term shall remain same as given at **6.3.1.2 (A)**.

#### **6.4 Rechecking, supplementary/compartmental examination fee**

<b>Examination fee</b>	<b>Undergraduate</b>
Rechecking fee	Rs 500 per paper
Supplementary*/ Compartmental**	Rs1000*/600** per paper

\* Undergraduate, other than B.V.Sc. & A.H, \*\* B.V.Sc. & A.H

#### **6.5 Weightage to various types of examinations**

##### **6.5.1 The weightage in examination for UG courses other than B.V.Sc. & A.H.**

###### **A. As per 5<sup>th</sup> Deans' Committee- Annexure-VII(A)**

<b>Type of Examination</b>	<b>Courses with Practical</b>	<b>Courses without Practical</b>	<b>Courses with only Practical</b>
Midterm (internal assessment)	30	40	40
Assignment (internal assessment)	05	10	10
End term	50 (T)+15 (P)	50(T)	50 (P)

###### **B. As per 6<sup>th</sup> Deans' Committee- Annexure-VII(B)**

<b>Type of course</b>	<b>External theory</b>	<b>Internal theory (Mid-term)</b>	<b>Quiz/ progressive assessment</b>	<b>Final Practical</b>
For courses having both theory and practical components	40%	20 %	20%	20%
For courses with theory only	50%	30%	20%	-
Courses with practical only	-	30%	20%	50% (Internal)

##### **6.5.2 The weightage in examinations for course of B.V.Sc. & A.H.- Annexure-VII(C).**

<b>Assessment/ Examination</b>	<b>Course coverage</b>	<b>Marks</b>	<b>Weightage in Transcript</b>
Internal Assessment			
▪ 1 <sup>st</sup>	30%	Max 40	10
▪ 2 <sup>nd</sup>	60%	Max. 40	10
▪ 3 <sup>rd</sup>	90%	Max. 40	10
Annual examination (Theory)	Paper-I	Max. 100	20
	Paper-II	Max. 100	20
Annual Examination (Practical)	Paper-I	Max. 60	20
	Paper-II	Max. 60	20

There shall be four professional examinations- one each after 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> year, and the 4<sup>th</sup> after one and half year and these professional examinations shall have only the theory component with external system and the practical component shall be dealt internally.

#### **6.6 Change/ addition/ withdrawal of courses (except B.V.Sc. & A.H.)**

- a. An application for change of course, including any addition or withdrawal, shall be made in the prescribed Pro forma (Annexure-VI) along with a fee of Rs. 200/-. Fee may be exempted by the Dean concerned when the change of course is necessitated on administrative considerations.
- b. The last date for adding a course shall be a working day immediately following the expiry of 10 working days from the date the course work started in a semester.
- c. The last date for withdrawal from a course shall be the working day immediately following the expiry of ten days from the date of mid-term examination of that particular course.

- d. If a student has not withdrawn but failed to attend the course after the date prescribed in the academic calendar, he will be deemed to have failed in the course and shall be awarded 'F' grade.

## **6.7 Supplementary/Compartmental examination**

### **6.7.1 Supplementary examination for undergraduate programmes other than B.V.Sc. & A.H.**

The supplementary examination shall be allowed to B.Sc. (Hons.) Agriculture, B.Sc. (Hons.) Horticulture, B.Tech. Biotechnology, B.Tech. Agricultural Engineering and B.Tech. Dairy Technology only.

Conditions under which the supplementary examination shall be allowed are:

- a. The student must have appeared in all the examination registered by him/her in the given semester.
- b. The student should not be short of minimum prescribed attendance i.e., 75% in theory and practical separately.
- c. The number of subjects for taking up supplementary shall be for maximum of two subjects only irrespective of number of subjects he/she has failed.
- d. Students interested to avail opportunity of the supplementary examination shall apply for it through advisor, Head of the Division where course is taught and Dean of the Faculty concerned within three working days of declaration of result.
- e. The supplementary examination shall be held both for practical and the theory (Annexure-VII-D).
- f. Supplementary examination shall be held within 15 days of the notification of the result by the Registry.
- h. The distribution of marks in supplementary examination shall be as under:

Type of course	External (%)	Internal (%)
Course with practical	75	25
Course without practical	100	Nil
Course with practical only	nil	100

- i. Student who fails to obtain prescribed grade/credit points in supplementary examination shall have to register for the same course(s) with regular batch when course(s) are offered.
- j. All the formalities regarding conducting of supplementary examination shall be observed by the Examination Cell, on the pattern of the end term examination.
- k. The pro forma of application for appearing in supplementary examination is given in Annexure-VII(F).

### **6.7.2 Compartmental examination for B.V.Sc. & A.H.**

- i. A student failing in a maximum of two subjects only may be allowed to appear in compartmental examination for those subject(s) and the compartment examination shall comprise of the annual component of both the theory and practical of the failed subject which shall constitute 40% weightage each and the marks obtained in the internal assessment of theory shall be considered for evaluation of compartmental examination.
- ii. The compartmental examination shall be conducted within twenty calendar days of subsequent registration and if the student fails in the compartmental examination, he/she shall be reverted back to the original class. The result of such compartment examination shall be declared within ten days after the examination is conducted. The student has to pay a fee of Rs. 600/- per paper and the amount is to be deposited in account of Examination Cell.
- iii. At the end of each semester/professional year, students in each course shall be graded on the basis of the cumulative results of different kinds of tests and examinations and on the basis of performance in the laboratory and the library assignments, special problems, seminars and other types of exercises- Annexure-VII (E).
- iv. The pro forma of application for appearing in compartmental examination is given in Annexure-VII (F).
- v. For further details see relevant Regulations of VCI-2016 (Annexure-XVI).



## 6.8 Award of grades

- a. The grades earned by a student in each course shall be sent in the prescribed pro forma to the Registrar. The sum of the marks awarded to each student in a course shall be rounded off to two decimal points by the instructor. For rounding, the last digit which is  $\geq 5$  shall be rounded off to the next digit for calculating grade point.

S. No.	Percentage of marks obtained in a particular course	Corresponding grade points
1.	100.00	10.00
2.	86.64	8.66
3.	78.88	7.89
4.	96.50	9.65
5.	76.73	7.67
6.	76.75	7.68
7.	45.50	4.55
8.	<50	Fail
9.	Shortage of attendance (<75%)	Fail

- b. From grade points for different courses taken by a student in a semester/ professional year, the grade point average (GPA) of the semester/ professional year shall be calculated taking into consideration the credit hours of different courses. Similarly, the overall grade point average (OGPA) of the student shall be calculated by taking into account the cumulative credit hours and the cumulative credit points. If an undergraduate student obtains less than 50.0 percent marks in a particular course, he/she shall be awarded 'F' grade.
- c. Similarly, if a masters/Ph.D. student obtains less than 60.0 per cent marks in a particular course, he shall be awarded 'F' grade.
- d. No credit points shall be awarded for a course in which the student obtains 'F' grade. The student shall be required to repeat all the courses in which he/she has obtained 'F' grade for successful completion of the degree programme.
- e. The Head of the Division shall send the marks obtained by students in different examinations to the Dean who shall forward it to Controller of Examination for onward submission to the Registrar in case of undergraduate programmes. For master and Ph.D. programmes, results shall be submitted by the Head of the Division to Dean concerned for onward submission to the Director Education who shall forward the same to the Registrar. If the result of course(s) is/are not received by the Registrar in respect of a student up to the end of the subsequent semester, the student shall be automatically awarded 'F' grade in that/those course(s) and the result declared accordingly, unless intimation is received within this period from the Dean concerned that a particular result has been withheld for reasons to be specified in the communication.

## 6.9 Significance of grades

In addition to the grade points, the significance of the various grades shall be as follows:

F- Fail

I- Incomplete

S- Satisfactory

US- Unsatisfactory

W- Withdrawn

NC- Non-Credit Course

'R' Superscript - Repeated course

- a. In order to complete a course and earn the grade point corresponding to the course, a student is required to get a minimum of 5.00 (10.00 basis) grade points in case of undergraduate students and 6.00 (10.00 basis) grade points in the case of masters/Ph.D. students.
- b. A student, who has failed in a particular course but has attended the requisite number of classes, may register for the same course when it is offered regularly to the next class. It will be compulsory for such students to meet attendance requirements in theory as well as

- in practical along with regular classes in this repeat course. They will be required to appear in all the examinations/assignments etc. along with regular class. These courses will be designated as special courses. If a student taking a special course again fails, he/she will have to take it subsequently whenever offered as a regular course, and will have to meet all the requirements including attendance in theory and practical as well as the examinations. The students may be allowed to register for special courses in a semester, within the maximum prescribed limit of credit load. The students on good standing may be allowed to register for one additional special course in addition to the maximum credit load.
- c. When a student gets grade “F” in a course, the grade points corresponding to that course shall not count for graduation requirements but the credits shall be taken into account for computing the grade point average subject to the provision of Chapter 4, Clause 4.3.6 for undergraduates and Chapter 5, Clause 5.6.2 for masters and Ph.D students.
  - d. An instructor shall award ‘W’ in his/her course only to a student who has been permitted to withdraw from a course under Chapter 6, Clause 6.6.
  - e. Research work done at the masters & Ph.D. level may extend to two or more semesters. The progress made during each semester shall be graded as ‘S’ or ‘US’. If a student does not put in the required effort for the credits for which he was registered, the major advisor may either award him ‘US’ grade for the entire credits for which he/she was registered or may give ‘S’ grade for the reduced number of credits. Credits corresponding to research for the semester shall count towards graduation requirement only if the student gets ‘S’ grade for research during the semester. ‘S’ and ‘US’ grades shall also be awarded to indicate:
    - i. that a Ph.D. student has passed (S)/failed (US) in the written comprehensive examination
    - ii. that a Ph.D. student has passed (S)/failed (US) in the preliminary oral examination
    - iii. that a student has passed (S)/failed (US) in non-credit courses

#### **6.10 Incomplete grade**

- a. When a student can’t complete final examination on account of some valid reason with the permission as mentioned under the regulations for make-up examination, he may be awarded grade ‘I’ provided that she/he is satisfied that the student’s progress in the studies, his attendance and his performance in the other tests and assignments have been satisfactory as per the regulations. When ‘I’ grade is awarded in a course, the Registrar shall declare the result of the student without taking into account that course. The result in that course shall be kept in abeyance till such time make-up test is held and the final grade submitted in accordance with the provision of these regulations.
- b. On receipt of the final grade as indicated above, the Registrar shall issue the revised semester report in respect of the student.

#### **6.11 Answer books**

Answer books of all the tests and examinations except that of end-of-semester examination shall be shown by the instructor(s) to the students for their satisfaction. The teachers concerned shall keep the answer-books for one semester/professional year following the semester/professional year in which examination was conducted. After that period, the teacher/ Examination Cell may dispose of the answer-books.

#### **6.12 Representation for re-counting**

Re-counting of end term and annual term (B.V.Sc. & A.H.) on the request of student concerned, after paying Rs. 500/- per paper can be allowed. The student can represent to seek re-counting of the grade within 3 days of announcement of result to Director Education through the Head of Division/Section and Dean concerned. Director Education after going through all documents and after getting satisfied that there has been a genuine mistake shall make necessary rectification with the recording of the circumstances of error. The marks obtained by a student both before and after re-counting of the end-term answer sheets shall be communicated to the student in person and columns reflecting the changes may be incorporated in the revised result pro forma. The Registrar shall, thereupon, issue a revised semester report. Such corrections shall normally be reported to the Registrar within seven (7) days of the declaration of the result.

### 6.13 Evaluation of internship (B.V.Sc. & A.H.)

The assessment of each intern shall be based upon the evaluation of log book or project report, his/her performance reports from all the minimum prescribed training postings, entrepreneurial output, clinical case reports and their presentation, viva and comprehensive examination in core competence in veterinary skills through a written test by an Evaluation Committee comprising of the Faculty representing the departments concerned appointed by the Dean for this purpose. The distribution of marks for various components of assessment shall be as under:

S. No.	Particulars	Marks
1	Log book or project report	10
2	Performance in different postings	20
3	Entrepreneurial output	20
4	Case reports or presentation	10
5	Written test	30
6	Viva voce	10
	Total	100

*The minimum pass marks in internship assessment shall be 50 out of 100.*

### 6.14 Other examinations of master/Ph.D. programmes

#### 6.14.1 Comprehensive examination

There shall be no comprehensive examination for master's students.

#### 6.14.2 Written and oral comprehensive examination: for Ph.D. students

##### 6.14.2.1 Written comprehensive examination:

- There shall be two written papers of Major-I and Major-II.
- If a student fails in the written comprehensive examination, he/she is eligible to appear again after three months.

##### 6.14.2.2. Oral comprehensive examination

- A Ph.D. student after passing written comprehensive examination can appear for oral comprehensive examination in the same semester.
- The expert from outside the University is to be appointed by the Director Education. The external expert shall be a specialist in the major discipline of the student's programme of study. Result to be submitted in PG Form VI.
- For oral examination, if the student fails, he/she will again appear after 03 months.

**Note:** *Students of batches 2021 and 2022 have to appear only in oral comprehensive examination after 100 % completion of the course work. For students registered before 2021, RRI 2020 Rules regarding comprehensive examination shall be applicable.*

#### 6.14.3 Procedure for conducting oral comprehensive examination and thesis viva-voce

Procedure for conducting oral comprehensive examination and thesis viva-voce shall be as under:

- The Dean concerned, shall obtain a panel of 10-15 External Examiners from different universities/institutes/organizations, along with their field of specialization and their contact details, from each Head of the Division. The oral comprehensive panel shall be constituted from these 10 to 15 experts by the Head in consultation with Advisor (PG Form V).
- The Dean will select three names out of the panel and the same shall be forwarded to the Director Education for selecting the External Examiner from within the panel for conducting the oral comprehensive of the Ph.D. student.
- Similarly, in case of the thesis viva voce, the Dean concerned will obtain a panel of 10-15 External Examiners from different universities/institutes/organizations, along with their field of specialization, from each Head of the Division and their contact details. The viva-voce panel shall be constituted from these 10 to 15 experts by the Head in consultation with major advisor (PG Form VII).
- The Dean will select three names out of the panel and the same along with the thesis shall forward to the Director Education.

- v. Director Education will select the External Examiner(s) from within the panel for conducting the thesis viva voce of the students.
- vi. Director Education will take up further correspondence with external examiner for getting their acceptance to act as External Examiner. Date of oral comprehensive/thesis viva-voce shall be finalized by the Director Education in consultation with the external examiner and intimated to the Dean concerned so that the advisory committee and the student are intimated well in time.
- vii. At the time of the submission of the thesis (soft copy), the thesis will neither contain the name of the student nor the names of the advisory committee members. Therefore, the Acknowledgement page, Certificate I, II, III, etc., will not be attached with the thesis but a copy shall be submitted to Director Education for record. Instead, coded name of the student and the major advisor shall be mentioned on the thesis by the Director Education while sending the thesis for evaluations.
- viii. The oral comprehensive and thesis viva-voce examination (s) shall be conducted through online mode in the manner specified below:
  - a. These examination (s) shall be conducted through video conferencing at a centrally located hall/room identified by the concerned Dean/Director Institute of Biotechnology.
  - b. All the advisory committee members of the student appearing in these examination (s) are required to be present physically at designated venue.
  - c. Major advisor, head of the division and Dean's nominee shall provide a certificate that the student and the advisory committee were present in person at the designated venue where the online examination (s) was/were conducted (Annexure XII).
  - d. Video recording of the online examination (s) shall be preserved for record.

## **6.15 Sending of thesis for evaluation to External Examiner(s)**

### **6.15.1 Masters programme**

- a. A soft copy of the thesis (pdf format) shall be submitted to Director Education for external evaluation.
- b. A scanned copy of the approved synopsis of the student shall also be submitted along with the soft copy of the thesis.
- c. The soft copy of the thesis submitted by a student shall be sent to one External Examiner for evaluation who shall be appointed by the Director Education from a panel of at least 3 names recommended by the Dean out of 10-15 recommended by Head of the Division concerned, in consultation with major advisor (PG Form VII).
- d. The external examiner will submit a report in the prescribed pro forma (PG Form VIII) commenting on the thesis and recommending its acceptance or rejection. If the thesis is rejected by the external examiner, the case will be submitted by the major advisor to the advisory committee of the student for decision. If the advisory committee agrees with the external examiner, the thesis shall be rejected. In case, the advisory committee does not agree with the recommendations of the external examiner, the thesis shall be sent to another external examiner and the comments of such external examiner shall be final.

### **6.15.2 Ph.D. programme**

- a. A soft copy of the thesis (pdf format) shall be submitted to Director Education for sending it for external evaluation.
- b. A scanned copy of the approved synopsis of the student shall also be submitted along with the soft copy of the thesis.
- c. The soft copy of the thesis submitted by a student shall be sent to two External Examiners for evaluation who shall be appointed by the Director Education, from a panel recommended by the Dean out of 10-15 recommended by Head of the Division concerned, in consultation with major advisor (PG Form VII).
- d. The External Examiners will submit their reports in the prescribed pro forma (PG Form VIII) commenting on the thesis and recommending its acceptance or rejection. The

- External Examiner shall send their reports on the thesis to the Director Education.
- e. In case, both the External Examiners reject a thesis, the thesis shall be rejected for award of the degree and the student shall be dropped from the University without any right to re-admission.
  - f. In case, one of the external examiners rejects the thesis for award of the degree, the thesis shall be sent to third expert out of already recommended original panel for the thesis for scrutiny and independent evaluation.
  - g. In case, the third additional member recommends the thesis for award of degree, her/his recommendation shall be accepted. If the third additional member also rejects the thesis, the thesis shall not be accepted and the student may be permitted to continue the work and/or re-write the thesis and submit the same after a lapse of at least of one semester. However, if the thesis is again rejected after resubmission the student shall not be permitted to submit the thesis at third time.
  - h. Ph.D. thesis shall be sent for evaluation only after it is accompanied by a certificate from major advisor that the work reported in the thesis is the original research work of the student and has been conducted under direct supervision of the major advisor (Certificate I) and provisions as envisaged under Clauses 5.10(h) & 5.10 (i) of Chapter-5 are met.

## **6.16 Thesis viva-voce/final examination**

### **6.16.1 Masters programme**

- a. On receiving a satisfactory report on a thesis submitted by masters student from the external examiner, the student shall be admitted to thesis viva-voce examination within 4 weeks of the recommendation of the external examiner.
- b. The viva voce examination of the thesis shall be conducted by the student's advisory committee and one external examiner to be appointed by the Director Education, in consultation with the Dean and major advisor of the student through online mode as per guidelines given in clause 6.14.3(viii). The external examiner shall be a specialist in the student's major discipline of study. Result to be submitted in PG Form IX.
- c. Besides, the relevant conditions as given in clause 6.15.1 must be fulfilled before the conduct of thesis viva-voce examination.

### **6.16.2 Ph.D. programme**

- a. On receiving satisfactory reports on a thesis submitted by Ph.D. student from two external examiners, the student shall be admitted to thesis viva-voce examination within 4 weeks of the recommendation of the external examiners.
- b. When the thesis submitted by a student is accepted for award of the degree on the unanimous recommendations of the examination committee, the student shall be admitted to final viva voce examination, within 4 weeks of the receipt of the unanimous recommendation of the thesis.
- c. The final viva voce examination shall be conducted by the student's advisory committee and one of external examiners who has evaluated the thesis of the student.
- d. An open thesis viva voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted at a common facility in the concerned faculty by the major advisor and at least one of the two External Examiners who have evaluated the thesis and Members of the Research Advisory Committee, all Faculty members, other research scholars and other interested experts /researchers. Result to be submitted in PG Form IX.
- e. Besides, the relevant conditions as given in clause 6.15.2 must be fulfilled before conduct of thesis viva-voce examination.

## **6.17 Award of degree**

A masters and Ph.D. student shall be considered fit for the award of the particular degree after he/she has successfully completed course work, his/her thesis has been accepted for the degree, and after the examination committee sends a satisfactory report on his/her performance in the thesis viva voce examination. A student failing in any of these requirements shall not be entitled to the award of the particular degree.

## SCHOLARSHIPS, CERTIFICATES OF MERIT AND GOLD MEDALS

### 7.1 Scholarships

#### 7.1.1 Award of merit scholarship

The merit scholarships shall be awarded to the bonafide students of She-e-Kashmir University of Agricultural Science & Technology of Jammu in UG and PG programmes every year.

#### 7.1.2 Eligibility

- a. The merit scholarship shall be awarded to the UG/PG students after admission of the students from the beginning of academic year on the basis of marks obtained in SKUAST-J CET, on basis of which admission was made. Students who do not get admission through SKUAST-J CET shall not be eligible for scholarship in first academic year. However, to be considered for scholarship, the student should have obtained at least 50% marks in the SKUAST-J CET. For subsequent academic years of a programme, merit obtained by the students in previous academic year shall be considered for award of scholarship. Overall Grade point obtained in preceding academic year in case of UG and PG students should be 7.00 /10.00 and 7.5/10.00, or above, respectively, for consideration of scholarship.
- b. In case two or more students have the same OGPA and are competing for the same scholarship, the youngest in age shall be considered for the award of scholarship.
- c. In case scholarship is surrendered by any student at any time due to any reason, it shall be awarded to the next eligible registered student with immediate effect or from the date of its surrender.

#### 7.1.3 Number and value of merit scholarships

Programme	Amount of Scholarship per month	Number of Scholarships
B.Sc. (Hons.) Agriculture /B.Sc. (Hons.) Horticulture/ B.Tech. Biotechnology/ B.Tech. (Agricultural Engineering)/ B.Tech. (Dairy Technology) (4 year programme)	Rs. 800	One scholarship in each batch/class for 10 students and one additional scholarship for every 10 additional students or part thereof.
B.V.Sc. & A.H. (5½ year programme)	Rs. 800	One scholarship in each batch/class for 10 students and one additional scholarship for every 10 additional students or part thereof.
M.Sc./ M.V.Sc./ M.Tech./ ABM (2 year programme)	Rs. 1200	One scholarship in each batch/class for 10 students and one additional scholarship for every 10 additional students or part thereof.
Ph.D. (3 year programme)	Rs. 1200	One scholarship in each batch/class for 10 students and one additional scholarship for every 10 additional students or part thereof.

#### 7.1.4 Duration of scholarship

- a. The duration of scholarship for undergraduate or postgraduate batches shall be for prescribed minimum duration of the programme, subject to fulfillment of other prescribed conditions. However, the scholarship shall not be paid to any student during internship/ RAWE or any such programme where stipend is provided.
- b. In case of PG programme, the merit scholarship shall be for 2 and 3 academic years from the date of admission/1st registration to masters and Ph.D. programmes, respectively, subject to fulfillment of the conditions laid down for award of scholarship. In no case, the payment of scholarship shall be made in UG/PG programmes beyond the prescribed period.

### 7.1.5 General conditions

- a. In case a student who is already in receipt of some financial assistance (including pay or stipend) /scholarship from the University, Government or any other agency, gets selected for merit scholarship, he/she will have to opt for any one of them.
- b. A UG student must have completed all the prescribed credit as well as non-credit courses in the previous Academic year in the first attempt
- c. A masters and Ph.D. student must have completed 24 credit hours of course works or/and research work, excluding non-credit courses and deficiency courses or research work, if any. Further, the student must not have earned 'F'/'US'/'ZERO' grade in any course including deficiency courses or in comprehensive examination or in research work in any academic year for qualifying for scholarship.  
*Note: The candidate having improved grade points through supplementary examination/repetition of course will not be considered for the award of scholarship.*
- d. A student who leaves the University on any ground/withdraws the semester or is dropped from a programme, and seeks re-admission will not be eligible for the award of the University Merit Scholarship in the same programme in which he/she was registered before dropping or leaving the programme.
- e. No scholarship shall be paid to the students for:
  - i. Their willful absence from the classes or going on strike and for absenting from classes/examination.
  - ii. Closing of the University/College as a consequence of indiscipline.
  - iii. Punishment under Clause 12.6 & 12.7.1 'c' of Chapter-12.
- f. A student who is placed on conduct probation shall be ineligible for the award from the date on which he/she was placed on conduct probation. Such students shall be ineligible for award of scholarship in that academic year and the scholarship shall be awarded to the next eligible registered student with immediate effect. If the student ceases to be on conduct probation and restores the merit position, he/she shall be eligible for award of such scholarship in the following academic year.

**7.1.6 Selection of scholars:** Registrar office will provide merit list to the respective Dean and the Deans at their level will decide the merit scholarship and communicate to Registrar. The whole process should be completed within 15 days. The student will have to give an undertaking that he/she is not receiving any financial assistance from any other source.

**7.1.7 Final authority:** In case of any petition by student for the revision of the award of merit scholarship, the decision of the Vice-Chancellor shall be final

**7.1.8 Refund:** When a student receives a scholarship/fellowship from a back date, scholar shall have to refund the merit scholarship amount from the date of receipt of the said scholarship/fellowship

**7.1.9 Removal of difficulties:** In all matters not provided for in these regulations, the decision of the Vice-chancellor shall be final.

## 7.2 Gold medals

### 7.2.1 Gold medals in academics:

- a. **University Gold Medal:** University Gold Medal shall be awarded to the students of undergraduate programme B.Sc. (Hons.) Agriculture, B.V.Sc. & A.H., B.Tech. Biotechnology, B.Sc. (Hons.) Horticulture, B. Tech. Agricultural Engineering, and B.Tech. Dairy Technology, and other UG programmes as and when introduced in the University. The medal shall be awarded to the students securing the highest OGPA in the respective programme.
- b. The University Gold Medal in each faculty for PG programme shall be awarded to the meritorious student who stands first in respective faculty.
- c. Other than University Gold Medals shall be institutionalized after the proposal is sent to Registrar. The donor of the medal shall be required to deposit a sufficient amount in favour of Comptroller, SKUAST-J, which will form the corpus funds so that the annual interest acquiring there from shall cover the cost of medals. Gold medals shall be awarded annually at the time of convocation of the University.

**Professor Arun Gupta Memorial Gold Medal** in the discipline of Vegetable sciences shall be awarded to one M.Sc. student in the discipline of Vegetable Sciences who obtains the highest OGPA in the respective batch.

### 7.2.2 General rules

- a. The medals will be awarded on successful completion of the respective programme for which the medals are meant.
- b. In order to be eligible, the student must have completed the entire programme at this University and should be in continuous residence for the specified period of residential requirements.
- c. In order to be eligible for the gold medal, the undergraduate students of B.Sc. (Hons.) Agriculture, B.Tech. Biotechnology, B.Sc.(Hons.) Horticulture, B. Tech. Agricultural Engineering, and B.Tech. Dairy Technology must have completed the degree in 8 semesters with OGPA of 8.00 and above (10.00 basis). However, in case of students of B.V.Sc. & A.H. programmes student must have completed the degree in regular 5½ years and must have obtained OGPA not less than 7.5 (10.00 basis) and for postgraduate students the OGPA of 8.0 and above out of 10.00 is mandatory for receiving the gold medal provided they have completed their degree programme within the normal duration as laid down in RRI of this University, if the student submits his/her thesis within 04 semesters in case of masters programme and 06 semesters in case of doctoral programme.
- d. All those students who have passed a particular programme of the University in a particular year will be considered for the award of Gold Medal for that year.
- e. A student who has been on scholastic/conduct probation or who had been either rusticated or expelled or who has failed in any of the course of a programme will not be entitled for the award.
- f. In case two or more students have obtained the same OGPA, the inter-se-merit will be determined in order of preference as under:
  - i. Marks in 10+2
  - ii. Marks in Matriculation
- g. A competent committee comprising of Deans of Faculties, Director Education and Registrar will identify the name of the awardee(s) and invite objections and after considering objections if any, the committee will recommend the name(s) to Vice-chancellor for further necessary action.
- h. The committee on approval of the Vice-chancellor shall declare the list of awardees.
- i. Each medal will consist of yellow metal (other than Gold) with gold polish.
- j. The provisional certificate for award of gold medal may be issued by the Registrar but the actual citation & medals shall be awarded at the time of convocation of the University.
- k. The student who improves the OGPA through supplementary examination or through any other means shall not be considered to be eligible for award of gold medals.

### 7.3 Award of certificates of merit for masters and Ph.D. students

Certificates of Merit to masters and Ph.D. students shall be awarded to recognize students who secure an OGPA of 8.5 and above on the 10.00 scale. This regulation will undergo a review after two years.

**Note:** In case of any dispute or difference in opinion, the decision of the Vice-Chancellor shall be final.



## GUIDELINES FOR TYPING SYNOPSIS AND THESIS WRITING

---

### 8.1 Guidelines for typing

#### 8.1.1 Paper size and quality

The original thesis as well as the photocopies should be prepared on a good quality bond paper cut to 21.0 x 29.7 cm (8.27" x 11.69") A4 size. The paper used should be of bright white colour. The paper should weigh 80 GSM (grams per square meter) or more.

#### 8.1.2 Typing

The thesis must be computer typed and printed on both sides of the page.

#### 8.1.3 Margins

A margin of 1.5 inches or more on the binding side, and a margin of 1 inch on all the other sides should be provided. Nothing should appear in these margins, including page numbers, running Head, etc. The page number should be on the top, near the outer edge of the paper, one inch from both top and the outer edge of the paper. The text at the top of the page should, therefore, begin at about 1.5 inches from the top edge of the paper.

#### 8.1.4 Font

Font size of the thesis title on cover page should be 14 point, bold typeface and all letters capitalized, except scientific names which should be in italics as shown in specimen.

The chapter title should be font size 14 point and bold typeface. Capitalize the first letters of every word, except for prepositions, articles and conjunctions. Chapter number should be in Arabic numbers. For example Chapter 1.

Section headings should be 12 font size and bold typeface with first letters of every word in caps, except prepositions, articles and conjunctions. Section numbering 1.1, first Arabic number denotes chapter and second denotes heading. Subsection heading should be 12 font size, bold type face and sentence case.

The general text should be typed using 12 point font with Times New Roman. Captions for tables and figures can be in smaller fonts, but not smaller than 10 point. The figure captions should contain enough information to understand the result presented therein, without having need to read the text.

#### 8.1.5 Text width

The text width should not exceed 6 inches for the thesis size paper.

#### 8.1.6 Line spacing

The line spacing used for general text of the manuscript should be the same throughout the document, and should be one and a half. Under no circumstances should it be less than one and a half. The tables/long quotations/foot notes/abstract should be in single space.

#### 8.1.7 Pagination

Certificates of approval, title page, acknowledgements, abstract and table of contents should not be given any page number. For text, Arabic numerals should be used beginning with the first page of the text and continued throughout the rest of the thesis including the references. Suppress the page number in first page of each chapter.

The pages on which the corrections have been suggested by the external examiner will have to be retyped. It may happen in a few cases that the external examiner suggests adding new material. This would disturb the paging of the thesis and is, therefore, required to be corrected accordingly. Numbering pages like 15a, 15b, 15c etc. is not permitted.

### 8.2 Guidelines for preparing synopsis

The postgraduate student shall prepare a synopsis of his/her problem suggested by the major advisor. The selection of PG Research problem shall as far as possible be related to the:

- a. Research priorities of the Division
- b. Area of specialization of the major advisor

Before writing synopsis, the student shall review the relevant literature, up to date on the pertinent research problem, identify the knowledge gaps and submit the draft of the review to the

major advisor before the end-term examination of first semester. The semester break shall be utilized by the student for developing the synopsis in consultation with the major advisor.

The submission of synopsis (PG Form III) by PG students shall be preceded by the synopsis seminar to be delivered in his/her Division. The synopsis seminar shall be organized within four weeks of the second semester. The student shall submit the synopsis (5 copies) along with certificate of synopsis seminar through major advisor to the Head of the Division who will forward the same through Dean to the Director Education before the mid-term examination of the second semester of the study for approval.

**The guidelines of synopsis for external evaluation (Ph.D. programme) are as under (PG Form III B):**

- a. Ph.D. student shall submit the synopsis of his/her research (PG Form-III B) after delivering synopsis seminar in his/her Division. The synopsis seminar of Ph.D. students shall not be organized later than four weeks of the second semester.
- b. The student shall submit the synopsis (hard and soft copy) along with certificate of synopsis seminar through Major Advisor & Head of the Division to the Director Education for external evaluation of the synopsis by the external expert, not below the rank of Professor with minimum 5 years as Professor or equivalent.
- c. After receiving the comments from external expert, the advisor shall ensure incorporation of the suggestions/comments after due deliberations in the advisory committee of the student.
- d. Thereafter, the student shall submit the final synopsis to Director Education for approval. A check list of changes incorporated as suggested by the external expert or rebuttal shall be submitted with final synopsis through Major Advisor and Head of the Division to Director Education.
- e. Date of submission of synopsis by the Major Advisor to the Head, shall be considered date of synopsis submission. The student shall not submit his/her thesis earlier than two years of the synopsis submission date.

**8.2.1 Components of the synopsis**

**8.2.1.1 Title**

The title should be given in capital letters, bold typeface and 12 font size. It should be concise, specific and reflect the proposed research programme. Scientific names in the title, if any, must be in Latin binomial or trinomial nomenclature along with the authority.

**8.2.1.2 Introduction**

The introduction should establish the context of research being conducted by summarizing current understanding and background information about the topic, stating the purpose in the form research problem (research question), the hypotheses and explaining rationale, highlighting the potential outcomes, scope and limitations of the study.

**8.2.1.3 Review of Literature (up-to-date)**

Importance, scope and nature of the work proposed for research should be well presented. Pertinent references should be included in the introduction to show that there is a gap in knowledge/science about the proposed research.

**8.2.1.4 Objectives**

The objectives of the proposed research problem should be identified on the basis of gap(s) in scientific knowledge/literature about the problem.

**8.2.1.5 Hypotheses**

The hypotheses being tested in the research should be clearly specified.

**8.2.1.6 Technical programme**

The experiments should be planned in accordance with the objectives under the following sub heads:

- a. Name of the experiment/study
- b. Location: Field / Lab
- c. Research methodology/Experimental design
- d. Observations to be recorded
- e. Statistical analysis

**8.2.1.7 The United Nations Sustainable Development Goal (s) covered****8.2.1.8 Schedule work-flow diagram and milestones should be indicated****8.2.1.9 Collaboration, if any**

The consent of the Head of the collaborating Division/institute/organization should be taken and nature of the collaboration be specified in PG Form-III (a and c).

**8.2.1.10 References**

See under guidelines for preparing thesis

**8.3 Guidelines for preparing thesis**

Masters/Ph.D. student can submit his/her thesis on any date during the semester after having completed the course requirements and the required number of research credits not before minimum residential requirements. The following steps should be followed for the preparation and submission of the thesis.

**8.3.1 Presentation of thesis seminar**

Before the student prepares of the thesis, a seminar should be delivered by him/her presenting all the data with statistical analysis before the advisory committee, Faculty members and postgraduate students in the Division.

**8.3.2 Submission of draft of the thesis**

Draft of the thesis complete in all respects should be submitted to the members of the advisory committee before its final submission. The pro forma for submitting draft thesis to the advisory committee is given in Annexure-IX. Besides the student shall submit a declaration about originality of his/her research work as per the pro forma (Annexure XI).

**8.3.3 Submission of the thesis for external evaluation**

Members of the advisory committee shall return the draft of the thesis along with the suggestions within two weeks. The major advisor should ensure that the suggested changes, if any, have been incorporated. Soft copy of the thesis along with approved synopsis (PG Form-III A/C) should be submitted to the Head of the Division through major advisor. The Head of Division shall send the same to the Director Education through Dean along with checklist for further necessary action. Five copies of hard cover bound thesis should be submitted after the oral examination incorporating the suggestions of External Examiner(s) or rectifications of the errors and appending (Certificate IV).

**8.4 Components of thesis****8.4.1 Thesis writing****8.4.1.1 The preliminary pages should be arranged in the following sequence:**

- a. Title page (see specimen of title page)
- b. Certificates I, II & III (see specimen)
- c. Acknowledgements
- d. List of Abbreviations
- e. Thesis Abstract
- f. Table of Contents
- g. List of Tables
- h. List of Figures
- i. List of Plates (only in case the original photo or slides are pasted)

**8.4.1.2 Main text (Content)****8.4.1.3 Chapters**

1. Introduction
2. Review of Literature
3. Materials and Methods
4. Results
5. Discussion
6. Summary and Conclusions

**References**

Certificate IV (only in hard bound thesis) at the time of final submission after thesis viva-voce examination (see specimen)

## **Vita**

### **8.4.1.4 Title page**

The title page should be printed exactly in accordance with the sample (**Ref.: S1 to S3**). Font size of the thesis title on cover page should be 14 point, bold typeface and all letters capitalized, except scientific names which should be in italics as shown in specimen. The date appearing on the title page must be the year in which the thesis is submitted along with the copyright for IPR (Intellectual Property Rights).

### **8.4.1.5 Preliminary pages**

The preliminary pages must include the title page, certificates of completion of work (certificate I) and approval of the thesis by the examining committee (certificate II), acknowledgements, abstract and table of contents, list of tables, list of figures, list of abbreviations and declaration of students. Dedications should not be given.

### **8.4.1.6 Acknowledgements**

Acknowledgements mean giving thanks, expressing indebtedness to the person or institution concerned. It is indicative of the quality and repute of persons and institutes the researcher has consulted. While acknowledging, indicate the nature of help sought by you from a respective source. Acknowledgements should be direct for example not – I would like to thank – but I am thankful to – and so on. A good acknowledgement adds to the quality of a thesis. It should be in the present tense. Acknowledgements should be brief (not more than 200 words). Care should be taken to avoid the social obligations in this section. All those who rendered the help in technical matters should be acknowledged. Acknowledging the assistance and guidance received from various persons and institution(s) is mandatory to the researcher. Acknowledgements should be recorded in the following sequence.

- a. Chairman of the advisory committee
- b. Members of the advisory committee
- c. Head of the Division
- d. Other important persons and institutions those who have helped in conducting research / helped during the work.

### **8.4.1.7 Abstract**

One-page abstract, not exceeding 300 words should be included as per the given format (S-4) along with 5-10 keywords. Abstract is the smallest most concise and concentrated scientific report. It usually contains information on topic of study, objectives, methodology, important findings and conclusions. All these aspects are covered in short.

### **8.4.1.8 Table of contents (Ref.: S-5)**

Except the title page, certificates, acknowledgements and abstract, all other major Divisions of the thesis should be listed in the table of contents. These Divisions and sub-Divisions, if any, must agree in wording and style of the text.

### **8.4.1.9 Main body of the thesis**

The detailed organization of the text will vary with theses in different subjects, but a consistent style must be followed. In general, the text is divided into: (i) Introduction, (ii) Review of Literature, (iii) Materials and Methods (iv) Results (v) Discussion, (vi) Summary and Conclusions (vii) References.

The text of the thesis may also include certain materials such as illustrations, tables, photographs, chemical and mathematical formulae and footnotes.

## **8.5 Introduction**

Introduction is the first and the important chapter in a thesis. As compared to other chapters, introduction requires more thinking and careful organization of relevant information.

### **8.5.1 Format of introduction**

- a. Background information substantiated with relevant review of literature
- b. Importance and need of the study
- c. Objectives of the study
- d. Hypothesis or assumptions
- e. Scope and limitations of the study

### **8.5.2 Background information**

It contains information about meanings, definitions, concepts and contexts to the subject under study, evidences supported by statistical data, past research findings and so on. It must be remembered that the quantum and depth of information required should depend on the scope of the investigation and will differ from subject to subject.

### **8.5.3 Importance of study**

In context to the background the writer should be able to make, elaborate statement of the importance of study. Importance has some definite context. The answer to the question, why? of the study is expected here. Why the study has been undertaken needs to be justified. The researcher has to give strong justification for conducting research on a particular topic. The importance may be for the cause of science itself, for target audience in solving their need based problems, for increasing productivity, efficiency of a system or may be for solving complex scientific problems. The ultimate value of investigation is clear through strongly based statement of importance.

### **8.5.4 Objectives of study**

There are two types of objectives

- a. Broad objectives and
- b. Specific objectives

Objectives give specific directions to the investigation hence they must be well defined. The statements of objective should be clear and self-explanatory. As the objectives of the study are already set before the study is conducted, the same are to be stated in the thesis. The statement of objective should always begin with "To".

#### **Examples of objectives:**

- a. To study the interpersonal relationship of agricultural scientists.
- b. To assess the work effectiveness of scientists.

### **8.5.5 Hypotheses**

Hypothesis is an assumption or scientific proposition which can be put to test for its validity. It is derived from the logical thinking based on the scientist's knowledge of the subject and the review of literature. Hypothesis looks forward and projects assumption, subject to empirical testing.

### **8.5.6 Scope and limitations**

Scope indicates the length and breadth of the study, research design, the areas, variables, respondents covered, in brief and the scope of methodology and the location of study. Limitations indicate the reasons and causal factors responsible for limiting the scope, objectives and the methodology of the research study.

## **8.6 Review of literature**

It is the second chapter in a thesis. Review of literature is a continuous process and starts even before the finalization of the research topic. Review of literature means identification, reading, comprehension and understanding, subsequently taking notes and use of literature, relevant to the aspects to be dealt in the research study.

### **8.6.1 Review of literature is useful in the following ways**

- a. Identification of areas of research already covered in a particular field of science. It helps in avoiding duplication and repetition of research.
- b. Understanding the depth of research that has been reached in the past.
- c. Understanding the methodology available or used by other researchers in the past.
- d. The finding or observations of past researchers with regard to a particular field of science, to be used for discussion of the findings.

### **8.6.2 Review of literature involves following aspects**

- a. Identification of the sources of literature and reading
- b. Using CD-ROM facilities
- c. Writing review of literature
- d. Citing references in the text at appropriate places (citation)
- e. Preparing the references.

### 8.6.3 Writing review of literature/theoretical framework

Following plan is useful for writing an effective and meaningful review of literature.

- a. Preamble: The preamble is a small but a relevant introduction to review of literature chapter, indicating its importance and layout. It indicates the main heads and subheads, if any, under which the references have been cited and discussed.
- b. Citing references according to different parameters of study and discussing the references. The references should be reviewed under a particular head. The old references should be cited first. If there is more than one reference of the same author and of the same year suffix a, b, c and so on immediately after the year to indicate differences in the cited references. The references should be related to topic of the study and in line with the objectives of the study.
- c. Drawing assumptions on the basis of references discussed: After completing review of a group of references on a particular topic, discuss and summarize them and draw assumptions. Summarizing the review of literature at the end of the chapter is also necessary. It helps to understand the present status of problem and observations of various researchers in general about various parameters under study.

### 8.6.4 Citation

Citation means use of references in the body or text of the report. The references are not only in chapter, review of literature but are also cited at various places in the text i.e. from introduction to results and discussions. It consists mainly of author's last name and year of publication. If directly quoted page number(s) is to be given.

#### Example of citations

Singh (1991) has reported that the survival rate of broilers fed Zycox was significantly better.  
or

The survival rate of broilers fed Zycox was significantly better (Singh, 1991).

Shrivastava (1985) stated that all women irrespective of land status of the family provide 14 to 18 hours of productive physical work.

or

All women irrespective of land status of the family provide 14 to 18 hours of productive physical work (Shrivastava, 1985).

Sharma and Singh (2024) stated that fruit yield of apple increased with the addition of organic manures.

or

Fruit yield of apple increased with the addition of organic manures (Sharma and Singh, 2024)

Sharma *et al.* (2025) reported higher germination rate in the seeds treated with 5% sulphuric acid in *Melia composita* (in case of more than two authors).

or

The seeds treated with 5% sulphuric acid resulted in higher germination rate in *Melia composita* (Sharma *et al.*, 2025).

or (If directly quoted)

“Never in history of entomology has a chemical (DDT) been discovered that offers such a promise.....” (Perkins, 1982, p10).

All the references cited in the text must be listed with complete reference list at the end of thesis

### 8.7 Materials and Methods

Materials and Methods is the third chapter in a thesis. It is one of the most important sections in a thesis and is written in past tense. The detail and correct information related to the materials and the methods used for research is given in this section. Use of wrong methods and use of sub-standard material produce wrong results. Correct explanation about materials and methods is also necessary; otherwise it may create misunderstanding and confusion in the mind of a reader. The value and usefulness of the results or findings depend on appropriate methodology and hence adequate care should be taken while writing this chapter. Materials and methods used will depend on the topic and objectives of the study undertaken.

### 8.7.1 Methods Adopted

While describing the methods, details related to the different methods, procedures, techniques and design used for the study should be given in a logical sequence. It usually includes the following aspects.

- a. Research design used.
- b. Locale of study or relevant description of situation may be agroclimatic, socio-economic, demographic, geographic, in which investigations are carried out.
- c. Variables, their definitions, measurement and scoring procedures adopted and categorization of variables.
- d. The standard procedures, techniques and conditions used for investigation or experimentation and methods of analysis.
- e. Sampling procedure, sample, techniques of data collection used. If standard procedures or methods developed by other scientists are used, details may not be given in the main text. If necessary, such additional information may be given in the appendix. The modification made while using the existing methods should be mentioned at appropriate places.

It is suggested to describe the control adequately, if an experiment is based on various treatments.

### 8.7.2 Materials used

The adequate information about materials on the following aspects is necessary.

- a. Inputs used for research such as chemicals, culture, media, seeds, fertilizers, insecticides, reagents, medicines, plants, microorganism and animals etc.
- b. Machines, equipments, instruments, data correction tools etc., used.

The qualitative and quantitative details of these aspects should be given in logical sequence. The information related to chemicals namely chemical names, sources, composition, concentration, doses and information about purity and structure is necessary. It is necessary to use recognized standard, generic and chemical names and not proprietary/trade names. Experimental animals, plants and microorganism should be identified accurately usually by genus, species and strain designations. In short, use of scientific and standard terminology is absolutely necessary.

### 8.7.3 Statistical methods

### 8.7.4 Place / duration / seasons of experiments

## 8.8 Results

Result is a statement of facts based on the systematically analyzed and tabulated data. The results provide factual statement of observations supported by statistics, tables and graphs derived from the analysis of the data recorded during the experimentation. The results are to be presented in logical order in light of the objectives of the study.

For proper communication and understanding of the observations the results should be preferably presented in three ways, viz.

- a. Tabulated data
- b. Interpretation of the tabulated data or text and
- c. Graphical presentation

Thus the observations are presented in three forms.

### 8.8.1 Tabulation

Tabulation means systematic analysis and presentation of the data in a logical sequence in adequate number of rows and columns. The object of tabulation is organizing the scattered and unorganized data in suitable classes or categories so as to facilitate adequate and relevant interpretation of the data. Tables should be self-explanatory. Headings and the column/row entries should be clearly related. Tables less than half a page should be preceded or followed by the text. All tables should be numbered with Arabic numerals, with chapter number followed by table number for eg. In Chapter 3, Table 1 will be numbered as Table 3.1. title of the table is placed at the top of the table.

### 8.8.2 Graphical presentation

Another way of data presentation is graphical. The data in tables should be presented in the form of diagrams and graphs wherever necessary. Format and components of a diagram are given in 8.8.3.

### 8.8.3 Important guidelines for the presentation of figures/graphs

- a. The title of figure should clearly describe the nature of data presented.
- b. Figure should be simple, convey clear idea, should be understandable without the help of the text.
- c. Numerical data on which figure is based should be presented in accompanying table.
- d. Data should be presented carefully and accurately. Over simplification and distortion should be avoided.
- e. Figure should follow and not precede the related textual discussion.
- f. Figures are referred by numbers. Not figure above or figure below.
- g. Figures are numbered in Arabic and not in Roman numerical.
- h. Title of figure is placed below the figure. For example, in Chapter 3 figure 1 will be numbered as Figure 3.1
- i. There are different types of diagrams hence student should select appropriate diagram suiting to his data.

### 8.8.4 Photographs

Photomicrographs and other photographs should be numbered as figures in continuation to figures mentioned at 8.8.2. All copies of the photographs, when used should be reproduced from the original source. Photo-copies of the photographs are not to be used.

### 8.8.5 Formulae

Mathematical and chemical formulae should be carefully made out by computer. Complex mathematical formulae of two or more lines should not be included in text lines, but should be placed in the proper position in the centre of the page between lines of text.

### 8.8.6 Scientific names

Give generic names in full at the first mention along with authority, e.g. *Myzus persicae* (Sulzer). Thereafter abbreviate them in the text, e.g. *M. persicae*.

## 8.9 Discussion

Discussion in other words means finding the justification, probable scientific reason to the observed results and supporting it with reviewed literature. Discussion mainly answers the question why? of the findings. It is, therefore, thoughtfully written and requires in-depth knowledge, experiences, observations and study of past literature related to the subject of study. Remember that discussion is not repetition of the findings. The primary function of the discussion is to show relationship among observed facts. Following points should therefore be considered while discussing the results.

- a. Try to present the relationships and generalization shown by the results. You have to discuss and not to reproduce results.
- b. Point out exceptions or unsettled aspects.
- c. Show how the results agree or disagree with the previous published research findings.
- d. Write discussion after a long thought about your own and other researcher's findings.
- e. Discuss the significance of the results.
- f. Remember to use simplest statements. Verbose language and fancy technical words convey shallow thoughts and hence should be avoided.

## 8.10 Summary and conclusions

Summary is an abridged form of the main report. A small preamble which includes the title of the project, its importance and objectives of the study, is written at the beginning. It is followed by highlights of methodology. In line with the objectives of the study, the major findings are chronologically stated under major heads, in short. At the end of each statement of findings, relevant and principal conclusions are given.

Conclusion is not repetition of the results. The statement of conclusion is accompanied by the indication of their range of validity.



Tables and figures are not included in the summary of the report. The summary is to be written avoiding all the lengthy exposition of detailed knowledge. And usually it should not exceed 900 to 1000 words in case of a thesis. Summary is written in past tense and in third person.

### 8.11 Appendices

Appendices should be avoided as far as possible. Any material like test forms; blank record forms, apparatus, etc., may be included under materials and methods.

### 8.12 Vita

The vita should be given at the end of the thesis on a separate page (**Ref.: S-6**).

### 8.13 Style of writing references

References in the text should be cited in chronological order, however, when the year is same, then follow alphabetical order. For example

- a. The reference in bibliography should be arranged in ascending alphabetical order.
- b. When there are more than one references of a single author, arrange them in chronological order.
- c. In case, the references have two or more authors with same first author, see the second author and arrange references alphabetically. When first and second authors are same then see the third author and arrange references alphabetically.

Koul, O. 2008. Phytochemicals and insect control: An antifeedant approach. *Critical Reviews in Plant Science*, **27**: 1-24.

Sachan, J.N. and Gangwar, S.K. 1990. Seasonal incidence of insect pests of cabbage. *Indian Journal of Entomology*, **52**:111-124.

Shankar, U., Kaul, V. and Rai, S. 2007. New record of anar fruit borer, *Deudorix isocrates* (Fabricius) on aonla (*Phyllanthus emblica*) in Jammu. *Journal of Research SKUAST-J*, **6**(2): 292-295.

Gupta, S., Kaul, V., Shankar, U. and Rai, S. 2008. Efficacy of local isolate of *Steinernema carpocapsae* against *Plutella xylostella* (L.). *Vegetable Science*, **35**(2): 148-151.

#### References by the same author(s) in the same year

Stem, R.A. and Gazit, S. 1996a. Lychee pollination by honey bee. *Journal of American Society of Horticulture Science*, **57**:121-152.

Stem, R.A. and Gazit, S. 1996b. Anatomical structure of two day old litchi ovules in relation to fruit set and yield. *Journal of American Society of Horticulture Science*, **71**: 661-71.

### Abstracts

Sharma, R.M., Kher, R., Dogra, J., Sood, M., Shankar, U. and Verma, V.S. 2008. Sustainable strawberry production in North Indian Plains. *3<sup>rd</sup> Indian Horticulture Congress*, November 6-9, Bhubneswar. pp. 168-169. Abstract.

### Special supplements of journals

Miller, J.E., Famandez, J.M., Barras, S.R. and Hoover, D.T. 1997. Comparison of gastrointestinal nematode infection in four breeds of sheep. *Journal of Animal Science*, **75**(supple 1): 30-40.

### Online journals

Kniss, A.R. and Coburn, C.W. 2015. Quantative evaluation of environmental impact quotient (EIQ) for comparing herbicides. *PLOS ONE* 10(6): e0131200. (Accessed on 12 June, 2024).

### Online first articles (Journal articles published ahead of print)

Abdelhay, A. and Abunaser, S.G. 2020. Modeling and economic analysis of greywater treatment in rural areas in Jordan using a novel vertical-flow constructed wetland. *Environmental Management*. Epublished ahead of print 27 August, 2020. <https://doi.org/10.1007/s00267-020-01349-7>. Accessed on 12 September, 2020.

### Newspaper/magazine articles

Salam, Z.U. 2020. Ordinaces anti-farmer. *Frontline*, July 17, 2020.

### Secondary source (original not available)

Bashir, R., Norman, R.J., Bacon, R.K. and Wells, B.R. 1997. Accumulation and redistribution of fertilizer nitrogen-15 in soft red winter wheat. *Soil Science Society of America Journal*, **61**:1387-

- 92 (Original not seen. Abstract in Biological Abstracts, 104: Entry No. 166249, 1997).
- Brown, W. and Nicolai, T. 1993. Dynamic properties of polymer solutions. pp. 272-319. In: Brown, W. (Ed) *Dynamic Light Scattering- the Methods and Some Applications*. Clarendon Press, Oxford (Original not seen. Cited by Bellow Perez, L.A., Colnna, P., Roger, P. and Parades Lopez, O. 1998. *Cereal Chemistry*, **75**: 395-402).

#### **Publications by organizations**

- SKUAST. 2007. *Package of Practices for Rabi Crops.*, Sher-e-Kashmir University of Agricultural Sciences and Technology (SKUAST) of Jammu, Jammu, India. pp. 40.

#### **Books**

- Elliot, W.H. and Elliot, D.C. 1997. *Biochemistry and Molecular Biology*, Oxford University Press Inc, New York. p 279.

#### **Books in series**

- White, B.A. 1997. *Methods in Molecular Biology*, Vol. 67, Humana Press, New Jersey, USA. p 470.

#### **Edited books**

- Amsterdam, D., Cunningham, R.K. and Van Oss, C.J. (Eds.). 1996. *Immunological and Molecular Diagnosis of Infections Diseases*. Marcel Dekker Inc, New York, USA. pp. 530.
- Peshin, R. and Dhawan, A.K. (Eds.). 2009. *Integrated Pest Management: Innovation Development Process* Vol. 1. Springer Verlag, Dordrecht, the Netherlands. pp. 689.

#### **Chapter in an edited**

- Close, W.H. 1998. The role of trace mineral proteinates in pig nutrition. In: Lyons, T.P. and Jacques, K.A. (Eds.). *Biotechnology in the Feed Industry*. Nottingham University Press, Loughborough, Leies, U.K. pp 469-84.
- Yucan, Y.V. and Kitts, D.D. 1997. Endogenous antioxidants: Role of antioxidant enzymes in biological system. In: Shaihids, F. (Ed.). *Natural Antioxidants: Chemistry, Health Effects and Applications*, AOCS Press, Champaign, Illinois, USA. pp. 258-270.
- Kaul, V., Shankar, U. and Khushu, M.K. 2009. Bio-intensive integrated pest management in fruit crop ecosystem. In: Peshin, R. and Dhawan, A.K. (Eds.). *Integrated Pest Management: Innovation Development Process* Vol. 1. Springer Dordsecht, the Netherlands. pp. 631-666.

#### **Symposium/Conference proceedings**

- Domon, E. 1996. Polymorphisms within waxy gene in indigenous barley cultivars revealed by the polymerase chain reaction. In: *Proceedings of Barley Genetics Symposium*. University of Saskatchewan, Saskatoon, Canada. pp. 60-61.
- Khush, G.S. 1997. Challenges and opportunities for sustainable agriculture. In: Bajwa, M.S., Dhillon, J.S., Dilawari, V.K. and Chahal, S.S. (Eds.) *Proceeding of 3<sup>rd</sup> Agricultural Science Congress*. Vol. 1. Punjab Agricultural University, Ludhiana, India. pp. 1-9.

#### **Technical bulletins and theses**

- Sen, K.C. and Ray, S.N. 1987. *Nutritive Value of Indian Cattle Feeds and Feeding of Animals*. Technical Bulletin 25, 6<sup>th</sup> edition. Indian Council of Agricultural Research, New Delhi, India. pp. 133.
- Sharma, N. 1997. *Effect of Exogenous Growth Regulators on Carbohydrate Metabolism in Potato*. Ph.D. Thesis, Punjab Agricultural University, Ludhiana, India.
- Bhardwaj, S. 1998. *Biochemical Constraints in Synthesis and Accumulation of Sucrose in Sugarcane under Subtropical Conditions*. M.Sc. Thesis, Punjab Agricultural University, Ludhiana, India.

#### **Patents**

- Hagner, M.B. and Wondt, K.L. 1977. Methods of sorting seeds. U.K. Patent, 1470133.

#### **Website**

- NCPC. 2002. Factors affecting organizational climate and retention. National Centre for Professional Certification (NCPC). Available at: [www.cwla.org/programmes/triechmann/2002fbwfiles](http://www.cwla.org/programmes/triechmann/2002fbwfiles). (Accessed on 10 July, 2024).

## PROMOTION OF ACADEMIC INTEGRITY AND PREVENTION OF PLAGIARISM

---

SKUAST-Jammu adopted the UGC notification regarding Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions Regulations, 2018 as detailed below:

### 9.1 Short title, application and commencement

- a. **Short title:** These regulations shall be called as “SKUAST-Jammu - Promotion of Academic Integrity and Prevention of Plagiarism 2019” (adopted from University Grants Commission Promotion of Academic Integrity and Prevention of Plagiarism, Regulations, 2018).
- b. **Application:** They shall apply to the students, faculty, researchers and staff of all Higher Educational Institutions in the country.
- c. **Communication:** These regulations have come into force from the date of their notification by the University.

### 9.2 Objectives

- a. To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, Faculty, researcher and staff.
- b. To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- c. To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, Faculty, researcher or staff of HEI committing the act of plagiarism.

### 9.3 Duties of the University

The University shall establish the mechanism as prescribed in these regulations, to enhance awareness about responsible conduct of research and academic activities, to promote academic integrity and to prevent plagiarism.

### 9.4 Awareness programmes and trainings

- a. The University shall instruct students, Faculty, researcher and staff about proper attribution, seeking permission of the author, wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source.
- b. The University, through Directorate of Education, shall conduct sensitization seminars/ awareness programmes every semester on responsible conduct of research, thesis, dissertation, promotion of academic integrity and ethics in education for students, Faculty, researcher and staff.
- c. University shall:
  - i. Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Masters degree etc. as a compulsory course work/module.
  - ii. Include elements of responsible conduct of research and publication ethics as a compulsory course work/module for Masters and Research Scholars.
  - iii. Include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for Faculty and staff members of the HEI.
  - iv. Train student, Faculty, researcher and staff for using plagiarism detection tools and reference management tools.
  - v. Establish facility equipped with modern technologies for detection of plagiarism.
  - vi. Encourage student, Faculty, researcher and staff to register on international researcher's Registry systems.

### 9.5 Curbing plagiarism

- a. University shall declare and implement the technology based mechanism using appropriate software so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their

submission.

- b. The mechanism as defined at (a) above shall be made accessible to all engaged in research work including student, Faculty, researcher and staff etc.
- c. Every student submitting a thesis, dissertation, or any other such document to the University shall submit an undertaking indicating that the document has been prepared by him/her and that the document is his/her original work and free of any plagiarism (Annexure-XI).
- d. The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the University.
- e. University shall develop a policy on plagiarism and get it approved by its relevant statutory bodies/authorities. The approved policy shall be placed on the homepage of the University website.
- f. Each supervisor shall submit a certificate indicating that the work done by the researcher under him/her is plagiarism free (Certificate-I).
- g. University shall submit to INFLIBNET soft copies of all Masters, Research programme's dissertations and thesis within a month after the award of degrees for hosting in the digital *repository* under the "*Shodh Ganga e-repository*".
- h. University shall create Institutional Repository on institute website which shall include dissertation / thesis / paper / publication and other in-house publications.

#### **9.6 Similarity checks for exclusion from plagiarism**

The similarity checks for plagiarism shall exclude the following:

- a. All quoted work reproduced with all necessary permission and/or attribution.
- b. All references, bibliography, table of content, preface and acknowledgements.
- c. All generic terms, laws, standard symbols and standards equations.

**Note:** *The research work carried out by the student, Faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.*

#### **9.7 Levels of plagiarism**

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

- a. Level 0: Similarities up to 10%
- b. Level 1: Similarities above 10% to 40%
- c. Level 2: Similarities above 40% to 60%
- d. Level 3: Similarities above 60%

#### **9.8 Detection/reporting/handling of plagiarism**

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he/she shall report it to the Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation, the DAIP shall investigate the matter and submit its recommendations to the Institutional Academic Integrity Panel (IAIP) of the University.

The authorities of University can also take *suo moto* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the University on the basis of findings of an examiner. All such cases will be investigated by the IAIP.

#### **9.9 Departmental academic integrity panel (DAIP)**

- a. All Departments in University shall notify a DAIP whose composition shall be as given below:
  - i. Chairman- Head of the Department
  - ii. Member- Senior academician from outside the Division, to be nominated by the Vice-Chancellor
  - iii. Member- A person well versed with anti-plagiarism tools, to be nominated by the Head of the Department.

The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for

- the meetings shall be 2 out of 3 members (including Chairman).
- b. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, Faculty, researcher and staff.
  - c. The DAIP shall have the power to assess the level of plagiarism and recommend penalty (ies) accordingly.
  - d. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

#### **9.10 Institutional academic integrity panel (IAIP)**

- a. University shall notify a IAIP whose composition shall be as given below:
  - i. Chairman-Director Education
  - ii. Member-Dean of the Faculty concerned
  - iii. Member-One member nominated by Vice- Chancellor from outside the University
  - iv. Member-A person well versed with anti-plagiarism tools, to be nominated by Vice-Chancellor.

The Chairman of DAIP and IAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

- b. The IAIP shall consider the recommendations of DAIP.
- c. The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.
- d. The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, Faculty, researcher and staff of University.
- e. The IAIP shall have the power to review the recommendations of DAIP including penalties with due justification.
- f. The IAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Head of the University within a period of 45 days from the date of receipt of recommendation of DAIP/ complaint / initiation of the proceedings.
- g. The IAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

#### **9.11 Penalties**

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programmes and on researcher, Faculty & staff of the University only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

##### **9.11.1 Level of plagiarism in submission of thesis/dissertations and penalties**

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- a. Level 0: Similarities up to 10% - Minor similarities, no penalty.
- b. Level 1: Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- c. Level 2: Similarities above 40% to 60% - Such student shall be debarred from submitting a revised script for a period of one year.
- d. Level 3: Similarities above 60% -Such student's registration for that programme shall be cancelled.

**Note 1: Penalty on repeated plagiarism-** Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

**Note 2: Penalty in case where the degree/credit has already been obtained -** If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

##### **9.11.2 Penalties in case of plagiarism in academic and research publications**

- a. Level 0: Similarities up to 10% - Minor similarities, no penalty.
- b. Level 1: Similarities above 10% to 40%
  - i. Shall be asked to withdraw manuscript.
- c. Level 2: Similarities above 40% to 60%
  - i. Shall be asked to withdraw manuscript.
  - ii. Shall be denied a right to one annual increment.
  - iii. Shall not be allowed to be a supervisor to any new Masters or Ph.D. Student/ scholar for a period of two years.
- d. Level 3: Similarities above 60%
  - i. Shall be asked to withdraw manuscript.
  - ii. Shall be denied a right to two successive annual increments.
  - iii. Shall not be allowed to be a supervisor to any new Masters and Ph.D. Student/ scholar for a period of three years.

**Note 1: Penalty on repeated plagiarism:** Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the University.

**Note 2: Penalty in case where the benefit or credit has already been obtained:** If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by Vice-Chancellor.

**Note 3:** University shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, Faculty, researcher or staff of the University is checked for plagiarism at the time of forwarding/submission.

**Note 4:** If there is any complaint of plagiarism against Vice-Chancellor, a suitable action, in line with these regulations, shall be taken by the Chancellor.

**Note 5:** If there is any complaint of plagiarism against the Head of Division/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by Vice-Chancellor.

**Note 6:** If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself/herself from the meeting(s) where his/her case is being discussed/investigated.

**Note 7:** The regulations mentioned above in this chapter will come into operation from the date the University makes Plagiarism Detection Software functional.

## **NORMS FOR INSTITUTIONALIZATION OF SHORT TERM CERTIFICATE COURSES**

---

### **10.1 Purpose of certificate**

- a. Rural youth unable to pursue higher education, school and college drop outs, women in agriculture, small & marginal farmers, and landless labourers who have no facilities of higher education can easily be provided skills and oriented towards agriculture vocation as per their traditional occupations. This will lead not only to total transformation in rural areas, but also will provide gainful employment.
- b. Skill programmes tend to be a short courses, consisting of either one or more unit standards, which when added together can eventually lead to a skill qualification. It will expand the opportunities for off-farm employment and decrease dependence on agriculture resources for livelihood.

### **10.2 Criteria for credit certificate programmes**

- a. The skill training programme shall be of minimum 200 hours duration. 16 hrs in case of re-skilling training programme and minimum 32 hrs for training agriculture extension training personals.
- b. The instructions programme shall contain the weightage of 70% practical and 30% theory, the instructions programme shall be of 3 hours duration with an emphasis on hands on training activities.
- c. The training shall be specifically based on assessment plan/process depending concerning to learning objectives.
- d. The minimum 20 & maximum 40 participants per course shall be the requirement for conducting the session.
- e. KVKs/other centres/schemes within the University, where the requisite training capabilities/requisite Faculty and resource facilities are available will be authorized to conduct such trainings.

### **10.3 Process for development of credit**

#### **Certificate programmes**

- a. The Head of the Division/Unit Head in concurrence with Dean of Faculties shall initiate to conduct such trainings
- b. Proposals must be prepared in the University approved format (refer clause 10.8).
- c. Proposals must be recommended by the appropriate Board of Studies/ Faculties before it is submitted for approval by the Academic Council for institutionalization of the course along with the syllabus, fee structure etc. of the course.
- d. Such course shall commence either on self-sustainable basis or through specified source of funding /schemes.
- e. After approval from the statutory bodies concerned, the Registrar shall issue the advertisement notice and initiate the process of admission as in vogue for other degree programmes of the University.
- f. Dean and Course Coordinator shall monitor the conduct of classes and attendance regularly. Minimum 90% attendance is essential for passing the module.

### **10.4 Examination and certification**

- a. In order to facilitate continuous evaluation for each module, Theory and On-Job Training Examinations should be conducted at the end of first, second and third module as per evaluation process.
- b. The Instructor associated with the course should assess the students in terms of their competency achieved.
- c. At the end of the module, examination will be conducted at institution level under the supervision and control of the Examination Cell of the University as per the guidelines prescribed as under (10.5):

### 10.5 Evaluation procedure

Particular	Weightage %
<b>i) Monthly Evaluation Through</b>	
a) Written/objective test etc	10%
b) Lab./field performance	10%
c) Oral/group discussion	20%
<b>ii) Final (at the end of term programme)</b>	
a) Comprehensive written exam	20%
b) Final field/lab. work project report in which the skill is obtained	30%
c) Viva voce	10%

### 10.6 Scheme of instructions per week

Module	Course contents Module wise	Theory (hrs.)	Practical (hrs.)	Total (hrs.)
Single Module		6	15	21

The following system of grade points shall be adopted for the purpose of performance appraisal of the students at the end of each module based on the continuous evaluation duly giving 30% weightage on performance in theory and 70% weightage on performance in On Job Training [OJT].

### 10.7 Award of grade points

Marks Range	Sub Ranges	Grade Points
90-100	95-100	10.00
	90-94	9.00
70-89	85-89	8.50
	80-84	8.00
	75-79	7.50
	70-74	7.00
50-69	65-69	6.50
	60-64	6.00
	55-59	5.50
	50-54	5.00
40-49	45-49	4.50
	40-44	4.00
30-39	35-39	3.50
	30-34	3.00
0-20	25-29	2.50
	0-24	2.00

Grade Card will be issued for each module after clearing the Theory and On Job Training [OJT] with 4.5 or above grade points in the module. Those getting less than 4.5 grade point will not be considered as pass in the module and they will have to repeat the module after taking fresh admission and only those passing in the initial module will be eligible to join the next module.



### 10.8 Format for skill development programme

01. Division/Station/Faculty : \_\_\_\_\_
02. Proposed Title of Certificate Programme : \_\_\_\_\_
03. Rationale of the Proposal : \_\_\_\_\_
04. Objective : \_\_\_\_\_
05. Duration : \_\_\_\_\_
06. Course Fee : \_\_\_\_\_
07. Intake Capacity : \_\_\_\_\_
08. Eligibility : \_\_\_\_\_
09. Syllabus with lecture breakup : \_\_\_\_\_
10. Total Credits of the Course : \_\_\_\_\_
11. Infrastructure Available : \_\_\_\_\_
12. Resource persons availability : \_\_\_\_\_
13. Collaboration with the other Division/Units of the University : \_\_\_\_\_

14. **Scheme of instructions/week**

S. No.	Course contents module wise	Theory (hrs.)	Practical (hrs.)	Total (hrs.)
A.	First Module			
B.	Second Module			
C.	Third Module			

15. Financial viability : \_\_\_\_\_
16. Name of the possible establishment for providing on the job Training:
- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_
- (iii) \_\_\_\_\_

**CHAPTER- 11**  
**SKUAST-JAMMU INTER-VARSITY ROLLING SILVER TROPHY**

---

**11.1 Name of the trophy:** SKUAST Jammu Rolling Silver Trophy

- I. Frequency of rolling:** Annual
- II. Type of event:** Declamation contest
- III. Patron and organizing committee**
  - a. **Patron:** Vice-Chancellor
  - b. **Management committee:**
    - i. Director Education – Chairman
    - ii. Dean Students Welfare-Members
    - iii. Deans' of Faculties - Members
    - iv. In-charge Placement and Counseling Cell (Member Secretary)
  - c. **Organizing Committee: ( for each event separately)**
  - d. **Faculty Members**  
Five members to be nominated by management committee of each event separately.
  - e. **Students Committee:**
    - i. Four (04) students from F.V.Sc. & A.H.
    - ii. Four (04) students from FoA
    - iii. Two (02) students from F.B.Sc.
    - iv. Two (02) students from FoH&F
    - v. Two (02) students from FoDT
    - vi. Two (02) students from FoAE
    - vii. Two (02) students from IBT

**11.2 About trophy and its purpose:** The Institution of Silver Rolling Trophy is with a purpose to sensitize and orient the students about emergent socio-economic and general issues of importance for society and UT and to promote appreciation, critical thinking, analytic behavior, and path finding attitude towards the issues. Under this, there will be Declamation contest among Universities. The Declamation Contest shall be organized in first week of April every year by SKUAST-Jammu on a selected topic.

**11.3 Participation:** Through nomination. The entries of the students nominated by the invited Universities and Deemed to be universities shall be entertained.

**11.4 Theme:** Every year a theme of great importance or significance relating to socio-economic or any other general issues of the society shall be identified by the University and circulated about two months before the date of declamation. The identified theme shall be circulated to the Universities and deemed to be universities with invitations for participation in the event.

**11.5 Guidelines:**

- a. A team of three students (speakers) shall be nominated by each University/Autonomous College/Institutions of Higher Learning for participation in the event. All the students should be bonafide regular students (no correspondence students etc.) of UG/PG programme of the sponsoring University/institute/ autonomous college.
- b. The medium of speech shall be English/ Hindi/Urdu. Reference to some saying or great ideas from other languages is admissible only if relevant to theme and contextually unavoidable.
- c. The maximum time allowed shall be of ten (10) minutes to each participant. The warning bell shall be first rung at 8 minutes and last on completion of time of each participant.
- d. The reading from any paper /chit/laptop/mobile etc. shall not be allowed and any participant found doing so shall automatically get disqualified.
- e. The decision of the judges will be final and binding upon all.

- f. There shall be five judges for each event and all shall be minimum of Professor or equivalent rank. These judges shall be selected by the management committee for each event separately.
- g. If the name of a participant is announced for his /her presentation from the stage he/she must be ready to make his presentation within one minute, failing which he/she shall get disqualified.
- h. Any act of indiscipline on the part of participant during the contest shall result into his/her disqualification from the competition.
- i. The participants will have to abide by any other suitable instructions given by the organizers during the course of event.

**11.6 Criteria for judging (100 Marks):**

- a. **Contents:** Relevance of the matter to the chosen theme (50 Marks)
- b. **Language:** Pronunciation, variety voice & voice variations (20 Marks)
- c. **Stage attitude:** Gestures, postures & expression supporting the spoken content (15 marks)
- d. **Presentation:** Overall effectiveness and articulation (15 marks)

Silver Rolling Trophy will be awarded to the winning team with the highest marks. However, the original trophy shall have to be returned to SKUAST- Jammu, with replacement with half size replica of it, one month before the fixed date event after 2<sup>nd</sup> year onwards.

The runners up shall be given consolation prizes. The top three speakers shall be awarded certificate and trophy by the University and all the participants shall be provided certificate of participation.

**11.7 Facilities:** The participants/teacher in charge or any accompanist shall not be provided any TA. However, local transport on the day of event and hospitality (while at University) shall be extended by the SKUAST-Jammu.

**11.8 How to participate:** All the nominated participants are required to fill the registration form which should reach through e-mail, to Organizing Committee, 21 days before the date of competition. Mailed registration form should also have attached letter with details of the participant/travel plan duly attested by the officer concerned of the participating University or Deemed to be University.

**11.9 Funds:** The expenditure for organizing the event shall be debited to extra-curricular Activities budget of the Dean Student's Welfare.

## REGULATIONS ON CURBING THE MENACE OF RAGGING, 2016

---

### 12.1 Title, commencement and applicability

**12.1.1** These regulations shall be called the “SKUAST, Jammu Regulations on Curbing the Menace of Ragging, 2016”.

**12.1.2** They shall apply to all elements of the University, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of the University, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies.

### 12.2 Objectives

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or in-disciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student; and thereby, to eliminate ragging in all its forms from the University by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

### 12.3 What constitutes ragging?

Ragging constitutes one or more of any of the following acts:

- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. Asking any student to do any act which such student shall not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, and
- j. Any act of physical or mental abuse (including bullying and exclusion) targets at another student (fresher or otherwise) on grounds of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origin, linguistic identity, place of birth, place of residence or economic background.

## **12.4 Definitions**

In these regulations unless the context otherwise requires:

- a. “Academic year” means the period from the commencement of admission of students in any course of study in the University up to the completion of academic requirements for that particular year.
- b. “Anti-Ragging Helpline” means the Helpline established by University Grants Commission.
- c. “Head of the institution” means the Vice-Chancellor.
- d. “Fresher” means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.

## **12.5 Measures for prohibition of ragging**

- a. The University or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centres of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies, shall not permit or condone any reported incident of ragging in any form; and shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the University or outside.
- b. The University shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

## **12.6 Action to be taken by the Head of the Institution**

On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- a. Abetment to ragging
- b. Criminal conspiracy to rag
- c. Unlawful assembly and rioting while ragging
- d. Public nuisance created during ragging
- e. Violation of decency and morals through ragging
- f. Injury to body, causing hurt or grievous hurt
- g. Wrongful restraint
- h. Wrongful confinement
- i. Use of criminal force
- j. Assault as well as sexual offences or unnatural offences
- k. Extortion
- l. Criminal trespass
- m. Offences against property
- n. Criminal intimidation
- o. Attempts to commit any or all of the above mentioned offences against the victim(s)
- p. Threat to commit any or all of the above mentioned offences against the victim(s)
- q. Physical or psychological humiliation and
- r. All other offences following from the definition of “Ragging”

Provided further that the University shall also continue with its own enquiry initiated under clause 12.7 of these Regulations and other measures without waiting for action on the part of the police/local authorities; and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

## **12.7 Administrative action in the event of ragging**

**12.7.1** The University shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a. The anti-ragging committee of the University shall be headed by Vice-Chancellor with Director Education and Registrar as members. Each faculty shall have an anti-ragging squad and shall have the following members:
  - i. Deans of faculties/Director IBT
  - ii. Dean Student's Welfare
  - iii. Wardens of the Hostels
  - iv. At least two faculty members each from FoA, F.V.Sc. & A.H, FoH&F, FoAE, FBSC, FoDT and Institute of Biotechnology residing in campus.
  - v. Student representatives, both freshers and seniors.
- b. The Anti-Ragging Committee of the University shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- c. The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
  - i. Suspension from attending classes and academic privileges
  - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits
  - iii. Debarring from appearing in any test/ examination or other evaluation process,
  - iv. Withholding results
  - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
  - vi. Suspension/ expulsion from the hostel
  - vii. Cancellation of admission
  - viii. Rustication from the institution for period ranging from one to four semesters
  - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the University will punish the students involved collectively.
- d. An appeal against the order of punishment by the Anti-Ragging Committee shall lie with Vice-Chancellor of the University.

**Affidavit by the student (Annexure XIII) and by Parent/Guardian (Annexure XIV) shall be obtained at the time of 1<sup>st</sup> registration in the University.**

**24x7 Anti Ragging Helpline of UGC - 1800 180 5522**

**E-mail: [helpline@antiragging.net](mailto:helpline@antiragging.net)**

# **PRO FORMAS AND ANNEXURES**

*Light blue colour*

# **Management of *Pieris brassicae* Linnaeus Infesting Cabbage**

by  
**Ram Kumar**  
(Registration No.)

A Thesis submitted to  
Faculty of \_\_\_\_\_  
in partial fulfillment of the requirements  
for the degree of

**MASTER OF SCIENCE IN AGRICULTURE**  
(Subject)

**MASTER OF SCIENCE IN FORESTRY**  
(Subject)

**MASTER OF SCIENCE IN HORTICULTURE**  
(Subject)

**MASTER OF TECHNOLOGY IN AGRICULTURAL ENGINEERING**  
(Subject)

**MASTER OF TECHNOLOGY IN BIOTECHNOLOGY**



**Division of \_\_\_\_\_**

Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu  
Main Campus, Chatha, Jammu-180009

**2025**



*Light blue colour*

# **EVALUATION OF PROPOFOL AND KETAMINE ANAESTHESIA IN BUTORPHANOL-DIAZEPAM PREMEDICATED GERIATRIC DOGS**

by  
**Akshi Arora**  
(Registration No.)

Thesis submitted to  
Faculty of \_\_\_\_\_  
in partial fulfillment of the requirements  
for the degree of

**MASTER OF VETERINARY SCIENCE**  
(Subject)



Division of \_\_\_\_\_  
Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu  
Main Campus, Chatha, Jammu-180009

**2025**

*Light pink colour*

# MANAGEMENT OF *Pieris brassicae* Linnaeus INFESTING CABBAGE

by  
**Ram Kumar**  
(Registration No.)

Thesis submitted to  
Faculty of \_\_\_\_\_  
in partial fulfillment of the requirements  
for the degree of

**DOCTOR OF PHILOSOPHY**  
(Subject)



Division of \_\_\_\_\_  
Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu  
Main Campus, Chatha, Jammu 180009

**2025**

## CERTIFICATE-I

---

This is to certify that the thesis entitled “\_\_\_\_\_” submitted in partial fulfillment of the requirements for the degree of \_\_\_\_\_, in \_\_\_\_\_ to the Faculty of \_\_\_\_\_, Sher-e-Kashmir University of Agricultural Sciences and Technology of Jammu, is original work and has similarities with published work not more than minor similarities as per UGC norms of 2018 adopted by the University. Further the level of minor similarities has been declared after checking the manuscript with \_\_\_\_\_ software provided by the University.

The work has been carried out by Mr. / Ms. \_\_\_\_\_ under my supervision and guidance. No part of the thesis has been submitted for any other degree or diploma. It is further certified that help and assistance received during the course of thesis investigation have been duly acknowledged.

**(Major Advisor)**

**Place:**

**Date:**

**Head of the Division**

**Dean**

## CERTIFICATE-II

---

We, the members of advisory committee of Mr./Ms. \_\_\_\_\_  
Registration No. \_\_\_\_\_, a candidate for the degree of \_\_\_\_\_  
in \_\_\_\_\_, have gone through the manuscript of the thesis entitled  
“ \_\_\_\_\_ ”  
and recommend that it may be submitted by the student in partial fulfillment of the  
requirements for the degree.

**Major Advisor**  
**(Chairman Advisory Committee)**

Place: \_\_\_\_\_

Date: \_\_\_\_\_

### **Advisory Committee Members**

1. Member \_\_\_\_\_
2. Member \_\_\_\_\_
3. Member \_\_\_\_\_
4. Dean's Nominee \_\_\_\_\_

### **CERTIFICATE-III**

---

This is to certify that the thesis entitled .....  
.....”, submitted by  
Mr./Ms. ....,  
Registration No. ...., to the Faculty of .....,  
Sher-e-Kashmir University of Agricultural Sciences and Technology, Jammu, in partial  
fulfillment of the requirements for the degree of .....  
in ....., was examined and approved by the advisory  
committee and external examiner(s) on .....

**External Examiner**

**Major Advisor**

**Head of the Division**

**Dean**



## CERTIFICATE-IV

---

Certified that all necessary corrections as suggested by the external examiner and advisory committee have been duly incorporated in the thesis entitled “ .....”,  
submitted by Mr./Ms. ....,  
Registration No. ....

**Major Advisor**

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Head of the Division**

**ABSTRACT**

---

Title of the Thesis:

Name of the Student:

Registration No.:

Major Subject:

Name and Designation of Major Advisor:

Degree to be awarded:

Year of award of Degree:

**ABSTRACT**

(Not exceeding 300 words)

Keywords (5-10 word):

Signature of Major Advisor

Signature of the Student



---

**TABLE OF CONTENTS**


---

<b>Chapter</b>	<b>Topic</b>	<b>Page No.</b>
1	INTRODUCTION	
2	REVIEW OF LITERATURE	
3	MATERIALS AND METHODS	
4	RESULTS	
5	DISCUSSION	
6	SUMMARY AND CONCLUSIONS	
	REFERENCES	
	ANNEXURE (if any)	
	VITA	

---

Sub Division/Sub-topics, if any, should also be given under each chapter.

### VITA

---

<b>Name of the Student</b>	:	.....
<b>Father's name</b>	:	.....
<b>Mother's name</b>	:	.....
<b>Nationality</b>	:	.....
<b>Date of birth</b>	:	.....
<b>Permanent home address</b>	:	.....

### EDUCATIONAL QUALIFICATION

#### **For Masters degree students**

Bachelor degree

University and year of award

OGPA / % marks

Masters degree OGPA

Awards/Distinctions/Fellowships/Scholarship

#### **For Ph.D. students**

Bachelor degree

University and year of award

OGPA / % marks

Masters degree

University and year of award

OGPA/ % marks

Title of Masters Thesis:

Ph.D. OGPA

Awards/Distinctions/Fellowships/Scholarship



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**APPOINTMENT OF ADVISORY COMMITTEE FOR**  
**POSTGRADUATE STUDENTS (MASTERS/Ph.D..)**

The following members of the Postgraduate Faculty are suggested to constitute the Advisory Committee to guide the Postgraduate Studies of Mr./Ms ....., Registration No....., who has been admitted to .....degree programme in the Division of..... His/Her first registration date in the University was..... His/her field of study is ..... (Major specialization)

**Name, Designation and Division of Advisory Committee Members**

1. .... Major Advisor
2. .... Member from major subject
3. .... Member from minor subject
4. .... Member from supporting subject (Ph.D. only)

Major Advisor (Signature).....dated.....

No.:..... dated.....

Recommended and forwarded (5 copies) to Dean for approval

Head of Division.....

..... Dean's Nominee (to be nominated by Dean)

**Approved/Not approved**

**(DEAN)**

No:.....

Date: .....

(Approved copy to be sent to Director Education for information)

Note: This is to be submitted (5 copies) within 4 weeks of the first registration of a Postgraduate Student.



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**PROGRAMME OF COURSE WORK FOR POSTGRADUATE STUDIES**

The advisory committee of Mr./Ms..... Registration No.....admitted to .....degree programme in the Division of.....is submitting the following recommendation for his/her course work.

1. The meeting of advisory committee members and student was held on:.....
2. The proposed field of research for his/her thesis:.....

**ACADEMIC QUALIFICATIONS PRIOR TO JOINING THE UNIVERSITY**

Degree	Year of passing	Division	Aggregate% /OGPA	Institution/ University	Major subjects

N.B: Entries to be authenticated by Student and Major Advisor on all pages

Note: This is to be submitted (5 copies) within 8 weeks of the first registration of a Postgraduate Student.

Undergraduate courses/preparation, related to Major and Supporting Fields

S. No.	Course No.	Course title	Credit hr.

Postgraduate courses/preparation, related to Major, Minor and Supporting Fields

S. No.	Course No.	Course title	Credit hr.

**Recommended courses for current post graduation programme of Masters/Doctoral degree**

<b>Subjects</b>	<b>Course No.</b>	<b>Course title</b>	<b>Credit hrs.</b>
<b>Major (compulsory courses)</b>			
<b>Major (optional courses)</b>			
<b>Minor</b>			
<b>Supporting</b>			
<b>Common</b>			
<b>Deficiency course (s), if any</b>			
Online/e-courses, if any			

Name and Signature of the Student: .....

Name and Signature of the Major Advisor: .....

*(Copy to Director Education for information and record)*

## CERTIFICATE

This is certified that, we advisory committee members have thoroughly checked the requirements of student, in respect of course no., course title and credit hours as per RRI of the University.

S. No.	Name, Designation and Division	Signature with Date
1.		
2.		
3.		
4.		
5.		

Major Advisor: ..... Date: .....

Forwarded (5 copies) to Dean for approval.

No.: ..... Date: .....

Head of the Division: .....

Remarks of the Dean .....

**Approved/Not approved**

**Dean**

No.: .....

Date: .....

*(Copy to Director Education for information and record)*



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**SYNOPSIS OF THESIS PROBLEM OF POSTGRADUATE STUDENT**

1. Postgraduate Degree Programme:
2. Division:
3. Name of the student:
4. Registration No.:
5. Major Subject:
6. Major Advisor:
7. Title of Research Problem:
8. Introduction:
9. Review of Literature:
10. Objectives:
11. Technical programme:
12. Schedule work-flow diagram and milestones:
13. Collaboration, if any:
14. References:
15. No. & date of letter/order vide which advisory committee was approved by Dean  
.....
16. Date of synopsis seminar: .....
17. Signature of the student with date .....
18. Signature of the Major Advisor with date.....

Name, designation & signature of advisory committee members

- i. ....
- ii. ....
- iii. ....
- iv. ....
- v. ....





**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**CERTIFICATE OF SYNOPSIS SEMINAR**

Certified that the synopsis seminar of Mr./Ms. \_\_\_\_\_  
Registration No. \_\_\_\_\_ Division of \_\_\_\_\_  
entitled \_\_\_\_\_ has  
been conducted on \_\_\_\_\_ before the advisory committee and Faculty members  
of the Division and his programme of research is recommended for approval.

\_\_\_\_\_  
Major Advisor (with date)

Members of advisory committee

Name & Designation Signature with Date

- 1.....
- 2.....
- 3.....
- 4.....

Forwarded (5 copies of synopsis) to Dean for approval

Head of the Division No:.....

Date: .....

Remarks of the Dean.....

**Approved/Not approved**

**Dean**

No:.....Date: .....

**Note: (Five copies) to be submitted before midterm examination of 2<sup>nd</sup> semester of study of the student**

**(Copy to Director Education for information and record)**



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**SYNOPSIS OF THESIS PROBLEM OF Ph.D. STUDENT**  
**(FOR EXTERNAL EVALUATION)**

*As per amendment to Clause 8.2 of RRI-2020 issued vide Notification No. 71 (Acad) of 2024 dated 11.07-2024*

**Part I**

1. Postgraduate Degree Programme:
2. Division:
3. Name of the student:
4. Registration No.:
5. Major Subject:
6. Major Advisor:

**Part II**

7. Title of Research Problem:
8. Introduction:
9. Review of Literature:
10. Objectives:
11. Hypotheses:
12. Outline of technical programme:
13. The UN Sustainable Development Goal (s) covered:
14. Outcomes of the proposed research
15. Collaboration, if any:
16. References:

**Part III**

- 17 No. & date of letter/order vide which advisory committee was approved by Director Education/Dean.....  
....
18. Date of synopsis seminar: .....
19. Signature of the student with date .....
20. Signature of the Major Advisor with date.....
21. Certificate of synopsis seminar.

Certified that the synopsis seminar of Mr/Ms. ...., Registration No. ...., Division of .....entitled ..... has been conducted on ..... before the advisory committee and faculty members of .....

the Division and his/her programme of research is recommended for external evaluation.

**Members of the advisory committee**

S. No.	Name & Designation	Signature with date
1.		
2.		
3.		
4.		
5.		
6.		

**Major Advisor (with date)**

Submitted to Dean, Faculty of .....

**Head of the Division**

No.

Date:

Submitted to Director Education for external evaluation

**Dean**

No:

Date:

**Notes:**

- Part I and Part-III should be separate pdf files.
- Part II should be submitted as a word file for external evaluation.
- Files should be saved with the student's Registration No.
- The concerned Head of the Division shall submit a panel of 10-15 experts in the concerned discipline, not below the rank of Professor or equivalent with minimum of 05 years as Professor or equivalent, for external evaluation of the research proposal.



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**FINAL SYNOPSIS OF THESIS PROBLEM OF THE Ph.D. STUDENT**  
**(Post-External Evaluation)**

1. Postgraduate Degree Programme:
  2. Division:
  3. Name of the student:
  4. Registration No.:
  5. Major Subject:
  6. Major Advisor:
  7. Title of Research Problem:
  8. Introduction:
  9. Review of Literature:
  10. Objectives:
  11. Hypotheses:
  12. Technical programme:
  13. The UN Sustainable Development Goal (s) covered:
  14. Outcomes of the proposed research:
  15. Schedule work-flow diagram and milestones:
  16. Collaboration, if any:
  17. References:
  18. Date of synopsis seminar: .....
  19. No. and date vide which the synopsis was submitted to Director Education for external evaluation .....
  20. Signature of the student with date .....
  21. Signature of the Major Advisor with date.....
- Name, designation & signature of advisory committee members
- i. ....
  - ii. ....
  - iii. ....
  - iv. ....
  - v. ....
22. No. & date vide which synopsis was sent to Director Education for external evaluation .....

23. Certificate of changes incorporated as suggested by the external examiner or rebuttal shall be submitted with final synopsis duly signed by the Major Advisor and Head of the Division.

Certified that all necessary corrections as suggested by the external expert have been duly incorporated in the final synopsis submitted by Mr./Ms. ...., Registration No.....

**Major Advisor**

Submitted to Dean, Faculty of .....

**Head of the Division**

No:

Date:

Submitted to the Director Education

**Dean**

No:

Date:

**Approved/Not-approved**

Forwarded to Registrar (one copy) and concerned Head (three copies) for necessary action

**Director Education**

No:

Date:



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**RESULT OF WRITTEN COMPREHENSIVE EXAMINATION**

This is to certify that Mr./Ms. \_\_\_\_\_,  
 Registration No. \_\_\_\_\_ student of Ph.D.. in the Division of \_\_\_\_\_  
 was evaluated in written  
 comprehensive examination. The performance of student is given below:

Examination	Date	Total marks	Marks obtained	Overall performance satisfactory/ unsatisfactory
Major Subject				
Major I				
Major II				

Number and date vide which he/she was allowed to appear in written comprehensive examination  
 .....

Major Advisor: .....

Head of the Division

No.: .....

Date: .....

**Submitted to Dean**

Approved/Not approved

Forwarded to the Registrar for necessary action.

**Dean**

No. ....

Date.....

*(Copy to Director Education for information and record)*



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**PANEL OF EXAMINERS FOR ORAL COMPREHENSIVE EXAMINATION (PRE-QUALIFYING EXAMINATION) OF Ph.D. STUDENT**

1. Name of the student.....Regd. No. ....
2. Programme: Ph.D. in the subject of .....
3. Nature of examination: Oral comprehensive
4. Title of thesis as approved: .....  
.....
5. Name of members of the Advisory Committee:
  - i. ....
  - ii. ....
  - iii. ....
  - iv. ....
  - v. ....

6. Name & addresses of the external examiners proposed:

S. No.	Name & Designation	Contact Address	Phone No. / E-mail
1.			
2.			
3.			
4.			
5.			

**Note:** 10-15 names of external examiners need to be proposed by the Head of the Division along with application for conduct of online oral comprehensive examination. The proposed external examiners should not be below the rank of Professor and equivalent.

7. Suggested dates for holding the examination (while suggesting the dates kindly keep in view that it may take about one month in processing the communication, sending them and receipt of their report from examiner after submission of thesis).
8. Certified that the student has successfully completed written comprehensive examination, approved courses, credit hours as per University Regulations.

**Major Advisor**

Recommended and forwarded, in duplicate, to Dean

Head of the Division

No: .....Date:.....

From the above panel, the examiners at S.No.....,..... and.....are recommended for kind approval of Director Education

**Dean**

No:..... Date.....

S.No..... (Name).....

Approved

**Director Education**

No:..... Date.....



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**RESULT OF ORAL COMPREHENSIVE EXAMINATION FOR**  
**Ph.D. STUDENT**

This is to certify that Mr./Ms. ....  
 S/o/D/o.....  
 Registration No ... student of Ph.D. in the  
 Division of ....., Sher-e-Kashmir University of Agricultural  
 Sciences & Technology of Jammu was examined by us on ..... His/her  
 performance in the oral comprehensive examination has been found satisfactory/un-satisfactory.

Name & Signature of External

Examiner

Major Advisor \_\_\_\_\_

Advisor \_\_\_\_\_ Advisor \_\_\_\_\_

Advisor \_\_\_\_\_ Advisor \_\_\_\_\_

**Head of the Division**

No. .... Date:.....

Forwarded, in duplicate, to the Dean

Result Accepted

Forwarded to the Registrar for necessary action.

**Dean**

No. .... Date:.....

*(Copy to Director Education for information and record)*





**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**PANEL OF EXAMINERS FOR THESIS EVALUATION/VIVA VOCE**  
**EXAMINATION**

1. Name of the student: ..... Regd. No. ....
2. Programme: .....
3. Nature of examination: Thesis Evaluation/ Viva Voce
4. Division .....
5. Title of thesis (as approved):  
.....  
.....  
..
6. Name of members of the Advisory Committee:
  - a. ....(Major Advisor)
  - b. ....(Member from major subject)
  - c. ....(Member from minor subject)
  - d. ....(Member from supporting subject)
  - e. ....( Dean's Nominee)
7. Name & addresses of the external examiners proposed:

S. No.	Name & Designation	Field of specialization	Contact Address	Phone No. / E-mail
1.				
2.				
3.				
4.				
5.				

**Note:** 10-15 names of external examiners need to be proposed by the Head of the Division
8. Suggested dates for holding the examination (while suggesting the dates kindly keep in mind that it may take about one month in processing the communication) .....
9. Certified that the student has delivered thesis seminar on.....and has been approved by the Advisory Committee to submit the thesis.
10. Certified that the draft of the thesis has been submitted to all advisory committee members and their suggestions have been incorporated.
11. Certified that the student has completed the approved courses, credit hours, minimum residence & other requirements as per University RRI.
12. Certified that the thesis has been checked by plagiarism detection software.

**Name and Signature of Major Advisor**

Date:.....

Recommended and forwarded, in duplicate, to the Dean

**Head of Division**

No: \_\_\_\_\_ Date: \_\_\_\_\_

From the above panel the examiners at S. No....., ....., &.....are recommended for kind approval of Director Education.

**Dean**

No:.....

Date.....

Approved Serial No. \_\_\_\_\_ (Name)\_\_\_\_\_

**Director Education**

No: .....

Date:.....



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**THESIS EVALUATION REPORT**

1. Title of the thesis: .....
2. Code no of thesis: .....
3. Programme: .....
4. Major subject .....
5. Name, designation and complete address of the external examiner with Tel. No. /Fax No. /e-mail address .....

**Report (summary)**

- (i) Whether the thesis is
  - a) Accepted and considered enough for conducting the oral examination
  - b) Rejected
  - c) Required to be re-submitted after revision in the light of the detailed report after the expiry of one semester.
- (ii) If the thesis is recommended for acceptance whether
  - a) It is fit for publication by the candidate in its original form or in any modified form
  - b) The thesis is of such outstanding merit that the University would be justified in publishing it at its own cost.

**Signature of the External Examiner**  
**Name**  
**Designation**

Dated:.....

*(For detailed critical report please use a separate sheet)*



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**CERTIFICATE OF THESIS VIVA-VOCE EXAMINATION**

This is to certify that the thesis entitled “.....  
 .....  
 ” submitted by Mr./Ms. ....  
 S/o/D/o..... Registration No....., to  
 Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu in partial fulfillment of  
 the requirement of ..... degree in the Division of ..... has  
 been examined by us on..... We recommend /do not recommend the acceptance of the thesis.  
 His/Her performance in the oral examination has been found satisfactory/un-satisfactory.

**Signature of the External Examiner**  
**Name**  
**Designation**

Major Advisor .....

Advisor ..... Advisor .....

Advisor ..... Advisor .....

Forwarded, in duplicate, to the Dean

No.....  
 Results accepted and forwarded to the Registrar for necessary action.

**Head**  
 Date.....

**Dean**  
 Date.....

*(Copy to Director Education for information and record)*



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**CERTIFICATE FROM HEAD OF DIVISION TO DEAN**  
**TO ACCOMPANY EXAMINING COMMITTEE REPORT ON THE FINAL ORAL**  
**EXAMINATION OF MASTERS/ Ph.D. STUDENT**

1. Name of the student (in capital letters) .....
2. Father's name (in capital letters) .....
3. Registration No. ....
4. Date of admission .....
5. Programme .....
6. Date of approval of synopsis.....
7. Major subject .....
8. Supporting subject .....
9. Field of specialization .....
10. Title of thesis (in capital letters) .....
11. Was there any change of subject? If so give details
  - i) New subject .....
  - ii) Major subject.....
  - iii) Minor subject.....
  - iv) Supporting Subject .....
  - v) Field of specialization .....
  - vi) Title of thesis (in capital letters).....
12. Name of members of the Advisory Committee (as approved by the Dean)
  - i) Major Advisor.....
  - ii) Advisor .....
  - iii) Advisor .....
  - iv) Advisor.....
  - v) Dean's Nominee.....
13. Course work and credit hours completed and OGPA .....
14. Written comprehensive examination held on .....(Major I) and .....(Major II) and obtained ..... and ..... percentage of marks, respectively
15. Oral comprehensive examination held on.....
16. Draft thesis submitted to advisory committee on.....(date)
17. Thesis submitted for external evaluation.....(date)
18. Final Oral examination (viva voce) held on .....(date)
19. Thesis submitted after incorporating suggestion/changes suggested by the external examiner on.....(date).

Major Advisor \_\_\_\_\_

Advisor \_\_\_\_\_ Advisor \_\_\_\_\_

Advisor \_\_\_\_\_ Advisor \_\_\_\_\_

Forwarded, in duplicate, to the Dean

**Head of the Division**

No.....Date.....

Results accepted

Forwarded to the Registrar for necessary action

**Dean**

No.....Date.....

*(Copy to Director Education for information and record)*



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**RECOMMENDATIONS OF ADVISOR AND HEAD OF THE DIVISION FOR  
CHANGE/ADDITION IN ADVISORY COMMITTEE**

Change(s) in the membership of the advisory committee, if any, with reasons

Original Member	Proposed New Member	Reason for change

Addition to the advisory committee, with justification

Proposed Member	Justification for addition

**Major Advisor**

Forwarded, in triplicate, to Director Education for consideration and accord of approval

**Head**

No:.....

Date .....

**Director Education**

No:.....

Date .....

Note: This change must be proposed within 10 days of the Retirement/ leaving of University of any member of Advisory Committee.

*(Copy to Registrar for information and record)*



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**END TERM REPORT OF STUDENTS IN RESPECT OF SEMINAR**

(To be submitted in triplicate)

Faculty:

Course No:

Course Title:

Credit Hrs:

Division:

Seminar Incharge:

S. No.	Admission / Regd. No.	Name of the Student	Grade Point (out of 10.0)
1.			
2.			
3.			
4.			
5.			

**Signature with date**

**Seminar  
Incharge**

**I/C Academics  
of the Division**

**Head of the  
Division**

**Dean**

**Director  
Education**

**Registrar**





**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**ALLOTMENT OF ADVISOR (MASTERS AND Ph.D. PROGRAMMES)**

Division: .....

Subject: .....

No. of newly admitted student(s):

Statement showing the status of Allotment in respect of PG and Postgraduate students

S. No.	Name of the Faculty member	Designation	Eligibility as per RRI		No. of Existing Advisees		Allotment Proposed		Name of Student allotted	Remarks
			Masters	Ph.D.	Masters	Ph.D.	Masters	Ph.D.		
1.										
2.										
3.										
4.										
5.										
6.										

\*E= Eligible

NE\*= Not Eligible

Forwarded to the Dean

No: .....

Date: .....

**Head**

**Approved/Not Approved**

**Dean**

No: .....

Date: .....

*(Copy to Director Education for information and record)*



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**APPLICATION FOR ACCREDITATION FOR POSTGRADUATE TEACHING/RESEARCH**

1. Name: .....
2. Designation: .....
3. Place of Posting: .....
4. Faculty: .....
5. Educational Qualifications (from bachelor's degree onwards)

Name of University	Examination Passed	Year of passing	OGPA/ Percentage	Remarks

6. Professional Experience

Post held	Institute	Pay Scale	Period	Nature of Work

7. Period of deputation, if any

Period	Deputation	Status of Period	Remarks

8. Masters student guided (if any)

S. No.	Name of student	Discipline	Title of thesis	Name of institute
1.				
2.				

9. Discipline for which accreditation is sought:
10. Research Publications related to discipline of accreditation:  
*(Enclose reprints of publications: at least three publications with NAAS rating >4.0 for M. Sc. and two publications with NAAS rating >5.0 out of Masters theses guided for Ph.D.)*
11. Have you worked as approved guide in any other university before joining SKUAST-Jammu
  - Yes or No
  - If yes give details
12. Postgraduate Teaching Experience
13. Any other information

**Signature of Applicant**

**Recommendation of the Head of Division**  
**Recommendation of the Dean concerned**  
**Remarks / recommendation of the Director Education**  
**Approved / Not approved**

**Vice-Chancellor**



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**END TERM REPORT OF POSTGRADUATE STUDENT ADVISORY COMMITTEE IN**  
**RESPECT OF RESEARCH AND COURSE WORK CREDITS**

1. Faculty:
2. Division
3. Semester:
4. Name of the Student:
5. Registration No.:
6. Total credit hrs already completed (Research + Course work):
7. Credit hrs registered in current semester (Research+ Course work):
8. Research progress made by the student during the current semester:  
.....
9. Date of meeting of Advisory Committee to assess the progress of the student.
10. Name, Designation, Division and Signature of the Students Advisory Committee
  1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
  4. \_\_\_\_\_
  5. \_\_\_\_\_

Forwarded to the Dean of the Faculty concerned

No. \_\_\_\_\_

Date \_\_\_\_\_

**Head**

**Dean**



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**END TERM EXAMINATION REPORT OF POSTGRADUATE STUDENTS IN**  
**RESPECT OF RESEARCH CREDITS**  
*(To be submitted in Triplicate)*

Faculty : .....  
 Division : .....  
 Course Title : .....  
 Course No : .....  
 Credit Hrs. : .....  
 Degree Programme : .....  
 Academic Year : .....  
 Semester : .....

S. No	Reg. No.	Name of the student	No. of Credits	Result for No. of Credits			Name of the Major Advisor	Signature of the Major Advisor/ Chairman of the Advisory Committee
				S	US	I		

S= Satisfactory  
 US = Unsatisfactory  
 I= Incomplete

Forwarded to the Dean

**Head**

No: .....

Date: .....

Forwarded to the Registrar

**Dean**

No: .....

Date: .....



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**COURSE ADDITION / REPETITION/ WITHDRAWAL**

1. Name of the student .....
2. Admission No. / Registration No. ....
3. Programme .....
4. Semester No. ....
5. Academic Year .....

**(A) Addition / Repetition of the courses**

Course Title	Course No.	Credit Hrs.	Signature of Course Instructor

**(B) Withdrawal of the Course:**

Course Title	Course No.	Credit Hrs.	Signature of Course Instructor

Credit hours already taken .....

Credit hours adding / repeating / withdrawing .....

Total credit hours after adding/repetition/withdrawal .....

**Sign. of Student**  
**Date**

**Major Advisor**  
**Date**

**Accounts Officer**  
**Date**

Forwarded to the Dean

No: .....

Date: .....

**Head**

Forwarded to the Registrar

No: .....

Date: .....

**Dean**





**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**INSTRUCTORS REPORT AT THE END OF SEMESTER (UG)**  
**(As per 6<sup>th</sup> Deans Committee Curriculum)**  
**(To be submitted in triplicate)**

Faculty: \_\_\_\_\_ Division: \_\_\_\_\_ Course Title: \_\_\_\_\_  
 Course No: \_\_\_\_\_ Credit Hrs: \_\_\_\_\_ Degree Programme: \_\_\_\_\_  
 Academic Year: \_\_\_\_\_ Semester: \_\_\_\_\_ Name of Instructor(s): \_\_\_\_\_

<i>Internal Assessment (For Instructors)</i>							<i>External (For Office Use only)</i>			
S. No.	Regd. No.	Name of the student	Quiz /Progressive assessment	Internal theory (Mid-term)	Final practical	Total	External theory	Grand total	Grade point (10.00)	Type of course
			20	20	20	60	40	100		with practical
			20	30	-	50	50	100		With theory only
			20	30	50	100	-	100		With practical only

**Certificate:** Certified that the student mentioned above at S. No. .... have attended the required percentage of lectures/practical.

**Signature with date**

**Instructors**

**I/C  
Academics  
of the  
Division**

**Head of  
the  
Division**

**Dean/Director  
Inst. of  
Biotech.**

**Controller of  
Examination**

**Registrar**



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**RESULT AT THE END OF THE PROFESSIONAL YEAR (B.V.Sc. & A.H.)**  
**(To be submitted in triplicate)**

Subject:

Academic year:

Credit Hrs.:

S. No.	Name of the Student	Regd. No	Internal Assessment		Annual		Total		Grand Total (100)	Grade Point (out of 10.00)
			First (10)	Second (10)	Theory (40)	Practical (40)	Theory (60)	Practical (40)		
					Paper-I & II	Paper-I & II				

**Certificate:** Certified that the student mentioned above at S. No. .... have attended the required percentage of lectures/Practical.

**Signature with date**

Instructors

I/C  
Academics  
of the  
Division

Head of  
the  
Division

Exam  
Coordinator  
(UEC)

Dean

Controller of  
Examination

Registrar









**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**RESULT FORMAT FOR COMPARTMENTAL EXAMINATION (B.V.Sc. & A.H.)**  
**(To be submitted in triplicate)**

Subject:

Academic year:

Credit Hrs.:

Sl. No.	Name of the Student	Regd. No	Internal Assessment Theory (20)	Compartmental Exam		Total		Grand Total (100)	Grade Point (out of 10.00)
				Theory (40)	Practical (40)	Theory (60)	Practical (40)		
				Paper-I & II	Paper-I & II				

***Certificate:*** Certified that the student mentioned above at S.No. .... have attended the required percentage of lectures/practical.

Signature with date

Instructors	I/C Academics of the Division	Head of the Division	Exam Coordinator (UEC)	Dean	Controller of Examination	Registrar
-------------	--	----------------------------	------------------------------	------	------------------------------	-----------



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**APPLICATION BY STUDENTS FOR APPEARING FOR**  
**SUPPLEMENTARY/COMPARTMENTAL EXAMINATION**

**Name of the Student:**

**Registration No.:**

**Programme:**

**Semester/Academic year in which the Course was offered:**

**COURSES FOR WHICH SUPPLEMENTARY/COMPARTMENTAL EXAMINATION IS SOUGHT**

S. No.	Title of the Course	Course No.	Credit Hours

**Signature of the student**

It is certified that the above-mentioned student meets all attendance requirements.

**Signature of Course Instructor (s)**

Recommendation of Advisor

**Signature of Advisor**

Recommendation of Dean

**Dean**

No. Date:

**Director Education**

Note:

1. Supplementary/Compartmental Examination will not be allowed for more than two courses. The students must have obtained 'F' grade in such courses.
2. Please attach copy of receipt of fees along with this application.



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**INSTRUCTORS REPORT AT THE END OF SEMESTER (Masters/Ph.D.)**

(To be submitted in Triplicate)

(Only for students registered before 2021-22)

Faculty: \_\_\_\_\_ Division: \_\_\_\_\_ Course Title: \_\_\_\_\_

Course No: \_\_\_\_\_ Credit Hrs: \_\_\_\_\_ Degree Programme: \_\_\_\_\_

Academic Year: \_\_\_\_\_ Semester: \_\_\_\_\_ Name of the Instructor(s): \_\_\_\_\_

S. No.	Regd. No.	Name of Student	Grade Point	Quiz-I	Mid Term	Quiz-II	Practical	End Term	Total	Type of course
1.				5	20	5	25	45	100	With Practical
2.				10	25	10	-	55	100	Without Practical
3.				10	25	10	55	-	100	Practical only

**Certificate:** Certified that the students mentioned above at S. No..... have attended the required percentage of lectures/ practical.

**Signature with date**

**Instructors      I/C Academics      Head of the      Dean      Director      Registrar**  
**of the Division      Division      Education**



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**INSTRUCTORS REPORT AT THE END OF SEMESTER (M.Sc./M.Tech./M.V.Sc.)**  
**Batch 2022 onwards**  
**(To be submitted in Triplicate)**

Faculty: Division: Course Title:

Course No: Credit Hrs: Degree Programme:

Academic Year: Semester: Name of the Instructor(s):

S. No.	Regd. No.	Name of Student	Grade Point	1 <sup>st</sup> Test	Mid Term	Final Exam / End Term Exam		Total	Type of Course
						Theory	Practical		
1.				10	20	45	25	100	With practical
2.				10	30	60	-	100	Without practical
3.				10	30	-	60	100	Practical only

***Certificate:*** Certified that the students mentioned above at S. No. .... have attended the required percentage of lectures / practical.

**Signature with date:**

**Instructor(s)**    **I/c Academics**    **Head of the**    **Dean**    **Director**    **Registrar**  
                                  **of the Division**    **Division**                                   **Education**



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**INSTRUCTORS REPORT AT THE END OF SEMESTER (Ph.D.)- Batch 2022 onwards**  
 (To be submitted in Triplicate)

Faculty: Division: Course Title:

Course No: Credit Hrs: Degree Programme:

Academic Year: Semester: Name of the Instructor(s):

S. No.	Regd. No.	Name of Student	Grade Point	First Test / Seminar/ Assignment	Final Exam / End Term Exam		Total	Type of Course
					Theory	Practical		
1.				30	45	25	100	With practical
2.				30	70	-	100	Without practical
3.				30	-	70	100	Practical only

***Certificate:*** Certified that the students mentioned above at S.No. .... have attended the required percentage of lectures / practical.

**Signature with date:**

**Instructor(s)**   **I/c Academics of the Division**   **Head of the Division**   **Dean**   **Director Education**   **Registrar**



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**FORMAT FOR SUBMISSION OF THE DRAFT OF THE THESIS TO ADVISORY**  
**COMMITTEE MEMBERS**

This is to certify that the draft of the thesis/dissertation entitled: .....  
 .....  
 .....  
 was submitted by Mr./Ms. ...., registration no. ....,  
 a Masters/Ph.D. student in the Division of ..... for the  
 comments and corrections. We will return this within 15 days from the date of the receipt.

**ADVISORY COMMITTEE**

<b>S. No.</b>	<b>Name and Signature with date</b>	<b>Division</b>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____

**Major Advisor**

*(Copy to Director Education for information and record)*





**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**RESEARCH AND COURSE WORK COMPLETION CERTIFICATE**

It is certified that Mr/Ms. .... Regd. No.....,  
Masters/Ph.D. student in the Division of .....has successfully completed  
his/her research and course work as per the approved PG Form-II.

**Major Advisor**

**Dean's Nominee**

**Head of the Division**



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**CERTIFICATE OF PLAGIARISM**

Certified that thesis entitled ..... being submitted by Mr/Ms. ...., Masters/Ph.D. student, Regd. No. .... of Division of ..... has undergone screening through ..... Plagiarism Detection Software as per guidelines of SKUAST-Jammu and ..... percent similarity has been detected with other sources (copy enclosed). The thesis qualifies to be submitted for award of degree.

Name and signature  
(Student)

Name and signature  
(Major Advisor)

**Departmental Academic Integrity Panel**

S. No.	Name	Designation	Signature
1		HoD (Chairman)	
2		(Internal Member)	
3		(Vice-Chancellor's Nominee)	

Forwarded to Dean, .....for necessary action, please.

**Head of the Division**

No.

Date:



**Sher-e-Kashmir**  
**University of Agricultural Sciences and Technology of Jammu**  
**Faculty of .....**

**CERTIFICATE OF ONLINE ORAL COMPREHENSIVE EXAMINATION/**  
**THESIS VIVA-VOCE**

It is certified that online oral comprehensive examination/ thesis viva-voce of Mr./Ms .....  
 Registration No. .... was conducted in .....(designated room/hall).

The student appearing in the viva-voce and all the following members of Advisory Committee were present in-person during the viva-voce.

<b>S. No.</b>	<b>Name and Signature with date</b>	<b>Division</b>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

**Major Advisor**  
 Signature  
 Name

**Dean's Nominee**  
 Signature  
 Name

**Head of the Division**  
 Signature  
 Name

No:

Date:

Submitted to Director Education for information

**AFFIDAVIT BY THE STUDENT**

1. I, (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms. \_\_\_\_\_, having been admitted to (name of the institution), have received a copy of the Regulations on Curbing the Menace of Ragging, 2016, (hereinafter called the “Regulations”) carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 13.3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 13.6 and clause 13.7.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
  - a. I will not indulge in any behaviour or act that may be constituted as ragging under clause 13.3 of the Regulations.
  - b. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 13.3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 13.7.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent  
Name:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (place) on this (day) of (month), (year ).

\_\_\_\_\_  
Signature of deponent  
Solemnly affirmed and signed in my presence on this the (day) of (month), (year ) after reading the contents of this affidavit.

**OATH COMMISSIONER**

**AFFIDAVIT BY PARENT/GUARDIAN**

1. I, Mr./Mrs./Ms. ....  
(full name of parent/guardian) father/mother/guardian of .....  
(full name of student with admission/registration/enrolment number), having been admitted to ..... (name of the institution), have received a copy of the Regulations on Curbing the Menace of Ragging, 2016, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 13.3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 13.6 and clause 13.7.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
  - a. My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 13.3 of the Regulations.
  - b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 13.3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 13.7.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of abetting or being part of a conspiracy to promote ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent

Name:

Address:

Telephone/ Mobile No.:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (place) on this (day) of (month), (year).

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the (day) of (month) (year) after reading the contents of this affidavit.

**OATH COMMISSIONER**

**Check list of documents to be submitted along with the thesis for external evaluation**  
(Not to be bound with thesis)

- Photocopies of signed Certificate I and II
- Copy of the certificate of draft thesis given to advisory committee (Annexure-IX)
- PG Form- VII (in duplicate)
- Proof of the research paper published/submitted (for Ph.D. students)
- Copy of thesis submission fee receipt
- Certificate of thesis seminar
- Research and course work completion certificate (Annexure-X)
- Certificate of plagiarism (Annexure-XI)
- Soft copy of thesis for evaluation (Pdf)-CD/Pen drive

## ICAR 6th Deans Committee Report: Restructuring of undergraduate programmes

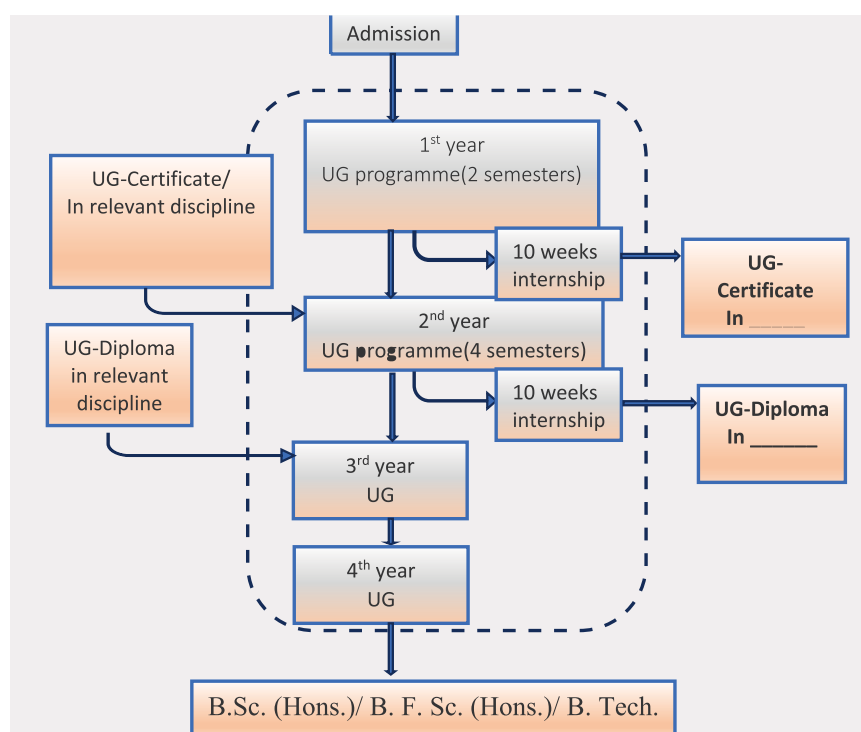
## 4. Restructuring of Undergraduate Programmes

### 4.1 Restructuring of UG Programs

The restructuring has been done based on the following NHEQF levels:

- Year 1, Certificate Course, NEP-NHEQF Level 4.5
- Year-2, Diploma Course, NEP-NHEQF Level 5.0
- Year 4, B.Sc. (Hons.)/ B. F. Sc. (Hons.)/ B. Tech. NEP-NHEQF Level 6.0

The restructured program for the undergraduate agriculture education with multiple entry and exit options is illustrated in Figure 4.1.



**Fig. 4.1 Framework of Undergraduate Programmes**

The eligibility for entry into the UG programs will be + 2 Science; the students will be admitted as per norms of ICAR/ SAUs/CAUs. The 1st year of the programme will be having the foundation, introductory and skill enhancement courses. The 2nd year will be having basic core courses with

some more options for skill enhancement. The 3rd year of the programme will have advanced core courses. The 4th year programme will emphasize more on the specialisation and elective courses as well as advanced skill enhancement through internship.

There will be exit options after 1st year and 2nd year for UG-Certificate and UG-Diploma. However, the students opting to exit with UG-Certificate or UG-Diploma will have to take up 10 weeks internship after the 1st year (2 semester) and 2nd year (4 semesters), respectively.

Table 4.1 shows the restructured undergraduate programs for the higher agricultural educational institutions (HAEIs).

**Table 4.1 Types of courses and learning outcomes for the restructured undergraduate programs for the HAEIs**

Year	Types of courses	Learning outcome	Exit option
YEAR 1 NHEQF Level 4.5	Foundation courses, introductory courses and skills enhancement training/ training in the chosen area, ability enhancement courses	Students will acquire the basic knowledge in respective disciplines and adequate skill in some selected areas, to enable them for employment/ entrepreneurship	A student must complete 10 weeks of internship (10 credits) after 1st year if exit with UG-Certificate is opted
YEAR-2 NHEQF Level 5	Basic core courses and additional skill enhancement in chosen areas/ courses	Students will acquire the higher level knowledge in respective disciplines and adequate skill in some selected areas, to enable them for employment at middle level/ supervisory level or for entrepreneurship	A student must complete 10 weeks of internship (10 credits) after 2nd year if exit with UG-Diploma is opted
YEAR-3	Advanced core subjects and their practical applications	Students will have deeper understanding of the subjects and their major application areas	No exit after 3rd year
YEAR-4 NHEQF Level 6	Specialization/ Elective courses and advanced skill enhancement through project and internship	Students will acquire advanced knowledge and skill in different areas so as to meet the higher order requirements of the society and industry as well as other prospective employers. It will also enable the graduates to become a job provider rather than being a job seeker through establishment of enterprises in concerned fields.	UG degree in concerned discipline

## 4.2 Credit Hours Allocation

A total of 166-174 credit hours is recommended for the four years of UG programs. The credit distributions for the different courses have been specified for individual disciplines. The general structure is given in Table 4.2.



**Table 4.2 General Credits Allocation Scheme of UG Programs (Credit hours)**

Semester	Core Courses (Major+ Minor)	Multi-Disciplinary Course (MDC)	Value Added Course (VAC)	Ability Enhancement Course (AEC)	Skill Enhancement Course (SEC)	Internship/ Project/ Student READY	Total Credits	Non-Gradual	Online Courses/ MOOC
I	12	3(2)		1(3) + 2(4)	4	-	22	2(1)	10
II	10	3(5)	3(6)	1(3) + 2(7)	4	-	23	-	
Post-II semester						10(12)			
III	16	----		2(8)	2	-	20		
IV	12	3(9)	3 (10)	----	2	-	20	-	
Post-IV semester						10(13)			
V	21	-	-	-	-	-	21	2(11)	
VI	21	-	-	-	-	-	21	-	
VII	20	-	-	-	-	-	20	-	
VIII	-	-	-	-	-	20	20	-	
Total	112	9	6	8	12	20	167	4	10

- (1) Deeksharambh (Induction-cum-Foundation Course) of 2 credits (2 weeks duration).
- (2) Farming based Livelihood systems
- (3) NCC/NSS; (4) Communication Skills; (5) Entrepreneurship Development and Business Management
- (6) Environmental Studies and Disaster Management;
- (7) Personality Development; (8) Physical Education, First Aid, Yoga Practices and Meditation.
- (9) Agriculture Marketing and Trade; (10) Agriculture Informatics and Artificial Intelligence
- (11) Study tour (10-14 days).
- (12) Only for those opting for an exit with UG-Certificate. (13) Only for those opting for an exit with UG-Diploma

One multidisciplinary course in Agricultural Engineering discipline is different from the above common courses keeping in view the discipline specific requirement.

Note:

- The credit hours mentioned in the Table 4.2 include both theory and practical.
- The total credit allocation and the allocation for different types of courses including online courses for some disciplines such as Agricultural Engineering, Dairy Technology and Food Technology are slightly different than those mentioned in the Table 4.2, so as to accommodate the specific need of these disciplines.
- Also, some minor deviations in the courses and credits allocations are allowed across disciplines considering the specific nature of the courses.
- The three-year course curricula of all disciplines of agricultural and allied sciences do not cover the teaching of elective/ specialized courses, that in fact qualify the students in specializing in

a particular subject in which the student intends to do further studies. These courses have been presently listed under the 7th and 8th semesters (in IV year). Therefore, the Sixth Deans Committee is of the view that the option of B. Sc. (Hons.) with research may lead to deficiency of the knowledge and learning of the elective / specialized subjects needed for PG studies. For B. Tech. programs, the framework prescribed by AICTE/ UGC may be applicable. Under such circumstances, the Committee recommends that the launching of UG degree with research should be deferred for the time being. ICAR may consider about this aspect along with considering restructuring PG/ Ph.D. programs. Also considering the professional nature of the courses, the exit after at the end of 3rd year (at the end of 6th semester) is not recommended. Each class (contact hour) will be of 50 min duration and one practical will be of two contact

If the student has to take up any deficiency course(s), that has to be satisfactorily completed

#### ***Deeksharambh (Introduction- cum-foundation course)***

The goal of higher education is to nurture students by blossoming their hidden potentials to pursue the academic and professional studies in a diligent, honest and responsible manner. It is possible by facilitating them to develop a sense of integrity with diverse faculties and build linkages with peers, society and community as a whole and lastly be proficient in earning livelihood independently along with sustaining society and nature.

A course entitled Deeksharambh (0+2) (Non-gradual) will be offered at the start of first semester for a duration of two weeks. This will be a part of first semester for all purposes including the calculation of Net Instruction Days (NIDs).

The goal of Deeksharambh is to inculcate life skills, develop bonding with mentors, peers and seniors, familiarize with institutional academic framework and functioning, It must educate students to explore their potentials and understand the purpose of their life with reference to serving the community, nation and global society.

Often the incoming undergraduate students are influenced by their parents and relatives to join higher studies, without understanding their own interests and talents. Therefore, the very purpose of initiating Deeksharambh: the induction cum foundation course is to acclimatize the student with the new surroundings, develop bond with fellow students and teachers. It is the time when a student should become clear as to what he/she/ze is going to study in a particular discipline, or even it is time to quit and join another discipline of his/ her choice. They must develop sensitivity towards various issues of social relevance and imbibe human values to become responsible citizens.

Thus, ensuring a well-designed Induction-cum-foundation program by the institutions shall be designed to become helpful to both teachers and students for setting the pace of productive

---

Socializing: Meeting new students, senior students, attend lectures by Eminent People.

Associating: Visits to university / college, visits to Dept./Branch/ Program of study and important places on campus, local area, city and so on.

---

Acclimatizing with rules and regulations, student support system, etc.

Experiencing: Subject lectures, study skills, small-group activities, physical activity, creative and performing arts, literary activities, universal human values, etc.

Deeksharambh will create a platform for students to:

- learn from each others life experiences,
- help for cultural integration of students from different backgrounds,
- know about the operational framework of academic process in university,
- instilling life and social skills,
- social awareness, ethics and values, team work, leadership, creativity, etc., and
- identify the traditional values and indigenous cultures along with diverse potentialities both in indigenous and developed scenario.

There will be sessions by alumni, business leaders, outstanding achievers in related fields, people with inspiring life experiences as well as the University academic and research managers.

Steps will be taken by the institutions to identify the strength and weakness of students (with remedial measures) and diverse potentialities and to enhance cultural Integration of students from different backgrounds.

#### **4.4 Common courses**

The following common courses have been proposed to be offered across the disciplines, which in addition to giving the students a broader view of agriculture and allied sectors, will enable them for better communication skills and personality development. Besides, this will also help them to -- look beyond the boundaries of their own subject/ discipline, and collaborate in future with other sectors to face the next generation challenges from a holistic point of view.

- Farming based livelihood systems
- Entrepreneurship Development and Business Management
- Agriculture Marketing and Trade
- Communication Skills
- Personality Development
- Environmental Studies and Disaster Management
- Agricultural Informatics and artificial Intelligence

In addition to these common courses and Deeksharambh, the courses as Physical Education, First Aid, Yoga Practices and Meditation, NCC and NSS have also been made compulsory for students for improving social awareness, ethics, moral values and health of the future generation.

#### **4.5 New age courses**

Courses like artificial intelligence, robotics, machine learning, etc. have been incorporated into the course curricula. Besides an array of elective courses have been included so that the student can get deeper knowledge and understanding in the subject of his interest. Emphasis has also been given to include the latest topics and subjects in both core and elective courses. Practical exercises

and pedagogy are proposed to make the next generation more imaginative, innovative, ingenious, creative and competent.

#### **4.6 Deficiency courses**

If the student has to take up any deficiency course(s), it has to be completed within the first year.

#### **4.7 Entrepreneurship development**

Entrepreneurship is a key driver of the economy of a nation, which has been encouraged through NEP-2020. Expectation is that an early orientation of the young minds towards skill enhancement and entrepreneurship will inculcate entrepreneurial mind set, allowing them to have first-hand experience of working with institutions, organizations, companies, industrial setup and investors so as to understand their dynamics in the real-world setting.

The restructured undergraduate curricula are designed to enable the students to take up entrepreneurship as a career path. As per NEP-2020, the curricula in all the disciplines of Agricultural education have been refined and fine-tuned with intensive focus on choice-based skill enhancement programs.

- Skill enhancement courses are included in following different modes:
- skill enhancement courses in the 1st year and 2nd year as part of the course programs;
- internship for exit programs after 1st year/ 2nd year; and
- advanced skill enhancement through Student READY: Experiential Learning/Hands on Training/Skill development/ RAWE/ Industrial attachment/IPT/ student project and Internship etc. in 4th year.

Internship can be seen as a mini capsule of intense learning for a student, a way to apply the theory into practice, expand their knowledge base and a platform to integrate all learnings of formal classroom setup.

Addition of new age courses related to Agriculture, Forestry, Fisheries, Agricultural Engineering, Community Science, Food Nutrition and Dietetics, etc., and incorporation of choice based online courses, which can be taken up from NPTEL, moo KIT, edX, Coursera, SWAYAM or any other portal in open digital learning environment. Practical exercises and teaching methodology are so designed to make the young generation more imaginative, innovative, ingenious, creative and competent.

The skill set acquired must make them proactive, pioneering, prospect oriented during their internship or industrial attachment to serve as apprentices in the relevant field. This will empower them to grasp viable avenues of self-employment and entrepreneurship along with diversified career options in different facets of related domains.

##### **4.7.1 Skill Enhancement Courses**

The skill enhancement programs will be choice based; student can choose the areas of skill enhancement from a bouquet of skill enhancement modules offered by the parent institution. The institutions will develop capabilities for offering such courses.

An institution is at liberty to (and in fact, it should) work in partnership with capable organizations/ companies/ NGOs/ progressive entrepreneurs/ farmers for running various skill enhancement programs.

In the report, for each discipline the list of Skill Enhancement Courses (SEC) has been suggested. The University/ HAEIs may also formulate and offer courses in any other areas as identified by it, based on institutional expertise/ capabilities/ resources. In addition, the skill enhancement courses suggested by the UGC, as listed, may also be offered.

The evaluation of the skill enhancement programs will be as per the evaluation criteria of courses with only practical. However, for the internship programs, the evaluation will be done jointly by the host and parent organisations/ institutions.

#### **4.7.2 Internship**

The internship proposed under NEP-2020 have been an integral part of agricultural education (as proposed by Fifth Deans Committee) under the broad category of Student READY programs. It includes various activities such as Experiential Learning/ Hands-on Training, Skill Development Training, Rural Agriculture Work Experience (RAW), In-Plant Training/ Industrial Attachment and Students Projects. Therefore, in the recommended structure, the student READY is further strengthened as per NEP-2020 guidelines.

Those students who wish to exit with UG-certificate after one year, has to undergo 10 weeks of internship programme (10 credits) after 1st Year. Similarly, the students who wish to exit with UG-Diploma after second year, has to undergo 10 weeks of internship programme (10 credits) after 2nd Year. The goal of Internship at exit for UG-Certificate and UG-Diploma is to further strengthen skills in the chosen area/ subject.

Internship should be preferably arranged outside of the parent institution at any assigned organization/ industry/ research institution/ project or with a progressive farmer/ agri enterprise, etc.

HAEIs will ensure that the Internship program is aligned with the course that the student has chosen. It is recommended that each HAEI appoints one or more Coordinators for the internship programs. The coordinator must plan/execute/ monitor internship programme implementation at the institution level.

#### **4.7.3 Projects**

For some disciplines, projects have been kept as an integral part of the course programme. This will enable the students to develop required competencies and skill in either research or entrepreneurship or potential employment avenues rather than having only mere qualifications, choose appropriate career in research or employment/ entrepreneurship, discover their interests, aptitudes and potentialities and maximise his/ her/ze potentialities and self-confidence. It will also add to creativity and critical thinking of the students. This will also help the students gain research skills and be more innovative in planning, executing, reporting and presenting the things.

#### **4.8 Study tour**

There will be a study tour of 10-14 days duration during the 5th semester of the UG programme. The students will preferably visit the leading industries/ enterprises/ institutions/ organisations and

other places of academic interest outside the state (of location of the institution). This, in addition to exposing the students to the indigenous as well as the latest technologies in their related fields, will also help the students to know about the socio-economic-cultural variations within the country. The course will be of 0+2 credits, non-gradual.

#### 4.9 Online courses

The students will have to take a minimum of 10 credits of online courses, which will comprise of one or more courses, as a partial requirement for the UG programme.

(As per UGC guideline, a 1- to 3- credit SWAYAM course is expected to be covered in 4-12 weeks duration including the assessment component, in which it should be 40 hours for 3- credit courses to 80 hours for a 6-credit course for the learning from e-content, reading references material, discussion forum posting and assignment.)  
within the first year.

*The online courses can be from any field such as Basic Sciences, Humanities, Psychology, Anthropology, Economics, Engineering, Business Management, Languages including foreign language, Communication skills/ Music, etc., and can be taken from NPTEL, mooKIT, edX, Coursera, SWAYAM or any other portal.*

The objective is to allow the students to groom their passion or strengthen their knowledge and competency in any field beyond prescribed courses.

The courses will be non-gradual as separate certificates would be issued by institutes offering the courses. These can be taken any time during the duration of UG program, but preferably during the 3rd and 4th years.

The University/ institute will keep a record of such courses registered and completed by each student and will indicate the title of the (successfully completed) courses in final transcript issued to the student.

The requirement of credits for online courses for B. Tech. programs is different due to the specific need of the disciplines.

#### 4.10 Elective courses

The institutions will offer a bouquet of Elective courses to be offered to the students. The students will have the freedom to choose a subject among these courses. The institutions should develop capabilities to offer maximum of the Elective courses proposed in this report. The institutions will also have the liberty to develop and offer more Elective courses relevant to the subject as per local/ regional needs and available expertise. The elective courses can be offered from other disciplines in a University/HAEI.

teaching and learning experiences.

#### 4.11 Imparting Traditional Knowledge, Values and Ethics

Due emphasis has been given for imbibing the traditional knowledge, values and ethics among the students through different courses like the Deeksharambh, NCC and NSS. It is proposed the Study tour shall be conducted across the country to be aware about the socio-cultural-economic status of the people of the country and develop respect for their values and ethics.



#### **4.12 Introduction of new degree programs**

Two new degree programs have been proposed in this report in two important areas.

Considering the natural strength of the country and future opportunities, a new UG course on Natural farming has been included. The syllabus is based on Bhartiya Prakartik Krishi Paddhati (BPKP) in India to enhance production, sustainability, saving of water, improvement in soil health and farmland ecosystem and reducing the market inputs. These important aspects of natural farming are considered as cost- effective and suitable for livelihood of large number of farmers and sustainable rural development.

A new degree programme on Agribusiness Management has been included. These students are expected to acquire competency and confidence to start their own enterprise, as well as will have adequate competency for getting jobs.

#### **4.13 Light but tight educational programme**

As per the norms of the NEP-2020, the programme has been made light but tight for the students. The total credit hours vary from 166-174 considering the specific need of the professional courses. At the same time, the students have been given the option of the skill development courses, internship, online courses, etc., which will make their learning experience pleasurable and learning more efficient.

#### **4.14 Moderation of courses at institution level**

The following flexibility is allowed to the institutions for offering the courses:

- A. Maximum 30% modification in the syllabus for any individual subject. It is recommended the HAEI should consider updating the course curricula around 5% every year. That would enable addition of new contents replacing obsolete/ old contents in the courses.
- B. Formulation /addition/ change of Skill Enhancement modules as per needs/ facilities available.
- C. Interchange of courses in between semesters within a year (but no change of course shall be normally allowed in between years).
- D. Change of maximum two core courses (If any course is removed from the list of core course, it should be kept as elective), However, the total credit hours should not be lower than the prescribed.
- E. Inclusion of any number of courses as Electives and freedom to offer the Elective courses.
- F. Modification/ change of credit hours for any four courses (however, total credit hours should not differ by more than four).
- G. In case the skill enhancement/ internship programs are conducted in collaboration with industry/ other organizations/ agencies, students may be expected to remain out of the campus for a certain period within the semester. In that situation, the timetable should be so adjusted for the remaining part of the net instruction days (NIDs) of the corresponding semester, that each credit has at least 15 contact hours.

#### **4.15 Central Assistance for strengthening higher agricultural education**

The central Assistance for strengthening higher agricultural education, as proposed by the Fifth Deans Committee, may be continued.

#### **4.16 Admission Criteria**

The eligibility and mode of admission for entry into the UG programs will be as per the prevailing ICAR/ SAU norms.

Agricultural universities/ colleges and other general universities offering agricultural disciplines, will fall under the umbrella of ICAR, as PSSB for agricultural education, as mandated by NEP-2020.

Institutions are at liberty to assess their student intake capacity, and announce the number of seats available in the first semester, and for lateral entries at 3rd semester and 5th semester.

The lateral entry at 3rd semester will be for the candidates having UG-certificate or those who have completed Diploma (3 years course after 10th) in recognised institutions. The lateral entry in 5th semester will be for candidates who have completed UG-Diploma.

There cannot be guarantee for migration to another HAEI. Institutions are at liberty to make their own decisions/ norms/guidelines on the matter of seats and admissions in 3rd and 5th semesters.

#### **4.17 Provision of lateral entry for Diploma holders from recognised institutions**

Candidates having a Diploma from polytechnics (after completion of 3 years course after 10th in related disciplines) will be entitled to take admission in the 2nd year (3rd semester) program. The HAEI may admit students either by holding its own admission test or use merit as criteria for by following any of the existing norms of the University/HAEI.

#### **4.18 Migration from one University to other**

The UG-Certificate/ UG-Diploma passed candidate from a HAEI will be eligible for admission into any agricultural university/institution in the country at appropriate level, provided the admitting university has provision of seats to admit them.

It is recommended to make institutional migration after 4th semester more convenient. HAEIs are at liberty to put in place rules/ regulations relaxing/ modifying existing provisions of migration, providing more freedom and ease to students. The migration shall be subject to availability of seats at the accepting HAEI.

Provided further, any such rule/ regulation that is notified by UGC regarding changes in admission criteria, migration, etc., these notifications will be considered/ examined by ICAR and re-notified to make them applicable to agricultural education falling under its domain.

#### **4.19 Exit Option**

There will be three exits during the restructured UG programme.

Exit after 1st year: A student may opt to exit after the 1st year of UG programme. However, he/ she/ze has to complete 10 weeks of internship (10 credits) to be eligible for being awarded UG-Certificate degree. (The students going to the higher level need not take 10 weeks internship at this stage.)

Exit after 2nd year: A student may opt to exit after the 2nd year of UG programme. However, he/ she/ze has to complete 10 weeks of internship (10 credits) to be eligible for being awarded UG-



Certificate degree. (The students going to the higher level need not take 10 weeks internship at this stage.)

Exit after 4-years programme leading to B.Sc. (Hons.)/ B.F.Sc. (Hons.)/ B. Tech. degree.

#### 4.20 Maximum residential period

Students who exit with a UG- Certificate or UG- Diploma are permitted to re-enter within three academic years and complete the degree programme.

Students may be permitted to take a break from the study during the period of study but the total duration for completing the programme shall not exceed 7 years.

#### 4.21 Examination and Evaluation system

There will be a uniform system of the evaluation and grading to be followed with Grade point average (GPA) system. The following pattern of examination is recommended.

**Table 4.3 Evaluation system**

	External theory	Internal theory (Mid-term)	Quiz/ progressive assessment	Final Practical
For courses having both theory and practical components	40%	20%	20%	20%
For courses with theory only	50%	30%	20%	-
Courses with practical only	-	30%	20%	50% (Internal)

For the external theory examinations, the question paper will be obtained from external experts. The HoDs of the respective departments will ensure due coverage of the syllabus with the provision of moderation, if necessary. Paper evaluation to be done by a faculty other than the course instructor(s).

The external theory examinations should be of 2 to 2.5 hours duration and the mid-term examinations should be normally of 1-hour duration. The format of assessment and duration of quizzes/ progressive assessment duration will depend upon the course teacher.

Internal practical examination to be conducted by the course instructor and one faculty nominated by the HoD of the concerned department.

The evaluation of the skill enhancement courses will be done as courses with practical only.

Usually for any subject, there will be two quizzes within the semester, one before the mid-term and one after. There will be provision of corrections in between, i.e. the students scoring lower than 50% marks in any one quiz can opt for appearing for a third quiz to improve their grades. The assessment of the students through quizzes should focus on their critical thinking and creativity rather than rote reading.

The quiz and progressive assessment can also be considered in form of group assignments (which should encourage creativity, critical thinking and problem-solving attitude).

The evaluation of internship will be done both by the parent institute and the host industry/ organisation. It should be 50% weightage for each. The student shall submit a report to the parent

institute and present the learnings before the other students and faculty after the internship programme. The format of evaluation may be developed by the parent institute.

The online/MOOC courses, successfully completed by the student, will be indicated in the transcript with Satisfactory remark.

When students take deficiency course(s), they will be assessed as Satisfactory or Unsatisfactory without any grade points.

The evaluation will be done on a 10-point scale.

10 point = 100 marks

The per cent of marks in a subject will be divided by 10 to obtain the grade point.

The grade point average for a semester will be calculated as follows.

$$GPA = \frac{\sum (Grade \text{ point} \times credit \text{ hours})_{in \text{ one semester}}}{Total \text{ credit hours in the semester}}$$

The Cumulative grade point earned at any stage of the course will be calculated as cumulative grade point average (CGPA) as follows.

$$CGPA = \frac{\sum (Grade \text{ point} \times credit \text{ hours})_{until \text{ last semester}}}{Total \text{ credit hours until last semester}}$$

If a student passes in a subject in a second attempt, for calculation of CGPA, the grade point for the subject in the second attempt will only be considered. The final CGPA will be named as overall grade point average (OGPA), which will be mentioned in the final transcript of the students.

#### 4.22 Award Divisions

The award of the divisions will be as follows

Table 4.4 Award of the divisions

OGPA	Division
5 to <6	Pass
6 to <7	II division
7 to <8	I Division
>=8	1st division and distinction

#### 4.23 Uniformity in Nomenclature of Degrees

To ensure hassle free movement of students throughout the country, it is important that nomenclature of degrees awarded is same, across all HAEIs. The nomenclature will be as follows.

##### a. UG-Certificate with mention of discipline

e.g. UG-Certificate in Agriculture, UG-Certificate in Horticulture, UG-Certificate in Agricultural Engineering

Note: If any institution is at present offering any certificate course of the duration of one year lower, it may continue to do so, but this certificate course will not be considered at par with

the UG-Certificate, if the student has not taken admission through the appropriate entrance examination for entry into the 4-year UG program.

b. UG-Diploma with mention of discipline

e.g. UG-Diploma in Agriculture, UG-Diploma in Horticulture, UG-Diploma in Agricultural Engineering

Note: If any institution is at present offering any Diploma course of two years or less than two years duration after +2 Science, it may continue to do so, but this diploma course will not be considered at par with the UG-Diploma, if the student has not taken admission through the appropriate entrance examination for entry into the 4-year UG program.

The nomenclature of undergraduate degrees will be as per the recommendations of the 5th Deans Committee as follows:

B. Sc. (Hons.)/ B. F. Sc. (Hons.)/ B. Tech. followed by discipline

e.g. B. Sc. (Hons.) Agriculture/ B. F. Sc (Hons.)/ B. Tech. (Agricultural Engineering)

The nomenclature of degrees may change in case any such revision is suggested by the UGC.

#### **4.24 Increasing Gross Enrolment Ratio (GER)**

Keeping in view the NEP-2020 call for increasing GER, it is recommended that provision is made by institutions to launch stand-alone UG-Certificate and/ or UG-Diploma courses in specific subjects/ disciplines. The entrance examinations for such programs will be separate. The students completing the UG-Certificate will have to appear separate entrance test for continuing to higher level as per University/HAEI norms. Similarly, the students completing the UG-Diploma will have to appear separate entrance test for continuing to higher level as per University/HAEI norms.

#### **4.25 Academic Bank of Credits (ABC)**

As per NEP-2020 guidelines, the HAEI will create an Academic Bank of Credits (ABC) of each student and recognise the ABC of a student as per the norms of the HAEI/ NEP-2020 recommendations.

#### **4.26 Blended learning**

Blended learning has gained tremendous popularity as it combines the benefits of traditional classroom teaching with emerging technology and online educational resources to make learning more real-time, contextual, and engaging. This provision will enable blended learning to expand the open /distance learning options and to promote extensive use of technology in learning and skilling. This would help in overcoming the constraints of physical infrastructure and scalability while enhancing access, equity, and affordability and ensuring quality and accountability. The blended learning option shall also enhance accessibility of learning for Divyangs.

#### **4.27 Minimum requirement for establishing colleges for agriculture and allied disciplines**

The minimum requirements for establishing colleges for 13 agricultures and allied disciplines shall be as per the ICAR Model Act-2023 and various guidelines and orders being issued by ICAR from time to time.

The new NEP-2020 has been introduced in the country to formalize changes in the system, from school to college/ university level. Keeping in mind the concurrent developing scenario and stakeholders demands, especially in agriculture education, research and extension systems across the regions, delivery of education content henceforth, will focus on key-concepts, ideas, applications and problem-solving angles so as to empower students to become employment ready.

The Indian Council of Agricultural Research has been declared Professional Standards Setting Body (PSSB) for agriculture and allied subjects under NEP-2020. The Council has been coordinating with all agricultural universities since 1960s or so for addressing the issues of quality agricultural education. Primary focus of national coordination in agricultural education was given to update course curricula periodically and concerned universities to adopt them. As a result of long term persuasions by ICAR and realization of stakeholders demand, agricultural universities have been implementing ICAR recommended Course Curricula for 13 undergraduate programs, 80 Post Graduate programs and 79 Ph. D. programs.

Later on, it was perceived that merely changing the course curricula would not be sufficient to address the quality education, but a sound framework suggesting minimum requirements for degree programs especially requirements of teaching and non-teaching staff, instructional laboratory and instructional farms and supporting units of the following disciplines are also equally essential:

1. Agriculture
2. Agricultural Engineering
3. Biotechnology
4. Dairy Technology
5. Fisheries Science
6. Food Technology
7. Forestry
8. Community Science
9. Horticulture
10. Food Nutrition and Dietetics
11. Sericulture
12. Agribusiness Management
13. Natural Farming

#### **4.28 Making implementation of the recommendations of the Deans' Committee mandatory**

Efforts have been made to improve the quality of agricultural education to make it internationally competitive. Implementation of the recommendations of the Sixth Deans Committee to be made mandatory for accreditation of academic programs and academic institutions by the National Agricultural Education Accreditation Board (NAEAB).

## **VCI Regulations-2016 (Academic Rules)**

### **CHAPTER-I**

#### **ACADEMIC RULES FOR UNDERGRADUATE PROGRAMME(S)**

##### **PART-A**

#### **ANNUAL SYSTEM BASED UNDERGRADUATE PROGRAMME**

##### **Bachelor of Veterinary Science & Animal Husbandry (B.V.Sc. & A.H.)**

#### **1 Academic year and Annual Calendar:**

- 1.1 The academic year shall ordinarily be from **September to August**. The academic year shall consist of at least 210 instructional days. The academic calendar for each academic year shall be issued by the office of the Registrar during the end of the previous academic year.

#### **2 Admission: Registration for First Professional Year:**

- 2.1 Admission shall be made by the Registrar, taking in its' ambit selection after entrance examination and/or counselling/interview (as applicable), payment of the prescribed fee and registration for the first Professional Year.
- 2.2 Admission shall be made in the beginning of the academic year only.
- 2.3 A selected candidate shall pay his/her fee for admission and get himself/herself registered within the prescribed date which normally shall not be later than the working day immediately preceding the date of commencement of classes. However, the Registrar may, on the recommendation of the Dean concerned, permit the late admission of a candidate up to the working day immediately following the expiry of one week from the date of commencement of the classes. Provided that if a student after registration fails to attend the classes without written permission of the Dean for the last seven consecutive calendar days during the **spell of 12 calendar days** commencing from the date of registration, his/her registration shall stand automatically cancelled and the seat vacated by him/her will be filled during the subsequent counselling(s) on merit basis, subject to provisions of the **Academic Rule 2**.
- 2.4 Unauthorized absence from the registration at the time of admission shall be treated as a serious lapse and the seat be declared vacated and will be filled as per rules/criteria during subsequent counselling(s).

#### **3 Registration for subsequent Professional Year(s):**

- 3.1 Registration for the subsequent professional year(s) shall be governed by the following schedule:
- (a) **Advisement:** On the prescribed date(s) which shall be at least one day prior to the commencement of the classes.
  - (b) **Registration without late fee:** On the prescribed date which shall be a day prior to the commencement of the classes.
  - (c) **Registration with late fee:** Registration for maximum up to ten days may be allowed to the student(s) with prescribed late fee as available in the University Prospectus.

Provided that the Registrar may, on the recommendation of the Dean concerned, register a student after the last date fixed for registration in each academic year up to the last date for adding a course.

- 3.2 Unauthorized absence from the advisement/registration will be treated as a serious lapse and for this lapse; a late fee will be charged as applicable in Academic Rule 3.1(c). If during the day of registration, a student happens to be outside the University in connection with his/her studies, field work or due to other unavoidable and legitimate circumstances, he/she may be permitted to register himself/herself **in absentia** through his/her advisor by paying requisite fee with the prior approval of the Dean/Principal concerned.

#### **4 Advisory System:**

Each student shall be assigned to an advisor by the Dean/Principal of the college at the time of the student's registration. The advisor shall help the student in planning the programme of his/her studies. Students are expected to attend meeting(s) of the advisory group regularly and to be constantly in touch with their advisor(s), so that the advisor(s) may monitor their progress and guide them along righteous path. An advisory group meeting within the college shall be fixed on the same day and at the same time, as notified in the time-table.

#### **5 Course curriculum (As per MSVE - 2016) [Approved in the 43<sup>rd</sup> meeting of Academic Council dated 15.09.2016 vide Item No. AC 43.05]:**

- 5.1 (a) The Veterinary curriculum comprises of following components of study:
- (i) Core Courses
  - (ii) Internship, including Entrepreneurial Training.
- (b) The curriculum shall provide adequate emphasis on cultivating logical and scientific habits of thought, clarity of expression, independence of judgment(s), ability to collect information and to correlate them and develop habits of self-education.
- (c) Medium of instruction shall be English.
- (d) Practical training at the Livestock Farms Complex or Clinical practice shall be organized in small groups of 5-10 students, so that teacher(s) can give personal attention to each student with a view to improve his/her skill and competence in handling of the patient(s) and each practical batch for a course shall preferably be of not more than twenty students.
- (e) Efforts shall be afoot to encourage students to participate in group discussion(s) and seminar(s) to enable them to develop personality, character expression and other abilities, which are paramount for a veterinary graduate to function either in solo practice or as a team member, when he/she begins his/her independent professional career. An appropriate time slot for this activity be provided in the student study time table.

#### **5.2 Core Courses:**

The academic year-wise distribution of both theory and practical courses comprising of 81 credits (core courses) is summarized below:-



Professional Year	Credits		
	Theory	Practical	Total
First	12	6	18
Second	15	7	22
Third	15	9	24
Fourth*	8	9	17
	<b>50</b>	<b>31</b>	<b>81</b>

\*Comprises of One and a Half years.

- (a) In addition to the core courses above, a student have to successfully complete the Internship including Entrepreneurial Training as specified under part IV (8) (1) of VCI Regulations 2016 for award of degree.
- (b) Remount Veterinary Squadron or National Cadet Corps or Equestrian or National Social Service or Sports, Co-curricular activities for NRIs & Foreign Nationals and games shall be non-credit (0+1) training programmes any of which for all the Professional Years (except fourth) shall be compulsory for the award of B.V.Sc. & A.H. degree. The performance of the students in these registered training programmes shall be assessed and graded as 'Satisfactory' or 'Unsatisfactory' and student has to obtain 'Satisfactory' grading for successful completion of the course requirement(s).
- (c) The Syllabus prescribed under Part IV (11) of VCI Regulations, 2016 is the minimum instructional syllabus and is illustrative of the course content for teaching different courses at the Veterinary College(s) in the country for B.V.Sc. & A.H. degree programme.

Provided that there is scope for flexibility of addition of topic(s) or course(s) in the programme as per need or regional or institutional demand from time to time and such changes shall be non-violative and commensurate to the basic structure, curriculum and infrastructure prescribed in these regulations.

### 5.3 Internship rules:

- (a) Every student shall be required after **passing the fourth Professional examination** to undergo a compulsory rotating internship to the satisfaction of the University for a minimum period of **twelve calendar months**, so as to be eligible for the award of the degree of B.V.Sc. & A.H. and full registration with the Veterinary Council.
- (b) Compulsory rotatory internship shall include a full time training in veterinary and animal husbandry services (including emergencies and night duties, Sundays and holidays) and the intern shall devote whole time to the training and shall not be allowed to accept a whole time or part time appointment, paid or otherwise.
- (c) Internship shall be undertaken only after completion of all credit requirement(s) of veterinary curriculum as well of Non-Credit courses at Rule 5.2 (b) *ibid*.
- (d) The University shall issue a provisional course completion certificate to a student of having passed all the professional examinations and having successfully completed prescribed course work.
- (e) The State or Union Territory Veterinary Council shall grant a provisional registration to the candidate on production of the provisional B.V.Sc. & A.H. course completion certificate and the provisional registration **shall be valid for a minimum period of twelve months and maximum of sixteen months**.

- (f) After provisional registration with the State or Union Territory Veterinary Council, the candidate shall **register for internship of twelve calendar months**.
- (g) Interns shall be actively involved in rendering veterinary service under the supervision of an experienced teacher.
- (h) The intern shall assist the teacher or in-charge in all activities of the units, they are posted in.
- (i) During the period of internship an intern shall be provided accommodation or lodging and paid consolidated remuneration in the form of internship allowance as may be decided by the University/Institution from time to time.
- (j) **Attendance will be compulsory.** The intern shall be **entitled for fifteen days casual leave** and the leave cannot be claimed as a matter of right until and unless the sanctioning authority sanctions it and if an intern willfully remains absent from the training programme even if for part of a day or during off hours duty (including Sundays and holidays), he/she may be treated absent for that day and the candidate shall be required to undergo training for the additional day(s) in lieu of the absence period and **internship allowance shall not be paid for the additional day(s)**.
- (k) The internship programme shall be monitored by a Committee constituted by the respective Dean/Principal of the college comprising of Dean/Principal or Representative or nominee of the Vice-Chancellor, in-charge of Teaching Veterinary Clinical Complex (TVCC), in-charge of Livestock Farm Complex (LFC) and/or Associate Professor (Internship) as member(s) and this Committee shall monitor effective implementation of the internship training programme from time to time and shall be required to inspect the internship programme at different intervals of time randomly.
- (l) In case of **unsatisfactory work** or performance or shortage of attendance or both, the period of compulsory rotating internship shall be **extended by two months** and the student shall be reevaluated. If performance of student is again found unsatisfactory or he/she is unable to secure 50 marks, he/she shall be given one more chance after another two months and if he/she is still found unsatisfactory due to any reason, **the intern has to re-register afresh for internship programme for the entire twelve calendar months including registration with the State or Union Territory Veterinary Council**.
- (m) **Internship allowance** shall be paid only for twelve calendar months and no internship allowance shall be paid for the period of absence or unsatisfactory performance or extended period or re-registration period.
- (n) The compulsory rotating internship shall be in the following areas, namely:
  1. Posting in Veterinary Clinical Complex for Clinical training covering veterinary medicine, surgery and radiology, gynaecology and obstetrics, clinical emergencies, indoor ward care, laboratory diagnosis, ambulatory, hospital management, record keeping etc;
  2. Posting at Veterinary Clinical Complex of Veterinary College of any other state in India with provision of rent free accommodation;
  3. Posting in any four of Zoo or Wild Life Centre(s) or National Park(s), Meat Plant or Abattoir(s), Milk Plant(s), Poultry Farm(s), Field Hospital, Animal Welfare Organization, Vaccine Institute, Remount Veterinary Corps,



- Pharmaceutical, Feed Industry for hands on training in each establishment;
4. Entrepreneurial training and management covering farm routines of cattle and buffalo farms, piggery or rabbitary, sheep and goat farms, and equine or camel unit etc. Poultry production and management covering layer(s) and broiler production, hatchery and chick management and learning farm practices like record keeping and other related activities;
  5. Each intern shall submit a Project Report on completion of entrepreneurial training which is aimed at developing entrepreneurial skill for self-employment and the University or college shall provide interest free loans, technical support and infrastructure for these activities. Inputs, day-to-day work and financial accounting shall be undertaken by the students;
  6. The profits, if any, shall be kept by the students, provided, in case of loss, the respective Dean/Principal of the college through the Entrepreneurial Committee consisting of four faculty members (at least one subject matter specialist) may evaluate the reason(s) of such loss and provide compensation in case it is found that the loss has been inadvertent;
  7. The Incharge or nominee of each posting shall regulate the training of such interns and submit the evaluation report of each intern out of 20 marks which shall be accounted at the time of final evaluation;
  8. The remaining days shall be utilized for the final assessment of interns as prescribed in MSVE regulations-2016, with the objective of having achieved following core competencies namely:
    - (i) restraint of cow, sheep, horse, dog and pig. Haltering, snaring, muzzling, tail switch, bandaging of horse for exercise and stable bandaging;
    - (ii) animal identification, dentition and ageing of animals;
    - (iii) housing layout or requirements of livestock and poultry;
    - (iv) computation of ration of livestock of different breeds and age groups in health and disease;
    - (v) fodder management and interpretation of feed quality evaluation;
    - (vi) physical evaluation of livestock health parameters (auscultation, percussion, recording of temperature, pulse, heart rate, respiration rate etc.);
    - (vii) recording and interpretation of cardiovascular response;
    - (viii) testing of milk and milk products for quality, clean milk production;
    - (ix) carcass quality evaluation (ante-mortem & post-mortem examination);
    - (x) specific diagnostic tests for zoonotic diseases;
    - (xi) sample collection, handling and dispatch of biological materials for laboratory examination;
    - (xii) staining techniques for routine clinico-pathological examinations;
    - (xiii) relating post-mortem lesions to major livestock diseases;
    - (xiv) haematological evaluation (total leukocyte count, differential leukocyte count, haemoglobin, packed cell volume, erythrocyte sedimentation rate etc.) and interpretation;
    - (xv) tests and their interpretation for haemoprotozoan diseases;

- (xvi) body fluids collection, examination and interpretation as an aid to diagnosis;
- (xvii) urine evaluation procedures and interpretation as indicators for diagnosis of diseases;
- (xviii) fecal examination-procedures and interpretation;
- (xix) examination of skin scrapings and interpretation;
- (xx) interpretation of blood chemistry profile in diseases;
- (xxi) deworming procedures and doses for different species of animals or birds;
- (xxii) managing an outbreak of infectious or contagious diseases;
- (xxiii) approach to diagnosis of a given disease condition;
- (xxiv) pre-anesthetic administration and induction, maintenance of general anaesthesia and dealing with anaesthetic emergencies;
- (xxv) local anaesthetic administration;
- (xxvi) nerve blocks—sites, functional application;
- (xxvii) suture material, suture pattern and tying knots;
- (xxviii) common surgical procedures including dehorning, docking, caesarian section, ovariohysterectomy, castration, rumenotomy;
- (xxix) application of plaster castor splint for fracture immobilization and other bandaging procedure in large and small animals;
- (xxx) soundness in horses;
- (xxxi) rectal examination-palpation of pelvic or abdominal organs in cattle or horses or buffaloes;
- (xxxii) detection of oestrus, artificial insemination, pregnancy diagnosis;
- (xxxiii) management of vaginal or uterine prolapse and dystocia;
- (xxxiv) andrological examination of bull, handling, preservation and evaluation of semen;
- (xxxv) vaccination procedures, vaccination schedules and vaccine types for different diseases;
- (xxxvi) handling of radiograph, interpretation of a given radiograph of large and small animals;
- (xxxvii) client management;
- (xxxviii) managing a clinical practice, ambulatory van, transporting a sick animal requirements, etc.;
- (xxxix) dosage regimens of important drugs;
- (xl) drug administration techniques in different species of animals-oral, parenteral, rectal, intra-peritoneal and intra-uterine;
- (xli) identification of major livestock or poultry breeds;
- (xlii) measuring climatic parameters and their interpretation;
- (xliii) communication technology tools;
- (o) Details of day to day work, posting and duration should be worked out by the Veterinary Colleges as per needs and infrastructure facilities and the activities of interns shall be regulated by an Associate Professor (Internship) posted in Veterinary Clinical Complex and Assistant Professor (Internship and entrepreneurship) Livestock Farm Complex.
- (p) The intern shall have the following functions, responsibilities and duties namely:

- (i) Participation with clinical faculty in the hospital practice.
- (ii) To share the emergency and night duties on rotation in the large and small animal hospitals, including Sundays and holidays.
- (iii) Participation with staff of the place of posting in Veterinary Practice, Production or Technology.
- (iv) Hands-on diagnostic and treatment procedures for hospitalized cases under the supervision of the attending veterinarian.
- (v) To administer primary care to emergency cases and participate in service(s) such as anaesthesia, radiology, ultrasonography, endoscopy, laboratory and diagnostic procedure(s). Medicine, Gynaecology and Surgery rounds shall be held periodically allowing the interns to present cases and participate in topic discussion.
- (q) The training shall be supplemented by fortnightly sessions of clinical conference, farm operation and data analysis, preparation of feasibility reports, project report, campaigns/ discussions in clinical training, farm training and technology.
- (r) The intern shall maintain a log book of day to day work which shall be verified and certified by the supervisor under whom he/she works and in addition, an intern will prepare a brief project report on the basis of his/her case study/case analysis, survey reports etc. and it shall be based on his/her own study during the internship. Such reports can be supervised by more than one teacher, if required and the interns shall present such report(s) in seminar(s) organized for the purpose.
- (s) The assessment of each intern shall be based upon the evaluation of log book or project report, his/her performance report(s) from all the minimum prescribed training postings, entrepreneurial output, clinical case report and their presentation, viva and comprehensive examination in core competence in Veterinary skill through a written test by an Evaluation Committee comprising of the faculty representing the concerned departments appointed by the Dean for this purpose and the distribution of the marks for various components shall be as under:

Log book or Project Report	10 marks
Performance in different posting(s)	20 marks
Entrepreneurial output	20 marks
Case Report(s) or Presentation	10 marks
Written test	30 marks
Viva	10 marks
Total	100 marks

- (t) The minimum pass marks in internship assessment shall be 50 out of 100.
- (u) After successful completion of Internship, the Dean/Principal shall then issue the certificate of satisfactory completion of internship training as prescribed by the Veterinary Council of India.
- (v) A candidate shall become eligible for registration with State or Union Territory Veterinary Council only on the award of the B.V.Sc. & A. H. degree or production of a provisional degree certificate by the University.

- (w) Provided that the Dean of the college, in case the exigent situation requires, will send the case through Academic council for obtaining approval of the Vice-Chancellor for re-orientation of the internship programme, provided such charge shall be non-violative & commensurate to the basic structure, curriculum & instruction prescribed in the VCI regulations-2016.

## 6. Examinations and Evaluation:

- (a) The examination shall be to assess whether the student has been able to achieve a level of competence and for academic assessment, evaluation of practical aspects of the curriculum shall receive much greater emphasis leading to separate examination(s) and requiring the student to secure a minimum of 50% marks, in theory as well as in practical, in each such examination.
- (b) The weightage of theory and practical shall be in the ratio of 60:40 respectively.
- (c) The distribution of marks for objective and subjective questions in each subject shall be in the ratio of 40:60 respectively in annual examinations provided the format of question paper in internal assessment shall be as per the choice of instructor(s).
- (d) The schedule of examination during B.V.Sc. & A.H. course shall consist of internal assessment and annual examinations as detailed below:

Internal Assessment	Course coverage	Max Marks	Weightage %
First	30%	40	10
Second	60%	40	10
Third	90%	40	10
Annual examination (Theory)	Paper-I	100	20
	Paper-II	100	20
Annual examination (Practical)	Paper-I	60	20
	Paper-II	60	20

### 6.1 Internal Examinations:

- (a) The instructor(s) shall conduct the internal assessment theory examinations.
- (b) The examination for Livestock Farm Complex and Veterinary Clinical Complex shall be conducted twice a year i.e. first practical examination be conducted after completion of 50% syllabus and the second on full completion of course. The second exam shall comprise of the entire syllabus.
- (c) At the end-of-academic examination(s) in each course, the list of marks obtained and the incentive marks awarded as per University rules shall be submitted to the Dean, College of Veterinary Science for onward transmission to the Controller of Examinations.
- (d) Incentive marks for participation in sports and extracurricular activities at inter-university/State/National/International level and participation in horse show(s), Republic Day camp are allowed to the students under University rules and shall be awarded in the internal evaluation report for course of respective academic year.
- (e) The makeup examination(s) shall be **permissible only in internal assessment examination.**  
If a student misses any of the examination on account of illness or some other

valid reason, he/she may submit petition through his/her advisor and the instructor to the Head of the Department concerned **within three working days** from the completion of the examination. The examination(s) on medical grounds should be allowed in case of hospitalization as certified by the Medical Officer of the University, **as envisaged in rule 7.2.1 (iii) (a)**. If the Head of the Department is satisfied that the student was prevented from appearing in the examination for some valid reasons, he/she may direct the instructor to hold a **special make-up examination** for the student and endorse in the student's personal file. It will be the responsibility of the student to pursue with his/her instructor and have a date fixed for the make-up examination.

The make-up examination shall be **conducted within 5 working days** from the **completion of the missed examination** but under all circumstances before the commencement of the Annual Professional Examination.

## 6.2 Annual Professional Examinations:

- (a) The Annual Professional Examinations in both theory and practical(s) shall be conducted at the end of each professional programme(s) in accordance with the guidelines of Veterinary Council of India, 2016. The Annual Professional Examination shall be got conducted by the Controller of Examinations. The Controller of Examinations in consultation with the Dean, College of Veterinary Science shall appoint a board of examiners, comprising an external examiner for each theory paper for inviting the question papers. The practical examinations shall be conducted by a Board of Examiners consisting of the concerned Head of Department, teacher(s) and a representative of the Dean/Principal of the college.
- (b) The examining body may appoint a single moderator or a board of moderators (not exceeding three in number) to review the question paper(s) on the day of examination after those have been distributed. Any correction(s), if required will be conveyed to the examinees and any discrepancy in the question paper in respect of syllabus noticed will be conveyed to the Controller of Examinations in a written report.
- (c) The evaluation in the practical shall be based on:
  - (1) day to day practical records/log books/case records/assignments/projects/seminars, etc.
  - (2) dissections/experiments/problem solving/operations/case study etc.
  - (3) viva-voce and or written test paper to evaluate the practical knowledge uniformly as per the subject requirement
  - (4) identification/spotting etc. and
  - (5) any other requirement specific to a subject as decided by the members of the examination board.
- (d) The Annual Professional Examination report(s) for the theory paper will be signed by the external examiner(s), and those for the practical by the internal examiner(s), and will be submitted to the Controller of Examinations.
- (e) **The schedule of examinations shall be adhered to strictly. No re-examination shall be allowed in event(s) of students strike, boycott, walkouts, and medical grounds or what-so-ever may be the reason.**



### 6.3 Distribution of marks and award of credit points:

- (a) The distribution of marks for objective and subjective questions in each course/paper shall be in the **ratio of 40:60**, respectively both in internal and annual examination(s). The method of calculation and recording of grade points shall be according to VCI-Minimum Standards of Veterinary Education (B.V.Sc & A.H.) Regulations.
- (b) The marks obtained in each of internal and annual theory & practical examinations in each course and then paper wise shall be recorded. **If a student obtains in each paper at least 50% marks in theory and practical, separately, the total marks rounded off to one decimal point in each paper shall be recorded.** The aggregate marks obtained in all the papers of each professional examination, shall be used to calculate the **Grade Point Average (GPA)** for that professional examination. The accumulated credit points and accumulated credit hours shall be taken in account for obtaining the Overall Grade Point Average (OGPA) at the end of subsequent professional examinations. **The OGPA may be rounded off up to three decimal places after taking in account the fourth place of decimal.**
- (c) Student failing to obtain at least 50% marks in theory and practical examination, separately in any paper, shall **'Fail'** in that professional examination. In failed cases, the CPA shall not be calculated/recorded until the student has cleared that paper in the compartment examination or is otherwise declared **'Pass'**.

### 6.4 Answer Books:

- (a) The answer-books of internal assessment shall be shown to students and the records of internal assessment as well as that of annual practical examinations shall be submitted to the Controller of Examinations.
- (b) Where an instructor finds that he/she has made a mistake in reporting the marks of the internal examination, he/she shall bring it to the notice of the respective Dean/Principal through the concerned Head of the Department, immediately. The Dean/Principal after going through all the documents and satisfying himself that there has been a genuine mistake, shall write to the Controller of Examinations to record the correction. The request(s) for such correction in the report(s) of internal examination **shall not be accepted under any circumstances after 15 days from the start of next internal examination** and in the report(s) of **final internal examination after the start of the Annual Professional Examinations.**
- (c) The answer books shall be kept by the concerned instructor/Controller of Examinations **for one year following the year** in which the examination has been conducted. After that the answer books may be disposed-off by a committee convened by the Controller of Examinations with representative of the Dean (not below the rank of Associate Professor) and Chairman, Academic Affairs Committee as members, provided that there is no litigation(s) in this regard.

### 6.5 Moderation of Annual Professional Examinations:

- (a) The Controller of Examinations in consultation with the Dean, College of Veterinary Science, Ludhiana shall form a **Committee of three members** consisting of Dean of the College as Chairman and two other teaching faculty members to moderate the results obtained at the Annual Professional Examinations. This Committee shall

review the results for the normal distribution of marks and the percentage of pass or failure.

- (b) Any moderation suggested; shall be uniformly applied to all the students for that paper(s) without altering the merit of the passed candidate(s).
- (c) Any moderation effected; should not involve of enhancing of more than a total of 5 marks in a professional year for a particular candidate, and in no case more than 3 marks in one paper.
- (d) The provision(s) for **Moderation of results shall not apply to Compartment Examination(s)**.
- (e) There shall be no provision for grace marks in any case.

#### 6.6 Scrutiny of answer books of Annual Professional Examinations:

- (a) Since there is no provision(s) of re-evaluation of answer book(s), a student, however, may be allowed to get his/her answer book(s) scrutinized, for which, the student shall have to apply to the Controller of Examinations **within three days after the declaration of result** and after paying the prescribed fee of Rs. 500/- per paper or as applicable from time-to-time. The Controller of Examinations shall arrange the scrutiny of answer book(s) by the Screening Committee.
- (b) Scrutiny shall only be re-totaling of the marks and examining of unmarked question(s), if any.
- (c) The answer book(s) of Annual Professional Examinations shall not be shown to the student under any circumstances.
- (d) In case, the total marks are found to be incorrect on scrutiny, the same will be corrected and the result shall be revised accordingly (even if it is towards lower side). If, however, any question is found to be unchecked by the Examiner, the answer book(s) shall be sent to the Examiner or to the committee **as per clause 6.6 (a)** for doing the needful and the result(s) shall be revised accordingly, if there occurs any change in the marks.
- (e) No representation by the student(s) shall be entertained regarding the outcome of the result after scrutiny.
- (f) In case, a student on the basis of the result of scrutiny becomes eligible for the compartment examination, he/she may apply to the concerned authority to appear in the compartment examination on the announced scheduled date. The scheduled date of the compartment examination shall under no circumstances be changed on this account.

#### 6.7 Compartmental Examinations:

- (a) A student failing in a **maximum of two subjects** only may be allowed to appear in compartment examination for those subject(s) and the compartment examination(s) shall comprise of the annual component of both the theory and practical of the failed subject(s) which shall constitute 40 and 40 per cent weightage, respectively, and the **marks obtained in internal assessment of theory shall be considered for the evaluation of compartment examination(s)**.

- (b) The compartmental examination(s) shall be conducted **within twenty calendar days** of subsequent year registration and if the student fails in the compartmental examination(s), he or she shall be reverted back to the original class and the results of such compartment examination(s) shall be declared **within ten days** after the examination is conducted.

#### 6.8 Evaluation – Promotion and Failure, thereof:

- (a) The evaluation of the students shall be based on the overall performance in the internal and the external Annual Professional Examinations with weightage of theory and practical in the ratio of 60:40, respectively. The student(s) shall have to obtain a minimum of 50% marks in theory as well as practical examination(s), for promotion to next higher level programme.
- (b) Promotion or failure of a student in a professional year shall be decided only on the basis of aggregate marks of internal assessment and annual examinations.
- (c) A student shall be promoted to next higher professional class only if he/she has passed in all the papers of his/her class by obtaining at least 50% in theory and practical separately (internal and external combined).
- (d) A student should secure **Overall Grade Point Average (OGPA) of 5.000 out of 10.000** at the end of degree programme to be eligible to get B.V.Sc. & A.H degree.
- (e) A student may also be allowed provisional promotion to next higher class till the declaration of the result of the compartment examination(s). However, this promotion shall be subject to clearance in the compartment examination(s) of that/those paper(s) and shall be provisional. If the student fails in the compartment examination(s), he/she shall stand automatically reverted to the class from where he/she was allowed provisional promotion.
- (f) Failed students may seek re-admission (with the old admission number) by paying prescribed **re-admission fee** and shall have to repeat whole of the professional year **without any exemption/relaxation. However, such student(s) are exempted to repeat a non-credit course in case obtained ‘Satisfactory’ grade.**
- (g) **A student failing** in the Annual Professional Examination **for three consecutive years** in a professional year of B. V. Sc. & A. H degree programme, shall be finally dropped automatically from the University on account of poor academic performance, except in case of 4<sup>th</sup> Professional year.
- (h) In no case, a student shall be allowed to continue his/her B.V.Sc. & A.H. studies beyond nine academic years (excluding Internship) in Veterinary College.
- (i) The Controller of examinations will submit the results to the Registrar for its timely declaration. Thereafter, it shall be the responsibility of the Controller of Examinations to send the Detailed Marks Cards to the Registrar.



## 7 Graduation Requirements:

### 7.1 General:

The University has prescribed the minimum qualifications for admission to various programmes. But there may be candidates with qualifications similar to but not exactly the same as those mentioned in the minimum qualifications, but still may be considered by the University to be eligible for admission. There may also be student(s) with pre-admission qualifications higher than the minimum prescribed. In all such cases, the pre-admission qualifications will be evaluated by the **Academic Affairs Committee of the respective college**.

### 7.2 Residential Requirements:

The residential requirements for completion of B.V.Sc. and A.H. programme shall be as under:

Programme	Number of Professional year	
	Minimum	Maximum
B.V.Sc.& A.H.	4 ½ years followed by 1 year of internship programme	9 years followed by 1 year of internship programme

**Note:** i) The residential requirement in the University shall include the stay at GADVASU and/or stay at its research stations and such other institutions/research stations with which the University enters into cooperative and collaborative arrangements, and/or a Memorandum of Understanding (MOU) encompassing the same.

- ii) **Period of discontinuation of study shall not be counted** for calculating the maximum time limit of study period.
- iii) If the student fails to complete his/her programme successfully within the maximum time limit prescribed for the programme as above, he/she shall no longer be a student of this University.

#### 7.2.1 Attendance Requirements:

- i. The required condition of attendance shall not be deemed to have been satisfied in respect of the subject, unless the student has ordinarily attended all the scheduled theory and practical classes; however, the minimum requirement of attendance **shall not be less than 75% (including attendance benefit, if any) of the scheduled theory and practical classes**, separately (5% additional relaxation on medical grounds will be given), with additional relaxation of **twenty working days** for R&V Sqn. NCC/NSS/Co-curricular activities. For the course(s) of (0+1) credit, the relaxation shall only be of **seven days**.
- ii. A candidate having attendance below 75% in a paper or course will not be eligible to appear in the annual examination of that paper.
- iii. The percentage of attendance of a student in a course/paper shall be computed on the basis of the total number of theory and practical classes scheduled between the date of the commencement of instruction(s) and date of closing of instruction(s), irrespective of the date of registration. However, for the students who are reverted back owing to failure in the compartment examination(s), the

attendance shall be counted from the date of declaration of result of compartment examination(s) and the date of closing of instructions.

#### **Medical certificate**

- a. Students residing in the University hostels should produce a medical certificate only from the Medical Officer of the University. **Outside certificate** will be accepted only in **emergency situations warranting hospitalization** e.g. sickness while on holidays and/or accidents outside the University campus etc. **Permissible medical leave will be granted only in case of complete bed rest and hospitalization.**
- b. Students having selective/partial attendance will not be granted Medical Leave facility.
- c. Even if a medical certificate from a private practitioner or hospital has been countersigned by the Medical Officer, a University committee will assess the validity of the certificate.
- d. **The attendance requirements in theory/practical classes for any online/offline classes held during exigencies, the natural disasters or any calamities etc., will be decided by the Academic Council.**

### **7.3 Transfer of credits/migration:**

When a student migrates to this University after having obtained his/her degree, **no migration shall be necessary.** When a student migrates to **this University in the middle of a programme** from any other University, he/she shall be required to furnish a certificate regarding transcript of courses and credits taken in the previous University from the Head of the Institution in which he/she studied first.

When a student migrates to this University from another University in the middle of a programme, transfer of credits will be possible. This will be determined by a committee constituted by the Dean of the college, which will examine the course(s)/subject(s) already studied by the student, the examination passed and the syllabi thereof, **and also conduct a proficiency test, where it may be consider necessary.** The Overall Grade Point Average of the student shall be determined entirely by the course(s) undertaken by him/her in the University and the **credit points achieved there in.**

The students seeking migration should satisfy the following conditions (mentioned in clause 10 of Part IV of the Veterinary Council of India Minimum Standards of Veterinary Education Degree Course – B.V.Sc. & A.H. Regulations,–2016).

#### **Migration/Transfer of Student from one recognized Veterinary College/institution to Another:**

- (i) A student studying in a recognized veterinary college which is included in the 1st schedule of the Act may be allowed to migrate or be transferred to another recognized veterinary college under another or same University.
- (ii) The migration or transfer may be allowed by the University after passing 1<sup>st</sup> year of B.V.Sc. & A.H. degree course **within one month of the start of academic session** of 2<sup>nd</sup> year of the receiving college of the University. In such cases, the incumbent has to apply to the **Registrar within one month after passing 1<sup>st</sup> year B.V.Sc. & A.H. through the Dean/ Associate Dean of the college/institute with his/her No Objection Certificate.** The Registrar may then, admit (on transfer basis) the said

student, after reviewing the position of the college of **student's interest**.

- (iii) The number of students migrating or transferring from one veterinary college to another veterinary college during the period of one academic year will be kept to the **maximum limit of 5 per cent of the intake capacity** of each of the **veterinary colleges in one year**.
- (iv) The cases not covered under sub-regulations (i) to (iii) may be referred to Veterinary Council of India for consideration of merit.
- (v) An intimation about the admission of migrated or transferred students into any veterinary college should be sent to the Veterinary Council of India by the respective college or University.
- (vi) Transfer of student, however, will not be permitted in case of student who has been **expelled by the authority** of the University or constituent or affiliated college as a punishment for an act of misconduct.

#### 7.4 **Normal, Maximum and Minimum Credit Load in an Academic Year:**

All the courses prescribed for the respective Professional Annual Board examinations under the guidelines by Veterinary Council of India shall be mandatorily be registered by all the students of respective professional programme(s).

#### 7.5 **Minimum Grade Point Average Requirement:**

##### 7.5.1 **Requirement of GOOD STANDING for Graduation:**

The minimum Overall Grade Point Average requirement for the B.V.Sc. & A.H. shall be 5.000 (out of 10.000). A student who has achieved this minimum requirement, shall be deemed to be on GOOD STANDING/ PASS.

##### 7.5.2 **Repeating Courses in order to fulfill the Minimum Requirement:**

There shall be **no provision for repeating of courses**. The students will be declared either 'Pass' or 'Fail' but eligible to appear in compartment examination in only two papers of a professional examination. The failed candidates shall repeat the whole professional programme after seeking re-admission, subject to clauses under rule 7.5.4.

##### 7.5.3 **Dropping a student:**

The students who fail to fulfil the requirements as mentioned in rule 6.8 (g) shall be automatically dropped from the University.

##### 7.5.4 **Re-admission of students:**

*A student, with GOOD STANDING who leaves the college under compelling circumstances with the permission of the respective Dean/Principal will be eligible for re-admission. Such a student, may be re-admitted by the Dean/Principal, if he/she seeks re-admission within a period of 1 year (excluding the year in which the student leaves the college) or with the approval of the Academic Council if he/she seeks re-admission within a period of 2 years (excluding the year in which the student leaves the college). Permission for leaving the college must be obtained by the student before the start of the final annual board examination. The **student leaving the college without the prior permission of the Dean/Principal shall not be eligible for re-admission.***

The request for re-admission giving detailed justification for consideration of the competent authority shall be submitted to the Dean/principal at least 2 months before the commencement of professional programme in which the student intends to seek re-admission.

**Note :** Compelling circumstances would mean personal sickness, hospitalization etc. The medical certificate from Senior Medical/Officer, Civil Hospital or University Hospital will be required. After seeking permission to leave the college on permissible grounds, if a student joins **some job or any other course of study, he/she will not be allowed re-admission.**

#### 7.5.5 **Dropping of academic year, discontinuation of study and re-admission:**

A student may drop the current academic year for which he/she has registered, with the permission of the Dean/Principal due to personal sickness (at least for two weeks duration) or any other valid reason. The permission to drop the academic year must be obtained before the start of annual examination. The application should be supported by relevant documents. The medical certificate from the Senior Medical Officer, Civil Hospital or Medical Superintendents of Hospitals recognized by the University or Senior Medical Officer of the University Hospital will be required. Such a student can register for the next academic year with the permission of the Dean/Principal of the college concerned.

### **8 Other Requirements for Graduation:**

#### **8.1 R&V Sqn. NCC/NCC/NSS/CCA:**

R&V Sqn. NCC/NCC/NSS will be compulsory for all the students except NRIs/OCI/Foreign Nationals, provided, however, that **the Vice-Chancellor may grant exemption from these requirements to Indian nationals on medical grounds.** Applications for such exemptions shall be submitted to the Dean/Principal duly recommended by the Unit Commander/R&V Sqn. NCC Officer and supported by Medical Officer signed by the University Medical Officer/CMO or Assistant Civil Surgeon or by the Director Students Welfare-cum-Estate Officer (for NSS and CCA activities only). NRIs/Foreign Nationals have to opt for a Co-Curricular Activities (CCA) course for successful completion of degree course. The educational tours and R&V camps shall generally be arranged during the academic break.

#### **8.2 Educational Tours:**

Only one educational tour shall be compulsory for all the students. Every student, in order to qualify for the B.V.Sc & A.H. degree, shall be required to obtain satisfactory grades for this requirement provided, however, that the Dean/Principal of the college may allow the student not to undertake a particular tour on medical grounds or owing to the fact that a student was deputed by the University for attending pre-arranged NCC, CCA, NSS camps or the tournaments or coaching camps organized by the Association of Indian Universities and its subsidiary federations or by the Indian Olympic Association and its subsidiary federations. However, the Dean/Principal of the college may allow an alternate educational tour to such students. Applications for this purpose shall be submitted to the Dean/Principal duly recommended by the advisors concerned and supported by medical certificates signed by the University Medical Officer/ CMO or Assistant Civil Surgeon. The students will,

however, have to go on this alternative educational tour, **subsequently at their own expenses** and obtains 'S' grade. If the student obtains 'US' grade, after having been on tour, he/she will be given another chance to appear in the make-up tour and earn 'S' grade. **The students must obtain 'S' grade to qualify for internship.**

## **9 Role of Head of Department and Registrar:**

- 9.1 The Head of the Department concerned will ensure that each instructor actually completes the entire courses that he/she has to teach stipulated time slots as per lecture schedule of courses and will send a report to the Dean/Principal, that he/she has satisfied himself/herself about it.
- 9.2 To ensure that requirements for the award of a degree have been completed by a student, the Registrar will keep a record of the courses completed by students.
- 9.3 In all matters relating to admission and the operation of the annual system, the Registrar shall ordinarily act in accordance with recommendations of the Selection Committee or the Dean/Principal concerned. Where however, the Registrar does not agree with such recommendations/ decisions, he shall refer the matter to the Vice-Chancellor whose decision would be final.

## **10 Unfair Means in Academic Examinations:**

- 10.1 The Dean/Principal of the respective College in which the student is registered, shall be responsible for dealing with all such cases of use of unfair means in the academic tests and examinations.
- 10.2 The Instructor/Invigilator/Supervisor concerned shall report to the Dean/Principal through the Head of Department/ Centre Superintendent concerned **within two working days** of the occurrence of each case of unfair means with full details of evidence and the explanation of the students, if any.
- 10.3 The Dean/Principal shall take appropriate action and the penalty may be imposed as indicated below:
  - (a) Students found in possession of copying material or found using unfair means during practical examination/internal examination shall be awarded zero marks in all the internal examinations of all the subjects conducted during the Professional year and placed on conduct probation.
  - (b) Students found in possession of copying material or found using unfair means during the Annual Professional Examinations/Compartment Examination(s) shall be deemed to have failed in that professional programme and placed on conduct probation for rest of degree.
  - (c) Students found in possession of copying material or found using unfair means for the second time in any of the examinations, shall be deemed to have failed in that professional programme and he/she shall also stand debarred from pursuing studies in the college/University.
- 10.4 **Impersonation in Examination/Fake Degree Certificates:**
  - (i) The student who is impersonated shall be deemed to have failed in all the courses in the current academic year; and placed on conduct probation for the subsequent one academic year.



- (ii) If a person who impersonates a student in any examination during academic year is a student of the University (i) he/she shall be deemed to have failed in all the courses in the current academic year; and (ii) placed on conduct probation for the subsequent one academic year.
- (iii) If the person who impersonates is not a student of any constituent college of the University, the case may be registered with the police.
- (iv) If impersonation in the Entrance Test/Interview/Counselling or using fake certificate(s) is detected after the admission has been finalized, or after the candidate has registered for the programme, the admission of such candidate **shall be cancelled forthwith** and he/she shall be debarred from seeking admission to any programme of the University, and the case may be **registered with the local police**.
- (v) In all cases of use of unfair means/impersonation in the entrance test, the decision of Superintendent/Assistant Coordinator/Coordinator/Controller of Examinations to expel or disqualify any candidate from the entrance test under the Admission Rules shall be final.
- (vi) If any student of GADVASU impersonates in the entrance test conducted by the University, action will be taken against him/her in the spirit of above rules.

#### 10.5 **Appeal for punishment under 10.4:**

The aggrieved student may appeal before the Vice-Chancellor against the order of the Dean/Principal **within two weeks** from passing of such orders and decision of the Vice-Chancellor shall be final.

**Note:** If a case of impersonation and/or **using fake certificate(s) to get admission**, comes to notice during subsequent period, necessary disciplinary action will be taken in the spirit of the **above rule for students, wards of employees of the University in case of use fake certificate(s)**, for which action will be taken as per the **University rules and the case also be registered with local police**.

## 11 **Other Rules:**

### 11.1 **Conduct probation:**

Any student involved in the violation of rules and regulations of the University or an act of indiscipline, may be placed on conduct probation by the Dean/Principal, as below:

- (a) Placed on conduct probation with respect to all academic activities.

or

- (b) Debarred from any accommodation in the hostel.

or

- (c) Placed both on conduct probation for:

- (i) academic activities and
- (ii) debarred from any accommodation in the hostel.

Such student(s) shall not represent the College/University team and shall lose any office that he/ she may be holding in any student organization. If a student, who is on conduct probation or who was on conduct probation on two previous occasions still commits an act of indiscipline, he/she shall be dropped from the rolls of the College.

### 11.2 Maintenance of discipline:

All students are expected to maintain discipline and proper academic atmosphere. The student(s) indulging in an act(s) of indiscipline and misdemeanor, such as taking out processions, holding demonstration in the residential area(s) of the University and threatening the University Officer(s), interfering with the smooth functioning of the University, defacing of University building(s) by writing slogans, disturbing the classes in session, assaulting teachers and students etc., will be liable for the severe disciplinary action.

### 11.3 Regulations regarding rustication and expulsion of student:

- (a) The Dean/Principal of the College shall have the power to expel or rusticate student(s) for sufficient reason(s) including act(s) of indiscipline and/or any misconduct inside or outside the college on the recommendation of College Disciplinary Committee/Director Students' Welfare-cum- Estate Officer.
- (b) Cases of rustication and expulsion shall be reported to the Registrar by the Dean/Principal of the college concerned immediately after rustication or expulsion for registration and notification.
- (c) **The Dean/Principal may revise his/her decision within 15 days of the date of passing of the order of rustication or expulsion.** The revised decision together with reasons shall be communicated to the **Registrar for being placed before the Academic Council.**
- (d) The Registrar shall notify the orders of rustication by putting a notice on the website of the University after the expiry of 15 days period allowed to the Dean concerned for revision of the decision.
- (e) The minimum period of rustication shall be **one professional year** and the maximum period of rustication shall be **two professional years.**
- (f) The student under rustication shall have the option of rejoining the classes during the ensuing academic year after the expiry of the period of rustication.
- (g) It shall be obligatory on the part of the college to readmit a rusticated student if he/she wishes to rejoin after the expiry of the rustication period.
- (h) The name of the rusticated student shall **not be maintained on the rolls** of the college nor shall any **fees be charged during the period of rustication.**
- (i) A student expelled from the college shall not be allowed to seek fresh admission into the same college or into another affiliated/constituent college without sanction of the Academic Council. In no case, such a student shall be allowed to do so before the expiry of two academic years excluding the academic year in which he/she was expelled.
- (j) When facts come to the knowledge of the Vice-Chancellor which makes him think that the order of the Dean/Principal requires revision, the Vice-Chancellor may bring the case to notice of the Academic Council after consideration of which, the decision of the Academic Council shall be final.

### 11.4 Ragging in College/Hostel

Ragging is strictly prohibited in the University premises as well as in the hostels. Any student found indulging in any of the act of ragging, will be strictly dealt with according to the direction(s) issued by the **Hon'ble Supreme Court of India vide order in May 2007 and**

**implemented by the University Grants Commission under Regulations called “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009” vide No: F.1-16/2007(CPP-II) dated 17th June, 2009.**

The anti-ragging committees and squads constituted at the college level shall keep a check on the incident(s) of ragging. The student(s), if found guilty, may invite punishment up to his/her expulsion from the institute or registration of F.I.R. under the provisions of the Indian Penal Code.



# REGULATIONS ON RESIDENT INSTRUCTIONS (RRI)



**Directorate of Education  
Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu**

**Website: <https://skuast.org>**

***An institution for sustainable agriculture for food and nutritional security***