

POST GRADUATE ACADEMIC RULES AND REGULATIONS



Revised From Session 2018-19

**NANAJI DESHMUKH
VETERINARY SCIENCE UNIVERSITY
JABALPUR-482 001 (M.P.) INDIA**

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JABALPUR - 482001 (M.P.) INDIA**

Disclaimer

The statement made in the Post Graduate Rules and Regulations booklet and all the information contained here-in are believed to be correct at the time of publication. However, the University reserves the right to make change at any time, without notice, addition(s), deletion(s) to the regulations, conditions governing the conduct of the students, requirement(s) for the degree or diploma, fees and any other information, or statement content in this booklet. University bears no responsibility for hardship or expenses incurred by the students or any other person(s) for such change(s), addition(s), omission(s) or error(s), no matter how they are caused.



JURISDICTION

Any dispute arising out of anything consent with the University and its activities including admissions/operation of semester rules will be subject to the jurisdiction of the courts situated at Jabalpur only.

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Nanaji Deshmukh Veterinary Science University, Jabalpur

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FOREWORD

Nanaji Deshmukh Veterinary Science University has been set up with an objective of providing quality higher education and research in various disciplines of Veterinary Science and Animal Husbandry.

The rule booklet gives comprehensive information regarding the existing rules and regulations for Post Graduate programme for all disciplines. All the current and futuristic Post Graduate programme will be governed by these rules and regulations based on the concept of outcome based education. Students' attention is brought particularly to the assessment procedures, regulations for maintenance of discipline, etc. The academic rule book will serve for planning the academic profile of the student during their study programme. Strict adherence of these rules and regulations on part of each student can lead to achievement of grand success during the Post Graduation programme.

I convey my best wishes to students for attaining proficiency in their post graduate degree course.



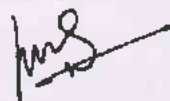
Prof (Dr.) P.D. Juyal
Vice-Chancellor
NDVSU, Jabalpur

PREFACE

The Post Graduate Academic Rules and Regulations have been revised in light of amendments made after 2012-13 and ICAR Post Graduate Regulations. The document encompasses all the requirements to be followed for Master's and Doctoral degree programme of the University. In the rule book proforma of various documents have been annexed for the ease of Post Graduate students and staff members of the university.

I take this opportunity to extend my sincere thanks to Dr. Y.P. Sahni, Director Research Services, Dr. B.C. Sarkhel, Director Animal Biotechnology, Dr. Giridhari Das, Professor and Head, Department of Veterinary Parasitology, College of Veterinary Science & A.H., Jabalpur and Dr. Rakesh Sharda, Assistant Professor, Department of Veterinary Microbiology, College of Veterinary Science & A.H., Mhow for giving valuable inputs as a member of the Committee constituted for revision of the existing Post Graduate Academic Rules and Regulations of the University. We have benefitted greatly from the comments and suggestions of Dr. M.K. Bhargava, Ex Director Instructions, NDVSU, Jabalpur. Thanks are due to Dr. S.N.S. Parmar, Dean Faculty, Dr. R.P.S. Baghel, Dean, College of Veterinary Science & A.H., Jabalpur and Dr. Madhu Swamy, Controller of Examinations, NDVSU, Jabalpur for suggestions.

I am especially grateful to Prof. (Dr.) P.D. Juyal, Hon'ble Vice Chancellor, Nanaji Deshmukh Veterinary Science University, Jabalpur for his excellent guidance and support.



Dr. Shrikant Joshi
Director Instructions

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CHAPTER – 1

INTRODUCTION

1.01 Details of Constituent Colleges:

Nanaji Deshmukh Veterinary Science University (NDVSU), Jabalpur has two Faculties namely Faculty of Veterinary Science & Animal Husbandry, which include three Veterinary Colleges at Jabalpur, Mhow & Rewa and Faculty of Fishery Science at Jabalpur. Besides these colleges, the university has Animal Bio-technology Centre and School of Wildlife Forensic & Health (SWFH) which are also located at Jabalpur. The University also has five Polytechnic Colleges of Animal Husbandry located at Jabalpur, Mhow, Bhopal, Rewa & Morena. The College of Veterinary Science & A.H. was established at Jabalpur on 8th July 1948, at Mhow on 12th July 1955 and at Rewa on 11th January 2007. Post graduate courses leading to M.V.Sc. degree programme were started in Jabalpur and Mhow Veterinary Colleges in the year 1961. Recently in the year 2016, M.V.Sc has also been started in Veterinary College, Rewa. The University offers Doctorate degree programme with course work in different departments at all the three Colleges of Veterinary Science, School of Wildlife Forensic & Health and Animal Bio Technology Center. In addition to M.V.Sc. and Ph.D. degree programmes, the University also offers one year diploma course in Wildlife Health Management. The Colleges of Veterinary Science and Animal Husbandry and Fishery Science are headed by the respective Dean of the Colleges and the Centre/School is headed by the respective Director.

1.02 Objectives of the University:

- i. To impart education in different branches of Veterinary, Fisheries and allied sciences as the University may determine
- ii. To provide facilities for the advancement of learning and prosecution of research in Veterinary and Fisheries Sciences
- iii. To undertake the extension of such science to the rural people in co-operation with the concerned State Animal Husbandry Department

1.03 Adoption of ICAR Regulations:

The university has adopted the new course curriculum from the academic session 2009-10, introduced by the Indian Council of Agricultural Research (ICAR), New Delhi in April, 2009.

1.04 M.V.Sc./Ph.D. programmes in the University as per the ICAR curriculum

| S. No. | Subjects | Jabalpur | | Mhow | | Rewa | |
|--------|--------------------------------------|----------|-------|---------|-------|---------|-------|
| | | M.V.Sc. | Ph.D. | M.V.Sc. | Ph.D. | M.V.Sc. | Ph.D. |
| 1. | Veterinary Anatomy & Histology | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 2. | Veterinary Physiology | ✓ | ✓ | ✓ | -- | ✓ | -- |
| 3. | Veterinary Biochemistry | ✓ | ✓ | ✓ | -- | ✓ | -- |
| 4. | Veterinary Pharmacology & Toxicology | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 5. | Veterinary Pathology | ✓ | ✓ | ✓ | ✓ | ✓ | -- |
| 6. | Veterinary Parasitology | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 7. | Veterinary Microbiology | ✓ | ✓ | ✓ | ✓ | ✓ | -- |
| 8. | Veterinary Public Health | ✓ | ✓ | ✓ | -- | ✓ | -- |
| 9. | Veterinary Medicine | ✓ | ✓ | ✓ | ✓ | ✓ | -- |
| 10. | Veterinary Gynaecology & Obstetrics | ✓ | ✓ | ✓ | ✓ | ✓ | -- |
| 11. | Veterinary Surgery & Radiology | ✓ | ✓ | ✓ | ✓ | ✓ | -- |
| 12. | Animal Genetics & Breeding | ✓ | ✓ | ✓ | ✓ | ✓ | -- |
| 13. | Animal Nutrition | ✓ | ✓ | ✓ | ✓ | ✓ | -- |
| 14. | Livestock Production & Management | ✓ | ✓ | ✓ | -- | ✓ | -- |

| | | | | | | | |
|-----|---|----|----|----|----|----|----|
| 15. | Livestock Products Technology | -- | -- | ✓ | -- | ✓ | -- |
| 16. | Veterinary & Animal Husbandry Extension | ✓ | -- | -- | -- | ✓ | -- |
| 17. | Poultry Science | ✓ | ✓ | ✓ | -- | -- | -- |
| 18. | Animal Biotechnology | | | | | | |
| | A. Veterinary Science | ✓ | ✓ | -- | -- | -- | -- |
| | B. Basic Science* | ✓ | ✓ | -- | -- | -- | -- |
| 19. | Wildlife Health Management** | ✓ | ✓ | -- | -- | -- | -- |
| 20. | Post Graduate Diploma in Wildlife Health Management** | ✓ | -- | -- | -- | -- | -- |

*For those who are admitted with B.Sc./M.Sc. Biotechnology degree

** Not included in ICAR curriculum

1.05 Academic Regulations and its commencement:

These regulations shall be called as Academic Regulations for post graduate degree programmes in Veterinary Science and Animal Husbandry applicable from the academic year 2018-19.

1.06 Definitions:

In these Regulations, unless the context otherwise requires:

- i. "Academic year/session" means a period, consisting of two semesters. Each academic year shall consist of at least 220 instructional days, excluding the examination days.
- ii. "Course" means a teaching unit of a subject in post graduate degree programme to be covered within a semester as prescribed in the syllabus. Each course is allotted credit hour(s) for theory and practical class(es). The course may be "credit course/non-credit course". In case of credit course(s) "grade" is awarded in points on a scale of 10 whereas, in case of non-credit course(s), pass/fail is denoted as satisfactory/unsatisfactory in place of "grade".
- iii. "Course catalogue" means a list of approved courses for the post graduate degree programme, wherein a course is identified with a specified code and number giving course

contents and credits assigned to it as per Indian Council of Agricultural Research, Regulations 2009.

- iv. "Credit hours" is the weekly unit of work load recognized for any particular course as per the course catalogue. A lecture class of one hour per week shall be counted as one credit whereas, a practical class of two hours duration or working period of three hours duration in the TVCC/ Institution or Livestock Farm per week shall count as one credit.
- v. "Syllabus and curriculum" means the syllabus and curriculum for the course of study as specified by the Indian Council of Agricultural Research, for post graduate degree programme and modifications thereof.
- vi. "Faculty" means Faculty of Veterinary Science & A.H., NDVSU, Jabalpur.
- vii. "College" means the constituent College of Veterinary Science & A.H. at Jabalpur, Mhow and Rewa of NDVSU, Jabalpur.
- viii. "Department" means a Teaching, Research and Extension Unit of a Department in the College/University.
- ix. "Dean Faculty" means the Dean of the Faculty of Veterinary Science & A.H., NDVSU, Jabalpur.
- x. "Director Instructions" means Director of Instructions, NDVSU, Jabalpur.
- xi. "Dean" means the Dean of the College of Veterinary Science & A.H. at Jabalpur/Mhow/Rewa of NDVSU, Jabalpur.
- xii. "Registrar" means the Registrar of NDVSU, Jabalpur.
- xiii. "Controller of Examinations" (COE) means the Controller of Examinations of NDVSU, Jabalpur.
- xiv. "Coordinator of Examinations" means coordinator of examinations appointed by the respective Dean of the College of Veterinary Science & Animal Husbandry at Jabalpur/Mhow/Rewa.

- xv. "Registration" means the registration of the student for various courses in each academic semester/year on the date(s) notified for the said purpose by the University which includes physical presence at the time of registration & payment of prescribed fees.
- xvi. "Semester" means a period of 110 instructional days excluding the examination period and preparatory leave.
- xvii. "Annual Mark Sheet" (AMS) means the consolidated report of marks secured by the students in the respective academic year and issued by the University at the end of each academic year.
- xviii. "Transcript" is the consolidated report of marks secured by the student and issued by the University at the end of post graduate programme.
- xix. "University" means Nanaji Deshmukh Veterinary Science University (NDVSU), Jabalpur.
- xx. "ICAR" means Indian Council of Agricultural Research (ICAR), New Delhi.
- xxi. "Veterinary Hospital/Institutions" means teaching and non-teaching Veterinary hospital/institutions relevant to livestock health, production and technology by whatever name called and approved by the Veterinary Council of India (VCI) for the teaching purpose.
- xxii. "Student" means a student of the constituent College of Veterinary Science & Animal Husbandry at Jabalpur/Mhow/Rewa, School of Wildlife Forensic & Health and Animal Biotechnology Centre of NDVSU, Jabalpur.

CHAPTER - 2

REQUIREMENTS FOR POST GRADUATE DEGREE PROGRAMME

2.01 ADMISSION AND REGISTRATION OF FRESH ENTRANTS:

- i. Admission to M.V.Sc. and M.Sc. (Animal Biotechnology) degree programme shall be through entrance examination. Student shall be admitted in different subjects as per the merit list generated on the basis of above entrance examination. However, the requirement of minimum OGPA/percentage of marks for admission shall be 6.00/10.00 or equivalent OGPA/percentage of marks for general category candidates and 5.50/10.00 or equivalent GPA/percentage of marks for SC/ST/OBC (excluding creamy layer) category candidates in B.V.Sc. & A.H. or B.Sc.
- ii. Admission to Ph.D. degree programme shall be directly on the basis of merit of marks/OGPA obtained in M.V.Sc./M.Sc. (Biotechnology). However, the requirement of minimum OGPA/percentage of marks for admission shall be 6.50/10.00 or equivalent OGPA/percentage of marks for general category candidates and 6.00/10.00 or equivalent OGPA/percentage of marks for SC/ST/OBC (excluding creamy layer) category candidates.
- iii. Admission in post graduate diploma programme in Wildlife Health Management shall be on the basis of OGPA/percentage of marks obtained in B.V.Sc. & A.H. degree.
- iv. The candidates who have qualified ICAR-JRF/SRF examination and duly recommended by ICAR may be admitted to post graduate degree programme without University entrance examination, provided such candidates meet University criteria for admission.
- v. Admission of nominees of Govt. of Madhya Pradesh/ICAR/Govt. of India and University, to post graduate degree programme shall be considered by providing additional seats, subject to fulfillment of minimum admission

requirements, after taking approval from the Hon'ble Vice Chancellor. However, they have to appear and qualify University entrance examination for M.V.Sc. degree.

- vi. New entrants have to report in person to the respective Dean of the College/Director of the Centre/School on the scheduled date of admission notified by the University for payment of fees, registration, hostel accommodation etc. If the student fails to appear on scheduled date and do not deposit the fees in time, his/her admission will stand cancelled and the seat will be allotted to other candidate in order of merit.
- vii. Reservation of seats for Master's and Ph.D. degree programmes shall be governed by the existing rules/policy of the State Government of Madhya Pradesh.
- viii. The admission to a post graduate course shall consist of the following steps:
 - (a) Payment of fees and other dues
 - (b) Submission of medical fitness certificate
 - (c) Registration of courses
- ix. A laminated identity card bearing ID number shall be issued to each enrolled student, which he/she should keep with himself/herself and has to produce, whenever required. The student should always quote the ID No. while making correspondence with College/Centre/ School/ University. In case of loss, a duplicate ID card can be issued by the respective Dean of the College/ Director of Centre/School, on payment of requisite fee, after verification of identity of the student.

2.02 MEDIUM OF INSTRUCTION:

Medium of instruction for all post graduate degree programmes in the Faculty shall be English. The thesis/project work to be submitted for partial fulfillment of the degree programme shall be written in English only and a student shall have to follow "Guide lines for thesis writing" notified by the Directorate of Instructions.

2.03 ATTENDANCE REQUIREMENT:

- i. Attendance of a student in a course shall be at least 75% of the scheduled classes in a semester, failing which he/she will be debarred from appearing in the final examination. For this purpose, attendance in theory and practical classes shall be counted separately.
- ii. If all the students of a class remain absent en masse from the classes for a period exceeding fifteen working days continuously in a semester, the entire semester shall be treated as cancelled and the fee etc. paid by the students shall be forfeited.
- iii. The Dean of the College/Director of the Centre/School may condone the shortage of attendance upto 5% of the scheduled classes on valid ground on the recommendations of advisory committee at the College/Centre/ School level.
- iv. If a student falls short of attendance in any course(s), theory or practical, he/she shall not be allowed to appear in the final theory or practical examination and he/she will be treated as fail in that course.
- v. Teaching shall commence from next day of registration and attendance shall be counted from that day, till 7 days preceding the date of commencement of final examination. Students who could not attend classes due to their participation in sports, athletics and other extra-curricular activities at inter-collegiate, inter-university, inter-state or national level competitions, etc. shall be treated as present and marked "D" in the attendance register, for that period. However, they have to submit relevant certificate from the concerned officer duly forwarded by the concerned Dean/Director.
- vi. Students who have been registered only for passing course(s) in which they failed {repeat course(s)} are not required to attend classes (as per clause 7.04). In that event he/she has to pay all fees except tuition fees prescribed for a student. However, student(s) who have

- registered course(s) in which they failed {repeat course(s)} on account of shortage of attendance have to attend classes and pay all the fees prescribed for the student. Such students will not be eligible to appear in compartment examination of that course.
- vii. The Dean of the College/Director of the Centre/School shall notify the eligibility of students to appear in the final theory or practical examination, seven days in advance of the examination. A notice to this effect shall be displayed on the notice board of College/Centre/School.
 - viii. A student who has fulfilled attendance requirement but fails to appear in the theory or practical or both, shall be treated as fail in concerned course.

2.04 REGISTRATION BY CONTINUING STUDENTS:

- i. Students on roll of the University have to report physically on the scheduled date to the Dean of the College/Director of the Centre/School for payment of requisite fees for a semester and registration of the courses. No registration shall be allowed in absentia.
- ii. Late payment of fees and registration of course(s) shall be permitted by the Dean of the College/Director of the Centre/School up to six working days following the scheduled date of registration. Such students have to pay requisite late registration fee for each subsequent day. However, the Director of Instructions may permit late registration up to four more working days on valid ground with late fees.
- iii. The registration card has to be submitted by the student(s) to the class teacher within seven days of registration positively. It has to be submitted to the Dean/Director by the class teacher positively within 15 days from the date of registration.
- iv. No attendance benefit for the late registration shall be allowed. Late registration shall be at the risk and responsibility of the student(s) to maintain the required attendance as per relevant clause under these regulations.

2.05 CHANGE OF CAMPUS:

- i. Newly admitted student shall submit an application for change of campus within seven days of registration to the Director Instructions, through the Head/ In Charge of the Department and the Dean/Director concerned along with photocopy of the fees receipt. The seats will be allotted subject to the availability and strictly on the basis of merit.
- ii. Change of campus by continuing students shall be allowed by the Director Instructions, on valid ground at the end of semester/session, provided intending student has passed all the courses registered by him/her and subject to availability of seats in the desired discipline/campus.
- iii. The fresh entrants admitted in post graduate programme shall be permitted to change the subject/discipline in which he/she was admitted, within fifteen days from the date of registration. The permission for this shall be given depending upon the availability of vacant seat in that department and also in order of merit.

2.06 ADVISORY SYSTEM:

- i. Every student admitted to post graduate programme shall have an advisory committee. For Master's degree there shall be minimum three members, two from major subject, including Chairman/Major Advisor and one from minor subject. For Ph.D. degree, there shall be minimum four members in advisory committee, two from major subject, including Chairman/Major Advisor and one each from minor and supporting subjects. However, one additional member may be included depending upon the area of research work to be undertaken for the thesis research work with justification. The list of minor subjects to be registered by the post graduate students has been shown in Annexure I.

- ii. If the thesis research is under joint programme of this University and other collaborating institute, a scientist/teacher of collaborating institute having Ph.D. degree may be appointed as Co-Major Advisor. This joint programme shall be undertaken with the prior approval of Director Instructions.
- iii. The major advisor of the student shall be allotted within one month of registration of the student in the first semester, in order to decide the programme of work to be undertaken by the student.
- iv. The advisory committee of each post graduate student shall be constituted by the Major Advisor in consultation with Head/In Charge of the Department and has to be sent through the Dean of the College/Director of the Centre/School for final approval to the Director Instructions within three months from the date of registration (Annexure IX).
- v. Six copies of programme of work shall be submitted to the Director Instructions within one month after approval of the advisory committee.
- vi. The major advisor will maintain up to date academic record of the student and will plan the programme of research work for synopsis of the thesis with the help of the advisory committee & Head/In Charge of the Department.

2.07 CREDIT REQUIREMENTS, CURRICULUM AND PROGRAMME OF STUDY

- i. The students admitted in the University shall follow the course curriculum prescribed from time to time by the University, which shall be notified by the Director Instructions, at the time of registration.
- ii. Minimum credit requirements for the Master's and Ph.D. degree programmes for all subjects other than Animal Biotechnology:-

| Subject | Master's Programme | Doctoral Programme |
|--|--|--------------------|
| Major | 28 | 17 |
| Minor and Supporting (minimum 6 for minor and 3 for supporting) | 11 | 11 |
| Seminar | 01 | 02 |
| Research | 20 | 45 |
| Total Credits | 60 | 75 |
| Compulsory Non Credit Courses | See relevant section 2.07 (vii) | |

iii. Minimum credit requirements for Master's and Ph.D. degree programme in Animal Biotechnology:-

| Subject | Master's Programme | Doctoral Programme |
|--------------------------------------|--|--------------------|
| Major | 20 | 15 |
| Minor | 09 | 08 |
| Supporting | 05 | 05 |
| Seminar | 01 | 02 |
| Research | 20 | 45 |
| Total Credits | 55 | 75 |
| Compulsory Non Credit Courses | See relevant section 2.07 (vii) | |

- iv. Major subject : The subject/discipline in which the student takes admission.
- v. Minor subject: The subject should be closely related to the student's major subject. A list of minor subjects has been annexed in Annexure I. Minor subject shall be only from one department.
- vi. Supporting subject : A post graduate student may also be required to take some additional courses, as per the requirement of his research work, on the recommendation of the advisory committee.
- vii. Non-Credit compulsory courses: Four non-credit courses (PGS 501, 502, 503 & 506) are of general nature and are compulsory for Master's degree programme. For students

of Animal Biotechnology two additional non credit courses (PGS 504 & 505) are compulsory as per Annexure II.

- viii. Students of Animal Biotechnology (basic science) shall have to register for deficiency courses (Annexure III).
- ix. Ph.D. students may be exempted from these courses, if already studied as per Annexure II during Master's degree programme..
- x. Maximum permissible credit load per semester for Master's and Doctoral programme shall be 21 and 16 credits, respectively, excluding non credit courses.
- xi. Ph.D. student shall be eligible to register Master's degree 600 series courses in minor/supporting subjects as prerequisite for undergoing advance courses in Ph.D. However, there should be no repetition of courses already registered by the student during master's degree programme.
- xii. Ph.D. students have to visit villages as per the directives of concerned Head/In Charge of the Department for interaction with farmers during the course of study.

2.08 REQUIREMENTS FOR THE AWARD OF MASTER'S/Ph.D. DEGREE:

- i. In order to become eligible for post graduate degree, a student should pass a minimum credit of course work and research work with a minimum OGPA of 6.50 out of 10.00 scale. Minimum passing grade in a course is 6.0 out of 10.00 scale. The other requirements for the award of post graduate degree will be as per conditions given below:-

| Criteria for award of degree | M.V.Sc. | Ph.D. |
|--|---|--|
| Gap between Synopsis and Thesis submission | One Semester | Three Semester |
| Thesis submission | Gap of minimum seven days between the date of presentation of thesis seminar and submission of thesis | Gap of minimum seven days between the date of presentation of thesis seminar and submission of thesis |
| Submission of papers | Minimum one research paper out of thesis research work has to be submitted at the time of thesis viva-voce examination | Publication/acceptance of one research paper and submission of other papers (in NAAS rated journal) out of thesis research work has to be submitted at the time of thesis viva-voce examination or one patent filed out of thesis work |
| Evaluation of thesis | External by one examiner | External by two examiners |
| Viva-voce examination | Power point presentation of the title of the thesis, objectives, materials and methods in brief and results (including tables, figures & photographs), followed by oral viva-voce examination by external examiner and advisory committee | Power point presentation of the title of the thesis, objectives, materials and methods in brief and result (including tables, figures and photographs), followed by oral viva-voce examination by one external examiner and advisory committee |
| Assessment | Satisfactory/Unsatisfactory | Satisfactory/Unsatisfactory |

Note: Name of the student must be as first author followed by name of major advisor in research paper(s) published out of thesis research work.

- ii. For M.V.Sc. degree, the student shall clear the thesis synopsis positively before the end of third semester, so that the student can submit the thesis in fourth semester, thus maintaining minimum one semester gap between synopsis and thesis submission. If a student fails to clear thesis synopsis successfully during 3rd semester and clears the synopsis in subsequent semester then accordingly he/she will be eligible to submit his/her thesis after a gap of one semester.
- iii. A Ph.D. student shall successfully clear thesis synopsis during third semester, in order to be eligible for thesis submission in sixth semester, thus maintaining a gap of three semesters between synopsis and thesis submission. If a student fails to clear thesis synopsis

successfully during 3rd semester and clears the synopsis in subsequent semester then accordingly he/she will be eligible to submit his/her thesis after a gap of three semesters.

2.09 RESIDENTIAL REQUIREMENT AND MAXIMUM PERMISSIBLE TIME FOR COMPLETION OF DEGREE:

- i. A student admitted to post graduate degree programme is required to fulfill the residential requirement as given below for each degree programme. The maximum time limit for completion of a degree programme has been shown below:-

| Degree programme | For regular students | | For In-service candidate of NDVSU, Jabalpur | |
|------------------|------------------------------------|----------------------------|---|----------------------------|
| | Residential requirement (Semester) | Max. time limit (Semester) | Residential requirement (Semester) | Max. time limit (Semester) |
| M.V.Sc. | 4 | 8 | 6 | 10 |
| Ph.D. | 6 | 12 | 8 | 14 |

- ii. A student of post graduate programme shall submit the thesis on or before the last date for thesis submission as notified by the Registrar of the University. If he/she fails to do so, then he/she has to pay fees for the ensuing semester as per clause No. 2.09 iii.
- iii. Submission of thesis after due date will be permitted, if following conditions are fulfilled:-
- Payment of prescribed fees for late submission
 - Submission of certificate by the student duly forwarded through major advisor and Head/In Charge of the department that the thesis will be submitted within 30 working days in the new semester
 - If the thesis submission exceeds more than 30 working days a full semester fees has to be paid by the student
- iv. A semester dropped after due permission from the Director Instructions, shall not be counted towards the residential requirement.

- v. Semester washed out on account of failure to register in time, medical ground, use of unfair means/indiscipline or dropped on account of any other reason whatsoever described above, shall be counted towards the residential requirement.
- vi. If a student fails to complete his/her programme successfully within the maximum time limit prescribed for the programme, his/her enrollment in the University will be cancelled, subject to the approval from the academic council.
- vii. The total period of gap shall not exceed four semesters for M.V.Sc. and 6 semesters for Ph.D. including the semester in which he/she left his/her studies. Permission for the gap shall be obtained from the Director Instructions. Gap will be permissible only once during the post graduate degree programme, provided that he/she has completed at least one semester as regular student.

2.10 SEMINAR REQUIREMENT FOR POST GRADUATE DEGREE PROGRAMME:

- i. A student admitted to Master's degree programme shall register for one credit seminar to be delivered before the completion of third semester, while Ph.D. student has to register for two seminars each of one credit in second, third or fourth semester.
- ii. Post graduate student has to deliver the synopsis seminar for approval of his/her research work. The modification, if any, as suggested during the seminar and accepted by the advisory committee, shall be incorporated in the synopsis prior to its submission (in six copies) to the Director Instructions, for its approval (Annexure V).
- iii. Declaration on the use of animals/birds should be submitted along with the synopsis duly approved by the committee for the purpose of control and supervision of experiments on animals.
- iv. Post graduate students are required to present his/her research findings (thesis seminar) before the advisory committee and faculty members prior to submission of thesis.

CHAPTER – 3

CONDUCT OF EXAMINATION AND EVALUATION

3.01 The academic performance of a student shall be assessed through theory and practical examinations conducted during an academic session

i. Total marks assigned to a paper/course will be 150 (100 marks for theory + 50 marks for practical), distribution of which shall be as follows:-

| | | |
|-----------------------------|---|----|
| Mid-term theory examination | - | 20 |
| Practical examination | - | 50 |
| Final theory examination | - | 80 |

Distribution of marks in practical examination/ practical courses shall be as follows:

| | |
|--|----------------|
| Practical record/log book | 05 marks (10%) |
| Assignment and/or presentation | 05 marks (10%) |
| Subject related practical and /or spotting etc | 30 marks (60%) |
| Viva-voce examination | 10 marks (20%) |

ii. Mid-term examination of a paper/course shall be conducted in the middle of each semester. The questions asked shall cover approximately 50% of the course contents. The question paper shall be of 50% objective and 50% subjective (short questions). A student not appearing in mid-term examination will be marked absent and shall be awarded zero marks.

iii. Final theory examination of all papers/courses shall be common for all campi of the University and shall be conducted as per schedule announced by the Controller of Examinations. The question papers for the examination shall be obtained by the Controller of Examinations from one or more teacher(s) of the Department from any of the colleges and shall be evaluated by one teacher of the Department under overall supervision of Controller of Examinations.

- iv. The final theory question paper for Master's degree shall consist of (20 marks) objective type and (60 marks) subjective type questions. However, for Ph.D. the question paper shall consist of 10 marks objective type and 70 marks subjective type questions.
- v. Practical examinations for all courses shall be conducted prior to final theory examination as per schedule/ notification by the University.
- vi. If examinee is temporarily incapable and/or unable to write the answers himself due to physical disability, as certified by a registered medical practitioner, then on prior information before the start of examination, the Coordinator of Examinations may provide a writer to assist the examinee. The writer may be any class III employee of University having the knowledge of writing English. The writer should be drawn immediately and his integrity may not be disputed.

3.02 The practical examination of a paper/course or for repeat/failed students shall be conducted by the examiner other than the course teacher, appointed by the Head/In Charge of Department and the course teacher shall assist the examiner in conducting the practical examination.

3.03 The minimum passing marks in theory or practical shall be 60% for post graduate programme. If a student fails to obtain the aforesaid marks either in theory or practical or both examinations, he/she shall be treated as failed in theory or practical or both, respectively and shall have to repeat in both theory and practical examination of that course(s).

CHAPTER - 4

RE-TOTALING OF MARKS AND RE-EVALUATION

- 4.01** A student whose result of final theory examination of a semester has been declared, may apply for re-totalling or re-evaluation of the final theory answer book of not more than two papers, after depositing prescribed fee, to the Dean/Director of his/her College/Centre/School within seven working days after declaration of result by the Dean/Director of the College/Centre/School.
- 4.02** There shall be no re-totalling of re-evaluated answer books.
- 4.03** The re-totalling or re-evaluation will be done by the Controller of Examinations with the help of Head of Department or senior teacher of the respective Department, nominated by the Director Instructions, and then University shall proceed further as under :-
- i. If the marks of a student in re-evaluation decreases, the re-evaluation marks will be ignored and the original marks earned by the student will remain unchanged.
 - ii. If the increase in marks is up to 10% or less of the maximum marks prescribed for the final theory paper, then marks awarded by the evaluator will substitute the original marks.
 - iii. If the increase in marks is more than 10% of the maximum marks prescribed for the paper, then the answer book will be evaluated by a third evaluator. In that event, the average of the nearest two figures shall substitute the original marks, only if, it is higher than the original marks.

CHAPTER - 5

COMPREHENSIVE EXAMINATION

5.01 There shall be comprehensive examination in post graduate degree programme which shall be conducted on completion of 75% course work, separately in major and minor subjects including supporting subjects. It shall be non-credit examination and the grade to be awarded as Satisfactory/Unsatisfactory on getting 60% qualifying marks. The comprehensive examination will be conducted in both semesters according to the schedule notified by the Registrar.

5.02 Comprehensive examination for M.V.Sc. Programme:

- i. For Master's degree, there shall be two papers of 100 marks each, one from major subject and other from minor subject. There shall be no viva-voce examination for Master's degree programme after comprehensive written examination.
- ii. Paper for comprehensive examination shall be internal but the evaluation shall be done by external examiner, under the supervision of Controller of Examinations.
- iii. There should be a gap of minimum fifteen days between comprehensive examination and thesis submission.

5.03 Comprehensive examination for Ph.D. Programme:

- i. A candidate admitted to Ph.D. degree programme has to pass a written and oral comprehensive examination, covering all courses of major and minor subjects. He/she would be eligible for taking comprehensive examination provided he/she has pursued his/her studies for minimum two semesters.

- ii. For Ph.D., there shall be three papers of 100 marks each, two from major and one from minor subject.
- iii. Paper for comprehensive examination shall be submitted by the Head/In Charge of the Department but the evaluation shall be done by external examiner, under the supervision of Controller of Examinations.
- iv. The Ph.D. students after successful completion of written comprehensive examination shall have to appear for oral comprehensive viva-voce examination. Oral comprehensive examination shall be conducted by an external examiner, approval for which has to be obtained from the Vice-Chancellor by the Director Instructions.
- v. For the oral comprehensive examination, Head/ In charge of the concerned department has to submit a panel of seven examiners, not less than the rank of Professor.
- vi. There should be gap of minimum fifteen days between oral comprehensive examination and thesis submission.

5.04

- i. If a student fails in written or oral comprehensive examination, he/she will have to re-appear for the comprehensive examination to be arranged within one month of declaration of result. Thus, the student shall have to pass written and oral comprehensive examination separately, as applicable. Only two attempts will be given to clear the comprehensive examination.
- ii. Re-totaling of marks and re-evaluation of answer books of comprehensive examination will be allowed after submission of prescribed fees.

CHAPTER – 6

THESIS RESEARCH WORK TO BE UNDERTAKEN, EVALUATION OF THESIS AND CONDUCT OF VIVA-VOCE EXAMINATION

- 6.01** A post graduate student is required to submit synopsis for the research work to be undertaken by him/her. The synopsis should be submitted in the prescribed format (Annexure V) in six copies, duly forwarded by the concerned Head/In Charge of the Department, through the respective Dean/Director for approval to the Director Instructions. It should positively be submitted as per the rules & regulations 2.08 (ii & iii).
- 6.02** A post graduate student besides offering major or minor courses has to register for thesis work as suggested by the student's advisory committee duly approved by the Director Instructions. The students admitted to post graduate programmes are required to submit a thesis on a research topic approved by the Director Instructions. M.V.Sc./M.Sc./Ph.D. student can submit the thesis only after 80 working days of registration in the last semester of residential requirement. The thesis can only be submitted after completion of prescribed course work and residential requirements as per the clause No. 2.07 and 2.09. Proforma for submission of thesis for external evaluation to the Director Instructions is given in Annexure X.
- 6.03** The Head/ In Charge of the Department shall submit the information such as name of student, title of thesis work and area of specialization at least two weeks prior to date of submission of thesis in a prescribed format (Appendix F) to the Director Instructions, through Dean of the college/ Director of the Centre/School (Annexure VI).

- 6.04** In order to evaluate the thesis, the Head /In Charge of the concerned Department, shall submit a panel of 05 examiners not below the rank of Associate Professor for Master's degree and a panel of 07 examiners, not below the rank of Professor, for Ph.D. degree, to the Director Instructions, through Dean of the College/ Director of the Centre/School. Hon'ble Vice Chancellor/ Director Instructions may amend the panel as deemed appropriate.
- 6.05** For M.V.Sc. two copies and for Ph.D. three copies of the thesis in sky blue colour soft binding are to be sent to the Director Instructions, for the evaluation by the external examiner(s).
- 6.06** The Director Instructions will appoint an examiner for Master's degree. Similarly Hon'ble Vice Chancellor shall appoint two examiners for Ph.D. degree. The thesis submitted by the student shall be sent for evaluation along with approved synopsis, after seeking the consent from the examiner.
- 6.07** Evaluation report of thesis, evaluated thesis and list of corrections shall be sent by the external examiner to the Dean of the College along with one copy of the evaluation report and list of corrections to the Director Instructions. In case thesis evaluation report is satisfactory, Director Instructions shall issue the letter for viva-voce examination. For Ph.D. one external examiner will be appointed by the Director Instructions, out of the two examiners who have evaluated the thesis. The Head/In Charge of the Department concerned will fix the date with external examiner and will inform the student well in advance about the date of thesis viva-voce examination. The viva-voce examination will be conducted by the external examiner and student's advisory committee. The Dean of the College, Director of the Centre/School,

Director Instructions and Dean of the Faculty may also participate in the viva-voce examination.

- 6.08** For Ph.D. if the two evaluation reports are contradictory, Hon'ble Vice Chancellor may refer the thesis to a third examiner whose recommendations will be finally accepted.
- 6.09** In case the thesis report is not found satisfactory for the award of a degree, the student should act in accordance with observations/suggestions contained in the report of the examiner. Resubmission of such thesis is allowed after a lapse of not less than one full semester and will be processed in the same way as the original submission.
- 6.10** As far as possible the examiner who has evaluated the thesis will be the external examiner for the viva-voce examination. Under unavoidable circumstances, Director Instructions may appoint an external examiner other than one who had evaluated the thesis for Master's degree, after approval of Hon'ble Vice Chancellor. Similarly Hon'ble Vice Chancellor may appoint an external examiner other than one who had evaluated the thesis for Ph.D. degree.
- 6.11** The viva-voce examination shall be conducted not before one week from date of receipt of thesis in the office of Director Instructions, provided the comments of external examiner are favorable.
- 6.12** The Head/In Charge of the Department shall forward the result/report of the viva-voce examination to the Director Instructions, through the Dean of the College/ Director of the Centre/School within seven days along with all other academic documents of the student for declaration of final result of the student.

- 6.13** The final binding of the thesis shall be done after the viva-voce examination and the colour of the hard binding will be navy blue with name of the student, year of submission, M.V.Sc. or Ph.D. & place of submission of thesis on the rib of the thesis in silver color. The thesis submitted by a student shall be property of the University. Any research publications based on the thesis research work should contain due acknowledgement to the University. The documents to be submitted by the Head/In Charge of the Department to the Dean of the College/Director of the Centre/ School with final copy of the thesis are given in Annexure XI.
- 6.14** An abstract of the thesis (700 to 1000 words) in Hindi and English shall be submitted along with the thesis in prescribed format (Annexure VII). A soft copy of thesis abstract (150 words) in English has also to be uploaded to dindvsu@gmail.com in prescribed format (Annexure VIII).
- 6.15.** In case, major advisor/member of the committee is absent due to some unavoidable circumstances with valid reasons on the day of comprehensive/thesis viva-voce examination, the Director Instructions may appoint Major Advisor or member from the subject/allied field to conduct viva-voce examination after approval of Hon'ble Vice Chancellor.
- 6.16** Audio visual mode recording of Ph.D. viva voce examination will be done by concerned Head/In Charge of the Department in consultation with the Dean of the College/Director of the Centre/School and will be submitted to the Director Instructions in two copies.

CHAPTER - 7

ACADEMIC STANDING, CONTINUANCE, DROPPING AND RE-ADMISSION OF POST GRADUATE STUDENTS AND AWARD OF CERTIFICATE OF HONOURS

- 7.01** Continuance of student as an enrolled student of the University shall depend on fulfillment of the following conditions.
- i. Continuous satisfactory academic performance
 - ii. Satisfactory conduct and disciplined behavior
 - iii. Satisfactory health and physical capacity to continue the academic activities
 - iv. Timely payment of prescribed fees/dues to the University and registration of prescribed courses
- 7.02** If a student fails to obtain 60% marks in any paper/course of post graduate programme either in theory or practical, he/she shall be deemed to have failed in that course/paper and will be required to repeat.
- 7.03** If a student of post graduate degree programme fails in more than four papers/courses excluding non credit courses he/she shall be treated as fail and he/she shall be re-admitted at the end of the academic session and has to register all the courses after depositing all the fees.
- 7.04** A student of post graduate degree programme failing in maximum four papers/courses at the end of the academic session shall be placed on academic probation and shall be permitted to register for thesis research. Such student will be permitted to clear courses in which he/she has failed, as and when the examinations are conducted. These students shall have to pay an additional prescribed examination fee. Marks obtained in repeat papers shall substitute the previous marks.
- 7.05** The students registered exclusively for repeat paper(s)/course(s) in a semester for which attendance is

not required, shall have to pay all fees prescribed for a semester except tuition fee for the said semester.

- 7.06** A re-admitted student of post graduate programme failed in more than four papers/courses in two consecutive academic sessions, shall be dropped from the roll of the University.
- 7.07** Student failing in four or less paper(s) more than two times shall be dropped from the roll of the University.
- 7.08** The students shall have to clear the non credit courses as specified in Annexure II with minimum 60% marks but the marks obtained shall not be counted in the assessment of academic status of the student.
- 7.09** Minimum aggregate marks/OGPA for post graduate degree are 6.50 OGPA or 65% marks. A student, who fails to earn requisite OGPA prescribed for the post graduate degree, may have to repeat certain theory and practical courses, in order to make up the required OGPA.
- 7.10** A student obtaining OGPA of minimum 6.50 at post graduate degree on 10 point scale at the end of post graduate degree programme and on completion of other requirements laid down by the University shall be eligible for the award of post graduate degree.
- 7.11** Marks secured by a student will be converted into Overall Grade Point Average (OGPA) on 10 point scale as per the formula/methods given in Annexure XIII.
- 7.12** Division and award of Honours in post graduate degree programme shall be awarded on following criteria:

| Division | OGPA |
|--------------------|---------------|
| Second | 6.5 to 7.499 |
| First | 7.5 to 8.499 |
| First with Honours | 8.5 and above |

CHAPTER – 8

REGULATIONS FOR PREVENTION OF UNFAIR MEANS IN THE EXAMINATION AND PUNISHMENT THEREOF

8.01 In these regulations, unless the context otherwise requires:

- i. 'Examination' comprises of midterm, practical and final theory examination and also comprehensive examination.
- ii. 'Teacher' means Professor/Associate Professor/Assistant Professor or post equivalent thereof.
- iii. 'Invigilator' means the teacher involved in the invigilation work in the examination hall.
- iv. 'Flying Squad' means a team consisting of teachers/officers constituted by the Dean of the College/Director of the Centre/School /Coordinator of examinations to prevent use of unfair means/mal practices during the examination.
- v. 'Examinee' means student appearing in the examination.

8.02 If examinee is found using unfair means or indulging in any indisciplinary activity leading to disturbance in the examination hall or cancellation of any examination, shall be punished as per recommendations of College disciplinary committee and his/her promotion and status shall be decided as per Post Graduate Academic Rules and Regulations of University.

8.03 The coordinator of examination shall make proper sitting arrangements to ensure prevention of unfair means during the examination. There shall be at least one invigilator for every 20 students. Minimum of two invigilators should be posted in each examination hall, in order to make proper vigilance. Sitting arrangement may be such that two examinees offering different courses sit one after another, if possible, in order to make the vigilance effective.

- 8.04** Every examinee shall search his/her pockets, desks and benches and handover to the invigilator any paper, book or notes, mobile or electronic gadgets which he/she may find therein, before answer books are distributed.
- 8.05** Any examinee possessing papers, books, mobile or electronic gadgets, etc which might possibly be of assistance to him/her for copying or allowing other examinee to copy from his/her answer book, write on any other paper during the examination or any matter pertaining to the examination found to have been written on the desk/tables, or any part of the body, clothes, scale, card board etc. then his/her answer book, shall be seized and this act shall be considered as unfair means.
- 8.06** If the examinee makes signature on the answer book or any kind of identification marks on his/her answer book(s), his/her answer book in question, shall be seized and he/she shall be liable for punishment as per recommendations by college disciplinary committee for unfair means.
- 8.07** Any examinee carrying/using mobile phone or any electronic communication aids during any of the examination will be treated as an act of using unfair means and shall be liable for punishment of unfair means.
- 8.08** When an invigilator notices a student involved in any of the act of unfair means he/she shall seize such material including answer book from the student and shall invariably demand a written statement of the student concerned.
- 8.09** If the examinee refuses to give his/her statement then he/she may be asked to give in written about refusal to give the statement. If, he/she refuses to do so then, the fact shall be documented, duly witnessed by invigilators or member of the flying squad. The invigilator shall, however, write his/her remarks on the answer book and affix his/her

signature and the candidate shall be sent out of the hall and he/she shall not be allowed to proceed further in the examination in that course.

- 8.10** Examinee(s) who walked out of the examination hall en-masse just after they received the question paper, or within the scheduled time of examination, or abstain from the scheduled date of examination, shall liable to be punished as per decision taken by the college disciplinary committee.
- 8.11** If the examinee threatens invigilator/teachers or members of flying squad then he/she is liable to be debarred from examination for two semesters i.e. present and subsequent semester.
- 8.12** If the examinee is found attempting or using unfair means during midterm, practical or theory examination or any other examination or is reported by the evaluator during evaluation to have used unfair means by the examinee, then he/she is liable to be debarred for two semesters i.e. present and subsequent semester.
- 8.13** An examinee/student with more than one proven case of unfair means or misconduct of serious nature in the examination hall, then Dean of the College can drop such examinee from the roll of the University.
- 8.14** All cases of unfair means during examination shall be placed before the college disciplinary committee constituted by the Dean of the College for close scrutiny. The disciplinary committee must issue a show cause notice to the examinee concerned and give him/her a patient hearing before proceeding against the examinee. On the recommendation of the college disciplinary committee, the Dean of the College shall inflict punishment or take necessary action just after the examination is concluded. The action taken by the College Dean will be communicated to all concerned including parents of the student(s).

CHAPTER - 9

REGULATIONS FOR MAINTENANCE OF CONDUCT AND DISCIPLINE

9.01

- i.** The student(s) enrolled in the University are required to maintain exemplary character, good conduct and disciplined behavior within and outside the College/University in all sphere of their activities.
- ii.** The students shall be dressed properly and decently while they are in the College/University and shall follow general rules of hygiene.
- iii.** They shall not smoke, drink, chew pan, use any other intoxicant or pollute the environment in any manner. They shall not spoil, damage or disfigure the buildings and property of the University.
- iv.** The student shall not quarrel or make noise in class rooms, laboratories, lobbies, auditorium and hostels and shall in no case indulge in violence.
- v.** The student shall be friendly, cooperative and have mutual respect for each other and for staff.
- vi.** The students shall accord due respect to officers, teachers and employees of the University and shall carry out all the orders and instructions given by the officers and teachers and shall not deal with them in a disrespectful manner.
- vii.** The student shall maintain punctuality in all their activities and shall work according to the academic schedule, timings and calendar provided for the activities.
- viii.** They shall attend all the scheduled theory and practical classes, field work, seminars and meetings punctually.
- ix.** They shall not take part in political activities and shall not organize themselves in groups or associations that are against the interest and proper functioning of the University.

- x. A student whose conduct is found below the required standard of discipline, he/she can be shifted from one campus to another excluding his home district on the recommendation of the respective Dean of the College by Director Instructions.

9.02 Punishment for misconduct and indiscipline

- i. The Head/In charge of the Department, wardens, advisor and other teachers shall assist Dean/Director, for the maintenance of discipline. They will inform to the Dean/Director for all acts of indiscipline and misbehavior which have come to their notice. Ragging is a serious crime, students found indulged in ragging directly or indirectly may be expelled from the roll of the College/University. Further, ragging has been recognized as a punishable offence calling for legal action against the offender.
- ii. The Dean of the College/Director of the Centre/School shall have overall responsibility for maintenance of discipline of the student of the College/Centre/School in and around the campus.
- iii. All acts of indiscipline and misbehaviour shall be put up before the college disciplinary committee constituted by the Dean of the college for detailed fact finding enquiry. The disciplinary committee must issue a show cause notice to the student concerned and give him/her a patient hearing before proceeding against the student. On the recommendations of the disciplinary committee, the Dean of the College/Director of Centre/School shall inflict punishment or take necessary action against the student within 3 days after receipt of the report. The action taken by the Dean of the College/Director of Centre/School concerned will be communicated to the Dean of the Faculty, Director Instructions, Registrar and his/her parents.

- iv. The punishment to the student may be as under depending upon severity of the act of indiscipline/ misbehavior or misconduct etc.
- (a) Warning in writing with the instructions that in case of repetition of such act, the matter shall be viewed seriously and student may be expelled from roll of the University.
 - (b) Fine of Rs. 2000/- or more as the committee recommends.
 - (c) Transfer to another campus of the University away from his/her home town.
 - (d) Suspension for one full semester/ academic year in which the incidence occurred, as per the recommendations of disciplinary committee.
 - (e) Expulsion/rustication from the roll of the University.
- v. A student punished for any act of indiscipline including use of unfair means shall also be debarred from availing the following position of benefits for the entire period of post graduate degree programme.
- (a) Representing the College/University in sport, cultural contests, etc. in or outside the University.
 - (b) Holding an office in a student organization, club or society.
 - (c) Receiving any scholarship, fellowship, stipend or medal.
- vi. A student can appeal to the Director Instructions against the punishment inflicted.

N.B. Notwithstanding anything contained in these rules, the Academic Council of this University shall have the power to modify, enhance or reduce the punishment given by the Dean of the College or Director Instructions of the University.

CHAPTER - 10

REGULATIONS FOR HOSTELLERS

10.01

- i. The students who wish to avail hostel accommodation after admission shall have to apply on the prescribed form to the respective Dean of the College.
- ii. The hostel warden in consultation with the Dean shall allot accommodation to the student(s) depending upon availability of the same.
- iii. New entrants desirous of hostel accommodation, as well as continuing students shall be required to deposit prescribed hostel fee at the time of registration.

10.02

- i. A student shall have to live in the room allotted to him/her only and shall not change the room without prior permission of the warden.
- ii. The hostellers will keep the room neat and clean and will help in maintaining proper cleanliness in and around the hostel.
- iii. No alcoholic drink or any intoxicants or combustible material shall be permitted in the room or hostel.
- iv. Meeting or gathering of students for political purposes or any breaking of peace and academic atmosphere shall be strictly prohibited.
- v. Abusement, loud singing, use of radios, television or musical instruments, which are likely to disturb fellow residents are prohibited.
- vi. Students shall refrain from making any misbehavior against the hostel servants. Complaints against hostel servants, if any, should be made to the warden.
- vii. All students should use the facility of hostel mess unless exempted by the warden on justified grounds.
- viii. Cooking of meal in the room is prohibited.

10.03 Furniture and Equipment: Every hosteller shall be provided ordinarily with chair, a table, cot and ceiling fan etc. He will be responsible for the maintenance of furniture and electrical fitting provided in the room. Furniture should not be removed from one room to another in any case. Every hosteller is required to ensure that no damage is done to the hostel property entrusted to him. Repairing charges for any damage to the property inflicted intentionally or through negligence are to be borne by the hosteller concerned.

10.04 Electricity: Light and fans must be switched off when not in use. The use of electric heaters, electric immersion rods and other similar electric appliances are prohibited.

10.05 Absence from hostel: Absence from the hostel for one or more nights must get permission by the warden in advance, failing which students will be penalized @ Rs. 200/- per day.

10.06 Guests: Guests are not permitted to stay in hostel. Close relatives of the students coming from a distant place may be accommodated in the college guest house.

10.07 Night Roll Call:

- i. The night roll call will be taken by the wing prefect at 09:00 P.M. in winter and 10:00 P.M. in summer. Every hosteller must be present in his room at the time of roll call.
- ii. A student found absent at the time of roll-call will be liable for a fine of Rs. 100/- per absence.
- iii. After roll-call no hosteller will be permitted to leave the hostel. However, hostel warden may grant permission to leave hostel for a specified period beyond 10:00 P.M. only in case of emergency.

10.08 Presence of day scholar in the hostel: Day scholar students shall not be permitted to stay in the hostel between 09:00 P.M. to 08:00 A.M. If any day scholar student is found staying in the hostel, shall be considered as conduct of indiscipline in hostel & shall be punished accordingly. The students in whose room a day scholar is staying shall also be punished.

10.09 Vacation of hostel : A hosteller who has completed all the requirements of a degree programme has to vacate the hostel accommodation within one week. Before leaving the hostel, he/she has to obtain a "No Dues Certificate" from the hostel warden. Loss, if any, will be recovered from the defaulter before issuing "No Dues Certificate".

10.10 Conduct & Discipline in the Hostel :

- i. Students are expected to maintain perfect discipline and congenial atmosphere of studies in the hostel.
- ii. Dealing in general and specially with fellow students should be very courteous and polite. Any dispute should be reported to the warden for final settlement.
- iii. Alcoholic drinking or any intoxicant, gambling, staying of the day scholar in the hostel, misbehavior of student with warden/teacher, taking or cooking of food in the room, causing disturbance in the hostel and quarrel between two students or two groups of students will be considered as act of indiscipline and shall be liable to be punished directly by the warden as under.
 - (a) Verbal or written warnings
 - (b) Fine up to Rs. 2,000/-

10.11 In case the above acts shall be repeated by the hosteller or student, the names of such students shall be sent to the Dean of the College. All acts of indiscipline shall be put up before the college disciplinary committee

constituted by the Dean of the College. The disciplinary committee may recommend any punishment of the following or together

- i. Fine upto Rs. 10,000/-.
- ii. Expulsion from the hostel.
- iii. Transfer to another campus of the University away from his/her home town
- iv. Suspension for one full semester/one full academic year in which the incidence has occurred.
- v. Expulsion/rustication from the roll of the University.
- vi. The student shall also be debarred from availing position or benefits as per clause 09.02 (v) of this booklet.

10.12 Hostel Administration:

- i. Every hostel shall have warden(s) who will be responsible for the administration of the hostel and for the enforcement of the hostel rules. The warden(s) will be appointed by the Dean of the College from amongst the teacher/scientist preferably residing at the campus for a period of three years only.
- ii. Warden(s) will assist the Dean of the College for the allotment of hostel rooms, maintenance of hostel buildings and also maintenance of discipline within the hostel.
- iii. Warden(s) will attend the hostel office daily for one hour at a specified time, information for which will be displayed on the notice board of the hostel.
- iv. Warden(s) will supervise the working of the staff posted in the hostel.
- v. Warden(s) shall report to the medical officer of College/University all cases of students illness or accidents and ensure that the students concerned receive proper medical care. He/she will also inform the Dean of the College of all such cases.

- vi. Warden(s) will appoint the prefect for every block/wing and supervise their work. He/she shall have the powers to replace any wing prefect as and when required.
- vii. Warden(s) will supervise the organization and conduct of hostel functions/festival etc.

10.13 Warden(s) shall have the authority to enter the room of any hostellers and also make a search of the room as and when necessary. They will also have the authority, when the need arises to break/open the lock of any room and also to shift the belongings of a hosteller to any other place. The warden may also shift the hosteller from one room to another as and when found necessary.

10.14 The Director Instructions, shall be the final authority to give punishment on the recommendation of Dean of the College.

10.15 Duties of Block/Wing Prefect:

- i. Prefect shall take the roll call of his block/wing and shall report to hostel warden about all the absentees as soon as possible.
- ii. He must stimulate and maintain academic atmosphere in block/wing.
- iii. He shall report all cases of misbehavior or breach of discipline to hostel warden without any delay.
- iv. He should be available and approachable to all the hostellers of his block/wing.

10.16 Management of Common Room & other Facilities:

Every hostel is provided with a common room facility for the recreation of the hostellers. The recreation room will be equipped with important items such as furniture, T.V. set, indoor games items, news paper, magazine etc. The items provided in the recreation hall will be jointly shared by all the hostellers and items shall not moved to any other place. The purchase/maintenance will be undertaken as and when required by the warden(s) with consultation of

the Dean. The expenditure for the same and other items related to students' amenities will be met from hostel fund/student fund available with the College. The timings for the use of recreation room will be up to 10:00 P.M.

10.17 Mess Arrangements:

- i. Every hostel will be provided with a mess facility equipped with essential catering utensils for running hostel mess efficiently. Warden(s) will be solely responsible for maintaining the record and overall maintenance of the mess. Items required for mess will be purchased by the hostel purchase committee in consultation with Dean. Only hostellers shall be permitted to avail the mess facility. Every hosteller will have to join the mess compulsorily. No day scholar will be allowed to take the meals in the mess.
- ii. There will be a mess committee under the chairmanship of the warden. The committee will consist of warden, block/wing prefect and two senior year students as members. The committee would be responsible to run the mess either on private contract basis or on the co-operative basis by the hostellers. The committee will ensure the availability of quality food in the mess.
- iii. Each hosteller shall deposit requisite mess charges as decided by the committee positively by 5th of every month in advance. The hostellers failing to deposit the mess charges within the stipulated period will be fined Rs. 100/-per day.

N.B. Notwithstanding anything contained in these rules, the Academic Council of this University shall have the power to modify, enhance or reduce the punishment given by the Dean of the College or Director Instructions of the University.

CHAPTER – 11

REFUND/ADJUSTMENT OF FEES

- 11.01** The fees once paid will be non-refundable, except the caution money, which shall be refunded on leaving the College or the Hostel, depending on the type of caution money, after deduction of outstanding dues, if any. However, excess fees, if any, deposited by the students will be adjusted against the fee of the subsequent semester.
- 11.02** In case of transfer of a student from one campus to another, the fees paid by the student will be suitably adjusted on presentation of fee receipts. While transferring a student the relieving Dean will remit the amount of caution money of the student, within a week to the receiving Dean.
- 11.03** While admitting a student from one College/Faculty to another within the University, the fees already deposited by the student will be fully adjusted against the fee chargeable from the student during subsequent semesters of the academic session.
- 11.04** Student seeking transfer from this University to any other University shall not be entitled to get refund or transfer of fee.
- 11.05** Refund of student admission fees due to cancellation of admission will be dealt with as per the University rules.

CHAPTER – 12

MEDALS AND SCHOLARSHIPS

12.01 Gold Medals:

- i. Master of Veterinary Science Gold Medal.
- ii. There shall be no gold medal for Ph.D. degree programme.

12.02 Regulation for Award of Gold Medals and Cash Prizes:

- i. Master of Veterinary Science Gold Medal shall be awarded to the student who tops in the list of successful candidate in M.V.Sc. degree programme conducted by the University.
- ii. In case of a tie, having equal OGPA/marks then candidate who shall be younger in age shall be entitled to get the University Gold Medal/cash prizes.
- iii. In case of a tie in age also, gold medals/cash prizes shall be awarded on the basis of aggregate marks at the B.V.Sc & A.H. level.
- iv. A committee under the Chairmanship of Director Instructions, Dean Faculty, Dean Student Welfare and Registrar as the Secretary, shall finalize cases of eligible candidates for the award of gold medals/cash prizes and be placed before the Hon'ble Vice Chancellor for his approval.
- v. The Hon'ble Vice Chancellor's decision in all cases shall be final.
- vi. As far as possible medals/prizes shall be delivered in the convocation. If the convocation is not held, the medals and prizes shall be delivered through the concerned Deans of the College/Director of the Centre/School at the time of college day programme or in other functions of the College.

- vii. A student who fails in any paper/practical or repeat any paper/practical of a subject shall not be eligible for the award of University / donor's gold medals/ cash prizes.
- viii. The students who fail to complete their degree within prescribed stipulated time as per clause No. 2.07 of Post Graduate rule regulations, shall not be eligible for gold medal /cash prize.

12.03 Scholarships :

| S. No. | Name of Scholarship | Source | Eligibility |
|--------|---|---|---|
| 1. | Post graduate Merit scholarship | NDVSVU, Jabalpur | Merit |
| 2. | Junior Research Fellowship | ICAR, New Delhi | Merit through ICAR JRF examination |
| 3. | Senior Research Fellowship | ICAR, New Delhi | Merit through ICAR SRF examination |
| 4. | Inspire Fellowship | Dept. of Science & Technology, Govt. of India | Merit in M.V.Sc., through advertisement |
| 5. | NTS | ICAR, New Delhi | Merit through ICAR JRF examination |
| 6. | Schedule Caste/Schedule Tribe Scholarship | M.P. State Government | As per M.P. Government rules for scholarships |
| 7. | OBC Scholarship | M.P. State Government | |

12.04 General Regulations for Fellowship/Scholarships:

- i. For each academic year all scholarship shall be awarded in the beginning of session.
- ii. While calculating the number of scholarships the actual number of student studying in a given class shall be taken into account. Fraction of 0.5 and above will be treated as one and below 0.5 will be dropped.
- iii. The merit scholarship shall be provided for the period of one session (two semesters). The scholarship shall be awarded to student(s) who secures highest marks/OGPA in the class in one session.

- iv. The recipient of merit scholarship, free ship shall not hold any other scholarship at the same time except loans and loan scholarship.
- v. Income of the parents and guardian must be certified by the competent authority, not related to the candidate. Income for this purpose shall be calculated as per formula in vogue in Government of Madhya Pradesh.
- vi. All candidates receiving financial assistance of any kind shall be required to produce a certificate of good conduct specially mentioning that he did not taken part in strikes, agitation and subversive activities from the class teacher. Financial assistance shall be suspended for the residual period, if a student fails to maintain good conduct or behavior or has been punished in accordance with the rules of conduct and discipline.
- vii. Any scholarship falling vacant or newly created due to increased number of students during an academic session shall be awarded to the next eligible and deserving candidate for the remaining part of the year.
- viii. If a holder of scholarship is transferred to any other constituent college of this University, the scholarship shall be transferred with him/her for residual part of the year.
- ix. Any student having less than 75 % of attendance in all or any of the course shall not be eligible to get any scholarship.
- x. No student shall be permitted for financial assistance in the same class more than once.
- xi. Scholarship for a given semester shall not be paid to a student, unless he continuous as an enrolled student of the University in the subsequent academic year.
- xii. If, father of a student is dead, only then the certificate of guardian shall be considered for any financial assistance provided by the University.

Suggested list of Minor subjects (Departments)

| Major Subject | Minor Subjects |
|---|---|
| Veterinary Anatomy & Histology | Veterinary Pathology, Veterinary Surgery & Radiology, Veterinary Physiology, Veterinary Biochemistry, Wildlife Health Management |
| Veterinary & Animal Husbandry Extension | Veterinary Public Health, Animal Reproduction Gynaecology & Obstetrics, Livestock Production and Management, Animal Nutrition, Animal Genetics & Breeding, Poultry Science |
| Veterinary Biochemistry | Veterinary Physiology, Veterinary Microbiology, Veterinary Medicine, Animal Biotechnology, Veterinary Pharmacology & Toxicology, Animal Nutrition, Animal Genetics & Breeding, Wildlife Health Management |
| Veterinary Physiology | Veterinary Anatomy and Histology, Veterinary Biochemistry, Veterinary Pharmacology & Toxicology, Animal Nutrition, Animal Reproduction Gynaecology & Obstetrics, Livestock Production and Management, Animal Genetics & Breeding, Animal Biotechnology, Poultry Science |
| Veterinary Microbiology | Animal Biotechnology, Veterinary Medicine, Veterinary Pathology, Veterinary Public Health, Veterinary Biochemistry, Wildlife Health Management |
| Veterinary Parasitology | Veterinary Medicine, Veterinary Microbiology, Veterinary Pharmacology & Toxicology, Animal Biotechnology, Veterinary Pathology, Veterinary Biochemistry, Wildlife Health Management |
| Veterinary Pathology | Veterinary Microbiology, Veterinary Anatomy & Histology, Veterinary Medicine, Veterinary Parasitology, Veterinary Pharmacology & Toxicology, Animal Nutrition, Animal Biotechnology, Wildlife Health Management |

| | |
|---|--|
| Veterinary Pharmacology & Toxicology | Veterinary Physiology, Veterinary Biochemistry, Veterinary Medicine, Veterinary Microbiology, Veterinary Pathology, Animal Biotechnology |
| Veterinary Public Health | Veterinary Medicine, Veterinary Microbiology, Veterinary Pathology, Animal Biotechnology, Veterinary Pharmacology & Toxicology, Veterinary Parasitology, Livestock Products Technology |
| Animal Reproduction Gynaecology & Obstetrics | Veterinary Surgery & Radiology, Veterinary Physiology, Veterinary Biochemistry, Veterinary Medicine, Animal Biotechnology, Veterinary Pharmacology & Toxicology, Animal Nutrition, Wildlife Health Management |
| Veterinary Medicine | Veterinary Surgery & Radiology, Veterinary Pharmacology & Toxicology, Veterinary Pathology, Veterinary Microbiology, Veterinary Physiology, Veterinary Biochemistry, Animal Reproduction Gynaecology & Obstetrics, Wildlife Health & Management, Veterinary Parasitology, Animal Biotechnology |
| Veterinary Surgery & Radiology | Veterinary Anatomy & Histology, Veterinary Medicine, Veterinary Pharmacology & Toxicology, Veterinary Physiology, Veterinary Pathology, Animal Reproduction Gynaecology & Obstetrics, Wildlife Health & Management |
| Animal Genetics & Breeding | Animal Biotechnology, Livestock Production & Management, Animal Reproduction Gynaecology & Obstetrics, Veterinary Physiology, Veterinary Biochemistry, Poultry Science, Animal Nutrition |
| Livestock Production & Management | Animal Biotechnology, Animal Genetics & Breeding, Animal Reproduction Gynaecology & Obstetrics, Veterinary Physiology, Veterinary Biochemistry, Poultry Science, Animal Nutrition |
| Animal Nutrition | Veterinary Biochemistry, Veterinary Physiology, Livestock Production & Management, Animal Biotechnology, Livestock Products Technology, Poultry Science, Livestock Production & Management |

| | |
|--------------------------------------|--|
| Animal Biotechnology | Animal Genetics & Breeding, Veterinary Microbiology, Veterinary Biochemistry, Animal Reproduction Gynaecology & Obstetrics, Veterinary Physiology, Wildlife Health & Management, Animal Nutrition |
| Poultry Science | Livestock Products Technology, Veterinary & Animal Husbandry Extension, Veterinary Biochemistry, Veterinary Microbiology, Veterinary Public Health, Animal Genetics & Breeding, Animal Nutrition, Livestock Production & Management |
| Wildlife Health Management | Veterinary Anatomy, Veterinary Pathology, Veterinary Parasitology, Veterinary Microbiology, Animal Biotechnology, Veterinary Surgery & Radiology, Animal Nutrition, Veterinary Biochemistry, Animal Genetics & Breeding, Veterinary Medicine, Animal reproduction Gynaecology & Obstetrics, Veterinary Pharmacology & Toxicology, Veterinary Physiology, Livestock Production & Management, Poultry Science |
| Livestock Products Technology | Food Science & Technology, Veterinary Biochemistry, Veterinary Microbiology, Veterinary Public Health, Poultry Science, Livestock Production & Management |

Annexure II

List of Non-Credit Compulsory Courses

| S.No. | Course No. | Title of Course | Credit |
|-------|-----------------------|---|--------|
| 1. | PGS 501 | Library and Information Services | 0+1 |
| 2. | PGS 502 | Technical Writing and Communication Skills | 0+1 |
| 3. | PGS 503 (e-course) | Intellectual Property and its Management in Agriculture | 1+0 |
| 4. | PGS 504 | Basic Concepts in Laboratory Techniques | 0+1 |
| 5. | PGS 505 (e-course) | Agricultural Research, Research Ethics and Rural Development Programmes | 1+0 |
| 6. | PGS 506 (e-course) | Disaster Management | 1+0 |

Annexure III

List of Deficiency Courses for Biotechnology

| S.No. | Course No. | Title of Course | Credit |
|-------|------------|---|--------|
| 1. | LPBT 501 | Introduction to Livestock Production and Management | 2+1 |
| 2. | AGBT 502 | Introduction to Animal Genetics and Breeding | 2+1 |
| 3. | ANBT 503 | Introduction to Animal Nutrition | 2+1 |
| 4. | VGBT 504 | Introduction to Animal Reproduction | 2+1 |
| 5. | WMBT 505 | Introduction to Wildlife Management and Forensic | 2+1 |

Format of certificate to be issued by the Chairman of Institutional Animal Ethics Committee (IAEC)

**INSTITUTIONAL ANIMAL ETHICS COMMITTEE
COLLEGE OF _____**

**Nanaji Deshmukh Veterinary Science University,
Jabalpur (M.P.)**

No.

Date:

CERTIFICATE

The Institutional Animal Ethics Committee (IAEC) after screening thoroughly, keeping in mind the guidelines of Committee for the Purpose of Control and Supervision of Experiments on Animals (CPCSEA), approves the research proposal entitled “ _____ ” submitted for curricular research work of M.V.Sc. / Ph.D. by _____ (Name of student), Department of _____

Name and Signature of Chairman of IAEC

Format of Synopsis

**NANAJI DESHMUKH VETERINARY SCIENCE UNIVERSITY,
JABALPUR**

Synopsis of Thesis Problem of Post Graduate Students:
M.V.Sc/M.Sc. (Animal Biotechnology) /Ph.D.

Name of the Student (Capital letters) :

Roll No :

Major Subject :

Minor Subject :

Supporting Subject :

Year of Admission :

Semester and year of submission
of synopsis :

Major Advisor :

Title of the research problem :

Introduction and Objectives (not exceeding 300 words):

A brief resume of work done in MP, India and Abroad (not exceeding 500 words):

Technical programme of work : The details of experiment should be given as under:

- i) Location/place of work
- ii) Duration of work
- iii) Research methodology and experimental design
- iv) Observations to be recorded
- v) Statistical analysis

Collaboration (if any) with other Department(s)

| S.No. | Name of Department/ Institute |
|-------|-------------------------------|
| | |

References

Signature of the student

ADVISORY COMMITTEE

| | Name | Signature |
|----------------------|-------------|------------------|
| Major Advisor | _____ | _____ |
| Member | _____ | _____ |
| Member | _____ | _____ |

Synopsis presented and approved by the house on dated

Signature of In Charge Post Graduate Seminar

Clearance from Institutional Animal Ethics Committee (IAEC) has been obtained and Certificate enclosed

Forwarded six copies to the Dean

Head/ In Charge of the Department

Signature of Dean of the College/Director of Center/School

Approved / Not approved

Signature of Director Instructions

Note: Synopsis should be in Arial font size 12 with line spacing 1 or 1.5, main title with font size 12 bold case upper, centre alignment and subtitle in 12 bold, sentence case, left alignment.

Appendix F

**(To be submitted through proper channel in duplicate
at least two weeks before the submission of thesis)**

| | | |
|-----|---|--|
| 1. | Name of the student | |
| 2. | I.D. No. | |
| 3. | Name of the College/School/ Center | |
| 4. | Date of first registration | |
| 5. | Whether regular or In -Service student | |
| 6. | Title of the thesis | |
| 7. | Major subject | |
| 8. | Date of approval of advisory committee | |
| 9. | Date of approval of programme of course work | |
| 10. | Date of approval of synopsis | |
| 11. | Whether paid all dues | |
| 12. | Whether completed course credits | |
| 13. | The OGPA of course credits | |
| 14. | Ratio of major and minor courses | |
| 15. | Expected date of submission of thesis | |
| 16. | If submitted after due date whether permitted by Director Instructions | |
| 17. | Name of Major Advisor | |
| 18. | Name of members of Advisory Committee | |
| 19. | Whether panel of external examiners submitted, if submitted mention the dispatch No. and date | |

Signature of Major Advisor

Annexure VII

Format of abstract of the thesis in Hindi and English in 700 to 1000 words

Title of the thesis: (Bold sentence case; 14 Arial, single space)

Mobile Number and mail ID of the Student :

Postal Address (Permanent):

Name of Major Advisor:

Degree Awarded:

Major Subject:

Total number of pages in thesis:

Abstract:

It is a condensed form of thesis (700-1000 words) in one page that summarizes the content and conclusion of the thesis and indicates the relevance of the work. It should be complete in itself without referring any table, figure or other findings.

Name and Signature of
Major Advisor

Name and Signature of
Head / In Charge of the Department

Name and Signature of
Student

Annexure VIII

Format of abstract of the thesis in 150 words to be uploaded to dindvsu@gmail.com

- Name of the scholar (Arial 14 title case bold)
- Degree M.V.Sc./Ph.D. (Arial 14 upper case bold)
- Session (Arial 14)
- Name of the department (Arial 14 title case bold)
- Abstract (Arial 12) not more than 150 words

DEPARTMENT OF _____

COLLEGE/ SCHOOL / CENTRE _____

Date:...../...../2018

No.....

To,

The Director Instructions
NDVSU,
Jabalpur (M.P.)

Subject: Proposal for approval of advisory committee

The following committee of M.V.Sc./M.Sc (Animal Biotechnology) /Ph.D. student(s) is proposed for approval. The proposed committee is as per the guidelines of the NDVSU, Jabalpur.

| S.No | Name of the student | Proposed Advisory Committee | Name | Signature | Justification for the inclusion of additional member, if any. |
|------|---------------------|-----------------------------------|------|-----------|---|
| 1. | | Major Advisor Member Member | | | |
| 2. | | Major Advisor Member Member | | | |

Forwarded to the Dean of the College / Director of Center/School

Head/In Charge of the Department

Forwarded to the Director Instructions,
NDVSU, Jabalpur

Dean of the College / Director of Center/School

DEPARTMENT OF _____
COLLEGE / SCHOOL / CENTER _____

No.....

Date:...../...../2018

To,

The Director Instructions
NDVSU,
Jabalpur (M.P.)

Subject: Submission of thesis for external evaluation

Through: The Dean, College of Veterinary Science & A.H.
Jabalpur/Mhow/Rewa

*Two copies of M.V.Sc./ Three copies of Ph.D. thesis entitled " _____ " submitted by _____, I.D. No. _____ are enclosed along with three copies each of abstract of thesis in Hindi and English in prescribed format, for external evaluation:

*Panel of examiners has already been submitted vide letter No. _____ / Panel of examiner is enclosed herewith.

Student has completed all the course work as per his approved programme of work.

Thesis research work is in accordance with the approved synopsis of research work.

Student has presented his pre thesis seminar on _____ (Date) and corrections, if any have been incorporated.

Signature of Major Advisor

(*Strike out whichever is not applicable)

Documents to be submitted by the Head/ In Charge of the Department to the Dean of the College after thesis viva voce examination

- a. 04 copies of the thesis (student recipient of any fellowship shall submit 05 copies)
- b. One CD of the entire thesis
- c. Post graduate course completion verification certificate - 3 copies (1 Dean + 1 Director Instructions + 1 Registrar)
- d. Certificate regarding completion of requirements of post graduate student - 3 copies
- e. List of courses offered and completed - 3 copies (Annexure XII)
- f. No dues certificate - 3 copies
- g. Bio-data of the student - 3 copies
- h. Certificate of thesis and oral examination - 3 copies
- i. Application for the issue of Degree certificate - 3 copies
- j. Thesis oral examination result sheet - 3 copies
- k. Application for the refund of caution money - 01 copy
- l. Abstract of the thesis in Hindi and English in 700 to 1000 words in prescribed format-3 copies
- m. Abstract of the thesis in 150 words to be uploaded to dindvsu@gmail.com
- n.* 2 copies of CD's of the audio visual mode recording of thesis viva voce examination of Ph.D. student

Out of the above documents sent by the Department to the Dean, two copies of the documents c, d, e, f, g, h, i, j and 4 copies of the thesis will be sent by the Dean of the College to the Director Instructions. One copy of the thesis will be retained by the Director Instructions for University Library and rest of the 3 copies will be sent back to respective Dean, after his signature. One copy of the documents c, d, e, f, g, h, i, j will be sent by Director Instructions, to the Registrar, for issue of Provisional degree certificate.

(*Strike out whichever is not applicable)

Annexure XII

NANAJI DESHMUKH VETRINARY SCIENCE UNIVERSITY, JABALPUR

Proforma of list of courses registered and completed to be sent with CCVC (10 point scale)

Name: _____ **Major field:** _____ **Degree:** _____

Father's Name: _____ **Minor field:** _____ **Title of the thesis:** _____

Date of Birth: _____ **Supporting Subject:** _____

I.D. No: _____ **Roll No.:** _____ **Year/ Session of admission:** _____ **Date of thesis viva voce examination:** _____

Address: _____ **Final result declared on:** _____ **College/ Center/ School** _____

| Semester & session | Title & No. of Course | Major/ Minor/ Supporting/ Co results. | Credit hrs. (Th+Pr) | Marks obtained (Theory) | | Marks obtained (Practical) | | Total Marks | Percentage of Marks | Grade Point | Credit Point | OGPA |
|--------------------|-----------------------|---------------------------------------|---------------------|-------------------------|----------------|----------------------------|----------------|-------------|---------------------|-------------|--------------|------|
| | | | | Out of 100 | As per credits | Out of 50 | As per credits | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

Comprehensive result: Satisfactory

OGPA out of 10 point scale (in words) which is equal to Percent of marks. Date:

Prepared by : Name & signature

Checked by: Name & signature

Signature of Major Advisor

Signature of Class teacher

Signature of Dean

- Note:**
- a. Grade point = Percentage of marks divided by 10
 - b. Credit Point = Grade Point X Credits
 - c. OGPA = Total credit point divided by total credit.
 - d. The proportion of marks for theory and practical examination is in the ratio of the credits @ 50 marks for each credit.

CALCULATION OF OGPA: ON 10 POINT SCALE

| Semester/ Session | Course No. | Credits (Th+Pr) | Marks obtained (Theory) | | Marks obtained (Practical) | | Total Marks | Percentage of Marks | Grade Point | Credit Point | OGPA |
|----------------------|---------------|--------------------|----------------------------|------------------|-------------------------------|------------------|----------------|------------------------|----------------|-----------------|-------|
| | | | Out of 100 | As per credit | Out of 50 | As per credit | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| | A | 1+0 | 82 | 41 | - | - | 41 | 82 | 8.20 | 8.20 | |
| | B | 0+1 | - | - | 38 | 38 | 38 | 76 | 7.60 | 7.60 | |
| | C | 1+1 | 92 | 46 | 41 | 41 | 87 | 87 | 8.70 | 17.40 | |
| | D | 2+1 | 76 | 76 | 38 | 38 | 114 | 76 | 7.60 | 22.80 | |
| | E | 3+1 | 50 | 75 | 40 | 40 | 115 | 57.5 | 5.75 | 23.00 | |
| | F | 3+2 | 76 | 114 | 30 | 60 | 174 | 69.6 | 6.96 | 34.80 | |
| Total | | 16 | | | | | | | | 113.80 | 7.112 |

Method of Calculation of OGPA

- a. Grade point: Percentage of marks divided by 10
- b. Credit Point : Grade Point X Credits
- c. OGPA: Total credit point divided by total credit.
- d. The proportion of marks for theory and practical examination is in the ratio of the credits @ 50 marks for each credit.

Directorate of Instructions

**NANAJI DESHMUKH VETERINARY SCIENCE UNIVERSITY
JABALPUR-482 001 (M.P.) INDIA
website : www.ndvsu.org**