

**DRAFT MINIMUM STANDARDS OF VETERINARY EDUCATION REGULATIONS FOR
POSTGRADUATION IN VETERINARY AND ANIMAL SCIENCES**

Regulation No.	
PART I	PRELIMINARY
1	Short Title and Commencement: 1.1. These regulations may be called the Veterinary Council of India-Minimum Standards of Veterinary Education- Postgraduate (M.V.Sc/Ph.D.) Regulations,2023. 1.2.They shall come into force on the date of their publication in the official gazette and shall be applicable throughout India.
2	Definition- In these Regulations, Unless the Context Otherwise Requires, “Act” means the Indian Veterinary Council Act, 1984 (52 of 1984); “Academic year” means a period consisting of two semesters. “Affiliating University” means any university established under the Act of any state government or Govt. of India, under whose regulatory framework, control and guidelines a college/institution operates and imparts veterinary education. “Course” means teaching subject material to be covered within a Semester as prescribed in the syllabus. “Council” means the Veterinary Council of India. “Credit Hours” means the weekly unit of tutorial hour(s) recognized for any particular course as per the course curriculum in these regulations. A lecture class of one hour per week shall be counted as one credit hour whereas a practical class of two hours per week shall count as one credit hour and the latter shall be denoted numerically after a ‘+’ symbol after theory credit hour(s). “Dean” means Dean of Veterinary College responsible for regulating and controlling the under graduate veterinary degree program in a Recognized university / college. “Dean, PGS” means Dean, Postgraduate Studies of a Recognized Veterinary College or University, responsible for regulating and controlling the postgraduate master’s and doctoral degree programmes. “Postgraduate Diploma / Degree Course” means the postgraduation course of study in Veterinary and Animal Sciences namely PG Diploma, Master’s (M.V.Sc) or Doctoral (Ph.D.) program. PG Diploma shall be of not less than one calendar year spanning 2 semesters MVSc degree program shall be of Two calendar years i.e. 4 semesters PhD degree program shall be of Three calendar years i.e. 6 semesters “First Schedule” and “Second Schedule” means the First Schedule and the Second Schedule, respectively appended to the Act. “Guidelines” means the guidelines/instructions issued by the Veterinary Council of India (VCI) from time to time for uniform implementation of these Regulations. “HOD” means Head of the Department in which postgraduate and doctoral education shall be imparted. “Inspector” means the Veterinary Inspector appointed under sub-section (1) of section 19 of the Act. “Institute” means any recognized Veterinary college that imparts B.V.Sc& A.H. / M.V.Sc / Ph.D. degree in Veterinary and Animal science fields. “President” means the President of the Veterinary Council of India. “Prescribed” means prescribed by rules and regulations under this Act. “Qualifying Examination” means B.V.Sc&A.H. degree or equivalent or M.V.Sc or equivalent as the case may be from a recognized Veterinary College/University. “Recognized Veterinary College” means any Veterinary college or institution either constituent or affiliated to a University and recognized by the Central Government and included in the First Schedule of the Indian Veterinary Council Act, 1984.

	“Regulation” means a regulation made under the Act.
	“Secretary” means the Secretary of the Veterinary Council of India appointed under section 11 of the Act.
	“Section” means section of the Act.
	“Semester” means a period consisting of minimum 112 instructional days, excluding examination days.
	“State Veterinary Council” means a Veterinary Council under the Act in force in any State regulating the registration of the Veterinary Practitioners.
	“Syllabus” and “curriculum” means the syllabus and curriculum for courses of study as prescribed by the Veterinary Council of India.
	“Teaching experience” means experience of teaching in the subject concerned in a recognized Veterinary college or university after obtaining postgraduate qualification in the subject concerned.
	“University” means any University established either by the Central Government or any State Government that imparts education and training for the award of undergraduate, postgraduate and doctoral degrees.
	“Veterinary College” means a constituent/affiliated college/institution imparting education and training in Veterinary and allied disciplines having prescribed infrastructure, manpower and other facilities as laid down in MSVE-2016 and amendments thereof.
	“Visitor” means a Visitor appointed under sub-section (1) of Section 20 of the Act.
	Words, phrases and expressions used herein and not defined but are defined in the Act shall have the same meaning as assigned to them in the Act.
3	Goals of Postgraduate Veterinary Education Programme
	The goal of postgraduate Veterinary education shall be to produce competent Veterinary specialists / teachers / scientists: 3.1. Who shall recognize the animal welfare, husbandry and health needs of the community, and carry out professional obligations ethically and in keeping with the objectives of the national animal welfare, husbandry and health policy; 3.2. Who shall have mastered the competencies, pertaining to the specialty, that are required to be practiced at the secondary and the tertiary levels of the animal health care and husbandry delivery system; 3.3. Who shall be aware of the contemporary advances and developments in the discipline concerned; 3.4. Who shall have acquired a spirit of scientific inquiry and are oriented to the principles of research methodology; and 3.5. Who shall have acquired the basic skills in the teaching of Veterinary professionals.
4	General Objectives of Postgraduate Training Expected from Students at the End of Postgraduate Training
	At the end of the postgraduate training in the discipline concerned the student shall be able to: 4.1. Recognize the importance of the concerned specialty in the context of the animal welfare, health, husbandry and production needs of the community and the national priorities in the livestock sector. 4.2. Practice the specialty concerned ethically. 4.3. Demonstrate sufficient understanding of the basic sciences relevant to the concerned specialty. 4.4. Identify social, economic, environmental, biological and emotional determinants of animal welfare and health in a given case, and take them into account while planning therapeutic, rehabilitative, preventive and promotive measure/strategies. 4.5. Diagnose and manage the deviated conditions of animal husbandry or health in the specialty concerned on the basis of sound assessment, appropriately selected and conducted investigations and corrective interventions. 4.7. Demonstrate skills in epidemiological investigations, relevant documentation of individual case details as well as morbidity and mortality rate relevant to the existing /

	emerged situation, together with advocating and instituting suitable control measures. 4.10. Organize and supervise the chosen/assigned animal health care or husbandry services demonstrating adequate managerial skills in the veterinary clinic/hospital/ animal farm or the field situation. 4.11. Develop skills as a self-directed learner, recognize continuing education needs; select and use appropriate learning resources. 4.12. Demonstrate competence in basic concepts of research methodology, and be able to critically analyze relevant published research literature. 4.13. Develop skills in using educational methods and techniques as applicable to the teaching of veterinary degree and diploma students, veterinarians and para veterinary animal health workers. 4.14. Function as an effective team-member and leader of a team engaged in animal health care / husbandry research and training. 4.15. Create awareness and impart knowledge to stakeholders on aspects of his/her specialisation for meeting the requirements / demands of stakeholders RELOOK
PART II	RULES AND REGULATIONS FOR M.V.Sc AND Ph.D. DEGREE COURSES
5	Course of Study
	5.1. A post graduate degree course of M.V.Sc shall comprise of a course of study consisting of curriculum and syllabus provided in these regulations spread over <i>four</i> complete semesters including research work with synopsis and submission of a thesis after successful completion of all credit hours prescribed in the syllabus. M.V.Sc degree program can be extended to a maximum of eight semesters i.e. four + four semesters.
	5.2. A post graduate degree course of Ph.D. shall comprise of a course of study consisting of curriculum and syllabus provided in these regulations spread over <i>six</i> complete semesters including research work with synopsis followed by submission of thesis after successful completion of all credit hours prescribed in the syllabus. Ph.D. degree program can be extended to a maximum of twelve semesters i.e. six + six semesters. Post graduate diploma: After graduation in Vety and Animal Sciences (BVSc&AH), further study / training program in any branch / sub-specialisation of Veterinary and Animal Sciences shall be eligible to be called “PG Diploma” only if it is of at least two semesters’ duration.
	5.3. It is essential that each semester covers at least 112 days of instruction excluding time spent for examinations. Medium of instruction in course of study shall be English.
	5.4. The Postgraduate and Doctoral students shall be called ‘Resident Veterinary Doctor’ and as ‘Senior Residents Veterinary Doctor’, respectively.
	5.5. Postgraduate curriculum shall be competency based. ● Learning in postgraduate programme, though essentially autonomous and self – directed, shall also include assisted learning. ● A combination of both formative and summative assessment is vital for the successful completion of the PG programme. ● A modular approach to the course curriculum is essential for achieving a systematic exposure to the various sub-specialties concerned with a discipline.
6.	Statement of the Competencies: Keeping in view the general objectives of postgraduate training, each discipline shall aim at development of specific competencies which shall be defined and spelt out in clear terms. Each discipline shall produce a statement and bring it to the notice of the students/trainees in the beginning of the programme so that he or she can direct the efforts towards the attainment of these competencies.
7.	Components of the Postgraduate Curriculum

	The major components of the Postgraduate curriculum shall be: 7.1. Theoretical knowledge 7.2. Practical and clinical skills 7.3. Planning and execution of research project, Publication/submission of a Research article in Scientific journals and presentation of the paper in Conference / Seminar / Symposium. 7.4. Soft skill attributes including communication skills. 7.5. Training in research methodology
8.	Recognition of Postgraduate Veterinary Courses 8.1. An institution IMPARTING or intending to start a Postgraduate Veterinary education course or to increase the annual intake capacity in an already ongoing course shall obtain prior permission of the VCI, in accordance with the provisions of the Act. Existing institutes executing Postgraduate and / or Doctoral degree programs for the last minimum three years with at least one batch completed master's or doctoral degree program, shall apply in the prescribed form for recognition, within 6 months of the regulations coming in force. The number of seats in each discipline and number of program (PG Diploma, masters', doctorate degree) shall be as evaluated and recommended by the VCI and approved by the GOI. Such institute shall apply to DAHD GOI which shall then get the same evaluated through the VCI appointed inspection committee in ON-LINE time-bound schedule. 8.2. The Institution which intends to start a new PG Diploma, postgraduate or doctorate specialty course shall apply for recognition of the PG Diploma / Postgraduate / doctorate Veterinary qualification to the VCI, at least six months before the first batch is proposed to be admitted. In the event of deficiencies being found in the assessment, the Institution shall be granted an opportunity to submit compliance within 60 days from the date of communication of deficiencies by the VCI. Such an opportunity to comply with the deficiencies shall be availed by an Institute only twice for a discipline in a span of one academic year. The VCI on finding the compliance satisfactory shall recognize the course and include it in the list of recognized qualifications / institutes maintained by it. With the notification of these regulations, the previous permission of any other statutory / accreditation body, shall be deemed to have lapsed. 8.3. For starting of a fresh Postgraduate course or for increasing number of seats in an existing Recognized Veterinary College, the applicant Institute shall obtain an Eligibility Certificate and Feasibility Certificate (EC and FC) from the Govt of India/ VCI. 8.7. The maximum number of students for a postgraduate veterinary course, who can be registered in any recognized discipline, for training for the award of postgraduate degree, shall be determined by the VCI based on facilities available in the department in terms of building and equipment infrastructure, teaching staff and relevant material. 8.4. The Veterinary College /Institution may apply for increase in the intake of Postgraduate seats in the concerned specialty only 2 years (for MVSc) and 3 years (for PhD) after the permission for starting of the same was first given. Similarly there will be review of PG programs in each institute after 3 years.

	8.6. The VCI may exempt any such existing/proposed non-teaching institutions or specialist institutions or autonomous Institutions owned and managed by the Central Government/State Government/Institute of eminence or excellence conferred by the Government of India from fulfilling the prescribed provision of having an undergraduate teaching facility, and allow starting of Postgraduate Veterinary courses subject to fulfilling all required criteria. AND FOREIGN INSTITUTE COLLABORATING with a recognized college. 8.8. Every student, selected for admission to a Postgraduate Veterinary course in any of the Veterinary institutions on acquiring B.V.Sc&A.H. Degree or an equivalent qualification thereto shall have obtained permanent registration with the VCI, or any of the State Veterinary Council(s) or shall obtain the same within a period of three months from the date of his admission, failing which his admission to postgraduate course shall stand cancelled. 8.9. A foreign national who wishes to pursue Postgraduate Veterinary course in India shall obtain temporary registration from the VCI. The VCI may, on payment of the prescribed fee for registration, grant temporary registration to such foreign student for the duration of the Postgraduate course limited to the Veterinary college/institution in which he is admitted for the time being exclusively for pursuing postgraduate studies. If for any reason, the study period gets extended, the candidate shall necessarily obtain extension of temporary registration from the VCI. Section 17
9	Admission of Students to Postgraduate and Doctoral Courses Admissions shall be made in the ratio of 70 (for state domicile) : 30 (all India basis). The admissions to these 30% seats in each college / institute shall be made through centralized counselling by the VCI.
	9.1. The selection of students for admission to M.V.Sc and Ph.D. Degree courses shall only be on the basis of merit through a competitive entrance examination conducted by the VCI itself or through an agency so authorized by it for M.V.Sc and Ph.D. admissions, separately. Medium of entrance test shall be English. 9.1.2 There shall be single admission test consisting of two Papers (I and II) for admission to PG program (MVSc & PhD – There should be no admission test for PhD). Paper I shall consist of multiple option questions from entire BVSc & AH curriculum. Paper II shall consist of problem-solving exercises in one of the four broad subjects viz. i) Veterinary Clinical Sciences (Medicine, Surgery, Gyne, Patho) ii) Veterinary Paraclinical sciences (Pharmaco, Epidemio & Pub.H, Micro, Parasito) iii) Veterinary preclinical sciences (Anatomy, Physio, Biochem) iv) Animal Husbandry (Breeding, Nutrition, LPM, LPT, Extension) 9.1.3. Every student admitted to Postgraduate Master's or Doctorate program shall be eligible to receive a scholarship and shall be required to contribute in teaching and research and other activities of the respective department where he gets admission. Master's student shall be designated as Resident Veterinary Doctor and PhD scholar as Senior Resident Veterinary Doctor. The amount of scholarship will be as decided by the VCI / Govt. of India for which GOI shall bear 75% liability and rest shall be contributed by the respective state government with respect to students admitted under state domicile category. For students admitted under All India quota, the GoI shall meet full liability. Till such time that it is implemented, existing process shall continue for selection of students to Postgraduate courses. In order to be eligible for admission to a Postgraduate course for an academic year, the candidate should be eligible to be granted a license to practice as a Veterinary practitioner and for enrollment in the State Veterinary register or the National Veterinary register, as the case may be.

	9.2. A separate handbook (Information Bulletin / Prospectus) providing details of the admission and counselling processes and applicable reservations (for 70% seats as per state and 30% seats as per central govt. reservation policy) shall be released by the VCI.
	9.3. Choice of the University/college and the discipline for postgraduation shall be on the basis of All India merit drawn from the Vety PG admission test.
	9.4. The candidates selected through this examination shall be admitted in various disciplines/recognized veterinary colleges in order of merit-cum-choice. Last date of reporting of these candidates to the allotted University/Veterinary Institution shall be as decided by the VCI.
	9.5 Counselling for disciplines sliding shall be allowed within the Broad Subject specializations within one month of the start of semester for the relevant academic year. In-service candidates from Govt. and semi govt. departments / organizations, NRIs, foreign nationals shall not be required to take admission test and they shall be admitted against additional seat(s) in <u>each discipline, over and above the VCI approved seats</u> . There shall be not more than one additional seat each for the in-service (1) and NRI / foreign candidates (1) in each discipline. In-service / NRI/ Foreign national seats remaining vacant shall not be allowed to be filled up by regular students.
10	Eligibility
	10.1. To be eligible for competitive PG entrance examination, candidate must have passed B.V.Sc& A.H. Degree course from a Recognized Veterinary college included in the First Schedule of the Indian Veterinary Council Act, 1984.
	10.2. Reservation policy for admission to postgraduation courses (M.V.Sc and PhD) shall be on basis of State/GOI policy circulated from time to time.
	10.3. Candidates educated abroad/NRI, OCI, PIO candidates / Foreign nationals seeking admission into postgraduate and doctoral courses in Indian Veterinary colleges/Institutes are exempted to appear in the PG entrance examination. They shall have to apply directly to the college/institute in which they intend to seek admission. The concerned college/institution will inform the VCI after admitting such candidates.
	10.4. Admission of Foreign nationals to veterinary postgraduate and doctoral degree courses under bilateral exchange programme shall be regulated by Veterinary Council of India as per the rules and regulations notified by the Government of India.
	10.5. No authority/institution shall admit any candidate to any postgraduate/doctoral veterinary course in contravention of the criteria/procedure as laid down by these Regulations and/or in violation of the judgments passed by the Hon'ble Supreme Court in respect of such admissions. Any candidate admitted in contravention/violation of aforesaid regulations shall be discharged by the VCI forthwith. The authority/institution which grants admission to any student in contravention/violation of the Regulations and/or the judgments passed by the Hon'ble Supreme Court, shall also be liable to face such action as may be prescribed by the VCI.
11	Common Counselling
	11.1. There shall be a common online counselling for admission in all the eligible Veterinary Educational Institutions to all Postgraduate (M.V.Sc) courses on the basis of merit list of the Entrance Tests. 11.2. The Designated Authority for counselling for all the postgraduate seats in the country for eligible institutions under the VCI (for the 30% All India Quota seats of the contributing States) shall be the VCI and the 70% State Quota seats (including all applicable reservations) by respective state university / institute as authorized by the VCI for a particular state. In case if the seats under the All India quota remain vacant, such seats shall be filled up from the state quota seats and vice-versa. 11.3 Counselling and other formalities of candidates educated abroad/NRI, OCI, PIO candidates / Foreign nationals seeking admission into postgraduate courses will be done by the college/institution concerned where such candidates desire to seek admission.

12	Registration
	12.1. Registration for the first semester of the programme will form a part of the admission process and shall be governed by admission rules. Student shall fill in the prescribed form (Annexure-1).
	Rest university academic rules shall apply.
13	Colleges and Disciplines
	13.1. Colleges/Universities and disciplines for postgraduation and doctoral courses shall be identified by VCI on the basis of infrastructure, faculty, manpower and equipments available with the institute as per the provisions of these regulations.
	13.2. Number of seats for M.V.Sc and Ph.D. degree in a discipline/institute shall be finalized by VCI after taking into account the infrastructure, faculty, manpower and equipments available with the institute as per the provisions of these regulations.
14	Disciplines in which M.V.Sc / Doctoral Degree(s) shall be Granted by Colleges/Universities
1	Veterinary Anatomy
2	Veterinary Physiology
3	Veterinary Biochemistry
4	Veterinary Biotechnology
5	Veterinary Pharmacology and Toxicology
6	Veterinary Parasitology
7	Veterinary Microbiology
8	Veterinary Immunology
9	Veterinary Pathology
10	Veterinary Public Health and Epidemiology
11	Animal Nutrition
12	Animal Genetics and Breeding
13	Livestock Production Management
14	Poultry Science
15	Livestock Products Technology
16	Theriogenology
17	Veterinary Surgery and Radiology
18	Veterinary Medicine
19	Veterinary and Animal Husbandry Extension Education Lab. animal PG diploma Wildlife PG – MVSc n PG diploma PG diploma Vety Alternate Medicine
15	Credit Requirements for M.V.Sc and Doctoral Degree Courses
	M.V.ScPh.D
	Major 30 16
	Minor + Supporting 9+512 (Incl supp)
	Seminar 01 02
	Research 20 65
	Total credits 65 95
	((For master's level 30+9+5+1 and 20 research makes total 65 credit hours which will mean a credit load of 16.25 per semester for four semesters with permissible load of 18 credit hours

	per semester))) (((For PhD the course work may be more limited to super-specialization within the discipline so lesser number of courses of main subject and more courses from related disciplines may be able to prepare one to be thorough in the given super-specialization))) (((For example, someone doing PhD in Theriogenology sub-specialization in andrology, may take courses related to this aspect and also take courses from physiology, biochemistry, biotechnology etc. related to male reproduction only))) Compulsory non credit courses 04 maximum 18 credit hours course / research work in Each semester *In Ph.D. Degree course, 600 series course may be taken by a student from minor and supporting subjects. * Research credits shall be graded as Satisfactory (S) and Unsatisfactory (US)
	Major subject: The subject (discipline) in which the student takes admission Minor subject: The subject closely related to students major subject and his/her research work (e.g., if the major subject is Livestock Products Technology, the appropriate minor subjects can be Veterinary Public Health.) Supporting subject: It could be any subject considered relevant for student work Non-credit compulsory courses: Please see the relevant section below for details. These shall be graded as Satisfactory (S) and Unsatisfactory (US) with pass marks of 60%.
	Five courses (PGS 501, PGS 502, PGS 503, PGS 504 and PGS 505) are of general nature and Course No. 501, 502 and 503 are compulsory for Master's programme. All the five courses are compulsory for Ph.D. students, but may be exempted for the courses already cleared during Master's degree
	PGS 501: Library and information services (0+1) NC PGS 502: Technical writing and communication skills (0+1) Nc PGS 504 :Intellectual property and its management (1+0) NC PGS 503 Good laboratory practices and research ethics 1+0 NC PGS 505: Biostatistics (2+0) Credit
16	Credit Load
	16.1. A maximum of 18+2(non credit) credit hours shall be permissible in a semester..
17	Change/Addition/Dropping of Course
This should be left to university rules.	.
	17.3. Migration/transfer of student from one college to another during Postgraduate /Doctoral Degree course shall not be permitted under any circumstance. However, sandwich degree programs between collaborating institutes / labs within country and institutes abroad shall be permissible if the research plan so requires.

18	Advisory System
	18.1. Heads of the Departments and Dean, PGS shall be responsible for maintenance of Academic standard in the Departments.
	18.2. HOD will ensure that a major advisor shall be assigned to each postgraduate student within 15 days after admission, in consultation with the postgraduate faculty of the Department in which the student is doing his/her major work. Besides, there shall also be an Advisory Committee for each student which shall be approved by the Dean, PGS on the recommendations of the Advisor through the Head of the Department and Dean of the college, in the first semester (AnnexurePG-2). The members of the Advisory Committee shall be chosen from the postgraduate faculty. The Dean, PGS will ensure that Advisors are appointed in time so that non-appointment of Advisor does not come in the way of implementation of the rules and advisors are in a position to guide the students for preparing and submitting programme of work and synopsis. Under no circumstances, the appointments of Advisors should take more than three months semester.
	18.3. For both M.V.Sc and Ph.D. students, the Advisory Committee shall consist of at least two members of the PG faculty including the Major Advisor representing the major subject and at least one each member of PG faculty representing the minor and supporting subject. The chairman of the committee shall be the Major Advisor. The Dean, Postgraduate Studies shall add one more member as Dean PGS nominee to represent him on Advisory Committee from other department. However, if it is not possible to have two members to represent the Major subject, the Dean, PGS may approve the constitution of Advisory Committee with only one Advisor from the major subject and approve the appointment of a second member from a closely related field.
	18.4. The Dean, PGS nominee has a significant role in monitoring the functions of Advisory Committee. He/she shall ensure that rules are followed for the effective functioning of the Advisory Committee. He/she may give the technical assistance as regards programme of work and research work. He/she may send a report about the progress of the student in respect of programme of studies when he/she feels necessary, direct to the Head of the concerned department with a copy to the Dean, PGS.
	18.5. In case of split minor and split supporting subjects advisory committee member shall be from discipline having higher number of credit hours.
	18.6. Co-Major Advisor from same or other department/discipline may be appointed by the Dean, PGS on the recommendations of Major Advisor/HOD under the following conditions: (i) Where there is inter-institutional collaboration with an outside agency. (ii) When Major Advisor has gone on long leave for a period exceeding six months. (iii) Where there is distinct split in the research programme, extending to Minor/supporting field. (iv) When Major Advisor is at outstation, Co-Major Advisor shall be from headquarter.
	18.7. Advisory committee shall meet and guide the student in finalizing the programme of work (course work, Annexure PG-3), research topic, synopsis and thesis seminar, comprehensive oral and final thesis viva voce and in all other matters relating to the student's academic activities. However, major advisor may call advisory committee any number of times in the interest of successful completion of post graduation of student. Major Advisor shall ensure that the programme of work must be submitted and got approved by M.V.Sc and Ph.D. students through Advisor and HOD from the Dean, PGS before the start of second semester failing which admission shall stand cancelled.
	18.8. The Advisor of such a student, whose admission has been cancelled because of non-

	submission of programme of work or the synopsis in time, shall also be held responsible for this lapse and improper guidance.
	18.9. The Major Advisor shall also have the following responsibilities (i) He/she shall guide the student in planning the programme of his/her studies and in the choice of courses. He/she shall also help in determining the credit load which the student can safely and conveniently carry in each semester and advice regarding the addition and withdrawal of courses. He/she shall be responsible to ensure that these rules and all other registration rules are faithfully and strictly followed at the time of registration/addition or withdrawal. (ii) He/she shall keep in touch with the academic progress of the student for which purpose; he/she shall be supplied with a copy of the Semester Report. He/she shall maintain a record of the student's academic performance in the prescribed form. (iii) As and when he/she considers it necessary, the Advisor shall not hesitate to call a student individually, for counselling, and the Advisor shall encourage students to avail of this form of counseling, as often as possible. (iv) He shall guide the student in selection of research topic, writing of synopsis, planning and execution of research, thesis and research paper writing and overall guidance towards completion of postgraduation degree.
	18.10. The Dean, PGS may change an advisor on the recommendations of the Major Advisor, submitted through the HOD, only in case the following situations arise: (i) He/she ceases to be a member of the faculty. (ii) He/she has gone out of the jurisdiction of the University or on leave for a period of more than six months in case of M.V.Sc student and one year in case of Ph.D. student. (iii) He/she is prevented by illness or other compelling reasons from functioning as Advisor.
	18.11. (i) Where the Major Advisor has gone out of the country for six months but continue as Major Advisor ordinarily the second member of the Advisory Committee from the major discipline may be appointed by the Dean, PGS as Co-Major Advisor and should continue to be so till the student completes the study programme. (ii) The second member of major subject may be appointed as Major Advisor of the students' advisory committee in certain extra ordinary circumstances. (iii) If Major Advisor leaves or retires from the university and only viva-voce examination of the student is left, he/she may be allowed to continue as Major Advisor for the purpose and may be paid TA/DA accordingly. In case, there is any problem in allowing the Major Advisor to continue, he/she may be changed as per existing rules.
	18.12. The Postgraduate (PG) faculty of a department shall include Professor/equivalent, Associate Professor/equivalent and Assistant Professor/equivalent; having their seniority in the discipline. To be eligible for PG faculty, he/she should have Ph.D. qualification, two yearsexperience and must have cleared probation. Faculty member having M.V.Sc degree only, should have experience of 10 years of teaching /research/extension in the discipline for this purpose. Note: To guide Ph.D. students, the teacher should have earlier guided atleast two M.V.Sc students. However, in case a teacher has guided only one M.V.Sc student, the case may be referred to the Resident Instruction committee (RIC)/Academic Council (AC) for consideration for allotment of Ph.D. student to that teacher.
19	Allotment of PG Students
	19.1. At a given time following maximum number of M.V.Sc and Ph.D. students may be allotted as Major Advisor; Professor and Associate Professors: Four students Assistant Professors : Two students Half the number of above for faculty members workingin research and extension. In the departments where due to shortage of qualified persons the number of students allotted to the faculty members according to their academic seniority is more than the sanctioned strength, the Dean, PGS is authorized to allow one or two extra students after taking stock of the situation. M.V.Sc/Ph.D. students may not be allotted to the faculty members who are going

	to retire within two or three years, respectively.
	19.2. The postgraduate faculty members (teaching, research or extension) participating in teaching activities in the department are entitled to get a student to guide as Major Advisor depending upon the eligibility in accordance with academic merit and seniority from the date of becoming postgraduate faculty member. The allotment of students may be done by a cycling process roster for which shall be maintained separately for M.V.Sc and Ph.D. students i.e. in first round one student may be given to faculty members in teaching, research and extension, 2nd round to teacher only, 3rd round to faculty members in teaching, research and extension and 4th round to teachers only, so that every faculty member in his/her turn gets at least one student to guide. This will be applicable to Professor of Eminence, National Fellows and Project Coordinators provided they participate in teaching activities of the department. The students may be allotted to a person working at outstation only if the Head of the Department is satisfied that sufficient facilities exist at that station. Otherwise a teacher from outstation may be kept in Advisory Committee as Co-Major Advisor. When a faculty member from outstation is allotted a student, a faculty member from the Campus from the major field should be included as Co-major advisor.
	19.3. Student may be asked to give their choice for specialization or subject/sub-discipline, species etc. which may be kept in view as far as possible in allotting the students. Note: The Dean, PGS shall be competent to take a final decision in consultation with the concerned Dean, on such cases which are not covered in the above guidelines or any dispute arising in allotment of PG student.
	19.4. A teacher may not be nominated on more than 10 advisory committees exclusive of those where he/she is acting as Major Advisor. In case of exceptions, special permission from the Dean, Postgraduate Studies may be obtained by Major Advisor. Similarly no teacher shall be appointed as Dean's nominee for more than ten Advisory Committees.
	19.5. An Assistant Professor may be allotted M.V.Sc students only after his/her satisfactory completion of probationary period.
	19.6. The second Advisor from the major department has to be chosen with care, particularly, when the Major Advisor is to guide for the first time. In such cases, a senior person from the major subject be included on the Advisory Committee. Advisors from the minor subject should be from a discipline which is related to the research of the candidate. For this, Major Advisor should seek guidance from the concerned Head of the Department of the minor field.
	19.7. Teacher with M.V.Sc degree shall only be a co-teacher for Ph.D. courses along with the main teacher.
20	Attendance
	20.1 The required condition of attendance shall not be deemed to have been satisfied in respect of the course unless the student has ordinarily attended all the scheduled theory and practical classes; however, the minimum requirement of attendance shall not be less than 80% of scheduled theory and practical classes, separately with relaxation of 10 working days for Co-curricular activities and medical ground.
	20.2 A candidate having attendance below 80% in a course will not be eligible to appear in the final theory and practical examination of a course. They shall be deemed to have got Zero in the examination and the grade shall be awarded accordingly. In exceptional circumstances for the reasons considered appropriate, relaxation up to 5% can be given by the Dean, PGS and further 5% by the Vice-Chancellor.
	20.3 The percentage of attendance of a student in a subject shall be computed on the basis of the total number of theory and practical classes separately scheduled between the date of commencement of instructions and date of closing of instructions irrespective of the date of registration.
	20.4 When the student is doing research, he/she should mark his/her attendance with his/her Advisor.
	20.5 The student allowed to participate in authorized tournaments, declamation and other

	contests of National level, State level and Inter-University level shall be given benefit of attendance to the extent of maximum of two participations with a total duration of 10 days in a semester. This benefit, however, will be allowed only if prior permission of the Dean, PGS has been obtained for participation. The students genuinely admitted to Govt./private Hospitals shall be allowed concession in attendance for corresponding number of days subject to a maximum of 10% provided the student informs the Dean, PGS about serious sickness requiring hospitalization, within 3 days of admission.																																								
21	Examinations																																								
	21.1. It shall be the responsibility of the teacher(s)/instructor(s) to ensure that the topics to be covered in the theory and practical in each course shall be as per lecture/practical schedule. The Head of the Department shall ensure that the schedule is adhered to and alternate arrangements are made to cover up the loss in case of any eventualities of unavoidable reasons that lead to non-adherence of the above schedule.																																								
	21.2. The examination shall be to assess whether the student has been able to achieve a level of competence, requiring the student to secure a minimum of overall 60% marks in a course.																																								
	21.3. At the postgraduate level, besides the mid-term, practical and the end of term examinations, there may also be other tests, Library and Laboratory assignments and other exercises. There shall be one mid-term theory examination and one final examination comprising of theory and practical exam, separately. Weightage of Theory and Practical shall be according to the credit hours of a particular course as mentioned below: <table><tr><th>Credit hours Theory & Practical</th><th>Mid-term</th><th>Final</th><th>Practical</th></tr><tr><td>1+0</td><td>40</td><td>60</td><td>-</td></tr><tr><td>1+1</td><td>20</td><td>30</td><td>50 (15 for assignment)</td></tr><tr><td>2+1</td><td>25</td><td>45</td><td>30 (10 for assignment)</td></tr><tr><td>2+2</td><td>20</td><td>30</td><td>50 (15 for assignment)</td></tr><tr><td>3+1</td><td>30</td><td>45</td><td>25(5 for assignment)</td></tr><tr><td>3+2</td><td>25</td><td>35</td><td>40 (15 for assignment)</td></tr><tr><td>2+0</td><td>40</td><td>60 (10 for assignment)</td><td>-</td></tr><tr><td>3+0</td><td>40</td><td>60 (10 for assignment)</td><td>-</td></tr><tr><td>1+2</td><td>10</td><td>20</td><td>70(25 for assignment)</td></tr></table> Wherever course is of practical component only, marks in ratio 40:60 shall be applicable in mid-term and final exams.	Credit hours Theory & Practical	Mid-term	Final	Practical	1+0	40	60	-	1+1	20	30	50 (15 for assignment)	2+1	25	45	30 (10 for assignment)	2+2	20	30	50 (15 for assignment)	3+1	30	45	25(5 for assignment)	3+2	25	35	40 (15 for assignment)	2+0	40	60 (10 for assignment)	-	3+0	40	60 (10 for assignment)	-	1+2	10	20	70(25 for assignment)
Credit hours Theory & Practical	Mid-term	Final	Practical																																						
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1+2	10	20	70(25 for assignment)																																						
	21.4. The mid-term examination shall be scheduled near about the middle of the semester and final examination shall be scheduled at the end of semester on the days indicated in the Academic calendar. The topics that are to be covered in mid-term exam shall be announced by the Instructors concerned two weeks in advance. Final examination shall cover the entire subject matter of the course. Practical examination shall be conducted in scheduled examination week. The duration of mid-term and final theory examination shall be two hours each. The answer books of theory and practical examination shall be shown to students on demand.																																								
	21.5. The mid-term, practical and final examinations shall be conducted by Dean, PGS on such dates, time and places as the University may determine and must be completed so that the results are announced before the onset of next semester. The schedule of examinations shall be adhered to strictly.																																								
	21.6. Mid-term and End-term (final) examinations should be completed in a period of 10 days as provided in the academic calendar. In no circumstances, the examination period shall spill over the period provided in the academic calendar. No excuse whatsoever shall be entertained for re-fixing the examination. Students missing the examination shall be awarded zero mark for that examination. Date sheet which shall also include name(s) of examination instructor(s) and centre superintendent, shall be announced by Dean, PGS at least 15 days in advance of the examination. Schedule shall be prepared in such a manner that no student shall be required to appear in more than two examinations on one day. Question papers for mid-tem and final																																								

	theory examination shall be submitted by instructors to Dean, PGS after the announcement of date sheet of examination. Seating plan and arrangement of examination in different rooms shall be done under the overall control of the Dean, PGS. Students must carry identity card with them in each and every examination.
	21.7. During examination days as far as possible no student should be sponsored for participation in any event. However, if any International/National/State and Inter University Championship falls during examination days, the student (s) shall be allowed to represent the University and entitled, to the attendance benefit as per rules.
22	Failure in a Course
	There shall be no compartment examination. Student shall have to re-register the failed course in the coming semester. Repeat course can be registered any number of times but within the maximum prescribed extended time limit of M.V.Sc/Ph.D. course as per Rule 5.1 and 5.2.
23	Grading and Grade Point Average
	23.1. Grade Point (GP) in a course will be the total marks obtained by a student out of 100 divided by 10
	23.2. Credit Pont (CP) in a course will be GP multiplied by the credit hours.
	23.3. Total Credit Points = Sum of the credit points secured.
	23.4. The Credit Points earned will be zero if the GP in a course is less than 6.00
	23.5. Grade Point Average (GPA) = Sum of the total credit points earned divided by the sum of credit hours.
	23.6. Overall Grade Point Average (OGPA) = Sum of the grand total of credit points earned divided by the grand sum of credit hours.
	23.7. Under 10 point scale following grading pattern shall be followed: Marks in individual course Grading 90 to 100 % 9.00 to 10 80 to 89.9% 8.00 to 8.9 70 to 79.9% 7.00 to 7.9 60 to 69.9% 6.00 to 6.9 Fail (F) Below 6.00 Minimum Grade required passing a course : 6.00 Minimum OGPA required completing degree : 6.50
	23.8. On completion of degree, division be also indicated in the Detailed Marks Certificate (DMC) of final semester(year) as under: OGPA Division 6.50 to 6.99 2nd class 7.00 to 8.49 1st class 8.5 and above 1st class with Certificate of Honour An instructor shall award 'W' only to a student who has been permitted to withdraw from a course.
	23.9. Where an Instructor finds that he/she made a mistake in reporting the grade achieved by a student, he/she shall immediately, bring it to the notice of the Dean, PGS through the Head of Department within 15 days. The Dean, PGS after going through all the documents and satisfying himself/herself that there has been a genuine mistake, will correct grade.
24	Award of Grade
	24.1. At the end of each semester, the Instructor of a course, shall prepare the grades of a student and submit them to the Dean, PGS through the Head of the Department (Annexure PG-1).
	24.2. Within a week after the completion of each test/examination, the Instructor shall put the award list on the notice board of the concerned department so that every student knows not only his/her own marks but also the marks of others studying the same course. After the answer books have been marked and the marks list has been put up on the notice board, the answer-books shall remain in the custody of the Instructor concerned. An aggrieved student who wants to see his/her own or that of any other students answer book shall have the right to

	do so on a petition in writing, in the presence of an Instructor or a responsible person deputed for this purpose by the Head of Department. Any change in grades shall be dealt with according to Rule 17 (i). Dean, PGS shall be the final authority in any grievances arising out of this clause. Answer books be disposed off by the instructor after a lapse of one semester thereafter, if there is no representation pending.
25	Make-up Examination
	25.1. The students missing an examination (mid-term and final including practical) may apply for permission for make-up examination with a nominal fee (fee exempted in the case of request under Rule 25.1 (v) clearly stating reasons for missing the examination to the Dean, PGS through the Major Advisor. Reasons for award of make-up examination shall strictly include only the following: (i) If he/she falls ill, the medical certificate should be from the Govt. /private Hospital, (ii) Due to participation in competitions/interviews for services on production of certificate/proof, (iii) Due to the death of mother/father/real brother/real sister or spouse, (iv) Due to the marriage of the student or marriage of real brother or real sister, (v) The student has been sent to represent the University in International/National/Inter-Varsity/State competitions, symposium, workshop, conference, training and participation in the NCC/NSS/RVC/RD Parade Camps during the days of the examination on production of certificate. Student shall apply for make-up examination within three days of the completion of the regular examination of that course in emergent conditions mentioned under (i) and (iii) of this clause or any other relevant reason which University may consider genuine. Prior permission of Dean, PGS shall be required for make-up examination for conditions under clause (ii), (iv) and (v). Accordingly the Major Advisor will forward the request of the student to the Dean, PGS for approval. This will be admissible only if the student is first and presenting author of the paper to be presented.
	25.2. Permission for make-up examination shall be subject to the following conditions: (i) Make-up examination shall be allowed in mid-term or end-term examination including practical. A student missing all examinations of a particular course in a semester for whatever compelling circumstances may be, shall be awarded 'F' grade or take withdrawal, as per rules, except in case a student has already been allowed 'I' (illness) grade for mid-term examination but had to be sent for representing the University in the sports events, he/she will be allowed 'I' grade even in the end-term examination by the Dean, PGS. (ii) Make-up examination shall be held preferably in break period/ holidays, after the end-term examination but before the registration for the next semester. Procedure for holding the make-up examination, evaluation and grade submission shall be the same as that of end-term-examination. Registration for the subsequent semester shall be allowed after the completion of make-up Examination. (iii) When 'I' grade is awarded, the Dean, PGS shall not declare the result and if already declared it will be treated as cancelled. On receipt of final grade, the Dean, PGS shall issue the semester report of that student. (iv) If a student who has been awarded 'I' grade at the end of a semester does not remove deficiency within the prescribed period and if the final grade (s) is not received in the office of the Dean, PGS within 7 days, after examination, the Dean, PGS shall record 'F' grade (s) and grade point average will be calculated accordingly. The student will be required to repeat that course(s) in order to earn the credits corresponding to that course(s). If the student has appeared in the 'I' grade examination at the end of semester, it shall be the responsibility of HOD to ensure that result is submitted within 7 days, after the examination, to the office of Dean, PGS.
26	Minimum Requirement
	In order to complete a course and earn the credits corresponding to the course, a minimum of Grade 6.0 is required.

27	Requirement for Good Standing and for Graduation:
	27.1. The minimum Overall Grade Point Average required shall be 6.5 (10.00 basis) in all the courses offered at the end of a semester.
	27.2. If a student gets grade 'F' in a particular course, he/she shall be deemed to have failed in that course only and will be required to repeat that course when offered in subsequent semester(s). When a student gets grade 'F' in a course, the credits corresponding to that course will not count for graduation requirements but the credits and grade will be taken into account for computing the grade point average.
28	Repeating Course in order to Fill the Minimum Requirement(Improvement of Grades)
	The student getting 6.0 to 7.4 in a course may be allowed to repeat that course/courses with prior permission of Dean, PGS to fulfill the minimum requirements of OGPA for award of degree in the last semester. He/She shall apply on the format as per Annexure-II. Improvement of grades is subject to the following conditions: (i) The repetition shall be allowed only once for a course. The student may appear in all the examinations without any requirement of attendance in repeat courses. (ii) 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/her grade point average or for enabling him/her to qualify for the award of a Scholarship/Fellowship or for competing for a Certificate of Honor or for a position in the University. (iii) The restriction contained in clause(s) of this rule shall apply only in case of a student getting grade 6.0 to 7.4. A student, who gets 'F' grade in a particular course, may be allowed to repeat that course without any such restriction. (iv) When a student repeats a course after getting 'F' grade or is permitted to repeat a course after getting grades as specified above, as the case may be, the credits corresponding to that course shall be counted only once for the graduation requirements. (v) When a student improves his/her grade after repeating a course, for computing Overall Grade Point Average, the original grade, before repeating, shall be ignored and the grade obtained by him/her after repeating the course shall alone be taken into account. But in the official record of the student maintained in the Dean, PGS office, both the earlier grade and the grade 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 and credits shall be used to compute the Overall Grade Point Average. If however, a student, who repeats a course, obtains a grade lower than what he/she had obtained in the first attempt, the grade secured by him/her in the first attempt shall be taken into account for calculating the Overall Grade Point Average.
29	Semester Report
	At the end of each semester, the Dean, PGS after obtaining the grades from all concerned as shall make out these grades on the semester report (4 copies) in Annexure-VI. The Dean, PGS shall retain one copy for students personal file and transmit three copies to the HOD (one copy each for the Major Advisor, student concerned and the HOD).
30	Other Examinations at Postgraduate Level
	30.1. In the M.V.Sc Degree Programme, besides the examination and exercises detailed in Rule 21.3 there will be a final thesis viva-voce examination after the thesis has been submitted and it has been considered good enough for the conduct of the viva- voce examination. If the candidate fails in this thesis viva voce oral examination, he/she shall be permitted to reappear after three months from the date of examination and if he/ she fails again, no further chance shall be given and he/she shall stand automatically dropped from the University without any right of petition for re-admission.
	30.2. In the Ph.D. programme, besides the examination and other exercises, as scheduled in Rule 21.3 there will also be the following examinations: (i) Preliminary examination (written examination and Viva-voce). (ii) Final examination (Viva-voce)

	The Preliminary Oral Examination shall be got fixed by the Dean, PGS with the external examiner after receipt of his/her consent and shall be intimated to HOD so that all the members of advisory committee can be called for Viva-voce. A candidate can appear for this examination who has completed at least 75% of the prescribed course work (including major, supporting and minor fields). This examination shall consist of a written examinations followed by an oral test. The written examination shall consist of at least two papers in major subject and one paper in minor subject. The interval between major and minor written/preliminary examination should not be more than two months. However, this may be relaxed by the Dean, PGS where due to death or some other exceptional reasons the gap has been more. The oral examination shall be held only after the student is declared to have passed in the written examination. If the student fails in one or more papers he/she shall be examined only in that paper at the next chance which he/she can take not earlier than one month. If the student fails second time in any paper also he/she shall be dropped from the University automatically, without any right of petition for readmission. In case of written preliminary examination in major field, the examination shall not be limited to the courses taken by the student in the Ph.D. programme only. It shall invariably include the questions to test the general comprehension of the student in regard to several courses put together. The Preliminary Examination in minor subject shall be conducted prior to major examination. Question paper shall be prepared by the teacher concerned, from the courses which student has taken in minor subject. Question paper shall be submitted to HOD of minor discipline who shall approve it in consultation with minor advisor. Teachers who have offered courses shall be responsible to mark that portion of the answer book. On satisfactory completion of minor examination, HOD from minor subject shall submit results along with answer books to HOD of major subject who in turn shall submit them to Major Advisor. Major Advisor shall initiate the case for conduct of major comprehensive examination through HOD to Dean, PGS. Question papers for preliminary examination of both the papers of major subject shall be got prepared by external examiner of same subject and shall be conducted by Dean, PGS. The examination in each paper of major field will be of at least three hours duration. Certificate of Preliminary written examination of Ph.D. student shall be sent to Dean, PGS through HOD as per Annexure PG-V.
	30.3. The minimum pass marks in each paper shall be 60% in major field and 60% in minor field. When the student successfully completes the major written examination the result of major fields shall be submitted to major advisor through Head of Department. 'S' or 'US' grade shall be awarded to indicate whether a Ph.D. student has passed the Preliminary examination. Major Advisor shall submit the case for conduct of oral comprehensive examination to HOD who shall forward it to the Dean, PGS with the following information: (i) A panel of external examiners chosen by him/her in consultation with the Head of the Department on a format as per Annexure PG-6A. (ii) Tentative dates of the oral examination The oral examination shall be conducted by the student's Advisory Committee with an additional member from outside the University who shall necessarily be a specialist in the major field and, will be chosen by the Dean, PGS, out of the panel of examiners submitted by the Head of Department. The additional member from outside shall normally be same for reexamination. Certificate of Preliminary oral examination of Ph.D. student shall be sent to Dean, PGS by HOD concerned as per Annexure PG-7.
31	Evaluation
	31.1. Course Work: The evaluation of a postgraduate student shall be on the basis of his/her performance in tests, library and laboratory assignments and other exercises as provided in Rule 21.3. The grading will be according to Rule 23.7.
	31.2. Other Examinations: In other examinations such as the Preliminary Oral Examination of Ph.D. students and the Final Viva-voce Examination for both M.V.Sc and Ph.D. students, the

	grading will be either 'S' (Satisfactory) or US (Unsatisfactory).
	31.3. If in an oral examination (final thesis oral examination for M.V.Sc and Ph.D. or oral part of the preliminary examination for Ph.D.) there is difference of opinion among the examiners, a student shall be deemed to have passed if majority of examiners, including the external examiner (only for Ph.D. examinations), regard his/her performance as satisfactory, otherwise he/she shall be deemed to have failed.
	31.4. Research Work: Research work done at the postgraduate level may extend to three 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/she is registered, the Major Advisor may give him/her a 'US' grade for all the credits for which he/she is registered, or he/she may give an 'S' grade for a reduced number of credits. Credits for research in a semester shall count towards graduation requirement only if the student gets an 'S' grade.
	31.5. Dean, PGS may accept the result up to 5 credit hours of research along with thesis seminar certificate, panel of examiners and thesis after mid-term examination of last semester of residential requirement. However, further relaxation up to 5 credit hours may be allowed in very genuine cases by Dean, PGS.
32	Thesis Requirements: Preparation of the Synopsis
	32.1. A student preparing for M.V.Sc/Ph.D. degree shall submit the subject of proposed synopsis of research work before the registration of third semester for M.V.Sc and before the registration of fourth semester for Ph.D. programme to the Dean, PGS (through Advisor/HOD). It shall not be accepted after the stipulated period and admission shall stand cancelled. HOD will ensure that there is no duplication in the proposed research work. The subject of the thesis will, as far as possible, relate to some research needs of the State. The student shall be required to deliver the synopsis seminar after the Advisory Committee has discussed and approved the plan of work. The Head of the Department should ensure that there is an active participation of the faculty members at the time of synopsis seminar. The Head of Department will get the synopsis evaluated by one expert for M.V.Sc and two experts for Ph.D., preferably locally thereafter, the synopsis shall be submitted by the Head of the Department after incorporating modifications, if any, for the approval of the Dean, PGS before the period indicated above. Synopsis of thesis shall be submitted on format as per Annexure PG-4.
	32.2. Before a student can be permitted to start writing the thesis, the following requirements must be fulfilled: (i) The student shall give a thesis seminar presenting all the data collected by him/her and analysis of such data. (ii) The Advisory Committee should approve quantum and quality of the Research work done by the student. The completed dissertation of Ph.D. student shall be submitted only after successful completion of preliminary oral examination. For submission of Ph.D. thesis one research paper should have been submitted or one patent filed in lieu of the research publication out of the thesis work.
33	Submission of the Thesis
	Period/Date of submission of thesis: M.V.Sc and Ph.D. students can submit the thesis only in the last semester of their residential requirement to the office of Dean, PGS. Thesis seminar should only be conducted after successful completion of all course work and complete research work. Thesis seminar certificate shall be submitted by HOD concerned after endorsement of all the Advisory Committee members as per format (Annexure PG-9). Panel of examiners for evaluation of thesis and thesis viva voce (Annexure PG-6B) should accompany the thesis seminar certificate so that consent of examiners can be taken by the time thesis is submitted. The last date for submission of thesis shall be the same as for the submission of grades for that particular semester for which the student has registered. M.V.Sc and Ph.D. students shall submit to his/her Major Advisor four copies of thesis along with CD, respectively. However, extra copies of thesis over and above the number specified

	must be submitted by the student for supply to the sponsoring agency in case of sponsored project. The thesis shall be prepared and submitted strictly as per format annexed with the document (Annexure PG-12). A thesis submission certificate signed by all the members of Advisory Committee on proforma (Annexure PG-10) shall be submitted by HOD concerned, along with thesis.
34	Evaluation of M.V.Sc Thesis
	34.1. Sending of Thesis to External Examiners: The Dean, PGS shall send the thesis to the external examiner for evaluation. The external examiner will submit a report in the prescribed proforma commenting on the thesis and stating whether he/she recommends acceptance, only then the final thesis oral examination be arranged. If he/she rejects it, the case shall be submitted to the Advisory Committee for a decision. If the Advisory Committee agrees with the external examiner, the thesis shall be rejected. If the Advisory Committee does not agree, the thesis shall be re-examined by another external examiner whose decision shall be final. Where the thesis is returned for revision, the student shall be given one chance to revise the thesis and submit it within three months from the date of receipt of report in Dean, PGS office. If the thesis is rejected second time he/she shall be dropped from the University without any right of petition for readmission.
	34.2. Final thesis viva-voce: In case the external examiner recommends the acceptance of thesis, the final viva-voce examination shall be conducted by an Examining Committee constituted as under: (i) Student's Advisory Committee. (ii) One External Examiner, who shall be specialist in the student's major field and shall be appointed by the Dean, PGS. A certificate of examining committee's report on the final thesis viva-voce examination as per format (Annexure PG-8) and a certificate of dissertation and oral examination as per format (Annexure PG-11) of a postgraduate student shall be sent by HOD to Dean, PGS.
35	Evaluation of Ph.D.Thesis
	35.1. Sending of thesis to External Examiners: The thesis shall be first sent by the Dean, PGS to two external examiners for their comments. The external examiners shall advise whether the thesis is good enough for the conduct of the viva-voce examination. If they recommend that the thesis is good enough for the conduct of the viva-voce examination, the viva-voce examination shall be arranged. If there is a difference of opinion between the, external examiners, the thesis shall then be referred to third external examiner, whose decision shall be final. If the thesis is not recommended by both the examiners and returned for revision, it shall be revised on the basis of the comments of the External Examiner(s). The revised thesis will be sent to two External Examiners who had not examined it earlier and, (i) Should both the External Examiners again condemn the thesis, then it shall be rejected. (ii) Should both the External Examiners agree to accept the thesis, the viva-voce examination shall be arranged, to which one of these two external examiners shall be invited, and (iii) Should there again be a difference of opinion between these two External Examiners, the case may be submitted to the Academic Council with the comments of the External Examiners and of the Advisory Committee. The members of the Advisory Committee will be heard by the Academic Council and decision of the Academic Council shall be final.
	35.2. Final thesis viva-voce: In case the external examiner recommends the acceptance of thesis, the final viva-voce examination shall be conducted by an Examining Committee constituted as under: (i) Student's Advisory Committee (ii) One external examiner from other institutions out of the two to whom the thesis were sent for evaluation. They shall be specialists in the student's major field and will be appointed by the Dean, PGS. A certificate of examining committee's report on the final thesis viva-voce examination as per format (Annexure PG-8) and certificate of dissertation and oral examination as per format (Annexure PG-11) of a postgraduate student shall be sent by HOD to Dean, PGS.

36	Re-submission of Thesis/re-appear
	If the thesis is not accepted or the performance of the student at the viva voce examination is unsatisfactory, the student shall be required to resubmit the thesis or re-appear for viva-voce after three months from the date of examination and if he/she fails again, no further chance will be given.
37	Disposal of Thesis
	After the final viva-voce examination has been held and the thesis has been approved, all the copies of the thesis shall be sent to the Dean, PGS who shall forward the original copy to the University Librarian along with a soft copy which should be complete replication of printed dissertation i.e. the sequence of pages in the file should be same as that of printed dissertation, one to the Head of the Department, one to the Major Advisor and one to the student. First authorship shall always be in the name of the student for papers sent for publication out of student's thesis
38	Deficiency Courses
	When a foreign national or a student educated abroad is admitted to a programme, the Advisory Committee shall evaluate academic attainments of the student including deficiency courses wherever necessary. The same committee shall also recommend exemption from courses, if any. The Advisory Committee of the student shall forward its recommendations to the Dean, PGS, who after scrutinizing the same and making any change (s) that may be considered necessary, shall communicate the decision to the Head of Department of the student concerned. The Committee examining such cases shall specify the exemption from or addition of courses as well as grouping of the courses, to be cleared by such candidates, in semesters. The Dean, PGS shall be the final authority to approve the recommendations of the committee. Regarding admission of foreign nationals, certificate from embassies of the countries from which foreign national seek admission shall be obtained that candidates have sufficient knowledge of English. If they are deficient, they shall have to spend one extra semester on language courses only.
39	Minimum Residential Requirements
	39.1. For the purpose of this rule, residence at the University's / Institution's research stations and other Research institutions with which the University/Institution has collaborative arrangements, shall be deemed to be residence at the University/Institute. Semester(s) dropped due to any reason(s) shall not be counted towards the minimum residential requirements.
	39.2. All the students (till submission of thesis) are full-time students of the University. They cannot join any other degree/programme being offered by other Institutes/Universities except diploma courses or computer/other courses being offered by various private institutions like NIIT, NIFT, APTECH, etc. or other correspondence courses offered by various Universities like IGNOU where there is no condition of submission of migration certificate from the Universities where the students are already enrolled or have already completed degree. It is the responsibility of the Head of the Department to ensure strict compliance and to certify on the basis of the attendance of the students that the student is not in job. The head of the department may enquire the position/facts of each case from any source he likes and may also obtain affidavit in this regard from the students. Regarding cancellation of admission in cases where it is established that the student has violated any of the rules or conditions, the admission committee, i.e. Dean, PGS, Dean of the college concerned and Registrar / his representative, along with the Head of Department concerned shall examine the case and make recommendations to the Vice-Chancellor in this regard. Thereafter, Dean, PGS shall take action in accordance with the decision of the Vice-Chancellor.
	39.3. If a student is unable to complete the programme within the normal residential requirement as he/she will be dealt with as under: The M.V.Sc candidates should normally complete all requirements for the degree in four semesters from first registration. In case, the student is unable to complete the programme due to some reasons beyond his/her control, the period may be extended by the Dean, PGS on payment of prescribed extension fee up to a maximum of eight semesters. Extension fee per

	semester shall be in addition to and about one tenth of normal registration fee. Such students, who fail to complete the programme of studies within the maximum period indicated above, be dropped.
	39.4. The Ph.D. candidates should normally complete all requirements for the degree in six semesters from first registration. In case, the student is unable to complete the programme, due to some reasons beyond his/her control, the period may be extended by the Dean, PGS on payment of prescribed extension fee up to a maximum of twelve semesters. Extension fee per semester shall be in addition to and about one tenth of normal registration fee. Such students, who fail to complete the programme of studies within the maximum period indicated above, be dropped.
	39.5. For the purpose of counting maximum period for completing M.V.Sc and Ph. D. degree for dropping in case a student leaves either M.V.Sc or Ph.D. programme for joining service or for any other purpose, with the permission of the competent authority, such period will not be counted towards calculating the maximum duration. No condition, however, shall be, imposed on the student, who has left the studies for joining services for coming back and resuming his/her Ph.D. / M.V.Sc studies. However, the student shall have to re-join the studies within five years from the date of discontinuation. Under no circumstances, however, he/she will be allowed to exceed maximum duration allowed to complete the degree and shall not be given any exemption from the rules prescribed for getting extension.
	39.6. No M.V.Sc&Ph.D. student shall be allowed to continue for more than eight and twelve semesters, respectively for completing M.V.Sc/Ph.D. degree. However, the marginal cases such as where the student has completed all the requirements and is left with thesis seminar and/or thesis submission, extension in such cases beyond the maximum period prescribed be allowed but restricted to a maximum of three months by the Vice-Chancellor on the recommendations of Deans, PGS, whereafter student shall be dropped from the university.
	39.7. In case extension at any stage is not allowed by the competent authority, the student shall be dropped from the University
	39.8. In such cases where the students are not able to clear their courses in due time, following steps shall be taken: (i) The Major Advisor shall communicate the progress/deficiency of such a student to his/her parents asking them to meet the Advisor to discuss such case. (ii) If the parents do not report to the Advisor as a result of such communication which might be due to postal lapses, personal communication would be ensured to such parents through telephones. (iii) Such student would be treated by the Advisor as 'problem case' and shall be kept under constant watch. (iv) The Advisor would regularly maintain record of such student including the number of times he/she did counseling with the student and efforts on the part of Advisor to take necessary corrective action including contact with the parents. In the event of any such cases of overstayed coming before the Vice-Chancellor/Academic Council, full facts including number of chances taken in each course, duration of stay, reasons of failure, role played by the Advisor etc. would be put up before the Vice-Chancellor/Academic Council. Advisor concerned shall be required to be present in the meeting to explain his/her accountability to the student before the Academic Council.
40	Dropping
	40.1. The students who fail to achieve overall grade point average of 6.00/10.00 basis at the end of 1st academic year (after 2 semesters of regular admission to the programme) shall be dropped from the University by the Dean, PGS without any exception/ relaxation even if any individual student is admitted late for whatsoever the reasons may be. Note: Where a student is awarded 'F' grade in all courses as punishment for resorting to unfair means in an examination, the calculation of the grade point average will exclude the 'F' grade for the purpose of automatic dropping at the end of academic year.
	40.2. Before the beginning of the 3rd semester in case the results have not been finalized, the

	students shall be given provisional registration. This provisional registration shall be subject to the condition that the final result, at the end of the 2nd semester with respect to the students who are given the provisional registration, shall be such that they attain the minimum level of proficiency in the final results. If the student is found to be deficient scholastically i.e. he/she is not able to attain the minimum level of academic proficiency, his/her name will stand dropped from rolls of the University. In case he/she is eligible for re-admission he/she shall be given re-admission.
41	Re-admission of PG Students-exemption from Courses
	Postgraduate students dropped under semester under Rule 40.1 and 40.2 shall be allowed re-admission to the same programme, with following benefits: (i) Exemption from the courses cleared with a grade point of 6.5 or above on the request of student. Exemption will also be given for non-credit courses cleared with S grade. (ii) Course(s) exempted on this account along with grades earned shall be shown in the first semester report and transcript of academic record. (iii) Course(s) exempted and grade point earned shall be counted for computation of grade point average. (iv) The Academic year in which the student had failed to maintain the minimum standard of OGPA and dropped under Rule 40.1 and 40.2 shall count towards minimum residential requirements, for all purposes. Re-admission shall be allowed only once either at M.V.Sc or Ph.D. level.
42	Leaving Studies and Re-admission
	The students studying in semester system shall not be permitted to drop studies in the first semester of first year. After dropping of studies re-admission shall be governed by following rules: (i) A student who is on Good Standing and leaves college at the end of a Semester (with prior permission of Dean, PGS) shall be eligible for re-admission provided he/she seeks readmission within one year of leaving the college. This re-admission will be at the discretion of the Dean, PGS. (ii) A student on Good Standing who, for certain compelling reasons, had to leave the College, with the permission of the Dean, PGS during the currency of a semester may be re-admitted by the Dean, PGS within a period of one year of leaving the college. (iii) Name of such students who do not get/have not got registered continuously for two or more semesters (without permission of the Dean) be struck off. Re-admission in such case shall not be allowed. It is made clear that if a student turns up for registration after willful absence of one semester, he/she shall be allowed admission with a penalty. He will also be issued a warning by the Dean, PGS not to repeat such absence in future failing which admission shall stand cancelled without issuing further notice. (iv) The Dean, PGS may, in exceptional cases, with the prior approval of the Vice-Chancellor allow a student to drop the studies for a maximum period of 2 years for the purpose of undergoing training on the basis of selection made through open competitive examination like IAS, IFS, IPS, ARS, HCS, IES/Indian Statistical Services, Indian Income Tax, Indian Audit & Accounts, Indian P & T, Accounts and Finance, Indian Forest, Indian Customs and Central Excise, Combined Defense, NDA and All India Banking (Officers cadre) services. Case for any other similar service falling out of the purview of the above services shall be put up to the Vice-Chancellor, as a special case, for consideration. (v) In all such cases, semester(s) dropped shall not be counted towards the <u>minimum</u> residential requirement and the student shall have to pay re-admission fee in addition to the normal charges at the time of re-admission.
43	Permission for Research in a Foreign Country
	43.1. The student(s) should have normally completed 75% of the course work, prescribed by the Advisory Committee. However, if the requirement is such that the student needs some relaxation in credits, the Dean, Postgraduate Studies shall consider the case on its merit and grant such relaxation. It need not be referred to the Academic Council.

	43.2. The problem of research on which the student would work in the foreign country shall be decided by his/her Major Advisor in consultation with the foreign scientist with whom the student is expected to work there. The synopsis must be approved by the Committee before he/she proceeds to avail the fellowship. This is necessary to ensure that the problem of research should be such that its results are of mutual interest to both the countries.
	43.3. There is no need for student to register at main college. The proof of his/her having registered at University of foreign country shall be considered as registration here.
	43.4. The student, on return from abroad would, if necessary complete the remaining portion of the research, present thesis to his/her Advisory Committee in accordance with these regulations.
	43.5. The Foreign Advisor shall for the purpose of research, be treated as a Co-Major Advisor. He/she shall send the evaluation of the research conducted under him/her, in term of S/US grade and the number of credit hours devoted to research work by the student during each semester to the Major Advisor of the student. Report shall be sent by the student after every semester through his/her Co-Major Advisor there.
	43.6. The Foreign Advisor shall not be expected to sign on the thesis as the certificate, already received from him/her, shall serve the purpose. However, he/she would be included as a Co-author in the research papers published from thesis of the student. The student shall acknowledge the financial assistance, received from the foreign Govt./Institution, for carrying out research on the problem.
44	Rejoin service/join service, research associateship and research fellowship
	44.1. For In-service: In-service Ph.D. students: Time limit for rejoining service shall be residential period (six semesters). After completing this period, in-service candidate shall be allowed to rejoin their duty only after submission of their thesis. For this purpose, they are required to produce a certificate from the Dean, PGS/competent authority of the University concerned. In-service M.V.Sc students: Time limit for rejoining service shall be residential period (4 semesters). After completing this period, the in-service candidates shall be allowed to rejoin their duty only after submission of their thesis. For this purpose, they are required to produce a certificate from the Dean, PGS/competent authority of the University concerned.
	44.2. Other than in-service: For Ph.D. students to join as Research Assoc./Research Fellow/STA:A student having completed his/her preliminary examination and residential requirements can join on production of authentic proof as STA/Asstt. Scientist/Asstt. Prof. or equivalent or any service. He has to complete the degree in the maximum prescribed time limit (12 semesters). He may be allowed to rejoin study excluding the semester in which he had joined service on production of 'NOC' from the employer. He shall be allowed to rejoin service after submission of thesis and he will have to get leave of the kind due from the date of registration to the date of submission of thesis. However, the students who have joined service after thesis seminar may submit the thesis after registration without any kind of leave in the maximum prescribed time limit (12 semesters). A Ph.D. student appointed as JRF and SRF by the same university/college where he/she is studying at the main campus may be permitted to join the same after completing his/her Preliminary examination and course requirements without dropping the studies.

	44.3. For M. V. Sc. Students to join service: (i) The M.V.Sc students who have completed the minimum residential requirements as well as all the credit hours of course work and research work and have delivered their thesis seminar may be allowed to join service by the Dean, PGS and will be allowed to rejoin their studies excluding the semester in which he/she had joined service, on production of 'NOC' from the employer. He will have to get leave of the kind due from the date of registration to the date of submission of thesis. He shall be allowed to rejoin service after submission of thesis. (ii) The other M. V. Sc. students who have completed their course work and are yet to complete the research credits as well as some part of the semester to fulfill their residential requirements may also be allowed to join service subject to the condition that such students will have to rejoin their studies as regular students and after taking leave of the kind due from the Institution/Department where they join and they shall have to stay at the University from the day of registration after rejoining till submission of thesis and completion of minimum residential requirement. (iii) The dropping given under rule (i) & (ii) above for joining service may be allowed subject to the condition of completion of the programme within the maximum extended (8 semesters) time limit already prescribed for completion of M.V.Sc Programme. (iv) The M.V.Sc students who are awarded some fellowship in some research schemes may be allowed to join the schemes as JRF in University/college where they are studying after completion of course work without dropping their studies.
	44.4. Fellowships/Scholarships/Stipends/Medals/Awards etc. i) Centre Government/VCI shall notify the details of fellowships, scholarships/stipends/medals/awards etc. to be given by them. ii) The university/college/institution shall notify the details of fellowships, scholarships/stipends/medals/awards etc. to be given by them.
45	The University/ College/ Institution shall notify in detail the rules: i) regarding enforcement of students discipline and good behavior ii) relating to the process of unfair means cases and penalties thereof iii) regarding prevention of ragging
46	Collaborative Research
	46.1. Impetus may be provided to Research in Veterinary and allied fields to produce Teachers, Clinicians and Scientists of highest caliber by collaborative arrangement with other scientific organizations of excellence such as Institutes of Eminence/ Excellence conferred by Government of India. New courses/Specialities may also be started with the sole intention of producing high quality Teachers, Clinicians and Scientists by leveraging the scientific expertise at the Institutes of Eminence/ Excellence. 46.2. International Collaboration may also be explored for M.V.Sc and Ph.D. Programmes. 46.3. Institutes of Eminence/Excellence may also initiate integrated M.V.Sc/Ph.D. or Dual Degree Programmes by admitting students for both degrees after establishing necessary facilities and Infrastructure as prescribed by the VCI. In such cases, both M.V.Sc and Ph.D. degrees will be awarded by Institutes of Eminence/Excellence. 46.4. Penalty for violation of Post Graduate Veterinary Education Regulations shall be as per the Penalty Regulations of the VCI.
47	Any matter not covered by these rules shall be referred to the VCI for decision.

NAME OF THE UNIVERSITY/COLLEGE
REGISTRATION CARD

[Please read carefully the instructions overleaf before filling this card]

Admission No.		Name	
Semester		Year & class	
Local Address			

Title of course	Course Number	Credit hours	Signature (in full) of Instructor

INSTRUCTIONS

(To be observed strictly in the following sequence)

A. FOR STUDENTS

1. Obtain 5 cards meant for relevant class and semester from the Dean, PGS office. Yellow coloured cards be used for registration of repeat courses.
2. Meet the advisor and fill these cards in accordance with his/her advice. One filled in card will be retained by advisor.
- 3 The entries be made neatly and legibly. Erasing/scoring off etc. be duly authenticated by the authority competent to make/allow such corrections.
4. Obtain signatures of the instructors concerned against relevant course. In case a teacher other than the one who is teaching the course has signed the registration card of the student, it would be obligatory on the part of the teacher signing the card to inform in writing the teacher who is teaching the course.
5. Pay hostel dues and obtain signatures of DSW (non-hosteller should get this fact recorded from DSW on these cards).
6. Make payment of fees/dues and obtain signatures of Administrative-cum-Accounts Officer of the Dean/Dean, PGS concerned.
7. Leave all the cards in Dean, PGS office and obtain acknowledgement on the reverse of fee receipt. The Dean, PGS office after scrutiny shall transmit the cards to Registrar's office within 3 days of the date of registration. The Registrar's office after completing the formalities and scrutiny within 3 days of the receipt of cards shall retain one card.

B. FOR ADVISOR

1. Advise the student properly before he/she fills in these cards.
2. Sign these cards and put full signatures.
3. Ensure that the cards are properly filled in and cutting/erasing etc. duly authenticated.
4. Ensure that the student has cleared pre-requisite of a particular course or fulfills the required condition.

NAME OF THE UNIVERSITY/COLLEGE
IMPROVEMENT OF GRADES

Statement in regard to repeat course registered in semester.

I hereby state that I have included in registration cards the following courses as non teaching in semester for the times shown against each.

Course No.	No. of times (including current semester repeated the course as non-teaching

I further state that- I have included courses(Number) in my registration cards for the time to improve the grades.

Signature of Student

Verified

Advisor

The information supplied by the above student has been checked from the record maintained in my office. The statement is correct and the case is in order which may be accepted for registration.

Signature of Dean, PGS
With Office Stamp

Annexure -III**NAME OF THE UNIVERSITY/COLLEGE
CHANGE OF COURSE FORM**

College of -----	Name		Year	
	Preparing for		Semester	
	Admission No.		Standing	

Total Credit hours for Semester

Total Credit hours Earned to-date

Title of Course	Course No.	Credits	Major/minor/supporting	Instructor's Recommendation
Added				
Withdrawn				
Reasons for Adding/withdrawing	Total Credits for Semester after Adding/Withdrawing			
Signature of the Student	Recommend Advisor	Approved Dean	Fee Paid A&AO	Change Recorded Dean, PGS

INSTRUCTIONS FOR THE STUDENTS

1. A postgraduate student is required to fill in four change of course forms for Advisor/Student/Dean/Dean, PGS office/ and one adding/withdrawal card (for the Instructor) for each course to be added or withdrawn.
2. These forms should be completed in all respects. You must make sure that you have got the signatures/recommendations of the Instructors/Advisor and the Dean on all the forms at the appropriate places.
3. A clash in the time table, your inability to cope with the volume of work in a particular course, your having to repeat some course or courses, your having been placed on Scholastic Probation and consequent need for a lightening of the load or some such valid reason could be cited for withdrawal.
4. First go to your Advisor and place before him/her your problems, if he/she advises you to add some course or withdraw from some others, fill in this form and get the Advisors recommendations recorded on it.
5. After completing (4) above, go to the concerned instructors and secure their recommendations for your withdrawing/ adding any course(s).
6. After the Dean approves of your change, go to the college office, pay required fee for this change and obtain the signature of the Admn.-cum-Accounts Officer.
7. After completing (5) above, go to the Dean, PGS and obtain his approval for the change.
8. Leave all the cards in the Dean, PGS office and obtain acknowledgement on reverse of fee receipt. Further process of these cards shall be same as that of registration cards.

**NAME OF THE UNIVERSITY/COLLEGE
COURSE ADDING CARD**

COLLEGE.....	Name		Year	
	Preparing for		Semester	
	Admission No.		Standing	
Name of the Instructor	Title of course	Course No.	Credits	Instructor's Signature

Addition allowed

Dean, PGS
Signature & Seal

**NAME OF THE UNIVERSITY/COLLEGE
COURSE WITHDRAWAL CARD**

College.....	Name		Year	
	Preparing for		Semester	
	Admission No.		Standing	
Name of the Instructor	Title of course	Course No.	Credits	Instructor's Signature

Withdrawal allowed

Dean, PGS
Signature & Seal

NAME OF THE UNIVERSITY/COLLEGE

SEMESTER REPORT FOR

Name:

Admn. No.

Sr. No.	Title of course	Course No.	Credit hrs.	Grade points	Credit points

Total -- GPA: Previous -- Cumulative -- OGPA

Cumulative Credit Hours Obtained Min. required to pass of CCAStanding:

Start End

Date

Prepared by Checked by

Asstt. Registrar

Dean, PGS

Note: The student, his/her Advisor, the HOD concerned or any other person to whom a copy of this report is supplied is required to go through the same carefully and point out error/omission discrepancy within 15 days of the issue of this report, failing which it will be presumed that the report is in order and no complaint whatsoever, will thereafter, be entertained. The Dean, PGS, however, reserves the right to correct and rectify at any stage, any mistake that comes to his notice.

INTERPRETATION OF VARIOUS GRADES

Points	Marks	Points	Marks	Points	Marks	Points	Marks	Points	Marks
10.0	100	9.0	90	8.0	80	7.0	70	6.0	60
09.9	99	8.9	89	7.9	79	6.9	69	F below 60	
09.8	98	8.8	88	7.8	78	6.8	68		
09.7	97	8.7	87	7.7	77	6.7	67		
09.6	96	8.6	86	7.6	76	6.6	66		
09.5	95	8.5	85	7.5	75	6.5	65		
09.4	94	8.4	84	7.4	74	6.4	64		
09.3	93	8.3	83	7.3	73	6.3	63		
09.2	92	8.2	82	7.2	72	6.2	62		
09.1	91	8.1	81	7.1	71	6.1	61		

MEANING OF VARIOUS GRADES/TERMS

F-Fail, W-Withdrawn, R-Repeat, S-Satisfactory, US-Unsatisfactory, SP-Scholastic Probation, when the students performance falls below the expected level, Good-Satisfactory level of studies. GPA-Grade Point Average of current Semester, OGPA—Overall Grade Point Average up-to-date.

NAME OF THE UNIVERSITY/COLLEGE

INSTRUCTOR'S REPORT AT THE END OF SEMESTER

Name of Instructor

Semester :

Year

Course No.

Title :

Credit Hrs.

M.V.Sc/Ph.D.

Sr. No.	Admission No.	Name of Student	Maximum Marks				Grade
			Mid Term ()	Practical ()	Final ()	Total ()	

Marks Obtained

Grade*

90 to 100%

9.00 to 10

80 to 89

8.00 to 8.9

70 to 79

7.00 to 7.9

60 to 69

6.00 to 6.9

Minimum Grade required
for passing course

6.00

1. Separate grade list for M.V.Sc and Ph.D. (2 copies each) should be submitted.
2. Students securing marks in decimals may be graded by rounding off the marks to next higher if it is more than point five.

Instructor's Signature

Professor & Head Department of

Dean, PGS

NAME OF THE UNIVERSITY/COLLEGE

FORM FOR RECOMMENDATION OF ADVISORY COMMITTEE

Department of.....University.....

The following members of the Postgraduate Faculty are proposed on the advisory committee to guide the postgraduate student Sh./Ms.....Admn. No.....

1. Major subject.....
2. Minor subject.....

Name and Designation

Department

Major advisor Dr.....

Member from major subject Dr.....

Member from minor subject Dr.....

Member from Supporting subject Dr.....

1. “Certified that Dr.....has been working as.....in this department in teaching/research/extension and is posted at Station/outstation”. He/she is already guiding.....postgraduate students. By including this student there shall be.....students with him/her which have been assigned in accordance with the existing norms.

2. CertifiedthatDr.....has already guidedNos. student and they have submitted the thesis.

3. Certified that allotment has been made as per rules and regulation of the University and with the approval of Department advisory committee.

4. Certified that none of the advisory committee members is in the advisory committee of more than 10 students excluding major advisor.

Major Advisor

Head of the Department

Countersigned, Dean, COVS

Dr..... Department of shall act as Dean, PGS Nominee.

Dean, Postgraduate Studies

NAME OF THE UNIVERSITY/COLLEGE

PROGRAMME OF WORK FOR POSTGRADUATE STUDIES

To

The Dean, Postgraduate Studies

The Advisory Committee of..... Admission
 No..... admitted to M.V.Sc/Ph.D.programme in the College of
 in the discipline of
 in.....(academic year and semester)after a
 conference with him/her submit the following statement and recommendations:

Major field:.....

His/her minor field.....

ACADEMIC QUALIFICATIONS PRIOR TO JOINING THE UNIVERSITY

Degree or diploma	year of passing	Division	Aggregate percentage of marks or OGPA	institution	Major subject
High school/ Higher secondary					
B.V.Sc& A.H					
M.V.Sc					

Undergraduate preparation of the major fields

Courses or subjects taken	Course No.	Credits or hours spent	Grade

Previous postgraduate training, if any, for the major and minor fields

Courses or subjects taken	Course No.	Credits or hours spent	Grade

Courses to be completed by the student to meet Postgraduation requirement:

Classification courses	Course No.	Title of Course	Credits
i) Non credit compulsory/ deficiencies to be completed 1			
2			
3			
4			
5			
6			
7			
ii) Major subject 1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
iii) Supporting 1			
2			
3			
4			
5			
iv) Minor 1			
2			
3			
4			
5			
6			
7			
8			

ADDITIONAL INFORMATION

ADVISORY COMMITTEE

Major Advisor.....

Member& Chairman

1.....

Member from Major subject

2.....

Member from minor subject

3.....

Member from supportive subject

4.....

Dean, PGS Nominee

Forwarded (4 copies) to the Dean, Postgraduate Studies for approval.

Head of Department

APPROVED

Dean, Postgraduate Studies

Name of the Student.....Admission No.....

Major Adviser.....

35

NAME OF THE UNIVERSITY/COLLEGE

CERTIFICATE OF PRELIMINARY WRITTEN EXAMINATION Ph.D.

This is to certify that the Preliminary Written Examination of Admission No of the Department ofhas been conducted by the members of the Advisory Committee. The written examination in the major and minor fields were conducted on (1).....2).....and.....,respectively. Shri..... has passed the written examination in the first/second attempt.

Major Advisor

Forwarded to the Dean, Postgraduate Studies,University for taking necessary

Professor& Head

NAME OF THE UNIVERSITY/COLLEGE

**PROFORMA FOR RECOMMENDING PANEL OF EXTERNAL EXAMINERS
FOR PRELIMINARY ORAL EXAMINATION OF Ph.D. STUDENTS**

1. Name of the Department/Discipline
2. Semester & Year
3. Names of the students appearing
4. Names of external examiners, to be appointed in order of preference:
 - (i)
 - (ii)
 - (iii)
 - (iv)
 - (v)
5. Certified that the panel is for all the students who are to appear for Preliminary Oral Examination during this semester and no other student is to appear in this semester.
6. Suggested dates for holding the examination (while suggesting dates kindly keep in view that it will take above 15 days to hear from the external examiners).
7. Certified that during the dates suggested for this, barring unforeseen circumstances all the members of the advisory committee will be at station and will be able to attend.

Major Advisor

Head of the Department

Dean, Postgraduate Studies

NAME OF THE UNIVERSITY/COLLEGE

**PROFORMA FOR RECOMMENDING PANEL OF EXTERNAL EXAMINER FOR THESIS
EVALUATION/ FINAL ORAL EXAMINATION**

1. Name of student
2. Admission No.
3. Programme
4. Nature of the examination
5. Name of the members of the Advisory Committee
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.
6. Name & contact details of the External Examiners to be appointed.
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.

Note i) For Ph.D. students preferably seven examiners be suggested.

ii) The examiners must be from different institutions.

iii) Preferably the examiners should be from different parts of the country.

Major Advisor

Head of the Department

Dean, Postgraduate Studies

NAME OF THE UNIVERSITY/COLLEGE

CERTIFICATE OF PRELIMINARY ORAL EXAMINATION(Ph.D.)

This is to certify that Shri Admn. No.....of the
Department ofhas been examiner by us. The Oral Examination was held
on

The performance in the examination has been found Satisfactory/Unsatisfactory.

.....
Major Advisor

.....
External Examiner

.....
(Advisor)

.....
(Advisor)

.....
(Advisor)

.....
(Advisor)

No.....

Dated

Forwarded (in duplicate) to the Dean, Postgraduate Studies

Head of the Department of.....

NAME OF THE UNIVERSITY/COLLEGE

CERTIFICATE FROM THE HEAD OF THE DEPARTMENT TO ACCOMPANY EXAMINING COMMITTEE'S REPORT ON THE FINAL EXAMINATION OF A POSTGRADUATE STUDENT

1. Name of the students (in block letters)
2. Father's Name (in block letters)
3. Admission No. and date of Admission
4. Programme and subject:
 - (a) Major subject
 - (b) Minor subject
 - (c) Field of specialization
- Title of Thesis (in block letters) "-----"
5. Was there any change of subject? If so give details
 - (a) New Subject:
 - (i) Major
 - (ii) Minor
 - (iii) Field of specialization
 - Title of the thesis
- Approved by the Academic Council vide item No.....of the meeting held on
6. Names of the members of the Advisory Committee appointed vide no.....
 - a) Major Advisor
 - b) Other members proposed by the Major Advisor through the Head of the Department and approved by the Dean, PGS.
 - c) Member from Major subject:
 - d) Member from Minor subject:
 - e) Member from Supporting subject:
 - (f) Member appointed by Dean, PGS
7. Course work and Credit Hours complete and the OGPA-----Credit Hr-----
8. Preliminary Written Examination in Major Subject held on i) ii) by the committee comprising of:
10. Preliminary Written Examination in Minor Subject held onby the committee comprising of-----
11. Preliminary Oral examination by Advisory Committee, HOD and External Examiner was held on -----
12. Recommendations of the Examining Committee: Satisfactory/Unsatisfactory
13. Change(s) in the membership of the Advisory Committee, if any, with reasons:

CERTIFICATE

14. It is hereby certified that:

- (a) The Examination has been conducted strictly in accordance with the rules and procedure of the University
- (b) The student has fulfilled all the postgraduation requirements and he has completed the programme of work prescribed for him by the Advisory Committee and approved by the Dean, PGS
- (c) The Advisory Committee has been constituted strictly in accordance with the rules.
- (d) No change has been made in the Advisory Committee.
- (e) The above changes have been made in the Advisory Committee and these changes are strictly in accordance with the rules and regulations of the University.

Head of the Department

Dated:

(To be filled in by the Secrecy Cell)

Certified that the above particulars have been checked from the record maintained in this office and found correct. The above named student has completed all the course requirements and is eligible for being declared to have:

- (a) Successfully completed the Preliminary Examination.
- (b) Successfully completed the course and research requirements for the award of M.V.Sc/Ph.D. degree of this University.

Dealing Asstt.

Supdt.(Acad.)

Asstt. Registrar (PGS)

Dean, PGS

NAME OF THE UNIVERSITY/COLLEGE

THESIS SEMINAR CERTIFICATE

Department of

Certified that Sh./Ms.....Admn. No.....has
presented a seminar on.....(Topic)
onat.....which has been found satisfactory.

(Major Advisor)

.....

Members

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....

Endst. No.....Dated

Place

Confidential

Forwarded (in duplicate) to the Dean, Postgraduate Studies for further necessary action. The list of persons who attended the seminar is also attached. Panel of Examiners in PG-6B is also attached.

Professor & Head
Department of -----

NAME OF THE UNIVERSITY/COLLEGE

PROFORMA FOR SUBMISSION OF THESIS/DISSERTATION

- 1. Name of the student
- 2. Admn. No.
- 3. Major Subject
- 4. Title of the thesis “-----”

We the member of the Student’s Advisory Committee, certify that we have read the thesis/ dissertation and that suggestions made for improvement, have been incorporated.

(Major Advisor)

Members

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....

It is certified that the thesis has been submitted in the department on _____ and the thesis has been checked and found as per format of the thesis (PG-12)

Head of Department

Thesis fee amount of Rs.....paid vide receipt nodated.....

Admn-cum-Accounts Officer
College of COVS

Date of receipt of thesis in the office of Dean, PGS

Dean, PGS

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CERTIFICATE OF DISSERTATION AND ORAL EXAMINATION M.V.Sc/Ph.D.

This is to certify that the dissertation entitled “-----
 -----” submitted by ----- Admn. No.-----
 ----- s/o Sh. -----to the----- University in
 partial fulfillment of the requirement of M.V.Sc/Ph.D. in the Discipline of -----
 has been examined by us. The candidate was examined orally by us on -----.

2. (a) The dissertation has been found satisfactory/unsatisfactory. We recommended/do not recommend the acceptance of the dissertation.

(b) The performance in oral Examination is satisfactory/unsatisfactory.

(Major Advisor)

(External Examiner)

(Member from Major Subject)

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Head of the Department

Dean, PGS

FORMAT OF PG THESIS

General guidelines

- (a) Font of thesis shall be “Times New Roman”
- (b) Font size for tables and text shall be 12 points and spacing for text shall be 1½ space.
- (c) Font size for references and appendices: 11 points in single space (1½ space after each reference).
- (d) Printing of thesis shall be on both sides of the paper. As far as possible photographs, graphs and tables must be adjusted in between the running text.
- (e) There shall be no chapter page before each chapter.
- (f) Font size for chapter headings: 16 pt. Size.
- (g) Margin for thesis: 1 inch top and bottom, 1.5 inch left and right

Introduction

Introduction shall include following information and shall be limited to 2 to 4 pages.

- (a) General background
- (b) Most relevant review of literature
- (c) Significance of study
- (d) Objectives

Review and Patent Search

Chapter should include up-to-date relevant references and should be limited to 10 to 12 pages.

Materials and Methods

Chapter should include complete information on the techniques employed to meet the objectives of research work and may not be limited to any number of pages.

Results

Result should be in a separate chapter and presented either with tables or graphs.

Discussion

Results should be discussed in separate chapter with supporting relevant references.

Summary and Conclusions

This chapter should be limited to 4 pages.

Tables

Tables may be adjusted in the text as far as possible. Only bigger table may be kept on single page

Acknowledgements

These must be limited to one page.

Abstract

Maximum one page (single space, 10 pt. size)

CV and list for publications along with coloured photograph of the student

Should be limited to two pages and must include the following:

- (a) Name:
- (b) Date of birth:
- (c) Place of birth:
- (d) Mother's name:
- (e) Father's name:
- (f) Permanent address (with pin code):
- (g) Telephone:
- (h) Mobile:
- (i) E-mail:
- (j) Academic qualifications:

Degree University/Board	Year of passing	Percentage of marks	Subjects
- (k) Co-curricular activities:
- (l) Medals/Honours received:

- (m) List of Publications: (related to thesis work only)
- (n) Citation: Biological Abstracts:
- (o) Copy Right: (through an undertaking to be furnished by the student with the thesis)

An undertaking of copyright given by the student may also be appended with the thesis on the following lines:

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“I _____, Admn.No. _____ undertake that I give copyright to the _____
_____ University, of my thesis entitled _____”

I also undertake that patent, if any, arising out of the research work conducted during the programme shall be filed by me only with due permission of the competent authority of _____ the University.

Signature of the Student