

KAMDHENU UNIVERSITY

THE REGULATIONS FOR THE AWARD OF DIPLOMA IN ANIMAL HUSBANDRY

In exercise of the powers conferred under **Section-24 (viii)** and read with the **Section-37 (1)** of the **Kamdhenu University Act, 2009 (Gujarat Act No. 9 of 2009)**, the Academic Council of the University hereby makes the following "**Regulations for the award of Diploma in Animal Husbandry.**"

Regulation-1.0 Short Title:

These Regulations may be called "**Regulations for the award of Diploma in Animal Husbandry.**"

Regulation-2.0 Commencement:

This regulation shall come into force from the beginning of the first semester of the academic year, **2011-12.**

Regulation-3.0 Definitions:

In this Regulation, unless the context otherwise requires -

- (1) "**Academic year**" means the year normally commencing from the month of July/August and ending in the month of June/July of the following calendar year and shall consist of two semesters.
- (2) "**Act**" means **Kamdhenu University Act, 2009 (Gujarat Act No. 9 of 2009).**
- (3) "**CBSE**" means the examination conducted by the Central Board of Secondary Education, New Delhi.

- (4) **“Counsellor”** means a teacher, who will help a batch of students assigned to him in planning of their studies and foster close personal relationship.
- (5) **“Course”** is an integral part of the curriculum. It means an organised subject matter in which instructions are offered through a series of lectures/practicals and skill orientation (work experience) during a semester.
- (6) **“Course Content”** means a concise outline of the subject-matter of a course laid down by the Academic Council from time to time and approved by the State Council.
- (7) **“Course Credit”** A course credit is the quantitative measure of the content of a course of instructions, especially with reference to the value of the course in relation to the total requirements for a Diploma.
It includes one hour of theory lecture and two/three hours of laboratory or field practical work per week. In taking a course, a student shall attend a series of lectures/practicals, do laboratory/field work and submit assignments and reports as required.
- (8) **“Credit”** means one clock hour learning in theory or minimum two clock hours in laboratory/field/tutorial per week.
- (9) **“Credit load”** means the quantum of credits undertaken by a student in a semester.

- (10) “**Cumulative Grade Point Average (CGPA)**” means the Grade Point Average obtained by the student up to the end of a particular semester calculated by dividing the sum of products of the grade point average and the credits in each semester by the total credits completed up to the end of that semester.
- (11) “**Curriculum**” means a series of courses selected and designed to provide training to meet the prescribed requirements for a diploma.
- (12) “**Grade Point (GP)**” means a numerical designation (on 10 point scale) of the relative standard of performance, a student has achieved during the study of a course.
- (13) **Grade Point Average (GPA)** means the weighted average of the grade point earned by a student for the courses offered during the semester.

Explanation: It is the sum of the products of credits of a course and the grade point obtained in that course divided by the total number of credits of the different courses offered in the semester. *e.g.*,

$$\text{GPA} = \frac{G_1C_1 + G_2C_2 + \dots + G_nC_n}{C_1 + C_2 + \dots + C_n} = \frac{\text{Total Grade Points}}{\text{Total Credit}}$$

OR

$$\text{GPA} = \frac{\sum (\text{Course Credit} \times \text{Course Grade Point})}{\text{Course Credits}}$$

- (14) **“Overall Grade Point Average (OGPA)”** means Cumulative Grade Point Average obtained by the student at the end of final semester of the diploma programme.
- (15) **“Programme of Study”** means a series of coherent courses and a project work assigned to a student to provide training to meet the requirements of a Diploma.
- (16) **“Secondary School Certificate (SSC) Examination”** means the examination conducted by the Gujarat Secondary Education Board, Gandhinagar.
- (17) **“Semester”** means an academic period of 20 to 22 weeks, including semester-end examination (minimum 110 working days consisting of 95 instructional days and 15 examination days) during which a course is completed.
- (18) **“Statute”** means the statute made under the **Kamdhenu University Act, 2009 (Gujarat Act No. 9 of 2009)**.
- (19) **“Student”** means a person who is admitted in a Polytechnic under the University for qualifying himself for a Diploma conferred by the University.

Note: Words and expressions used in the Act, Statutes and Regulations and not defined in these Regulations shall have the meaning assigned to them in the Act, Statutes and Regulations as the case may be.

Regulation-4.0 Applicability:

These regulations will be applicable for awarding Diploma in Animal Husbandry under Kamdhenu University.

Regulation-5.0 Central Admission Committee:

- 5.1 The Registrar section shall arrange for admissions to the Diploma courses in the University through a committee of Registrar and such other persons, if deemed necessary.
- 5.2 While preparing the merit list, the committee will observe Regulations or instructions as lay down by the University from time to time.
- 5.3 The admission committee shall verify normal physical fitness, original mark sheets, certificates, etc., of the candidates called for admission.

Regulation-6.0 Number of Students to be admitted:

The maximum number of candidates to be admitted in first semester of the diploma course, will be in accordance to the intake capacity and infrastructure facilities of the polytechnic as may be decided by the University from time to time.

Regulation-7.0 Invitation of Applications:

- 7.1 The Registrar shall invite online applications for the diploma programme by an admission notice published in leading Gujarati Newspaper around the date of declaration of the results of Secondary School Certificate Examination (SSCE).
- 7.2 Candidates seeking admission to the Diploma course will apply after declaration of SSCE results as per guidelines given in the advertisement in news paper.

Regulation-8.0 Eligibility for admission:

- 8.1 To be eligible for admission, the candidate should have passed Secondary School Certificate Examination of Gujarat State or other equivalent examination along with English as compulsory subject.

The minimum requirement of percentage of marks obtained by candidates of various categories in the above mentioned examination for admission to Diploma shall be as under (percentage mentioned in marksheets will be considered):-

| | | |
|-------|--|-----|
| (i) | General category candidates | 45% |
| (ii) | Socially and Educationally Backward Class Candidates | 40% |
| (iii) | Schedule Caste Candidates | 40% |
| (iv) | Schedule Tribe Candidates | 35% |

Note: *The student who is domicile of Gujarat State, but has passed SSCE from neighbouring state is considered eligible for admission subject to fulfillment of the minimum requirements.*

8.2 Three percent marks for each failure (additional trial) will be deducted from the total percent of marks secured. Candidates, who have passed the SSC examination with more than three trials, shall not be considered for admission.

8.3 The candidates who have passed the Central Board of Secondary Education Examination (CBSE), Delhi from the institutions in Gujarat State and who fulfill the all requirements as stated in the Regulation-8.1, shall be admitted on prorata basis to the candidates passed the Gujarat Secondary Education Board Examination.

8.4 The sportsmen / women will be given weightage for the admission as under:-

| No. | Event | Weightage |
|-------|---|-----------|
| (i) | Participation at the International Level | 7 % |
| (ii) | Participation at the National Level / All India Level | 1 % |
| (a) | Secured 1 st position | 5 % |
| (b) | Secured 2 nd position | 3 % |
| (c) | Secured 3 rd position | 2 % |
| (iii) | Participation at the State Level | |
| (a) | Secured 1 st position | 1 % |
| (b) | Secured 2 nd position | 0.5 % |

Note: *The benefit of the above weightage shall be given to the student once during his/her University career.*

Regulation-9.0 Age Limit:

The age limit of a candidate on first day of July of the year of his first admission to the Diploma shall be from 14 to 25 years.

Regulation-10.0 Reservation:

The University shall reserve seats for admission of the candidates belonging to following categories :-

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| Sr. No. | Particulars | Reservation of Seats | Remarks |
|---------|---|----------------------|---|
| 1. | Schedule Caste (SC) | 7 % | Reservation of these seats shall be interchangeable among SC/ST candidates. |
| 2. | Schedule Tribes (ST) | 15 % | |
| 3. | Socially and Educationally Backward Communities (SEBC) | 27 % | As specified by the Government of Gujarat and does not fall under Creamy layer section. |
| 4. | Disables (Physically Handicapped) | 3 % | It will be adjusted against respective category. |
| 5. | Children of defense personnel and Ex-service man (Army) | 1 % | -- |
| 6. | Candidate belonging to <i>Parsi</i> Community | 1 Additional Seat | 1. Candidates who are domicile of Gujarat will only be eligible. 2. This seat shall be non-transferable. |

Provided that nothing in this regulation shall require the University to admit candidates larger in number-or with academic and other qualifications lower than those prescribed except in situation as in Regulation-8.1.

Regulation-10.1 General conditions regarding reservation:

The reservation of seats for the various categories of candidates shall be subject to following conditions:-

- (1) No candidate availing any of reserved seats shown under Regulation-10, or enjoying any concessions in admission requirements shall, however, be eligible to get more than one advantage of relaxation in minimum qualification at the same time.
- (2) In the event of some or all reserved seats specified under Regulation-10 remaining vacant due to less number of applications, for want of eligible candidates, they shall be considered as open seats and shall be filled in, in order of merit from the general merit list of candidates.

Regulation-10.2 Schedule Caste and Schedule Tribes:

10.2.1 The total number of seats to be reserved for the Schedule Caste and Schedule Tribe candidates shall be as laid down by the State Government from time to time. The same at present is as follows:-

- (1) Twenty two percent of the total seats at the stage of admission shall be reserved for backward class candidates. Out of 22% seats, 7% shall be earmarked for the candidates belonging to scheduled castes and remaining 15 % shall be earmarked for candidates belonging to schedule tribes.
- (2) Those candidates who are able to secure admission on merit shall not, however, be counted against the seat reserved for them.

10.2.2 If the need arises on account of vacant seats due to less number of applications in one group and shortage of seats due to more number of application of eligible candidates in the other group, reciprocal adjustment in the above specified 7 % and 15 % seats between the two groups will be made.

10.2.3 If applications from backward class candidates are more than the reserved seats earmarked for them as above, admission will be given to them strictly on inter se merit within each of the two groups.

Regulation-10.3 Socially and Educationally Backward Communities (SEBC):

Twenty-seven percent (27%) of the total number of seats shall be reserved for the socially and Educationally Backward Communities as defined by the Baxi Commission & Mandal Punch as laid down by the State Government at present. The reservation shall be subject to the following conditions:-

- (1) A candidate availing himself of reserved seat as above shall be required to produce a certificate that he belongs to a particular group of backward class from the competent authority of the state.
- (2) The candidate belonging to SEBC should produce the certificate, showing that he does not belong to creamy layer section of the society. The said certificate should have been issued, during the year in which admission is sought from the competent authority; otherwise he will not be considered under the SEBC category.
- (3) SEBC candidates, who are able to secure admission on merit, shall not however, be counted against the seats reserved for them.

Regulation-10.4 Disable (Physically Handicapped):

10.4.1 Three percent seats are reserved for the following disabled (physically handicapped) -

- (i) Orthopedically Handicapped,
- (ii) Visual Handicapped, and
- (iii) Hearing Impairment.

10.4.2 A candidate, having locomotors disability of one leg and partial arm, shall be eligible to apply for admission to course, subject to the submission of a certificate to that effect from the Civil Surgeon / Medical Superintendent of the Government Hospital, based on the opinion of the concerned specialist that the locomotors disabled candidate is in a position to undertake the course and perform the functions of the concerned field and should satisfy the admission committee.

10.4.3 These seats are adjustable within the respective category and admissions will be on the basis of *inter se* merit only.

10.4.4 Disabled (physically handicapped) candidate shall have to fulfill the academic and minimum requirements of marks obtained in SSC examination as mentioned in Regulation-8.1 for his category.

Regulation-10.5 Children of Defence Personnel and Ex-servicemen:

One percent of available seats shall be reserved for the children of Defence Personnel and Ex-servicemen, subject to the following conditions:-

- (1) A candidate claiming admission against Ex-servicemen category shall be required to submit a certificate to that effect duly issued by the Director, Sainik Welfare Board, Gujarat State or by the District Sainik Welfare Officer. In-service Defence Personnel shall be required to submit certificate to that effect duly issued by the Commanding Officer of the respective unit in which they are serving.
- (2) The seats remaining vacant against the category of Defence Personnel and Ex-servicemen in case of candidates, who have passed the SSC examination from the Gujarat Secondary Education Board, shall be allotted to the children of Defence Personnel and Ex-servicemen of the Central Board of Gujarat State. The seats remaining vacant thereafter shall be filled up from the general merit list of the Gujarat Board.
- (3) The children of Defence Personnel and Ex-servicemen of Gujarat origin shall be included under the reserved category specified in this regulation, if they have passed the SSC examination from the schools located in Gujarat State.

Regulation-10.6 Parsi Community:

One additional seat shall be reserved for Parsi Community, who is domicile of Gujarat State. This seat will be non-transferable.

Regulation-11.0 Merit List:

11.1 The admission will be given to the students strictly on merit. For the selection of candidates for admission, merit list shall be prepared on the basis of the following:-

- (1) The score in the SSC examination, and
- (2) The weightage to be given under Regulation 8.3 to 8.4.

11.2 In case of two or more candidates obtaining equal marks in the merit-list, the *inter-se-merit* of such candidates shall be determined in order of preference as follows :-

- (a) Candidates obtaining higher marks in Science subject in SSC examination.
- (b) Candidates obtaining higher marks in Mathematic subject in SSC examination.
- (c) Candidates obtaining higher marks in English subject in SSC examination.
- (d) Candidates older in age.

11.3 Three percent marks for each failure (additional trial) will be deducted from the total percent of marks secured. Candidates those who have passed the SSC examination with more than three trials shall not be considered for admission.

Note: *The failure also include drop and non appearance in the qualifying examination at Secondary School Certificate Examination, when due or appearance at qualifying examination in part is treated at par and entail deduction of marks.*

Regulation-12.0 Registration of Students at the time of Admission:

12.1 A candidate selected for admission shall become an enrolled student of the Polytechnic only on completion of his first registration in person which consists of the following steps:-

- (1) Payment of fees in person
- (2) Production of the following in original alongwith photo copies of the same:-
 - (i) SSC (10th Pass) Marksheet & certificate.
 - (ii) Trial certificate issued by Principal of the school.
 - (iii) School Leaving Certificate
 - (iv) Caste Certificate (If candidate belongs to Scheduled Caste/Scheduled Tribe) and SEBC certificate along with Non Creamy Layer certificate of the current year issued by the competent authority, otherwise he will not be considered against SEBC reserved category.
 - (v) 7/12 and 8-A Certificate regarding owing of agricultural land, issued in the year in which the admission is sought for, if applicable.
 - (vi) Domicile Certificate of Gujarat to be produced, if required.
 - (vii) Character certificate from the Head of the Institution last studied.
 - (viii) Certificate of physical fitness from authorised medical practitioner. The candidate may also be examined by the Medical Officer of the University, if required.

(3) Production of three passport size photographs.

12.2 Selected candidate shall report at the polytechnic on the date fixed by the University for his first registration, but not later than seven days from commencement of the classes.

12.3 The admission of candidate who fails to report on the fixed date as in Regulation-12.1 shall stand cancelled and another candidate on the waiting list may be admitted to the vacant seat so created.

Provided that a candidate who is not in a position to report for the first registration, on the date fixed for him due to unavoidable circumstances may obtain provisional registration by paying fees by post or through messenger on or before the date fixed for his registration. Such a candidate shall be required to complete the remaining steps of registration within one week from the date of commencement of the semester, failing which his admission shall stand cancelled.

12.4 A student, enrolled in the University, will be given his registration number to be used along with his name in all the concerned academic documents.

Regulation-13.0 Renewal of Registration:

13.1 Every enrolled student shall be required to register at the beginning of each semester till the completion of his Diploma requirements, unless otherwise permitted by the Principal, failing which his enrollment shall be cancelled. Re-admission in such cases shall be as per the University Norms.

13.2 For renewal of registration in the case of continuing students, they should pay fees in person on or before the last date fixed for the

payment. After the above period, the registration shall stand cancelled.

Provided that the Principal of the Polytechnic may accept late registration only in very exceptional cases alongwith a fine of **Rs.100** per day for first 7 days and **Rs.200** per day for next 14 days only from the date of commencement of the semester after which, the admission of those who failed to get registered will be treated as cancelled.

Provided further that the above proviso shall not be applicable in case of those students whose payment of fees has been guaranteed by either the Government or bona-fide institutions or similar bodies.

Regulation-14.0 Re-registration of the student:

A diploma student in Polytechnic, who has successfully completed all the requirements of 1st year of Diploma course, may be admitted within a period of three years at his own risk at the equivalent semester from which he gave up his studies provided that no disciplinary action should have been taken against such student during his career in the Polytechnic and has not joined any course in any other institutions. This period of absence will be calculated from the date he leaves the Polytechnic.

If the course curriculum, in which the candidate has studied, is in non-existence, the case of such student shall be placed before equivalence committee to be appointed by the University. On the basis of report of this committee, re-registration of the students, who gave up the studies, shall be considered.

Regulation-15.0 Identity Card:

An identity card shall be issued to every enrolled student. It shall be carried by him and shown when required. In case, the identity card is

lost, a new one shall be issued on payment of fees as prescribed by the University from time to time.

Regulation-16.0 Continuation of an enrolled student:

Continuation of a student as an enrolled student of the university shall depend on the following conditions:

- (i) Satisfactory academic performance.
- (ii) Satisfactory conduct and disciplined behavior.
- (iii) Satisfactory completion of the Field trip/Study tour / Internship wherever these are compulsory.
- (iv) Satisfactory health and physical capacity to continue the academic programme and completion of the medical examination, if prescribed.
- (v) Timely payment of university dues

Regulation-17.0 Fees and Deposits:

17.1 The kinds of fees and deposits for this Diploma course shall be as under:-

(A) Fees and deposits for all new students to be paid once at the time of Registration

- (1) Caution Money Deposit
- (2) Hostel Deposit
- (3) Mess Deposit
- (4) Electric Deposit
- (5) Identity Card Fee
- (6) Test fee for thaelesemia

(B) Fees to be paid annually in the beginning of each odd semester by all students

- (1) University Medical check-up
- (2) Magazine Fee
- (3) Student Aid Fund
- (4) General Amenities

(C) Semester fees to be paid at beginning of each semester

- (1) Registration Fee
- (2) Tuition Fee
- (3) Library Fee
- (4) Examination Fee
- (5) Gymkhana Fee
- (6) Cultural Activities Fee
- (7) Laboratory Fee
- (8) Hostel Fee
- (9) Fees for Marksheets, Certificates, Transcripts, etc.

17.2 The rate of fees shall be as determined by the University from time to time.

17.3 The girl students shall be exempted from paying the tuition fees and hostel fees as per the policy of the State Government from time to time.

Regulation-18.0 Refund of Fees / Deposits:

If the student desires to cancel his admission, fees paid shall not be refunded. However, If a student takes admission in any Agricultural University of the Gujarat State, he shall be entitled to refund of the amount of all fees paid by him after deducting Rs.500 (rupees five hundred) as processing charges.

Regulation-19.0 Academic requirements:

- 19.1** In order to earn his Diploma of the University, an enrolled student shall have to complete satisfactorily the prescribed number of course credits including those acquired by the approved transfer and shall have earned minimum 5.0 overall grade point average (OGPA).
- 19.2** A course includes lectures and / or practical classes in a particular subject covered in a semester.
- 19.3** A student shall be required to earn the credits specified for the Diploma inclusive of those for study tour, Lab work /Project work/Internship *etc.*
- 19.4** In pursuing course, a student will be required to attend lecture classes and / Or perform practicals in laboratory / field *etc.* He shall also put required efforts in library work and shall submit the assignments, reports *etc.* as per instructions from the course teachers.

Regulation-20.0 System of teaching:

- 20.1** There will be six semesters during which the student shall complete the requirements of course credits under the semester system of teaching and continuous evaluation. The same shall run in three academic years duration, each academic year (normally July-June) being divided into two semesters. Each semester shall be further divided into 20 to 22 weeks (including Semester End Examinations).

- 20.2** The medium of instruction and examination shall be English.
- 20.3** The first semester shall commence within two weeks after admission.
- 20.4** An academic year shall normally commence in the month of July/August and end in the month of June/July of the following calendar year. It shall be divided into two semesters each of 20 to 22 weeks (including semester-end examinations).
- 20.5** There shall be two semesters in an academic year. The semester will be announced in every academic calendar year by the Registrar. Suitable adjustment in a semester will be made to accommodate *Diwali* vacation, summer vacation and other holidays as may be notified by the University / State Government.
- 20.6** Odd semester will normally be from July to December and even semester will be from January to June.
- Note:** The exact date of the semesters shall be announced through an academic calendar prepared by the Dean of the Faculty and approved by the Registrar, wherein suitable adjustment shall be made to accommodate Diwali holidays / summer vacation.
- 20.7** Maximum time limit to obtain three years Diploma Courses after first registration is 6 (six) years.

Regulation-21.0 Counseling:

- 21.1** Each student will be assigned to a counsellor by the Principal of the Polytechnic during the first semester. The counsellor will help the student in carrying out the programme of his studies. The students are expected to keep constant touch with their counsellors to enable the latter to monitor progress and guide them along right lines.

21.2 The counsellor shall help the student in planning the programme of his studies.

20.3 The counsellor shall bring to the notice of the Principal the problematic cases needing special measures.

Regulation-22.0 Curriculum and Courses:

22.1 The details of the courses, credits and curriculum of the courses shall be such as may be determined by the Academic Council in consultation with the respective faculty and the Boards of Studies in that Faculty from time to time. The distribution of courses for each semester shall be such, as may be decided by the University from time to time.

22.2 A student enrolled in the University for the Diploma in Animal Husbandry programme shall be required to pursue the prescribed curriculum and courses.

22.3 The curriculum consists of a series of courses designed to provide training to meet the requirements for the award of Diploma in Animal Husbandry.

22.4 A course includes lecture and / or practical classes and Internship in a particular subject covered in a semester.

22.5 A student shall be required to earn credits specified for the Diploma programme inclusive of those for physical education, NCC / NSS, intensive field training, study tour and Internship etc.

Regulation-23.0 Attendance:

23.1 In pursuing course, a student will be required to attend lecture classes and / or perform practical in laboratory / field etc. He shall also put required efforts in library work and shall submit the assignments, reports, etc. as per instructions from the course teachers.

- 23.2** The minimum percentage of attendance required to be completed by a student in each course shall be 75 percent of the total credit hours of the academic calendar in respect of average of both theory and practical.
- 23.3** A condonation up to five percent may be allowed by the Principal on the recommendation of the concerned teacher in a special case.
- 23.4** An additional five percent may be allowed by the Vice-Chancellor on the recommendation of the Principal of the Polytechnic concerned and the Registrar. The decision of the Vice-Chancellor shall be final.
- 23.5** A student, whose attendance in a course falls short of the requirement, shall be deemed to have dropped the course. He will not be allowed to appear in the semester-end examination of the concerned course(s) and shall be awarded ðl (incomplete) grade and he will have to repeat the course(s) by rejoining the course(s) as and when offered in the subsequent semester.
- 23.6** Students, who are required to forgo classes due to their participation in sports, athletics and other co-curricular activities at inter collegiate, inter University, interstate or national level, shall be counted as present for the purpose of calculating percentage of attendance, but will have to appear all missing examinations.
- 23.7** A student admitted to Hospital on account of serious sickness / accident, shall be allowed the benefit of attendance and missing internal examination(s), if any for corresponding number of days depending upon the nature of illness by the concerned Principal of the Polytechnic, after he produces a medical Certificate from the Medical Officer of the University or from a Medical Officer of any Government hospital as special case only on recommendation of the rector. The treatment as an outdoor patient will not be considered for granting the benefit of

attendance, however, in exceptional circumstances the principal of the college may consider the grant of the benefit of attendance in case of treatment as an outdoor patients, if the concurrence of the principal is obtained within the seventy-two hours of starting the treatment.

- 23.8** In case of indoor hospitalisation, a student whose attendance in a particular course is less than 50 percent on an average of both theory and practical shall be deemed to have withdrawn the course. He will not be allowed to appear at the final semester-end examination of the concerned course(s) and shall be awarded 5W6 (withdrawal) grade and he will have to repeat the course(s) by rejoining the course(s) as and when offered in the subsequent semester.

Regulation-24.0 Examination and Application for the same:

- 24.1** Semester-end examinations shall be held 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 the ensuing semester.
- 24.2** It will be the responsibility of the student to apply in a prescribed format for appearing in the examination. The application should be accompanied with photo copy of the marksheets of last semester-end examination, other prescribed Certificates and examination fees. The application should be submitted through the Principal on such date and time and at such Centre as the University may direct from time to time.
- 24.3** Unless otherwise specially provided for, all examinations except practical and viva-voce shall be conducted by means of printed or written papers.
- 24.4** Failure to pass an examination will not disqualify the candidate from presenting himself on a subsequent occasion on a new application being forwarded and a fresh fee paid.

24.5 The Vice-Chancellor shall have the power to exclude any candidate from a University examination on being satisfied that he is suffering from an infection or contagious disease.

24.6 The sequence of internal and semester-end examination shall be as follows:-

(A) Courses having theory and practical

The sequence of the examinations of the courses having theory and practical shall be as under:-

- (1) First theory test (one hour),
- (2) Internal practical examination (two hours duration as the case may be),
- (3) Second theory test (one hour),
- (4) Semester-end practical examination (three hours duration), and
- (5) Semester-end theory examination (two hours and thirty minutes duration)

(B) Courses having theory only

The sequence of the examinations of the courses having theory only shall be as under:-

- (1) First theory test (one hour),
- (2) Second theory test (one hour), and
- (3) Semester-end theory examination (two hours and thirty minutes duration)

(C) Courses having practical only

The sequence of the examinations of the courses having practical only shall be as under:-

- (1) Internal practical examination (two hours duration), and
- (2) Semester-end practical examination (three hours duration)

24.7 The following shall regulate the paper setting and evaluation of semester-end theory examination:-

- (1) The question paper for semester-end theory examination shall be drawn by the course teachers of the concerned discipline appointed by the Registrar on recommendations of the Principal of the Polytechnic.
- (2) The semester-end examination evaluation will be done by the course teacher appointed by the University.

24.8 Practical examination will be done jointly by the internal examiner (*i.e.*, concerned course teacher) and external examiner appointed by the University from the teachers of the University.

24.9 A student shall not be promoted to the next semester, if he fails in more than three courses offered in the semester. However the following corrective measures shall be taken by the respective Principal in respect of such student:-

- (1) Counseling shall be arranged by assigning to each teacher, a group of students who have shown poor performance from the beginning of the semester.
- (2) Arrangement of classes in the first and second semester by experienced teachers with good command over English language.

24.10 A student shall not be permitted to appear at the semester-end examination of a particular course(s), if the concerned teacher reports that his academic performance is not satisfactory and / or that he has not satisfactorily carried out the laboratory, field, practical during the semester and / or he has not been regular in attending classes or he fails to appear in any of the examination (viz., atleast one internal theory / practical test), he shall be awarded \emptyset (Incomplete) grade. His absence from the semester-end examination on this account shall be considered as a trial and will have to repeat that course. He will be eligible to take the remaining three trials only after repeating the course(s) as and when they are offered.

24.11 The following shall constitute ~~very poor~~ academic performance and / or irregularity in attendance:-

- (1) Score of internal evaluation in a course, in theory and practical together, is less than 25%.
- (2) A student fails to perform a minimum at 50% of the total practical exercise conducted during the semester.
- (3) A student fails to submit for evaluation, his laboratory journal / practical record book, during the semester and certification by the course teacher.
- (4) A student fails to meet requirements of minimum attendance in a course, theory and practical separately. His absence from semester end examination on this account shall be considered as a trial and will be given \emptyset (Incomplete) grade for that course. He will be required to rejoin the course as and when offered in subsequent semester.

24.12 The evaluation made by the teachers / examiners in all examinations of a course shall be recovered in total score, score/weighted score and grade point. The following marking shall also be shown by the teachers/ Examiners / University in the students performance evaluation:-

| Grade | Significance | | Value |
|-----------|-----------------------|-------|--|
| Ab | Absent | ----- | For those students who do not appear in Internal / External Examination without giving any reason. |
| W | Withdrawal | ----- | For those students who do not appear at semester-end examination due to unforeseen circumstances as certified by the Principal (in very exceptional cases only.) |
| I | Incomplete | ----- | Candidates not permitted to appear at the Semester-end examination. As per Regulation-24.5 and Regulation-27.11 |
| F | Fail | ----- | For those who appear, but fail to score 50% a particular course. |
| R | Repeat | ----- | To be shown by university in evaluation report and transcript in case of course repeated and cleared. |
| S | Satisfactory | ----- | For NCC, NSS, Physical Education, all non-credit courses and study tour. |
| US | Unsatisfactory | | |

Note: Grade “S” or “US” shall have no significance in calculating GPA / CGPA / OGPA.

24.13 A student who fails to appear in any of the examinations (except, one hour theory test and / or practical examination) i.e. semester-end examination either in theory and / or in practical shall be marked “Ab” (absent) and the value of “Ab” is to be taken as zero. He shall be given grade(s) in such course(s) with zero value for the absence in the examination in which he fails to appear.

24.14 A student shall not be permitted to appear in the semester-end examination of a particular course / courses, if he fails to appear either in hourly theory test or in practical test / examination of internal evaluation as well as not submitted the examination form along with fees within a prescribed time limit.

Explanation: “Internal evaluation” means - one hour theory tests and two hours practical examination as decided under Regulation-24.6.

24.15 It is compulsory for the student to appear in the semester-end examinations (both theory and practical) to earn grade(s) in the course(s), except he is not permitted to appear in the semester-end examination.

24.16 There shall be no make-up examination for the semester-end examination after the first trial.

Regulation-25.0 System of Evaluation:

The evaluation of a student shall be carried out through the different types of periodical tests, Semester End Examination *etc.* The weightage for each course shall be as follows:-

A. - Courses having theory and practical

| Nature of Evaluation: Internal Examination | Marks |
|---|--------------|
| i) Two tests each of one hour duration and 10 marks conducted during zero hours | 20 |
| ii) Practical examination by a course teacher | 20 |
| Nature of Evaluation: Semester-end Examination | |
| i) Theory examination | 80 |
| ii) Practical examination | 80 |

B. - Courses having theory only

Nature of Evaluation: Internal Examination

Two tests each of one hour duration and 20
10 marks conducted during zero hours

Nature of Evaluation: Semester-end Examination

Semester-end examination 80

C. Courses having practical only

Nature of Evaluation: Internal Examination

One internal practical examination 20

Nature of Evaluation: Semester-end Examination

Semester-end practical examination 80

Note: The course teacher will carry out the internal evaluation through different examinations of theory and practical for each course as the case may be.

Regulation-26.0 Credits and Grade Point:

- 26.1** Grading and evaluation will be in Ten Point Grade System.
- 26.2** The student shall have to obtain at least 5.0 grade point or above in order to clear a course and shall have to earn over all grade point average (OGPA) of 5.00 to earn the degree.
- 26.3** A student securing less than 50% marks (5.0 grade point) in a course, shall be considered to have failed and shall have to clear the same for which maximum of only three additional trials shall be given, failing which his admission shall stand discontinued.
- 26.4** All the grade points below 5.0 and grade such as Iö, ABö, Wö and USö will be shown in his evaluation report and will also be considered for

calculating OGPA. When a student clears a course(s) by more than one trial, the grade point (less than 5.0) obtained by him previously will be replaced by the grade point subsequently obtained by him in the respective course(s) for calculating the OGPA for the award of diploma.

- 26.5** The students obtaining 5.0 or more grade point in a course shall be deemed to have cleared that course and those obtaining less than 5.0 grade point or “W” or “I” or “Ab” grade shall be required to clear in that course subsequently.
- 26.6** It will be obligatory for the students to earn “S” grade for all non-credit courses in order to be eligible for the award of diploma.
- 26.7** The cumulative grade point average obtained at the end of the final semester is the Overall Grade Point Average (OGPA) of the candidate to be worked out as under :-

$$\text{OGPA} = \frac{(\text{Credits} \times \text{Grade points})}{\text{Total Credits}}$$

Note : “Credit” means one clock hour learning in theory or minimum two clock hours in laboratory/field/tutorial per week.

- 26.8** The award of classes will be based on the O.G.P.A. (Overall grade point average) obtained by the candidates and will be governed by the following criteria :-

| O.G.P.A. | Class |
|-----------------|------------------------------|
| Less than 5.0 | Fail |
| 5.00 - 5.49 | Pass class |
| 5.50 - 6.49 | Second class |
| 6.50-7.49 | First class |
| 7.50 and above | First class with Distinction |

- 26.9** The class earned by a candidate shall be indicated in his degree Certificate subjected to change from time to time.
- 26.10** Verification of the grade awarded will be permissible on payment of fees as prescribed by the University.
- 26.11** Maximum time limit to obtain diploma in Animal Husbandry after first registration is 6 years (12 Semesters).

Regulation-27.0 Academic Probation:

- 27.1** A student who fails to clear one or more courses in semester shall be placed on academic probation until he clears the same. Barring withdrawal, absence for any reason from the semester-end examination of any course(s) or non submission of examination form along with fees shall be counted as a trial with failure in the said course / courses.
- 27.2** A student shall not be promoted to the next semester, if he fails in more than three courses offered in the semester including W, I and Ab grade.
- 27.3** If a student on academic probation fails to clear only two subjects at the second trial, he shall be conditionally promoted to next semester to clear that course in make up examination by third trial which is to be conducted within a month of declaration of result. If a student fails to clear such courses in make up exam by third trial, he shall not be promoted to that semester for which he is conditionally promoted. The student shall be required to clear such course by fourth and the final trial, failing which he shall stand discontinued as an enrolled student of the University.
- 27.4** If a student on academic probation fails to clear any course(s) even after third trial, he may be permitted to clear the same at the fourth and the last trial, failing which he shall stand discontinued as an enrolled student of the University.

27.5 A student who is not permitted to appear at the semester-end examination of a course / courses under Regulation-23.5 and Regulation-24.10, shall be required to repeat the course / courses by registering in the semester in which those courses are offered and he shall be subsequently permitted to avail of a maximum of three trials to clear the same, failing which he shall be discontinued as an enrolled student of the University.

Regulation-28.0 Withdrawal from a semester:

28.1 Permission to withdraw from the University for a semester may be accorded on the following grounds :-

- (1) A student has been ill and his application has been supported by a medical Certificate;
- (2) In case of an accident whereby a student has been disabled temporarily to attend his classes;
- (3) In the event of death of parent/guardian; and
- (4) Any other unforeseen circumstances which, in the opinion of the Vice- Chancellor, are fit reasons for allowing a student to drop a semester.

28.2 Permission to withdraw from a semester shall not be granted unless the application is made through the Rector / Counsellor to the Principal at least thirty days before the commencement of the final examination of that semester.

28.3 In exceptional circumstances, including those stated in Regulation-28.1 above, where the Rector / Counsellor and the Principal are satisfied that the application could not have been made within the period specified in Regulation-28.2 above, special permission may be granted by the Vice-Chancellor on the recommendation of the Dean of the faculty.

- 28.4** If a student has not obtained permission for withdrawal from the competent authority as defined above, he shall be awarded $\neq\emptyset$ or $\neq\text{Ab}\emptyset$ grade, as the case may be; in all the courses in which he is registered during the semester and failed to appear at semester-end examination(s).
- 28.5** Normally, permission shall not be granted to a student to withdraw from the University for more than one semester.
- 28.6** In special circumstances, however, the proposals for temporary discontinuance of studies for a longer period shall be submitted by the Principal/Head of Institutions to the Dean of the faculty who shall record the reasons and submit the same for approval of the Vice-Chancellor.
- 28.7** No student shall be permitted to withdraw from University for more than two semesters during the whole degree programme on any ground whatsoever. In case, a student wants to withdraw from the University for more than two semesters on medical grounds, he shall withdraw from the University permanently and seek re-admission when he feels completely fit to resume studies. In such cases, he shall be required to submit a Certificate of fitness from the University Medical Officer.
- 28.8** When a student has been permitted to withdraw from the semester-end examination, he will obtain the $\emptyset\text{W}\emptyset$ grade. The student shall be allowed to appear for the $\emptyset\text{W}\emptyset$ grade(s) at the semester-end examination in the following semester, subject to the conditions that he has completed all the stipulated requirements of internal evaluation and attendance. Otherwise he will have to rejoin the withdrawn course/courses as and when next offered as a regular student. $\emptyset\text{W}\emptyset$ grade will be replaced by the appropriate grade as and when the student clears that course.
- 28.9** Award of $\emptyset\text{W}\emptyset$ grade will not be considered as a trial and will not be considered for determining merits for the award of scholarship, medals, *etc.*

Regulation-29.0 Eligibility for diploma:

A student is deemed to have completed the requirement for diploma and is eligible for the award of diploma in Animal Husbandry., if

- (i) He has satisfied all the Regulations of evaluation as prescribed by the University.
- (ii) He has undertaken all the courses as required in each semester and has obtained required grade points in the concerned courses.
- (iii) He has satisfied the requirements prescribed including Internship programme and study tour, if any.
- (iv) He has paid all fees prescribed by the University.
- (v) there is no case of indiscipline pending against him.
- (vi) he has satisfactorily completed the training of NCC / NSS or physical education, wherever necessary.

Regulation-30.0 Students Discipline:

Students shall abide by any special or general rules made by the Polytechnic and the University authorities in regard to their conduct within the premises of the Polytechnic and the University and outside. It shall be always presumed that the guardians of the students have agreed that their wards shall comply with the rules. Failure to comply with these rules will make the concerned students liable for disciplinary action as per students' disciplinary rules as prescribed by the Polytechnic / University from time to time.

Regulation-31.0 Anti ragging:

Anti ragging committee and squad are functioning in the University and any one found guilty will be suitably punished. FIR will be lodged against a student(s) abusing fellow student. In case of raging, the student may contact Chairman of anti ragging committee of respective university or Principal of the concerned Polytechnic immediately.

Regulation-32.0 Protection against Harassment to Girl students:

A Women Complaint Mechanism Cell is established in the University for protection against harassment to girl students. Any one found guilty will be punished suitably.

Regulation-33.0 Penalty for false information:

Any candidate, who is found to have knowingly given any particulars which are false or has suppressed material / information, will be disqualified and if he is already admitted, his admission shall be cancelled.

Regulation-34.0 Disclaimer:

The University reserves the right to make changes in regulations at any time without notice. The University may make changes in and addition to the regulations, conditions, governing the conduct of students, requirement for diploma, fees and any other information or changes in statements contained in these regulations. No responsibility will be accepted by the University for hardship or expenses encountered by students or any other person or persons for such changes, addition, omission or errors, no matter how they are caused.

Regulation-35.0 Interpretation:

For the interpretation or implementation of any provision of the regulations for conduct of Diploma programme, the Registrar may issue necessary orders as and when needed, with prior approval of the Vice-Chancellor.