

ACADEMIC INFORMATION AND REGULATIONS GOVERNING POST-GRADUATE DEGREE PROGRAMMES UNDER SEMESTER SYSTEM, 2021-22

1.0 TITLE

The Academic Information and Regulations shall be called “University of Agricultural and Horticultural Sciences, Shivamogga Academic Information and Regulations governing Postgraduate Degree Programmes under Semester System”. These shall be applicable for students admitted from the Academic year 2020-21 and onwards.

2.0 DEFINITIONS

2.1 **Academic Year:** An academic year is a period during which a cycle of study is completed. It shall consist of two Semesters.

2.2 **Semester:** A Semester shall consist of not less than 110 instructional days. The final examination shall be completed in the next ten working days.

2.3 **Curriculum:** A series of courses designed to provide learning opportunities to meet the requirements for a degree.

2.4 **Course:** A course is a unit of instruction or segment of subject matter as specified in the course calendar to be covered in a semester. It has a specified number, title and credit hours. Courses with 500 series are applicable for Master’s Degree Programme with 571 for Qualifying Examination, 581 for Seminar, 591 for Research

Courses with 600 series are applicable for Ph.D. Degree Programme with 671 for Qualifying Examination, 681 for Seminar and 691 for Research

2.5 **Credit Hours (Course Credit):** A measure of the quantity of work done in a course. One credit represents one hour of lecture or 2 $\frac{1}{2}$ hours of laboratory or fieldwork per week through a semester.

2.6 **Course Load:** The number of credit hours a student can register in a semester. A student shall not register for more than 18 credits in a semester.

2.7 **Grade Point of a Course:** A measure of the quality of work done in a course to meet the requirement in a semester. It is computed by dividing the percentage of marks obtained in a course by 10. It shall be expressed on a 10-point scale up to the second decimal place. A grade point of 6.00 and above shall be considered as successful completion of the course. Minimum pass for Master’s and Ph.D. Degree Programme shall be 7.00 and 7.50, respectively.

- 2.8 **Course Credit Point:** A course credit point is a product of course credit and grade point secured by a student in a course which shall be expressed up to the second decimal place.
- 2.9 **Grade Point Average (GPA):** It is a measure of the quality of work done in a semester. It is a quotient of the total course credit points secured by a student in various courses registered divided by the course credits during that semester. It shall be corrected to the second decimal place.
- 2.10 **Cumulative Grade Point Average (CGPA):** It is the cumulative performance of a student in all the courses taken during all the preceding semesters. CGPA is computed by dividing the total credit points earned by a student in all the courses taken from the beginning of the first semester by the total number of credits completed up to the end of a specified semester. It shall be corrected to the second decimal place.
- 2.11 **Overall Grade Point Average (OGPA):** It is a measure of the overall performance of a student on completion of the degree programme. It is computed by dividing the total number of course credit points earned by a student over the semesters by the total number of credit hours and corrected to the second decimal place.
- 2.12 **Grade point/symbol for the registered course**

Sl. No.	Grade Point/ Symbol obtained	Result	Value
1.	{ 6.0 and above for M.Sc. 6.5 and above for Ph.D. }	Pass	GP as defined
2.	{ Less than 6.0 for M.Sc. Less than 6.5 for Ph.D. }	Fail	Zero
3.	SA	Shortage of attendance	Zero
4.	IC	Incomplete	-
5.	S	Satisfactory	-
6.	US	Unsatisfactory	-
7.	IQE	Incomplete Qualifying Examination	-
8.	NST	Non-submission of thesis	-

- 2.13 **Percentage of Marks:** OGPA expressed in percentage, which is obtained by multiplying the OGPA by 10.

3.0 POSTGRADUATE DEGREE PROGRAMMES

The Programmes of Postgraduate Instruction in the University consist of:

- (1) Doctor of Philosophy (Ph.D.)
- (2) Master's Degree

3.1 Ph.D. DEGREE PROGRAMMES

3.1.1 Ph.D. (Agriculture) - Shivamogga Campus

- 1) Agricultural Entomology
- 2) Agronomy
- 3) Genetics and Plant Breeding
- 4) Plant Pathology
- 5) Soil Science and Agricultural Chemistry

3.1.2 Ph.D. (Forestry) - Ponnampet Campus

- 1) Silviculture and Agroforestry

3.2 MASTER'S DEGREE PROGRAMMES

3.2.1 M.Sc. (Agriculture) - Shivamogga Campus

- 1) Agricultural Entomology
- 2) Agricultural Extension
- 3) Agronomy
- 4) Genetics and Plant Breeding
- 5) Plant Pathology
- 6) Soil Science and Agricultural Chemistry
- 7) Horticulture

3.2.2 M.Sc. (Forestry) – Ponnampet campus

- 1) Forest Biology and Tree Improvement
- 2) Silviculture and Agroforestry
- 3) Natural Resource Management

3.2.3 M.Sc. (Horticulture) – Mudigere campus

- 1) Floriculture and Landscape Architecture
- 2) Fruit Science
- 3) Plantation, Spices, Medicinal and Aromatic crops
- 4) Vegetable Sciences

4.0 ELIGIBILITY FOR ADMISSION AND QUALIFICATIONS PRESCRIBED

4.1 Eligibility for Admission

a) Master's Degree

- (i) Candidates should possess a Bachelor's degree in the concerned faculty with a minimum OGPA of 6.50/10.00 or its equivalent from a recognized Agricultural/Horticultural University or Deemed University recognized by ICAR. In the case of candidates belonging to SC/ST/Cat-I, a minimum of OGPA 6.00/10.00 pass in Bachelor's degree is adequate.
- (ii) Candidate should produce character and conduct certificate issued by the Dean of respective Universities.
- (iii) Candidate should have passed UG degree programme from any Farm University in Karnataka. Horanadu/Gadinadu Kannadigas should have passed a degree from an Agricultural/Horticultural University or Deemed University recognized by ICAR from anywhere in India.
- (iv) All eligible candidates seeking admission to Masters degree programme, can apply for maximum of two subject and are required to appear for written entrance examination of 100 marks in the concerned subject and secure a minimum of 50 per cent (40 per cent in case of SC/ST and Cat-I) to qualify in the entrance examination.

b) Doctoral degree

- (i) A Masters degree in the concerned subject or an equivalent qualification from Agricultural/ Horticultural/ Deemed Agricultural Universities/ Institutes recognized by ICAR, New Delhi in terms of equivalent course duration, with CGPA of 2.50/4.00 (Trimester System) or OGPA of 7.50/10.00 (Semester System). In case of candidates belonging to SC/ST/Cat-I, the minimum CGPA required is 2.00/4.00 (Trimester System) or OGPA of minimum 7.00/10.00 (Semester System) to seek admission.
- (ii) The candidates who have studied under Trimester system and are seeking admission for Ph.D. programmes are required to compulsorily submit the equivalent percentage certificate (Masters degree) obtained from their respective Universities/Institutions.
- (iii) Domicile requirement is not applicable for candidates seeking admission to Ph.D. programmes.
- (iv) Provision is also made to admit five teachers/ scientists under in-service quota for each of the five Farm Universities not exceeding one seat per subject. These candidates shall compulsorily forward their application through their employer within the last date prescribed for submission of filled in application, failing which their application will not be considered

4.2 Qualification for admission

a) Doctoral Degree

For Ph.D. (Agri.)

Eligibility for Ph.D. in Agril. Entomology – M.Sc. (Agri.) in Agril. Entomology/ M.Sc. (Hort.) in Entomology/ M.Sc. (Agri.) in Apiculture.

Eligibility for Ph.D. in Agronomy - M.Sc. (Agri.) in Agronomy

Eligibility for Ph.D. in GPB - M.Sc. (Agri.) in Genetics and Plant Breeding/ M.Sc. (Hort.) in Genetics and Plant Breeding

Eligibility for Ph.D. in Plant Pathology - M.Sc. (Agri.) in Plant Pathology/ M.Sc. (Hort.) in Plant Pathology.

Eligibility for Ph.D. in Soil Science and Agril. Chemistry - M.Sc. (Agri.) in SSandAC/ M.Sc. (Hort.) in SSandAC.

For Ph.D. (Forestry)

Eligibility for Ph.D. in Silviculture and Agroforestry - M.Sc. (Forestry) in Plantation Technology/ M.Sc. (Forestry) in Silviculture and Agroforestry.

b) Master's Degree

- A candidate should possess a Bachelor's Degree from any recognized Agricultural/ Horticultural University or Deemed University accredited by the Indian Council of Agricultural Research, New Delhi.

4.3 Domicile requirement (for Master's Degree Programme only)

In addition to the above-prescribed qualifications, candidate for Master's Degree programme should be a citizen of India and must have studied in any educational institution in Karnataka State for a period of seven academic years at any time up to the Bachelor's Degree, as on 1st July of the year. The domicile requirement is not applicable for admission to Ph.D. programme and Deputed Candidates.

Exceptions: The provision prescribed above under 4.3 shall not apply in case of candidates who fulfill any one of the following, provided appropriate certificates of proof are furnished in support of their claim. In what follows, 'children' means only 'natural born' children and not 'adopted ones'.

- (i) Children of Defense Personnel, Central Government employees and employees of Statutory Corporation set up, owned or controlled by the Central Government or Karnataka State Government serving on duty in the State both on the date of making the application and during a period of at least 12 months immediately before such date.

- (ii) Children of State Government employees including children of Members of the All India Services borne on the Karnataka State Cadre who:
 - a) Are serving or have served outside the State of Karnataka on deputation during the relevant period.
 - b) Are in the service of the State on the date of making the application or have retired from the service prior to the date of making the application.
- (iii) Children of working or retired Central Government employees, employees of Central or State Government working in Joint Sector Undertakings where employees:
 - a) Had declared to the Central Government any place in Karnataka State to be his home town; and
 - b) Had either studied in any educational institution in the State of Karnataka run or recognized by the Government of Karnataka for not less than seven years at any time prior to the last date fixed for receipt of an application or has passed Bachelor's degree in Karnataka.
- (iv) The children of serving defense personnel or the Ex-Servicemen whose home address at the time of joining the defense service was in Karnataka. Proof of such domicile should be produced either by obtaining the extract from the Record Office of the Defense Units or a Certificate from the Rajya Zillah Sainik Board.
- (v) The Horanaadu / Gadinaadu Kannadigas who have studied in Kannada medium are eligible for admission to Master's degree programmes as per the Karnataka Gazette Notification No. PÀ.ÀA³Ä¥Àæ 73 PÉMJ-ì 2011 ("sÁ-1), "ÉAUÀ¼ÄÆgÄÄ, ø£ÁAPÀ: 13-07-2011. Candidates have to produce necessary documents issued by the competent revenue authorities in respect of their claim. They shall also undergo Kannada language test on the day of the written examination. The candidates claiming eligibility under Horanaadu/Gadinaadu Kannadigas as per the above clauses should invariably speak read and write Kannada and must secure a minimum of 12 marks out of 20 marks in Kannada Language Test to be conducted by the university.

4.4 Criteria for Admission of foreign/sponsored students. Foreign students should apply to ICAR through the respective Embassy or other Government nominee to seek admission at UAHS, Shivamogga.

Foreign Nationals shall send their application through their Embassies to ICAR / Agencies / Consultants nominated by ICAR. The NRIs / Children of NRIs should send their application along with their bio-data and proof of their NRI status through Indian Embassies of respective countries to the Registrar, UAHS(S) for verification and confirmation as per regulations.

Their eligibility for admission shall be examined by a committee consisting of the Director of Education, Dean of Postgraduate studies, concerned Dean and Head of the Department concerned with the Registrar as Convener. The Admission quota for Foreign Nationals and NRIs is 15% in PG degree programme.

Foreign Nationals / NRI candidates whose medium of instruction is not English in their qualifying examination prescribed for admission to the respective degree programme shall undergo an English course of 2-3 months duration compulsorily before registration for the course for which provisional admission is granted by the University.

Such candidates are requested to arrive well in advance to undergo English training at their own cost and submit the certificate, failing which they are not permitted to register for the course.

NRI sponsored candidates shall pay the institutional economic fee as fixed by the university from time to time along with regular semester fees prescribed by the university.

5.0 RESIDENTIAL REQUIREMENTS

A minimum of two Academic years (4 semesters) shall ordinarily be required for the programmes of course work, research, thesis preparation and examinations leading to the Master's Degree. A minimum period of three Academic years (6 semesters) shall ordinarily be required for completing Ph.D. Degree.

No M.Sc. or Ph.D. student will be allowed to discontinue the academic programme without completing 75 per cent of the approved courses.

5.1 The PG students shall give the following undertaking at the time of registration for every semester until they complete their residential requirements:

I,, ID No. studying Ph.D. / Master's degree in, hereby give the undertaking that I will be a full-time student and will not work anywhere during the I / II Semester of, failing which my admission be canceled.

Date :

Signature of the Student

Forwarded by the Chairperson and Head of the Department

In spite of the above undertaking, if any PG student is found working outside during his / her period of the registered semester, action will be taken to cancel his/her admission.

6.0 MODE OF ADMISSION

- 6.1 The admission notifications for PG degree programme are notified in important newspapers and also on the university website (www.uahs.in). The notification also contains courses offered at different campuses at PG level and minimum qualifications prescribed for seeking admission. All these years, each University was having a separate schedule of admission to Masters Degree programmes. It is found that admitting candidates for Masters Degree programmes separately has resulted in a lot of inconvenience to the students in terms of money and time. Hence, from the year 2015-16, all the five farm Universities have come together to have a joint admission process for masters' degree courses in these Universities. Similarly, admissions to Ph.D. programmes have also been brought under the common admission process from the year 2016-17.

Merit list will be prepared based on the following criteria:

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| (i) Weightage for performance in qualifying degree | : 50 per cent |
| (ii) Weightage for performance in Entrance Examination | : 50 per cent |

Total	: 100 per cent
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Note:

- (1) If the marks scored among candidates are the same, then the OGPA in the qualifying examination shall be the basis for determining the merit.
 - (2) Candidates should upload all the required documents before the stipulated last date for online submission and should produce all the originals at the time of registration of course.
 - (3) The provisionally selected candidates for Masters and Ph.D. degree programme shall pay the prescribed fee on or before the last date specified and confirm the admission. Payment shall be made through online to an account in the favor of Comptroller to the university from which the admissions (nodal/central) are made.
 - (4) The provisionally selected candidates should register the courses at their respective colleges/Universities on or before the commencement of 1st semester.
- 6.2 Eligible applicants shall be required to appear for the entrance test and counseling at their own cost when called for.

Note : a. The entrance examination shall be conducted by one of the State Agricultural Universities on a rotation basis.

- b. Twenty-five per cent of seats shall be reserved for outside candidates under ICAR quota, which are filled by ICAR through All

India Entrance Examination. Candidates from outside Karnataka State have no claim for admission to Master's degree Programme directly. However, if any vacancy remains after accommodating candidates from Karnataka, outside state candidates shall be considered on merit.

6.3 Reservation of seats

Reservation of seats in favor of candidates belonging to Scheduled Castes, Scheduled Tribes, and Other Backward Classes will be in accordance with the reservation policy stipulated by the Government of Karnataka from time to time. (G. O. No. SWD 225 BCA 2000 dt. 30th March 2002; new comprehensive creamy layer policy). If seats belonging to any of the categories referred to above are not filled due to non-availability of eligible candidates, the reservation to that extent shall stand reduced and shall be transferred to the General Merit category as per the G.O. No. ED/47/TEC/97 dated 3.5.97.

Over and above the seat matrix announced special category seats are allotted as follows:

- (1) 2.5 per cent of the total seats each in each University for children of Ex-Serviceman/ Defence subject to a maximum of one seat for each Department in each University;
 - (2) 2.5 per cent of the total seats each in each University for children of para-military/ CAPF subject to a maximum of one seat for each Department in each University;
 - (3) For Physically Challenged category, 3% of total seats in each University shall be reserved as per Government norms;
 - (4) One seat each is reserved in each University for candidates who have excelled in Sports and Games, NCC, NSS and Cultural/ Literary/ Fine Arts activities (Total four seats for Masters Degree in each University) during the under-graduate degree programme. Similarly, special category seats are reserved at the Ph.D. level based on the intake announced for that year. The enclosure of the certificate to claim the seat is mandatory.
- (i) Allotment of seat under NSS quota: Candidates should have served as NSS volunteers for at least two years at UG level. The allotment of seats shall be in the following order of achievement:
- (a) Awarded the Best Volunteer Award by Central/State Government in that order.
 - (b) Attended National RD Camp/State RD Camp in that order.
 - (c) Won prizes in NIC-NSS Camps.

- (d) Participated in Annual Camps and won prizes.
- (ii) Allotment of seats under NCC quota for participation during the UG degree programme in the following order:
- (a) Participated in RD parades at the national and state level,
 - (b) For 'C' certificate
 - (c) For 'B' certificate
- (iii) Allotment of seats under Sports and Games, Cultural/ Literary/ Fine Arts activities, etc.
- a) Participated in inter-university competitions and won prizes I, II and III in that order.
- Reservation of seats will be as per roster prescribed by the State Government from time to time as shown in the Seat Matrix for each University.
 - One seat is reserved for Kashmiri migrants.
 - Twenty five per cent of seats over and above the intake capacity in each University are placed at the disposal of ICAR for allotment to candidates from outside Karnataka.
 - A candidate who has studied from 1st Std. to 10th Std. in Kannada Medium School outside Karnataka shall be treated as Horanadu Kannadiga.

6.4 Re-admission and admission for in-service candidates

Candidates seeking readmission to Masters/ Doctoral degree programmes shall apply directly to their respective Universities on or before the stipulated date. They will also apply through online process to the common PG Admission portal of the University and they need not write the entrance examination.

Provision is also made to admit five teachers/scientists under in-service quota for each of the five Farm Universities not exceeding one seat per subject. These candidates shall compulsorily forward their application through their employer within the last date prescribed for submission of filled in the application, failing which their application will not be considered.

6.5 MIGRATION CERTIFICATE

Candidates from other Universities should produce a Migration Certificate within a period of two months from the date of admission, failing which their admission shall be canceled.

6.6 REGISTRATION FOR THE FIRST SEMESTER AFTER SELECTION

6.6.1 Candidates on receipt of admission notice from the University shall submit the original documents, pay the prescribed fee and register for the relevant courses in person on or before the last date specified, failing which they shall forfeit their admission. No student shall be admitted after four weeks of commencement of the first semester. Attendance in respect of fresh students shall be reckoned from the date of students' registration.

6.6.2 Nominees from the State Departments/ICAR/Education consultants of India/other Government Agencies/other Agricultural/Horticultural Universities/Sponsored Foreign Nationals may be admitted during the second semester of an academic year if such candidates could not join the Postgraduate programme during the first semester of an academic year. Admission of such candidates to Postgraduate degree programme shall be examined by a Committee consisting of Dean of Postgraduate Studies as Chairman, Dean of the concerned faculty as Member and the Registrar as Convener, who will recommend to the Vice-Chancellor for final approval. Further, the international students nominated by ICAR/Education consultants of India/other Government Agencies and found eligible may also be considered for admission from II semester of the respective academic year by the above committee.

6.6.3 A student who registers for first semester of the Academic Degree programme should complete a minimum of 6 credit hours earning a grade point other than F or SA (Shortage of Attendance) failing which his / her admission shall stand canceled. This will not be applicable to re-admitted candidates.

6.6.4 However, in genuine cases of hospitalization resulting in immobilization, a student can be exempted provided sufficient proof is produced. The genuineness of such cases shall be examined by a Committee consisting of Dean of Postgraduate Studies as Chairman with two Heads of Departments or Professors as Members who will recommend to the Director of Education for final approval.

6.7 REGISTRATION FOR THE SECOND AND SUBSEQUENT SEMESTERS

Registration for second and subsequent semesters shall commence TWO weeks before the closure of the ongoing semester.

6.7.1 The last date for registration shall be the first day of that semester.

6.7.1.1 No student shall be admitted after four weeks of commencement of first semester. Attendance in respect of fresh students shall be reckoned from the date of students registration.

- 6.7.2 Students are allowed to register up to six working days after the last date, on payment of prescribed penal fee for late registration. After the sixth working day, the Dean of Postgraduate Studies/ the Dean of the respective college may permit the student to register within another six days on genuine grounds and on payment of prescribed late fee.
- 6.7.3 The attendance shall be counted from the date of commencement of the semester. In case of newly admitted students, the attendance shall be calculated from the date of registration.
- 6.7.4 Students failing to register for a course in a semester within the time allowed shall be deemed to have discontinued during that semester.
- 6.7.5 A student shall produce the Identity Card at the time of registration. Only under unavoidable circumstances, a student may be permitted by the Dean of Postgraduate Studies /Dean of the respective College to register in absentia.
- 6.7.6 Students shall clear all the dues to the Hostel(s) and Library before registration.
- 6.7.7 A student may be permitted to add an approved course in the registration card within 15 working days from the date of commencement of the semester at his / her own risk provided the total number of credits is within the prescribed limit.
- 6.7.8 No student will be permitted to drop a course after a period of six weeks from the date of commencement of the semester.
- 6.7.9 Adding / dropping of the courses should be done with the written permission of the concerned Major Advisor and Head of the Department.
- 6.7.10 All the PG students should compulsorily register for all the semesters till the completion of the degree programme.

6.8 RE-REGISTRATION

A student who discontinues for a semester with the prior permission of the University can re-register during any subsequent semester by paying the prescribed re-registration fee along with other fees.

6.9 Transfer of credits in respect of Master's degree students.

If a Master's degree student after getting admission in a particular discipline in the University of Agricultural and Horticultural Sciences, Shivamogga, has successfully completed the compulsory courses and subsequently joins for Master's degree in a different discipline, is eligible to get the transfer of credits of the compulsory courses, with grade to which the student got fresh admission, provided the student

has completed the course with grade point average of 7.00 and above out of 10.00. However, the duration of the Master's degree would be counted starting from the date of admission to the new degree programme. Further, "Transfer of Credits" earned from the previous admission shall be mentioned in the transcript.

7.0 FEE

- 7.1 A student who enrolls for PG programme shall be required to pay the fee prescribed from time to time. During the first semester fee has to be paid on-line at the time of common admissions for all the SAUs for M.Sc. and Ph.D. degree programmes. For the entire degree programme-semester wise fees will be announced by the university in which the admissions are made.
 - 7.1.1 Tuition and other fees once paid will not be refunded. However, the excess fee paid under any single item or different items in a semester over and above the prescribed fee will be refunded to the students.
 - 7.1.2 In case of a student who after admission to a P.G. degree programme is subsequently admitted to any other discipline during the same academic year, needs to pay only the prescribed admission and registration fee, the other fee paid by him/her will be adjusted.
 - 7.1.3 Fee for second and subsequent semesters shall be as prescribed by the University.
- 7.2 Caution money is refundable on successful completion of the degree programme for which a candidate is admitted or on leaving the degree programme in the middle. The students shall claim the caution money after furnishing a 'No Dues' Certificate from all the concerned.
- 7.3 Students belonging to Scheduled Caste / Scheduled Tribe and Category I are required to pay the Registration fee and other fees which are not reimbursable by the Government.
- 7.4 Miscellaneous Fee for certificates, re-registration, convocation, thesis submission etc., will be as prescribed by the University from time to time.

NB:

- 1) *The semester fees for both M.Sc. and Ph.D. students will be decided by the committee constituted for common PG admission and it will be notified in the Information Brochure itself. The fees to whom it has to be paid through DD will also be notified in the brochure for the particular academic year.*

- 2) *The Group Health Insurance and any other additional fee will be collected only in cash from each student at the college level.*
- 3) *A fee of Rs. 1,500/- per semester per student will be collected as tour fee for M.Sc. students. For Ph.D. students a fee of Rs. 1,500/- per semester will be collected in the first 4 semesters.*

8.0 CREDIT REQUIREMENT

8.1 M.Sc. Programme

Major Subject Compulsory	- 16	
Optional	- 4	20 credits
Minor Subject		09 credits
Supporting Subject		06 credits
Qualifying Examination (External)		02 credits
Seminar		02 credits
Thesis / Research		16 credits
Total		55 credits

Note:

- 1) Out of the 9 credits of Minor subjects, a minimum of 4 credits should be completed as compulsory courses.
- 2) Any four courses (4 credits) from the Non-credit courses list are to be completed as non-credit compulsory courses.

Non Credit Compulsory courses

PGS 501	Library and Information Services	0+1
PGS 502	Technical Writing and Communications Skills	0+1
PGS 503 (E-Course)	Intellectual Property and its Management in Agriculture	1+0
PGS 504	Basic Concepts in Laboratory Techniques	0+1
PGS 505 (E-Course)	Agricultural Research, Research Ethics and Rural Development Programmes	1+0
PGS 506	Disaster Management	1+0

8.2 Ph.D. Programme

Major Subject	15 credits
Minor Subject	10 credits
Supporting Subject	05 credits
Qualifying Examination (External)	03 credits
Seminar	04 credits
Thesis / Research	38 credits
Total	75 credits

A Ph.D. student may register 1 credit hour of Special Problem under special circumstances with the stipulation that it should be included under Major Courses. This is allowed on the recommendation of the Advisory Committee and Head of the Department and approval of the Dean of Postgraduate Studies

9.0 PERMISSIBLE WORKLOAD

- 9.1 A Postgraduate student may register up to a maximum of 18 credits in a semester on the recommendation of the Head of the Department/ Major Advisor.
- 9.2 A part-time student shall not register for more than 18 credits in all during the two semesters of an academic year.
- 9.3 Graduate Assistants are not allowed to register for more than 15 credits in a semester.
- 9.4 A student of Ph.D. may register up to a maximum of 10 credits for Research and a student of Master's Degree programme may register up to a maximum of 8 credits for Research in a semester.

10.0 ATTENDANCE

All students are required to attend a minimum of 80 per cent of the total number of lectures and practicals in each course. If a student falls short of the required attendance to an extent of 10 per cent or less in any given course, the shortage may be condoned by the concerned Dean on the recommendation of the course teacher and the Head of the Department, on the condition that the shortage was due to unavoidable circumstances.

The grade point of a student who does not meet the attendance requirement in a course (including Seminar and Research) shall be indicated as "SA"

11.0 ADVISORY COMMITTEE

- 11.1 Every Postgraduate student shall have an Advisory Committee with Major Advisor as Chairperson, who will be from the Major field.

- 11.2 The Advisory Committee of the Master's Degree student shall be restricted to four members among whom two members including the Chairperson are from the major discipline and two from the supporting disciplines. But, under special extraordinary circumstances, one more member from the major discipline can be included in the Advisory Committee. In the event of shortage of PG teachers in the major discipline, a member from related discipline may be considered as a member under major discipline.
- 11.3 The Advisory Committee of the Ph.D. student shall be restricted to five members among whom three members including the Chairperson are from the major discipline and two from the supporting disciplines. But, under special and extraordinary circumstances, one more member from the major discipline can be included in the Advisory Committee. In the event of shortage of PG teachers in the major discipline, a member from related discipline may be considered as a member under major discipline.
- 11.4 All the members shall compulsory attend the Advisory Committee meetings in respect of both Ph.D. and Master's degree students. However, under extraordinary circumstances, one of the Members other than the Chairperson can be absent.

12.0 EXAMINATION AND EVALUATION

- 12.1 The teachers shall be responsible for judging and grading the students' performance and their mastery of the topics covered in various courses by a system of examination.
- 12.1.1 Evaluation of students' performance shall be made separately for each course for which a student registers and shall be made by the teacher(s).
- 12.1.2 The evaluation of the student in each course will be referred to as Grading by assigning course grade point up to second decimal place on a ten-point scale. The grade point is derived by dividing the percentage of marks secured in the course by ten.
- 12.1.3 A student obtaining a grade point of less than 6.00 in a course will be declared as 'Failed' (F) in that course. The student shall repeat the course in which 'F' Grade has been obtained till a minimum grade point of 6.00 is obtained in that course. A student who obtains 'F' or 'SA' grade in any of the courses of study shall either repeat the course when it is offered again or may register for a new course (if it is not a

core/ compulsory course) on the recommendation of the Advisory Committee and approved by the Dean of Postgraduate Studies

12.1.4 For the purpose of calculating the GPA and CGPA, the value of “F” or “SA” shall be considered as zero.

12.1.5 Each course shall carry a maximum of 100 marks for the purpose of grading as indicated below.

Particulars	Courses with Theory and Practical Component	Courses with only Theory Component	Courses with only Practical Component
I Examination	20	10	-
II Examination	25	25	25
Final Examination with a minimum of 10 marks for practical	40	50	50
Class performance including Practical Records, submission of Assignments	10	10	20
Attendance	5	5	5
Total	100	100	100

Note: A student putting in more than the minimum of 80% attendance shall be awarded marks proportionately out of 5 marks set apart for attendance.

Evaluation of Non-credit courses in PG Programmes:

Description	Distribution of marks		Grading
	1+0 credit hour	0+1 credit hour	
I Exam	30	20	A student who scores 60 marks and above will be considered as satisfactory and less than 60 will be considered as non-satisfactory. Attendance is as in case of regular courses.
Final Exam	50	50	
Assignment/ Records/ Presentations, etc.	15	25	
Attendance	05	05	
Total	100	100	

Note: *All the course teachers have to maintain the Marks Register and Attendance.*

Proposed for implementation from the II semester 2017-18 onwards.

12.1.6 The schedule of examination in each course shall be notified by the respective course teacher. The first examination in each course will be conducted between 7th and 8th week and the second examination between 13th and 14th week. The final examination including practical examinations will be conducted after 95 instructional days but within 110 working days.

12.1.7 For the purpose of making up the OGPA, a student is permitted to repeat a course in which he/she has successfully completed but had obtained a grade point below 7.00 for Master's degree programme and 7.50 for Ph.D. degree programme only once, on the recommendation of the Advisory Committee. In case a course is repeated, the repeat grade point will be considered for calculating the overall Grade Point Average.

12.1.8 The student shall complete all the approved courses with an Overall Grade Point Average (OGPA) of not less than 7.00 out of 10.00 to be eligible for the award of the Master's degree and 7.50 out of 10.00 for the award of Doctoral degree.

12.2 MISSED EXAMINATION

12.2.1 Students absenting from class/examinations by prior arrangement on official University business shall be given due consideration in completing attendance requirements and may be permitted by the Dean concerned to make up examinations that are missed.

12.2.2 Students who miss any examination in a course due to unavoidable circumstances, like hospitalization/death of parent / own marriage / attending interview / attending court cases, may be permitted by the Head of the Department to take the missed examination, on the recommendation of the course teacher, by paying prescribed fee to the University for each examination missed. Students who miss the examinations on account of their participation in official University business as specified under 12.2.1 are exempted from payment of penal fee.

12.2.3 The missed examination shall be conducted within 15 days from the date of missing the examination. In the case of final examination the missed examination shall be conducted within 15 days from the date of commencement of the subsequent semester. The course teacher shall notify the date of missed examination and the students failing to take the missed examination on the notified date and time will have no

further claim for another examination in the course even with a medical certificate.

- 12.2.4 The student is eligible for only one missed examination in a course in a Semester. If the student deliberately misses an examination, no missed examination will be given.
- 12.2.5 In the case of absence from examination on medical grounds, a certificate from a Medical Practitioner should be produced. Students staying at the campus in the UAHS Hostel should produce the medical certificate only from the UAHS Medical Officer.
- 12.2.6 On ascertaining the genuineness of absence from the examination, the Head of the Department may permit the student to take the missed examination. When permission is refused by the Head of the Department, the student may appeal to the Dean of the College for review, whose decision shall be final.

13.0 SUBMISSION OF GRADE REPORTS

- 13.1 The evaluated answer papers of any examinations in PG courses shall be returned to the students before fifteen days of the subsequent examination of that particular course.
- 13.2 Teachers shall send the Grade report of each student to the Academic Unit within four weeks from the closure of the semester.
- 13.3 The course Grade report once filed by the teacher with the Academic Unit, shall be final. However, in the case of discrepancy in reporting the grade arising out of genuine mistakes:
 - i) The representation either from the teacher or from the student should be submitted to the Dean of Postgraduate Studies or the Dean of the College through the Head of the Department.
 - ii) Such representation shall be considered by a Committee consisting of the Dean of Postgraduate Studies, or the Dean of the concerned faculty as Chairman concerned Head of the Department and another Professor of the College to be nominated by the Chairman. In case the Head of the Department himself has offered the course, the Dean shall nominate some other Head of Department.
 - iii) The recommendations of the Committee shall be considered by the Director of Education and the decision shall be notified by the Registrar.
- 13.4 The various courses taken by a student along with the credits and the grades secured in each semester registered by him shall be indicated in

the students Grade Card. Based on the total credits registered, the Cumulative Grade Point Average (CGPA) shall be calculated.

14.0 QUALIFYING EXAMINATION

14.1 Master's Degree Programme : On completion of 75 per cent of the approved courses including the 16 credits of notified Compulsory Major Courses but excluding Research and Seminars and on earning a grade point average of not less than 7.00 calculated on the basis of all courses taken, a student is eligible to register for qualifying examination by paying the prescribed fee within 8 weeks from the date of commencement of the semester and on obtaining the permission from the Head of the Department.

14.1.1 The qualifying examination will carry two credits and shall consist of two parts

- 1) Written examination for 100 marks (covering 16 credits of Compulsory courses)
- 2) Viva-voce for 100 marks

Question paper pattern for written qualifying examination

MAX. Marks 100

Duration: 3 hour

Question paper for 16 credits of major compulsory courses

a)	Multiple choice type questions.	1 Marks X 10=10 Marks
b)	Definition, very short answers, etc. (14 questions out of 16 questions to be answered)	1 Marks X 14=14 Marks
c)	Reasoning and Short answers questions. (13 questions out of 15 questions to be answered)	2 Marks X 13=26 Marks
d)	Brief notes/ Short notes. (10 questions out of 12 questions to be answered)	3 Marks X 10=30 Marks
e)	Descriptive answers questions. (4 questions out of 6 questions to be answered)	5 Marks X 4=20 Marks

14.1.2 The Dean of Postgraduate Studies shall nominate the External Examiner to conduct the written qualifying examination and arrange for the question paper and Evaluation of the paper by the external examiner. The Head of the Department shall collect the question paper from the office of the Dean of Postgraduate Studies for conducting the written qualifying Examination.

14.1.3 The Viva-voce examination shall be conducted by the Advisory Committee with one external examiner who will be designated by the Dean of Postgraduate Studies on the recommendation of the Head of

the Department. There shall be one external examiner up to six students.

- 14.1.4 A panel of six external examiners shall be proposed by the Head of the Department in consultation with the Major Advisors for each batch of 6 students. The Dean (PGS) however, has discretion of selecting the external examiner from outside the panel of specialists suggested. The external examiners proposed shall be specialists in the students' major field but from outside the University of Agricultural and Horticultural Sciences, Shivamogga and shall exclude the members of the other institutions who have been recognized for PG guidance in the University. The Chairperson of the Students Advisory Committee shall act as Chairperson of the Examination Committee and shall be responsible for communicating the results of the examination to the Dean (PGS), through the Head of the Department.
- 14.1.5 Not more than one member, other than the Chairperson and the External examiner, could be absent for the qualifying examination.
- 14.1.6 The minimum requirement for a pass in the qualifying examination is 70 per cent (aggregate of written and viva-voce examinations) or Grade Point of 7.00 with the stipulation that the student should obtain a minimum of 60 per cent in the written part of the qualifying examination to be eligible for taking the viva-voce examination.
- 14.1.7 The qualifying examination will be conducted only once in an academic year. However, as a special case, the students who absent or fail in the qualifying examination shall re-register for the same in the subsequent semester by paying the prescribed fee on the recommendation of the Major Advisor / Head of the Department and upon approval of the Dean of Postgraduate Studies
- 14.1.8 In special and emergency circumstances, when the Chairperson of the Advisory Committee is unable to be present and conduct the qualifying examination, the Dean of Postgraduate Studies may designate, on the request of the Advisory Committee, either the HOD, or one of the Advisory Committee members of the concerned Department to temporarily act as Chairperson to conduct the qualifying examination.
- 14.1.9 In special and emergency circumstances when more than one member of the Advisory Committee are unable to be present and conduct the qualifying examination due to their hospitalization / out of head quarters on official duty / or on long leave, the Dean of Postgraduate Studies may designate on the request of the Advisory Committee /

HOD, either the HOD or one of the Senior Professor to act temporarily as member to conduct the qualifying examination only.

14.2 Ph.D. Degree Programme

14.2.1 On completion of 75 per cent of approved courses including 15 credits of major courses excluding Research and Seminars and on earning a Cumulative Grade Point Average of not less than 7.00 calculated on the basis of all major courses in the department, a student is eligible to register for qualifying examination. Students have to register for the qualifying examination by paying the prescribed fee within 8 weeks from the date of commencement of the semester on obtaining the permission from the Head of the Department and the Major Advisor.

14.2.2 The qualifying examination will carry three credits. The examination shall consist of two parts:

- a) Written examination for 200 marks.
- b) Viva-voce examination for 100 marks.

The question paper pattern for written qualifying examination shall have two parts. The 15 credits of major courses will be divided into Part – I and Part – II based on similarity of the course content. The grouping of subjects under Part – I and Part - II will be proposed by concerned HoD for approval by Dean (PGS). Part - I will have questions for 100 marks drawn out of courses accounting for approximately 8 credits. Part - II will have questions for 100 marks drawn out of courses accounting for approximately 7 credits. The written qualifying examination for Part – I and Part - II will be conducted on different dates and the pattern of question paper will include both objective and descriptive questions as per the format given below.

Question paper pattern for Ph.D. written qualifying examination

Question paper for 15 credits of major compulsory courses

Part – 1 (For 8 Credits-Apx.)

MAX. Marks 100	Duration: 3 hours
Multiple choice type questions.	1 Marks X 10=10 Marks
Definition, very short answers, etc. (14 questions out of 16 questions to be answered)	1 Marks X 14=14 Marks
Reasoning and Short answers questions. (13 questions out of 15 questions to be answered)	2 Marks X 13=26 Marks
Brief notes/ Short notes. (10 questions out of 12 questions to be answered)	3 Marks X 10=30 Marks
Descriptive answers questions. (4 questions out of 6 questions to be answered)	5 Marks X 4=20 Marks

Part – 2 (For 7 Credits-Apx.)

MAX. Marks 100	Duration: 3 hours
Multiple choice type questions.	1 Marks X 10=10 Marks
Definition, very short answers, etc. (14 questions out of 16 questions to be answered)	1 Marks X 14=14 Marks
Reasoning and Short answers questions. (13 questions out of 15 questions to be answered)	2 Marks X 13=26 Marks
Brief notes/ Short notes. (10 questions out of 12 questions to be answered)	3 Marks X 10=30 Marks
Descriptive answers questions. (4 questions out of 6 questions to be answered)	5 Marks X 4=20 Marks

14.2.3 The Dean of Postgraduate Studies shall nominate the External Examiner to conduct the Written qualifying examination and arrange for the question paper and Evaluation of the paper by the external examiner. The Head of the Department shall collect the question paper from the office of the Dean of Postgraduate Studies for conducting the written qualifying Examination.

14.2.4 The oral examination shall be conducted by the Advisory Committee with one external examiner who will be designated by the Dean of Postgraduate Studies on the recommendation of the Head of the Department.

- 14.2.5 A panel of six external examiners in the cadre of professor who are specialists in the students major field but from outside the University of Agricultural and Horticultural Sciences, Shivamogga and shall also exclude the members of other institutions who have been recognized for PG guidance in the University, shall be proposed by the Chairperson of the Advisory Committee. The Dean (PGS) however, has discretion of selecting the external examiner from outside the panel of specialists suggested. External examiners will be nominated separately for Part – I and Part – II by the Dean (PGS) and one of the two external examiner nominated for written qualifying examination will act as the external examiner for qualifying Viva-voce. The Viva-Voce shall be conducted for a maximum of two Ph.D. students per day.
- 14.2.6 The Major Advisor of the Students Advisory Committee shall act as Chairperson of the Examination Committee and shall be responsible for communicating the results of the examination to the Dean (PGS) through the Head of the Department. Not more than one member other than the Chairperson and the External examiner, could be absent for the qualifying examination.
- 14.2.7 In special and emergency circumstances when more than one member of the Advisory Committee are unable to be present and conduct the qualifying examination, the Dean of Postgraduate Studies may designate, on the request of the Advisory Committee and HOD, either the HOD or one of the Senior Professor of the concerned department to temporarily act as member to conduct the qualifying examination only.
- 14.2.8 The minimum requirement for a pass in the qualifying examination is 70 per cent (aggregate of written and viva-voce examination) or Grade Point of 7.00, with the stipulation that the student should obtain a minimum of 60 per cent in both Part-I and Part- II of the written qualifying examination to be eligible for Viva-voce examination.
- 14.2.9 Students who abstain or fail in the qualifying examination shall have to re-register for the same as and when scheduled by the Department.
- 14.3 When a Master's / Ph.D. student has passed the qualifying examination, the student may be admitted to the candidacy of the Degree. Formal intimation to this effect would be communicated to the student / Major Advisor and to the Head of the Department by the Registrar.

15.0 SEMINARS AND COLLOQUIA

15.1 Conducting the Seminar:

- 15.1.1 Topic of the seminar should not be the thesis research topic *per se*. A Ph.D. scholar will select a topic from new emerging areas in consultation with the major advisor and submit the same to the course teacher. The topics of the seminars to be given by the M.Sc. students have to be identified by the course teacher in-charge from the tentative list of topics finalized by Head of the Department in the staff meeting. Schedule of the seminars for the semester has to be notified within two weeks of the commencement of the semester with a copy to Dean (PGS) and HoDs of all PG departments; the sequence of speakers should be decided by drawing lots. The teacher-in-charge of the seminar should be designated well in advance preferably by the 15th week of the previous semester so as to enable selection of appropriate topics. Preference should be given to current topics.
- 15.1.2. Hard and Soft copy of the seminar synopsis has to be submitted by the student in the prescribed format five days before the date of presentation to the course teacher. Soft copy to be mailed to all the staff, PG students and Dean (PGS) by e-mail on the same day. E-mail contact group to be maintained by the Course Teacher/ HoD in this regard.
- 15.1.3 Seminar duration, both for M.Sc. and Ph.D., will be one hour i.e. 40 minutes power point presentation with a maximum of 30 slides + 5 minutes summarization by a PG student selected at random from among the registered students by the HoD + 15 min question-answers session.
- 15.1.4 Seminars should commence from the third week of the semester itself; to be conducted on Saturdays with a maximum of two seminars on each day.
- 15.1.5 One seminar by external experts in their specialization may be arranged by the HoD in every semester which will serve as a model for students. Remuneration of Rs. 2,000/- (+) admissible TA and DA for the external expert will be paid by the Dean (PGS). The seminar by the external expert could be a common topic for all the departments through video conferencing.
- 15.2 PG students/ in-service candidates who are stationed in other universities/ research organizations for their thesis research where seminars are being conducted regularly every week can attend all the seminars held in the respective universities/ research organizations and obtain an attendance certificate from the concerned Head of the Department of that organization. However, the students should

present their own seminars in the respective teaching departments of UAHS, Shivamogga. The PG student will take a prior permission for attending the seminars outside from the Dean (PGS) who will accord permission based on the frequency of the seminars being held in the other university/ research organizations.

- 15.3 No student shall be permitted to register for seminar during the 1st year of his admission and not more than one seminar (1 credit) in a semester.
- 15.4 Evaluation of the seminar shall be done by the teacher in-charge of the seminar and a minimum of two other Postgraduate teachers other than the Chairperson of Advisory Committee of the student as here under.

Sl.No.	Description	Marks
1.	Synopsis of the Seminar Topic	05.00
2.	Presentation	
	a) Introduction	05.00
	b) Style and Clarity	10.00
	c) Sequence and Organization	05.00
	d) Topic Coverage	20.00
	e) Effective use of Audio Visual Aids	05.00
	f) Time Management	05.00
	g) Response to Question during discussion	10.00
3.	Report	25.00
4.	Attendance	05.00
5.	Involvement in discussions during other seminars	05.00
TOTAL		100.00

- Note: a) Final marks for participation in technical discussions will be the average of marks obtained in all the seminars during the semester.
- b) Seminar shall be graded by the Co-chairman for those students who are permitted by the University for carrying out part of their Research towards their Postgraduate degree Programme in other International Institutes / National Institutes where Seminar is conducted regularly.
- c) Attendance Certificate should be obtained from the Chairman / Co-chairman of the student along with the Seminar report of the student by the Head of the Department.

- 15.5 In addition to the seminars to which credits are attached, each student shall be required to give at least two colloquia related to the subject of the thesis, first one prior to initiation of research and the second one after completion of research and circulation of thesis among the Advisory committee members.

16.0 RESEARCH

- 16.1 The credits set aside for Research work for Postgraduate Programme shall be distributed to different semesters depending upon the quantum of work required to be done during the semester.
- 16.2 No student shall be permitted to register for Research credits during the first semester of his admission, except in case of re-admitted students. For the last semester, the credits allotted for writing thesis shall be graded only after successful completion of final viva-voce examination.
- 16.3 If the student does not submit the thesis during the last semester, 'IC' grade shall be awarded for these research credits. The student shall re-register for these credits again and shall be on the rolls at the time of submission of the thesis, so that the student will be available for consultation with the Major Advisor.
- 16.4 Registration for submission of thesis beyond the normal/prescribed period (4/6 semesters, prescribed for M.Sc. /Ph.D. programmes) may be done at any time during the semester on payment of prescribed fee along with Registration fee.
- 16.5 Research credits shall be evaluated and graded Satisfactory / Not Satisfactory by the advisory committee at the end of each semester based on the performance of the student for 12 credits for M.Sc. and 32 credits for Ph.D. programme. Remaining 4 credits for M.Sc. and 6 credits for Ph.D. will be graded by the external examiner/s as well as all the members of the advisory committee on a ten point scale. The final grade point will be calculated based on the average of marks awarded by the external examiner/s and all the members of the advisory committee after completion of the final viva-voce.

17.0 THESIS AND FINAL EXAMINATION

- 17.1.1 After admission, but not later than one semester from the date of admission of students, the Head of the Department shall submit to the Director of Education through the Dean of Postgraduate Studies proposals regarding the tentative subject of the thesis for each student admitted to P.G. programme in the Department.
- 17.1.2 The thesis of the students should be of such a nature as to indicate a student's potentiality for conducting research. The thesis shall be on a

topic falling within the field of major subject and shall be the result of the student's own work. A certificate to this effect duly endorsed by the Professor and Head and the Major Advisor shall accompany the thesis at the time of submission for evaluation by the External examiner(s).

- 17.1.3 For monitoring and evaluation of the research conducted by the postgraduate student, the Advisory Committee shall meet towards the end of the semester. Monitoring of the student's performance shall be done at least once in a semester.
- 17.1.4 The student should submit the thesis for evaluation by external examiner(s) only during or after the last semester. This shall not be applicable in the case of re-admitted candidates.
- 17.1.5 On completion of 80 per cent of academic requirements in respect of attendance, seminar and research work, the Provisional Degree Certificate and Overall Grade Point Average marks card may be issued to the postgraduate students who complete all other academic requirements to facilitate the students in their carrier advance.

17.2 Master's Degree Programme

The thesis submitted along with antiplagiarism and Grammarly certificates in partial fulfillment of the Master's Degree shall be read and examined by the Advisory Committee and evaluated by an External examiner nominated by the Dean of Postgraduate Studies. The External examiner shall be a specialist in the student's major field of study and shall ordinarily be appointed by the Dean of Postgraduate Studies confidentially on the recommendation of the Major Advisor through the Head of the Department, from a panel of three names of specialists in the particular field in India but outside the University of Agricultural and Horticultural Sciences, Shivamogga and shall exclude the members of other Institutions who have been recognized for PG guidance in the University. The Dean of Postgraduate Studies however, has the discretion of selecting the External Examiner from outside the Panel of specialists suggested. The External Examiner shall send the report and the thesis to the Dean of Postgraduate Studies. An oral examination will be held by the Advisory Committee after the thesis is recommended by the External Examiner (within one month from the date of receiving Dean of Postgraduate Studies permission letter along with a copy of the External Examiners evaluation report by the HOD and under extraordinary circumstances the student is allowed to take within six months on payment of prescribed penal fee). In special and emergency circumstances when the Chairperson of the Advisory Committee is unable to be present and conduct the Thesis Viva-voce,

either the Co-chairperson or one of the Advisory Committee Member could be officially deputed by the Dean (PGS) on the recommendation of the HOD to act as Chairperson to conduct the thesis Viva-voce. In special and emergency circumstances when more than one member of the Advisory Committee are unable to be present and conduct the thesis viva-voce examination due to their hospitalization / out of head quarters on official duty/ on long leave, the Dean of Postgraduate Studies may designate, on the request of the Advisory Committee and HOD, either the HOD or one of the Senior Professor to act temporarily as member to conduct the thesis viva-voce. At the time of final viva-voce examination, the student shall present the salient features of the research work through audio-visual aids and defend the thesis. At the time of final submission of thesis, a copy of the poster paper with details of the symposium in which it was presented should be enclosed. Alternatively an acknowledgement by the editor of the journal for having received a paper for publication can be enclosed to the thesis. The Chairperson shall send the recommendations of the Advisory Committee to the Dean of Postgraduate Studies through the Head of the Department. On the unanimous recommendation of the Committee, the degree shall be awarded. If the external examiner does not recommend the thesis for acceptance, Dean of Postgraduate Studies may refer the thesis for scrutiny and independent judgment to a second External examiner. If the second External Examiner recommends the thesis for acceptance, this recommendation shall be accepted. If the opinion of the second Examiner is also negative, the degree shall not be awarded. In such cases, the student shall have the option to continue the work, rewrite the thesis and submit it once again after a lapse of at least one semester. If it is not accepted the third time also, the thesis cannot be resubmitted.

17.3 Ph.D. Degree Programme

The thesis submitted along with antiplagiarism and Grammarly certificates in partial fulfillment of the Ph.D. degree shall be read and examined by the Advisory Committee and evaluated by two External examiners nominated by the Dean (PGS). The External examiners shall be from outside the University of Agricultural and Horticultural Sciences, Shivamogga and shall exclude the members of the Institutions recognized who have been recognized for PG guidance by University. They shall ordinarily be chosen by the Dean of Postgraduate Studies from a panel of at least six names of specialists in the particular field, which is submitted to the Dean of Postgraduate Studies by the Major Advisor through the Head of the Department confidentially. The Dean (PGS) however, has the discretion of selecting the external examiners from outside the Panel. The External examiners shall send

their reports of the thesis along with the thesis directly to the Dean of Postgraduate Studies. In the case of a single dissenting note and on the recommendations of the Advisory Committee, the Dean of Postgraduate Studies may refer the thesis for scrutiny and independent judgment to a third external examiner. If the third external examiner recommends the thesis for award, the recommendations may be accepted provided at least one of the two original external examiners who have read the thesis also agrees with this recommendation. If not, the thesis shall not be considered for the award of the degree. The thesis shall be finally accepted for the award only after the student satisfactorily completes the final viva-voce examination. This final viva-voce examination will be conducted by the students Advisory Committee with the addition of one of the external examiners within one month from the date of receiving Dean of Postgraduate Studies permission letter along with the copy of the second report by the HOD and under extraordinary circumstances the student is allowed to take within six months on payment of prescribed penal fee. The Major Advisor shall be the Chairperson of the examination Committee. In special and emergency circumstances when the Chairperson of the Advisory Committee is unable to be present and conduct the thesis viva-voce, either the Co-chairperson or one of the Advisory Committee member could be officially deputed by the Director of Education on the recommendation of the HOD and Dean of Postgraduate Studies to act as Chairperson to conduct the thesis viva-voce. Likewise, if more than one member of the Advisory Committee are unable to be present and conduct the thesis viva-voce examination due to their hospitalization / out of head quarters on official duty / on long leave, the Dean of Postgraduate Studies may designate, on the request of the Advisory Committee and HOD, either the HOD or one of the Senior Professor to act temporarily as member to conduct the thesis viva-voce. The candidate shall defend the thesis at the examination by presenting the salient research findings through audio-visual aids. At the time of final submission of Ph.D. thesis, one published/ accepted paper must be enclosed to the thesis. A prescribed fee will be collected by both M.Sc. and Ph.D. students as printing charges of PG thesis abstract in the Journal of Farm Sciences a joint publication from Farm Universities of Karnataka. The Degree shall be awarded on the unanimous recommendation of the examination Committee in regard to the thesis and the performance of the student in the final viva- voce examination. The recommendations of the Committee shall be forwarded by the Major Advisor to the Director of Education through the Head of the Department and the Dean of Postgraduate Studies. When a Thesis is not accepted for award of the

degree, a candidate may be permitted to continue the work, rewrite the thesis and submit it once again after a lapse of at least one semester. If it is not accepted the second time also, the Thesis cannot be resubmitted.

17.4 Thesis has to be submitted both in digital format (Interactive, Non-editable PDF on a CD) and printed format (Hard copy) as detailed below:

1. Dean (PGS) - (Soft copy – word format)
2. Head of the Department - (Hard and soft copy – PDF)
3. Chairperson, Advisory Committee - (Soft copy – PDF)
4. University Librarian - (Hard and soft copy – PDF) – HQ students
5. College Library - (Hard and soft copy – PDF) – Other campuses

Additional soft copy is to be submitted to the University Librarian by students of campuses other than HQ.

17.4.1 Additional soft copy is to be submitted to the University Librarian by students of campuses other than HQ. Additional hard and soft copy is to be submitted to ICAR/ Donars if the student is an ICAR/ donar sponsored scholarship holder.

17.4.2 The Thesis submitted by a student shall constitute the property of the University. Whenever an extract from the Thesis is published a footnote shall always have to be given saying that the Thesis has been submitted for the Post-graduate degree of the University of Agricultural and Horticultural Science, Shivamogga.

17.4.3 Copies of the Thesis deposited in the University Library or in the Departmental Libraries shall not be issued on loan, nor would these be available for reference, for a period of one year from the date of submission.

17.5 Regulations for the promotion of Academic Integrity and Prevention of Plagiarism

17.5.1 Definitions

- a) 'Academic Integrity' is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property.
- b) 'Plagiarism' means the practice of taking someone else's work or idea and passing them as one's own.
- c) 'Author' includes a student or a faculty or a researcher or staff of the University who claims to be the creator of the work under consideration.

- d) 'Department Academic Integrity Panel' shall mean the body constituted at the departmental level to investigate allegations of plagiarism.
- e) 'Faculty' refers to a person who is teaching and/or guiding students enrolled in any capacity whatsoever i.e. regular ad-hoc, guest, temporary, visiting, etc.,
- f) 'Information' includes data, message, text, images, sound, voice, codes, computer programs, software and databases or microfilm or computer generated microfiche.
- g) 'Institutional Academic Integrity Panel' shall mean the body constituted at the university level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level.
- h) 'Script' includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment/opinion leading to the award of master and research-level degrees or publication in print or electronic media by students or faculty or researcher or staff; however, this shall exclude assignments/term papers/project reports/course work/essays and answer scripts, etc.
- i) 'Source' means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000 and reproduced here in Regulation 2 (1)

17.5.2 Objectives

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

17.5.3 Detection, reporting and prevention of plagiarism

- a) University will adopt a technology-based mechanism using Plagiarism Detection Software (PDS) so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission.

NB: MHRD, GOI through UGC is providing Plagiarism Detection Software- URKUND to all the Universities as per the enclosure.

- b) The mechanism as defined at (a) above shall be made accessible to all engaged in research work including student, faculty, researcher and staff, etc.
- c) Every student submitting a thesis, dissertation, or any other such documents to the University shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism. The undertaking by the student shall be verified and certified by the major advisor and the HoD in the prescribed format and submitted to concerned officer along with the thesis/ research paper.
- d) The approved final soft copy of the thesis in pdf format will be hosted at the digital repository on the e-granth portal of ICAR/ Shodhganga and the University website.

I. Committee for prevention of plagiarism in PG thesis and theses based research papers

➤ *Departmental Academic Integrity Panel (DAIP)*

DAIP shall mean the body constituted at the departmental level to investigate allegations of plagiarism. The DAIP as a routine will submit all the theses of the PG students to plagiarism check and submit the certificate. The DAIP will also take-up plagiarism check activity whenever there is a complaint or allegation of plagiarism routed through IAIP.

- a) All Departments in the university shall have DAIP composition as given below:
 - i. Chairman: Head of the Department
 - ii. Member: Professor from related department to be nominated by the Dean (PGS), UAHs, Shivamogga.
 - iii. Member: A teacher well versed with anti-plagiarism tools, to be nominated by the Head of the Department.

The tenure of the members shall be two years. The quorum for the meetings shall be

2 out of 3 members (including Chairman).

- b) The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the PG student.

- c) The DAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.
- d) The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint.

➤ *Institutional Academic Integrity Panel (IAIP)*

IAIP shall mean the body constituted at University level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. IAIP can also take *suomotu* notice an act of plagiarism and initiate proceedings as per these regulations.

- a) The composition of IAIP shall be as given below:
 - i. Chairman: Dean (PGS), UAHS, Shivamogga
 - ii. Member: Concerned Dean of the College
 - iii. Member: Professor nominated by the Vice-Chancellor from outside the University.
 - iv. Member: University Coordinator for Anti-Plagiarism measures, UAHS, Shivamogga

The tenure of the Committee members shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

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

II. Committee for prevention of plagiarism in academic and research publications

➤ *Divisional Academic Integrity Panel (DAIP)*

DAIP shall mean the body constituted at the divisional level to investigate allegations of plagiarism. The DAIP as a routine will submit all the research papers of faculty to plagiarism check and submit the certificate. The DAIP will also take-up plagiarism check activity whenever there is a complaint or allegation of plagiarism routed through IAIP.

- a) All divisions in the university shall have DAIP composition as given below:
 - i. Chairman: University Head of the division.
 - ii. Member: Associate Director of Research of the concerned zone.
 - iii. Member: A teacher well versed with anti-plagiarism tools, to be nominated by the University Head.

The tenure of the members shall be two years. The quorum for the meetings shall be

2 out of 3 members (including Chairman).

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

➤ *Institutional Academic Integrity Panel (IAIP)*

IAIP shall mean the body constituted at University level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. IAIP can also take *suomotu* notice an act of plagiarism and initiate proceedings as per these regulations.

- a) The composition of IAIP shall be as given below:
 - i. Chairman: Director of Research, UAHS, Shivamogga
 - ii. Member: Associate Director of Research (HQ)
 - iii. Member: Professor nominated by the Vice-Chancellor from outside the University.
 - iv. Member: University Coordinator for Anti-Plagiarism measures, UAHS, Shivamogga

The tenure of the Committee members shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

- b) The IAIP shall consider the recommendations of DAIP.
- c) The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.
- d) The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the faculty, researcher and staff of University.
- e) The IAIP shall have the power to review the recommendations of DAIP.

- f) The IAIP shall send the report after investigation and the recommendation on penalties to the Registrar of the University within a period of 45 days from the date of receipt of the recommendation of DAIP/complaint/initiation of the proceedings.
- g) The IAIP shall provide a copy of the report to the person(s) against whom the inquiry report is submitted.

17.5.4 Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

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

17.5.5 Levels of Plagiarism

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

- a) Level 0: Similarities up to 10% - Minor similarities, no penalty
- b) Level 1: Similarities above 10% to 40%
- c) Level 2: Similarities above 40% to 60%
- d) Level 3: Similarities above 60%

17.5.6 Penalties

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

1. Penalties in case of plagiarism in the submission of thesis and thesis based research papers

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

- a) Level 0: Similarities up to 10%: Minor Similarities, no penalty.
- b) Level 1: Similarities above 10% to 40%: Such students shall be asked to submit a revised thesis script within a stipulated time period not exceeding 3 months.
- c) Level 2: Similarities above 40% to 60%: Such students shall be debarred from submitting a revised thesis script for a period of one year. If it is a research paper the manuscript will be withdrawn.

- d) Level 3: Similarities above 60%: Such student registration for that programme shall be cancelled.

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

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

II. Penalties in case of plagiarism in academic and research publications

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

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

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

Note 3: If there is any complaint of plagiarism against the Head of University, a suitable action, in line with these regulations, shall be taken by the Controlling Authority of the university.

Note 4: If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in

line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.

Note 5: If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself/herself from the meeting(s) where his/her case is being discussed/investigated.

(Ref: UGC notification on Plagiarism vide official Gazette of India, Extraordinary PART III - Section 4, 31st July 2018.)

UNIVERSITY OF AGRICULTURAL AND HORTICULTURAL SCIENCES, SHIVAMOGGA

CERTIFICATE

(For PG Thesis / Thesis based Research Paper)

This is to certify that soft copy of the thesis entitled submitted by bearing ID.No..... for the degree programme M.Sc. (Agri)/ M.Sc.(Hort.)/ M.Sc.(For.)/ Ph.D. inin the Department of at college of is subjected for plagiarism and percent similarities found are as follows:

Sl.No	Chapter	Percent match obtained	Maximum allowed
1	Abstract		10%
2	Results		10%
3	Discussion		10%
4	Summary		10%

Date:

(Student)

(Major Advisor)

(Head of the Department) and
Chairman, DAIP

18.0 TIME LIMIT FOR COMPLETION OF THE DEGREE

- 18.1 The candidate admitted for the Master's degree may be declared qualified for the degree provided the candidate completes all the prescribed requirements within 8 consecutive semesters from the date of admission to the Master's Degree programme irrespective of his / her registration, failing which the students' admission shall be deemed

to have been cancelled and such students will have to seek re-admission.

- 18.2 A candidate admitted for Ph.D. degree may be declared qualified for the degree provided the student completes all the prescribed requirements within 12 consecutive semesters from the date of admission to the Ph.D. degree programme, irrespective of his / her registration, failing which the student's admission shall be deemed to have been cancelled and the student will have to seek re-admission.

19.0 RE-ADMISSION

The student who desires to get readmission has to apply directly to the concerned university where he had discontinued his studies and also apply through online process before specified date when advertised by the Post Graduate Common Entrance Test (PGCET) and need not write the entrance examination. But they have to produce original documents related to their first admission/ latest CGPA card during physical verification of documents. And readmission will be given without clubbing them with the fresh applicants and without reference to the admission capacity of the courses for the year, provided such students have completed 75 per cent of the course work and the qualifying examination in their previous admission and should have obtained a minimum CGPA of 7.00. Provision for Re-Admission is allowed only once.

- 19.1 Regulations for Candidates Re-admitted to Postgraduate Programme.
- 19.1.1 The candidate who has failed to complete Postgraduate degree within the prescribed time limit and who has been re-admitted shall register for the incomplete course(s)/ research work in the first semester as suggested by the Head of the Department in anticipation of approval by the student's Advisory Committee.
- 19.1.2 Before eight weeks from the commencement of the first semester, a proposal for continuance of the old Advisory Committee or constitution of new Advisory Committee shall be forwarded to the Director of Education through the Dean of Postgraduate Studies for approval. The student's Advisory Committee shall examine the position and make suitable proposals for transfer of credits, covering of any additional courses, taking of qualifying examination and conducting of any further research work, if necessary, to the Director of Education, through the Head of the Department and the Dean of Postgraduate Studies for approval.
- 19.1.3 If a PG student after getting admission in the University completes certain courses and subsequently gets fresh admission once again to

the same subject, the student is eligible to get the completed credits transferred, provided the student advisory committee after examining the position makes suitable proposals for transfer of such major / related and compulsory courses completed by the student with grade point of 7.00 and above during his previous admission, to the Director of Education through the HOD and the Dean of Postgraduate Studies for approval. The student shall however meet the minimum residential requirement of four / six semester prescribed for the Master's / Ph.D. degree programme.

- 19.1.4 The student shall submit the thesis in the first or subsequent semesters. If the student fails to submit the Thesis within 2 years (4 semesters) in respect of M.Sc. Degree and 3 years (6 semesters) in respect of Ph.D. Degree from the date of re-admission, the admission stands cancelled (The student is not eligible for further Re-admission).

20.0 SCHOLARSHIP, STUDENT AID FUND AND GRADUATE ASSISTANTSHIP

- 20.1.1 The value of Merit scholarship for student shall be as specified by the University from time to time.

- 20.1.2 One University Resident Merit Scholarship (URMS) shall be awarded to each of the subjects under Master's as well as Doctoral Degree programme during an Academic year and shall be restricted to only those students who have graduated from the University of Agricultural Sciences, Bangalore/Dharwad/Raichur and UHS, Bagalokt at their qualifying examination. Departmental candidates and sponsored candidates who are drawing salaries are not eligible for URMS. In subjects where the eligible number of students exceeds ten, an additional second scholarship may be awarded. A student in a given subject who is otherwise eligible for merit scholarship but is not awarded for the reason that he is receiving some other scholarship or fellowship be issued a notional certificate to the effect that he was eligible for concerned merit scholarship.

- 20.1.3 The University Resident Merit Scholarship for the first year Postgraduate students shall be decided on the basis of OGPA / CGPA secured by them in their qualifying examination. If a scholarship awarded to a student is rejected by the awardees, the same may be re-awarded to the next student in the order of merit.

- 20.1.4 No student shall be eligible to hold more than one University or other scholarship at a time.

- 20.1.5 Each student desirous of getting scholarship shall apply to the Registrar of the University through the concerned Dean in the

prescribed form obtainable from the University on or before the notified date.

20.1.6 The scholarship shall be terminated at any time if the conduct, progress and attendance of the student are found to be unsatisfactory.

20.1.7 Contingent grant of Rs. 5,000/- (Rupees five thousand only) will be awarded for SC/ST students who are eligible for GOI Scholarship.

20.1.8 General Scholarships

20.1.8.1 **Number:** The total number of General Scholarships awarded for each class, in each of the colleges shall cover all the M.Sc. and Ph.D. students who do not have any other scholarships/fellowships/ assistance from any source.

20.1.8.2 **Value:** Each General Scholarship will be for the duration of 12 months and they are exempted from paying tuition fee for the awarded year.

20.1.8.3 Procedure for the Award

The Scholarship will be awarded afresh each year, for second and subsequent years. The students should have passed all the courses with a CGPA of 6.50 and 7.50 for M.Sc. and Ph.D. degree programmes respectively and the award will be based on the need, conduct and character of the student.

20.1.8.4 Each student desirous of getting scholarship shall apply to the Registrar of the University through the concerned Dean in the prescribed form obtainable from the University on or before the notified date.

Other Guidelines for the Award of General Scholarships

20.1.8.5 No student holding a Scholarship shall remain absent for any period without permission. Absence for any period will count for the absence of the day and the student will forfeit the scholarship amount for the number of days he/she remains absent without permission.

20.1.8.6 The scholarship will be terminable at any time, if the conduct, progress of attendance of the student is found to be unsatisfactory and if he/she commits indiscipline or indulges in malpractice in examination or deliberately stays away from the class or other University activities except for reasons considered as valid by the University.

20.1.8.7 No student shall be eligible to hold more than any one of the following university or other Scholarships at a time:

- a) University Scholarship
- b) Govt. of India Scholarship
- c) Govt. of Karnataka Scholarship
- d) ICAR Scholarship

Fee Concession conditions:

- (i) No student, the income of whose parents or guardians is more than the minimum prescribed by the Govt. of Karnataka from time to time, shall be eligible for the fee concession.
- (ii) A student who is awarded fee concession is exempted from payment of tuition fee only.
- (iii) All University Scholarships will also carry fee concession.
- (iv) A student getting fee concession from other source, the tuition fee will not be exempted during award.
- (v) A student desirous of availing general scholarship of fee concession shall apply to the Registrar through the Dean of the College in the prescribed form on or before the notified date.
- (vi) No student shall be eligible for more than one scholarship of either Government or Private Institutions. However, fee concession / prize money is exempted from such clause.

20.1.8.8 For the award of General Scholarship, criteria of minimum income limit of parents or guardians of concerned students prescribed by the Govt. of Karnataka from time to time

20.2 Student Aid Fund

20.2.1 The aim of the 'Student Aid Fund' Scheme will be to provide financial assistance to the needy students in the University not as Scholarship and Fellowship but in the form of reimbursement of partial expenditure towards (a) Tuition / Hostel / Examination fees and (b) Purchase of books / clothing / medical expenses / boarding / research thesis preparation etc. provided their needs are considered genuine.

20.2.2 Students whose parent's / guardian's annual income is more than Rs.15,000/- are not eligible (income limit is subject to modification by the Govt. of Karnataka from time to time).

- 20.2.3 For medical reimbursement, Annual Income limit is exempted.
- 20.2.4 For first year PG students, the aid shall be decided on the basis of marks secured in the qualifying examination for admission.
- 20.2.5 The PG students of second and subsequent years whose CGPA is less than 7.00 are not eligible.
- 20.2.6 The value of the Student Aid Fund shall be as specified by the University from time to time.
- 20.2.7 Students may exercise option to choose any one of the financial assistance (Scholarship / Fellowship / Student Aid Fund) whichever is advantageous for them.
- 20.2.8 The Students Aid Fund awarded shall be given directly to the hostel to meet the hostel charges, if the student is a boarder of any of the UAHS Hostels.
- 20.2.9 If the student desires to purchase Text Books, it shall be given in the form of coupons, provided he produces "No Dues certificate" from the concerned Hostels.
- 20.2.10 In case of non-boarder, it shall be given in the form of coupons to purchase Text Books.
- 20.2.11 The aid shall also be given for the reimbursement of medical charges of students as per the Karnataka Medical Attendance Rules (KMAR) subject to fulfilling all other except annual income.
- 20.2.12 Reimbursement of medical claims should be limited only to the students who have not been covered under Compulsory Group Health Insurance Scheme.
- 20.2.13 The Aid shall also be given to deserving students for research including Thesis preparation.
- 20.2.14 The student desirous of getting the Student Aid Fund shall apply to the Dean of Student Welfare through the concerned Dean in the prescribed form on or before the notified date.
- 20.2.15 The Award shall be terminated at any time if the conduct, progress and attendance of the student are found to be unsatisfactory.

20.3 **SC / ST Fellowship**

- 20.3.1 The Fellowship shall be awarded to Scheduled Caste and Scheduled Tribe students of Karnataka studying for Master's and Ph.D. degree programme in the University.
- 20.3.2 The Dean of the concerned College shall call for applications and award the scholarship.

- 20.3.3 Each student desirous of getting Fellowship shall apply to the concerned Dean in the prescribed form on or before the notified date.
- 20.3.4 The value of the fellowship shall be as prescribed by the University from time to time. The award of these fellowships is subject to getting Government of India Scholarship. The difference of amount only shall be paid to the students who are getting some other scholarships from the Government and other agencies.
- 20.3.5 The fellowship shall be tenable for a period of two years for M.Sc. students and three years for Ph.D. students which could be extendable for a period of one year for both M.Sc. and Ph.D. upon the recommendations of the Major Advisor, subject to renewal of Government of India Scholarship.
- 20.3.6 During the second and subsequent years the award shall be renewed by the concerned Dean subject to satisfactory progress and attendance. The awardee should have obtained a minimum CGPA of 7.00 at the end of the previous academic year for renewal of award during the subsequent year.
- 20.3.7 The fellowship shall be terminated at any time if the conduct, progress and attendance of the student are found to be unsatisfactory.
- 20.3.8 Departmental candidates who are drawing their salary and part time students shall not be eligible for the fellowship.

Note: The whole fellowship amount shall be paid to the Hostel where the student resides. However, if the student has already cleared the hostel charges on his own and produces 'No Due Certificate', the entire amount shall be given to the student. If the hostel charges are less than the fellowship amount, it shall be adjusted for the remaining period. However, on completion of the degree programme and at the time of student leaving the hostel, if the student has cleared all the dues and still if any amount is remaining in student's account, it shall be paid to the student. If the hostel charges are more than the fellowship amount, the student has to pay the extra amount on his own like any other student on monthly basis. For delayed payment, the student has to pay fine like any other student as per the hostel regulations. All prescribed fees, which are not reimbursed by the Government of India, shall be paid by the student in each semester. The fee amount shall be deducted out of the Scholarship amount and the remaining amount shall be given to the concerned hostel in case the Government of India does not reimburse the fees.

21.0 REGULATIONS REGARDING GRADUATE ASSISTANTSHIP.

- 21.1 Graduate Assistantship may be instituted in all departments of the University, where Postgraduate degree programmes are offered.
- 21.2 Graduate Assistants may be appointed in all the departments of the Colleges of the University, where Master/Ph.D. programmes are offered. A maximum of 2 Graduate Assistants may be provided to each Department. When 2 or more UAHS Graduate Assistantships are available, one will be reserved for SC / ST candidate, subject to availability of candidates.
- 21.3 The value of Graduate Assistantships shall be as specified by the University from time to time.
- 21.4 The suitability of the Graduate Assistants for the work of the University, as judged by the Vice-Chancellor on the recommendation of the committee constituted for the purpose shall be the sole criterion for the appointment and continuance of the Graduate Assistants.
- 21.5 Every year during the first semester of the Postgraduate programme applications shall be called for the Graduate Assistantships by the respective Dean for all the vacancies available in all the departments of the college. Whenever vacancies occur during the middle of the academic year such vacancies shall be notified and filled up according to the procedure prescribed.
- 21.6 The selection of Graduate Assistantships shall be on the basis of CGPA obtained in Master's Degree in the case of Ph.D. students. In case of Masters degree applicants, the selection will be on the basis of OGPA obtained in the Bachelors degree. Ph.D. candidates are to be preferred for award of Graduate Assistantships. But, it can be awarded to M.Sc. students whenever there are no Ph.D. candidates available. Based on the recommendations of the concerned Dean and the Dean of Postgraduate Studies /Director of Education and the approval of the Vice-Chancellor, Registrar, should issue orders. For the award of Graduate Assistantship for the first time, candidate should be within first two years of Master's/ three years of the Ph.D. programme.
- 21.7 The duration of the Graduate Assistantship shall be for a period of current academic year. After completion of the term, Graduate Assistants should apply afresh when notified.
- 21.8 The continuance of Graduate Assistantship shall normally be subject to satisfactory performance both in academic programme as well as in the conduct of the Graduate Assistant. The conduct should be certified

by the Head of Department and the concerned Dean. The Graduate Assistantship need be awarded afresh every year.

- 21.9 If a Graduate Assistant fails to maintain a CGPA of at least 7.00 at the end of every semester, he shall lose the Graduate Assistantship.
- 21.10 If the conduct of a Graduate Assistant is found unsatisfactory at any stage, the candidate shall forfeit the Graduate Assistantship forthwith.
- 21.11 The Vice-chancellor may terminate the appointment of a Graduate Assistant with one month notice or on payment of one month's Graduate Assistantship amount in lieu of notice without assigning any reason.
- 21.12 All Graduate Assistants shall be required to give a written undertaking, while accepting the Graduate Assistantship on the following points: a) that they shall put in at least 12 hours work in a week in teaching / research as assigned by the Department concerned during the tenure of their appointment as Graduate Assistants. b) In case a Graduate Assistant is awarded a Fellowship /Scholarship from any outside agency, the candidate shall refund the amount of Graduate Assistantship paid by the University for the period during which outside Fellowship / Scholarship was received by the candidate.
- 21.13 A Graduate Assistant shall be assigned work in teaching, research or extension for at least 12 hours per week by the Department concerned.
- 21.14 In teaching, a Graduate Assistant shall be assigned specific practical classes in courses.
- 21.15 In Research, a Graduate Assistant shall be assigned research work on any approved research project.
- 21.16 Each Graduate Assistant shall maintain a work diary, wherein full details of the work done as Graduate Assistant every day shall be recorded.
- 21.17 The work done by a Graduate Assistant shall be verified by the Project Leader concerned in case of research work and by the Course teacher in-charge in case of teaching work and certified by the Head of the Department.
- 21.18 General Graduate Assistantship shall be tenable only at the Postgraduate teaching institute of the University and not at the Research Stations.

22.0 LOAN SCHOLARSHIPS

- 22.1 Loan scholarships may be sanctioned by the University to postgraduate students who are UAHS Teachers in deserving cases subject to the budget provision made during the financial year. If a University Teacher who had availed a Loan Scholarship leaves the University, balance amount if any, shall be repaid in full before getting relieved from the University service.
- 22.2 **Value:** Each Loan scholarship shall be of the value of Rs.10,000 free of interest payable in two equal installments of Rs.5,000 each at the beginning of two semesters of the Academic year.
- 22.3 The Loan scholarship shall be awarded in consideration of the need of the student as also the progress, conduct and capacity to repay.
- 22.4 Initially the award shall be made by the University as per Statute 49(1).
- 22.5 For the continuance of the loan scholarship, a student should maintain satisfactory progress, attendance and conduct. If the student fails to maintain CGPA of 7.00 out of 10.00, the continuation of the award is left to the discretion of the University. If a student commits indiscipline or stays away from the class or other University activities except for the reasons considered as valid by the University, the student shall not be eligible for continuance of the award.
- 22.6 Each of the awardees must execute a bond on a prescribed stamp paper which should be duly-registered for the full proposed value of the loan scholarship along with a surety from another person to repay the amount the student has received during the stay as a student in the University, within a period of five years after completion of studies in such monthly instalments as decided by the University. If the awardee fails to repay the loan amount within a period of five years, the awardee will be required to pay an interest on the balance amount to be still refunded at the rate of 7.50 per cent per annum for the first year of default and 12 per cent thereafter.
- 22.7 An awardee who fails to complete studies would be required to refund the amount received in a lump sum immediately.
- 22.8 Each student desirous of getting a Loan Scholarship shall apply to the Registrar, through the concerned Head of the Department in the prescribed form.
- 23.0 REGULATIONS GOVERNING THE CONDUCT OF EXAMINATIONS AND PREVENTION OF MALPRACTICES AMONG STUDENTS**
- 23.1 *Title and Commencement:* These Regulations shall be called "Regulations Governing the Conduct of Examinations and Prevention of Malpractices under the Semester System" and they shall come into force forthwith.

- 23.2 The scheme of evaluation in each course shall be as specified under regulation 12.1.
- 23.3 Whenever examination papers have got to be typed, the course teacher shall be personally present with the typist and also at the time of duplicating. Under no circumstances should the work be entrusted to other persons. Care should be taken to safeguard the secrecy of the question papers.
- 23.4 The course teacher shall make proper seating arrangements to ensure prevention of malpractices in the examinations. The teacher shall not allow any student who comes late to enter the examination hall. However, in the case of Final examination students coming late, beyond 10 minutes should not be allowed. No student will be allowed to leave the examination hall within 10 minutes from the commencement of the examination.
- 23.5 The teacher has to ensure that no student has in his possession or has access, to paper, books or notes which might possibly be of assistance or found giving or receiving assistance or copying from any paper, book or note or allowing any other candidate to copy from the answer books, writes either on blotting paper or any part of the body answers to questions set in the paper during the examination or using or attempting to use any other unfair means.
- 23.6 The teacher may direct the students to search their pockets, desks and benches and handover all such materials before commencement of the examination.
- 23.7 When the teacher notices the student indulging in any or all of the malpractices indicated in the aforesaid Regulations, the teacher shall seize the paper or books if any, from the student and shall invariably demand a written explanation or statement from the student.
- If the student refuses to obey, the fact shall be duly noted and reported in writing to the authorities duly witnessed by another staff member. The teacher shall, however, write his / her remarks on the answer paper and affix the signature and send the candidate out of the hall and such students shall not be allowed to take further tests and examinations in that course during that semester.
- 23.8 All cases of malpractices should immediately be brought to the notice of the Dean concerned who shall send a report thereon to the authorities for such necessary action as may be deemed fit.
- 23.9 All cases of malpractices referred to the authorities be examined by a Committee consisting of the Director of Education, the concerned Dean, the Dean of Postgraduate Studies, the Dean of Student Welfare

and the Registrar who shall act as Secretary. The decision of the Committee shall be final subject to review by the Vice-Chancellor.

- 23.10 The committee may debar the guilty students for a period not less than one semester.
- 23.11 The students shall bear in mind that all the examinations under the semester system are University Examinations and should conduct himself accordingly.
- 23.12 No student shall enter the examination hall with papers, books or notes and such other material which might possibly be of assistance to him in writing the answers.
- 23.13 Any candidate having in his possession or accessible to him / her papers, books or notes which might possibly be of assistance to him / her or found giving or receiving assistance or copying from any paper, book or note or allowing any other candidate to copy from his / her answer book, write either on blotting papers or any other paper some answer to questions set in the paper during the examination or using or attempting to use any other unfair means and not informing the teacher about the notes or points pertaining to the paper found to have been written on the desks or tables or any part of his / her body, shall be debarred for a period not less than one semester.
- 23.14 Any candidate found guilty of misconduct of a serious nature in the examination hall shall be debarred for a period of not less than two semesters.
- 23.15 Every candidate shall search his / her pockets, desks and benches and hand over to the teacher any paper, book or note which he / she may find therein, before starting to answer his / her paper of examination paper.
- 23.16 No student shall write his / her answers on any paper other than the one supplied to him / her by the University.
- 23.17 Any candidate found guilty of an offence referred to in Rule 23.13, shall give a written explanation or statement to the teacher or in-charge of them in examination hall, if demanded. If he / she refuse to give his / her explanation or statement, he / she should record in writing his / her refusal to give such an explanation or statement.
- 23.18 Any candidate, who does not comply with the procedure indicated in the above said rule, may be deemed to have committed an offence referred to in Rule 23.13 and shall bear consequent penalty.

24.0 REGULATIONS FOR THE CONDUCT AND MAINTENANCE OF DISCIPLINE AMONG THE STUDENTS

- 24.1 Every student of the University shall conform to the rules of good conduct and respect the authority of the constituted bodies of the University.
- 24.2 Every student of the University shall have with him / her a Student Identification Card with his / her recent photograph affixed and signed by the concerned Dean and shall be shown to the University officials on demand. The Student Identification Card is valid for not more than an academic year. However, the validity of the Identification Card shall be renewed every semester.
- 24.3 Students shall do everything possible to protect and make proper use of the University property and other public property. Any student who attempts to deface / destroy the University or other public property shall be liable for appropriate punishment. In addition, the cost of damage (as assessed by the University) so caused by the students to the University or other public property shall be recovered from the Student Caution Deposit and / or from the Student Association Fund as ordered by the University.
- 24.4 Proper decorum shall be maintained by all the students in the class room, hostels, library, farms, educational and sports tours, transport vehicles and on and off the University Campus.
- 24.5 No student shall disturb the normal work of the University by disorderly conduct, boisterous behavior and unauthorized assembly.
- 24.6 Ragging in any form in the University premises is strictly prohibited. Students found guilty of ragging are liable for disciplinary action.
- 24.7 Every student shall be punctual to the classes. Coming late to the class should be avoided and the Class Teacher has the right to refuse admission to late-comers in the interest of class discipline.
- 24.8 Absenting to a class or examinations en masse for whatever reason is considered as an act of indiscipline.
- 24.9 No student shall be in a class during the assigned hour unless he / she have registered in that course or who has the express permission of the Class Teacher.
- 24.10 Possession or consumption of alcoholic drinks or drunkenness or drug addiction or gambling on the campus is strictly prohibited.
- 24.11 Violation of any one of the above regulations is an act of indiscipline and it shall be brought to the notice of the Head of the College / Institution / Campus.
- 24.12 The Head of the College / institution / Campus shall enquire into the act of indiscipline of the student(s) and he/she shall take immediate action such as administering a warning, fine and expulsion from Hostel

and suspension from attending the classes for a period not exceeding one semester.

- 24.13 Further, in serious cases, disciplinary proceedings may be instituted through the Disciplinary Committee which can recommend punishment in the form of a warning / expulsion from the college for a semester / year.
- 24.14 The recipients of the student concessions or other benefits from the University or from other Institutions with the University approval will lose these concessions and benefits if they are found to involve in any of the acts of indiscipline cited above.
- 24.15 Celebration of festivals on days other than authorized ones and unruly behavior on such occasions will be considered as an act of indiscipline.
- 24.16 A student who has been found guilty by the Head of the College / Institution / Campus or the Disciplinary Committee and has been fined/suspended/expelled from the College or Hostel, shall not be permitted to hold any office, elective or otherwise, of student associations for a period of two years from the date of completion of the punishment.
- 24.17 If a student is taken into police custody on a criminal or other complaint for a period of 24 hours or more, he shall be deemed to have been suspended from the College for a period of one month from the date on which he / she was taken into police custody without instituting an enquiry.
- 24.18 Student shall make use of the internet facility for bonafide use and shall strictly abide by the cyber rules in force as announced by the government from time to time.
- 24.19 The decision of the Vice-Chancellor under all these Regulations shall be final.

25.0 CONVOCATION

- 25.1 The University shall confer degrees to all the students who complete their degree requirements in all respects in a particular academic year. However, at the time of taking their transcript and provisional degree certificate, they should fill in the convocation application and pay the prescribed fee and exercise their option whether they will be taking the degree in the Annual Convocation IN PERSON or IN ABSENTIA.
- 25.2 If a person has applied for a particular Convocation to take the degree 'In person' but fails to attend the Convocation, he shall pay a panel fee prescribed by the university from time to time in addition to the convocation fees and get the degree certificate as 'IN ABSENTIA' from the office of the Registrar after the convocation. Such student shall also give a letter indicating the reasons for his absence to the office of the Registrar to issue the certificate.

- 25.3 In the case of death of a student before taking the degree at the Convocation, the nearest relative can apply for getting the degree at the Convocation. In such cases the University may consider confirming the degree on the candidate and award Gold Medals if any, posthumously.

26.0 REGULATION RELATING TO THE SCHEME OF HONORING STUDENTS OF OUTSTANDING MERIT

- 26.1 A Gold Medal for each major subject at Master's and Ph.D. level shall be awarded to the students securing the highest Overall Grade Point Average with not less than 9.00 in the concerned Postgraduate degree together with a certificate of Merit. Two or more students getting the same OGPA will be awarded a Medal and a Certificate of Merit each. The Gold Medal and a Certificate of Merit shall be awarded at the time of Convocation. The value of each Gold Medal for each candidate will be the same.
- 26.2 The candidate should have submitted the thesis for evaluation to the External examiner for the award of Master's degree within 2 years (4 consecutive semesters) and for Ph.D. degree within 3 years (6 consecutive semesters). The student should have completed the final viva-voce examination before the last date prescribed for the convocation. The candidates who have completed their Master's / Ph.D. degree after securing re-admission are not eligible for the award.
- 26.3 They should not have failed or obtained SA (Shortage of Attendance) grade in any of the courses prescribed for the respective degree programme. This clause shall be applicable to UAHS Gold Medals as well as Donor's Gold Medals/ Prizes.
- 26.4 In case of Donor's Gold Medal Awards, they should have secured an OGPA of not less than 9.00 out of 10.00 in the subject degree for which the award is made. In case of a tie between two or more students, the student securing the highest OGPA shall be awarded Gold Medal by considering third/ fourth/ fifth decimal.
- 26.5 However, the eligible candidate with higher CGPA than the minimum requirement prescribed for award of Gold medal but are not awarded any Gold Medal or Prize shall be issued a "Certificate of Merit" in recognition of their merit.

26.6 DETERMINING CLASS / DISTINCTION

For all purposes including recommending Cash Awards by the State Government for the students belonging to Scheduled Caste/ Scheduled Tribe category, the following OGPA may be considered as equivalent to the Class / Division mentioned against each.

OGPA 9.00 and above : I Class with Distinction

OGPA 8.00 to 8.99	:	I Class
OGPA 7.00 to 7.99	:	II Class for Master's Degree
OGPA 7.50 to 7.99	:	II Class for Ph.D. Degree

27.0 DISCLAIMER

The statements made in the Rules and Regulations for Postgraduate studies and all other information contained herein are believed to be correct at the time of publication. However, the University reserves the right to make, at any time, without notice changes and additions to the Regulations, Conditions, governing the conduct of student requirements for Degree or Diploma fees and any other information or Statement/ Rules contained in this Rules and Regulations. No responsibility will be accepted by the University for Hardship or expenses encountered by the students or any other person or persons for such changes, additions, omissions or errors on matters how they are caused.