



**UNIVERSITY OF HORTICULTURAL SCIENCES
BAGALKOT**

POST GRADUATE DEGREE PROGRAMMES

**ACADEMIC INFORMATION
AND
REGULATIONS
(Semester System)**

**DIRECTORATE OF POSTGRADUATE STUDIES
UNIVERSITY OF HORTICULTURAL SCIENCES
BAGALKOT- 587 104**

UNIVERSITY OF HORTICULTURAL SCIENCES

BAGALKOT

POSTGRADUATE DEGREE PROGRAMMES ACADEMIC INFORMATION & REGULATIONS

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POSTGRADUATE REGULATIONS

1.0 TITLE

The Academic Regulations shall be called “University of Horticultural Sciences, Bagalkot, Academic Regulations governing Post graduate Degree Programmes under Semester System”. These shall be applicable to Post Graduate students admitted for the Academic year 2016-17 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 a minimum of 21 weeks with not less than 120 working days including 110 instructional days and 10 final examination days at the end of each semester.
- 2.3 Curriculum:** A series of courses designed to provide learning opportunities to meet the requirements for a Post graduate degree.
- 2.3.1** Courses with 500 series are applicable for Master’s Degree Programme and 571 representing Qualifying Examination, 581 Seminar and 591 Research.
- 2.3.2** Courses with 600 series are applicable for Ph.D. Degree Programme and 671 representing Qualifying Examination, 681 Seminar and 691 Research. A Ph.D. student shall register courses with 500 series on recommendation of the advisory committee, provided the student has not undergone similar course during his/her Master degree.
- 2.4 Course:** A course is a unit of instruction or segment of subject matter as specified in course calendar to be covered in a semester. It shall have a specific number, title and credit hours.
- 2.5 Credit Hours (Course Credit):** A measure of quantity of work done in a course. One credit represents one hour of lecture or 2½ hours of laboratory or field work 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 excluding non load courses.
- 2.7 Grade Point of a Course (GP):** A measure of 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 second decimal place. Minimum pass for a course in Master's and Ph.D. Degree programme shall be 6.50 GP and 7.00 GP, 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 second decimal place.
- 2.9 Grade Point Average (GPA):** It is a measure of quality of work done in a semester. It is a quotient between the total course credit points secured by a student in various courses registered and the total course credits registered during that semester. It shall be rounded off 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 course credits registered up to the end of a specified semester. It shall be rounded off 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 in all the semesters by the total number of credit hours and rounded off to the second decimal. Minimum pass for Master's and Ph.D. Degree programme shall be 7.00 and 7.50 OGPA, respectively.

2.12 Grade point/Symbol for the registered course

Sl. No.	Grade Point/ Symbol obtained	Result	Value
1.	6.5 and above for M.Sc. 7.0 and above for Ph.D. } }	Pass	GP as defined above
2.	F Less than 6.5 for M.Sc. Less than 7.0 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 PROGRAMME

The Programmes of Postgraduate education in the University consist of -

- (1) Doctor of Philosophy - Ph.D. in respective disciplines
- (2) Master of Science - M.Sc. (Horticulture) in respective disciplines
- 3) Post Graduate Diploma Courses

4.0 ELIGIBILITY FOR ADMISSION**4.1 Qualifications for Admission to Master's Degree Programmes**

The candidate should possess a Bachelor's degree in the Horticulture / Agriculture / Agri.-Horti. or its equivalent qualification from a recognized Agriculture / Horticulture / Agri.-Horti. University with CGPA / OGPA of not less than 2.50/4.00 or 6.50/ 10.00 or an equivalent CGPA/ OGPA for General Merit and all category of students.

4.2 Qualification for admission to Ph.D. degree programme.

The candidate should possess a Master's degree in the Horticulture

or in concerned discipline with minimum CGPA of not less than 2.75/ 4.00 or OGPA of 7.00/ 10.00 or its equivalent from a recognized Horticultural/Agricultural/Agri.-Horti. University/Farm University in the same subject in which the candidates seeking to specialize in Ph.D. degree for General Merit and all category of the students.

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 consecutively at any time up to the Bachelor's Degree, as on 1st July of the year in which he/she seeks admission. The domicile requirement is not applicable for admission to Ph.D. programme and deputed candidates.

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

- i. Children of Defence Personnel, Central Government employees and employees of Statutory Corporation set up, owned or controlled by 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 consecutively at any time prior to the last date fixed for receipt of application or has passed Bachelor's degree in Karnataka.
- iv. The children of serving defence personnel or the Ex-Service men whose home address at the time of joining the defence service was in Karnataka. Proof of such domicile should be produced either by obtaining the extract from the Record Office of the Defence Units or a Certificate from the Rajya/Zilla Sainik Board.
- 4.4 Admission for ICAR Nominees:** The eligibility criteria are as per ICAR norms.
- 4.5 Admission to overseas candidates**
- 4.5.1** A standing committee under the chairmanship of Dean (PGS), UHS, Bagalkot, one College Dean, one concerned Head of the Department as members and Registrar, UHS, Bagalkot as member convener will examine the eligibility of the overseas candidates sponsored by the ICAR / Govt. of India and take a decision in the matter subject to ratification by the Academic Council of UHSB.
- 4.5.2** If the basic academic background of a particular overseas candidate is found lacking in some areas, the same may be made up by giving remedial courses and the authorities are informed in advance by the Registrar as recommended by a committee under the chairmanship of Dean (PGS) about the additional time required if any, for completion of the degree programme.
- 4.5.3** In case of foreign national students, applied through proper channel (ICAR) and who have been provisionally selected by the university are permitted to take admission during any semester of the academic year (Ist or IInd semester).
- 4.6 Character certificate :**
- Candidates must enclose with the application, a satisfactory character/ conduct certificate from the institution where they obtained qualifying degree/the institution last attended.

5.0 DURATION OF PROGRAMMES

Minimum duration shall be four semesters for Master’s programme and six semesters for Doctoral programme. Maximum duration shall be 8 and 12 consecutive semesters from the date of admission for Master’s and Doctoral programmes, respectively.

6.0 RESIDENTIAL REQUIREMENTS

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

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

UNDERTAKING

I.....bearing 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 cancelled.

Date: _____ **Signature of the Student** _____

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

7.0 ADMISSION

The candidates seeking admission shall have to apply and appear for a written test in the concerned discipline or group of disciplines.

7.1 Mode of Admission for Ph.D. Degree Programmes

Admission for the seats shall be made according to merit as indicated below:

- | | | |
|-----------|--|----|
| 1. | Weightage to the extent of 50 per cent marks in aggregate in the qualifying examination | 50 |
| 2 . | Weightage to the extent of 45 per cent marks obtained in Entrance Test | 45 |
| 3* i. | Weightage to the extent of 5 per cent marks for qualifying in ICAR or CSIR Fellowship Examination | 5 |
| OR | | |
| ii. | Weightage to the extent of 4 per cent marks for OGPA | 4 |
| OR | | |
| iii. | Weightage to the extent of 5 per cent marks for Sports/Games/NCC/NSS/Literary/Fine Arts/Cultural Activities. | 5 |
| OR | | |
| iv. | Weightage to the extent of 5 per cent marks for publications in the journals with impact factor >0.5 / H-Index >6/ NAAS rating of 4 and above and for the first two authors of the publication only. | 5 |

* Students shall be given benefit of Maximum of 5 marks.

NOTE:

- a) The entrance examination shall be conducted by the Dean (PGS) / Chairman of the Admission Committee/ Common Admisssion Committee of Farm Universities
- b) A candidate shall have to secure a minimum of 50 per cent of marks. This condition shall not apply to the candidates belonging to SC/ST/Cat-1.
- c) Eligible candidates shall be required to attend the counselling at the specified place and time at their own cost.
- d) 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.

7.2 Mode of Admission for Master's Degree Programmes

Admission for the seats shall be made according to merit as indicated below:

1.	Weightage to the extent of 50 per cent marks in aggregate in the qualifying examination	50
2.	Weightage to the extent of 50 per cent marks obtained in Entrance Test	50

NOTE:

- The common entrance examination for Master's Degree Programmes shall be conducted across the Farm Universities of Karnataka.
- Eligible candidates shall be required to attend the counselling at the specified place and time at their own cost.
- 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.

7.3 Reservation of seats

7.3.1 Reservation of seats for students of Karnataka shall be made as per State Government Order in force from time to time. In addition, 25 per cent of seats will be filled through ICAR nomination based on All India Entrance Examination for Master's programme.

7.3.2 One seat is reserved for Kashmiri migrants over and above intake capacity (one seat either for Master's or Doctoral degree programme).

7.3.3 Admission of NRIs/Foreign Nationals shall be through ICAR/GOI nomination over and above ICAR quota.

7.4 Migration Certificate

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

7.4.1 The students after passing their Post Graduate programme and joining for higher studies in the other university, on request may be issued migration certificate directly to the students/ to the institution where he/she takes admission.

7.5 Application for admission

- 7.5.1** Application for Admission to Post Graduate Degree Programme should be submitted through on-line in prescribed form, complete in all respects, so as to reach the **“Registrar of the pre notified university conducting the common entrance examination for Post Graduate Degree”**.
- 7.5.2** Candidates are required to enclose the attested copies of marks card/grade card of SSLC, PUC and qualifying degree programme.
- 7.5.3** In-service candidates of UHS, Bagalkoat and other organizations need to send their applications through Administrative Officer/ Registrar/ Head of the Institution, failing which their applications will be rejected. In case of likely delays, advance copy may be sent. However, original copy through proper channel must reach Registrar within 15 days from the last date prescribed for submission of filled-in application.
- 7.5.4** Candidates belonging to foreign countries / NRIs are required to send their applications through Indian Council of Agricultural Research/GOI. They should produce student / provisional student visa endorsed on their passport at the time of admission.

8.0 ADMISSION AND REGISTRATION

8.1 Admission

The selected candidates shall pay the prescribed fees on or before the notified date, failing which they shall lose the claim for the seat. In-service candidates shall also pay the prescribed fee pending relief from their organizations.

8.2 Registration for the First Semester

- 8.2.1** 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 their admission stands cancelled.
- 8.2.2** The admitted candidates shall register for courses in consultation with the Head of the concerned department within the last date(s) prescribed, failing which their admission stands cancelled.
- 8.2.3** In-service candidates shall produce relief order from their organizations at the time of registration or within 30 days from

commencement of the first semester failing which their admission stands cancelled, if they are under deputation quota.

8.2.4 Candidates from waiting list may be admitted and may register up to 30 days from commencement of the first semester. Attendance in respect of such late admitted students shall be reckoned from the date of registration.

8.2.5 However, in genuine cases of hospitalization resulting in immobilization, a student can be exempted from registration in person 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 consideration and approval.

8.3 Registration for the second and subsequent semesters

8.3.1 Provisional registration for second and subsequent semesters is open three weeks in advance from the date of closure of the previous semester. The last date for provisional registration for a semester shall be the first day of commencement of the semester. However, students are allowed to register up to a maximum of six working days after the last date for registration on payment of penal fees of Rs. 100/- per day, though the attendance will be counted from the date of commencement of the semester.

8.3.2 Student shall clear all dues to the University such as hostel, library, students association, the departments and research stations, etc., before registering for any semester.

8.3.3 Students failing to register for the semester within the time allowed shall seek university permission immediately to discontinue before closure of the semester, failing which their admission shall stand cancelled.

8.3.4 The students shall have to clear all the dues and surrender the University ID card to the concerned Academic Unit before discontinuing degree programme temporarily or cancelling their admissions. No dues issued by the various departments, hostels, library, Academic Unit etc., shall be finally confirmed by the concerned Dean while sending the proposals for discontinuation of study temporarily or cancellation of admission.

8.4 Cancellation of admission

- 8.4.1** A candidate admitted to PG programme and registered for the first semester of the programme shall not be permitted to discontinue during the first semester itself, if the student does so, the admission shall stand cancelled.
- 8.4.2.** A student who registers for first semester of the Degree Programme should complete a minimum of one course earning a grade point other than F or SA (Shortage of Attendance) failing which his / her admission shall stand cancelled. This will not be applicable to re-admitted candidates.
- 8.4.3** If a student discontinues studies without prior permission of the University, the student's admission shall stand cancelled.

8.5 Re-registration

A student, who discontinues for a semester or more with prior permission of the University, can re-register during any subsequent semester within the maximum permissible time limit for the concerned degree programme by paying re-registration fee along with other fee payable.

8.6 Adding and dropping of courses

- 8.6.1** A student may be permitted to add a course up to a period of two weeks from the date of commencement of the semester at the student's own risk.
- 8.6.2** No student shall be permitted to drop a course after a period of six weeks from the date of commencement of the semester. However, if a student wants to drop the semester as a whole, he/she can do so before the end of the 15th week from the date of commencement of the semester. But, this is not applicable to the I Semester of admission / re-admission.

NOTE

- a) Students intending to add/drop the course/s need to obtain permission from the Head of the Department, the Chairman of the Advisory Committee and the course teacher. If the Chairman is not from the same place, the action taken needs to be informed to him/ her by Head of the Department/ Dean.
- b) Candidates selected for admission to any of the courses referred to in previous sections in the regulations and registered for the course shall abide by the regulations regarding the course curricula and the academic standards as prescribed by the University from time to time.

9.0 FEES**9.1 Semester Fees**

Every student enrolled for Master's and Doctoral degree programmes of the University shall pay fees for registration, tuition, laboratory and other items as shown in Table 1 for GM students & Table 2 for SC, ST and Cat-1 and other category students.

TABLE No. 01. FEE FOR DOCTORAL DEGREE PROGRAMME

The following fee are payable by the provisionally selected candidates for Ph.D. Programme at the time of admission to the first semester and subsequent semesters/years

FIRST YEAR		I Semester			II Semester		
Sl. No.	Particulars	GM	SC/ST	OBC/ Cat I	GM	SC/ST	OBC/ Cat I
1	Admission fee	1470	1470	1470	-	-	-
2	Registration	2740	2740	2740	740	740	740
3	Tuition fee	5325	-	5325	3330	-	3330
4	Laboratory fee	6655	-	6655	-	-	-
5	Library fee	1865	-	1865	1865	-	1865
6	Sports fee	600	-	600	600	-	600
7	Academic information and Regulation Booklet fee	405	405	405	-	-	-
8	Magazine fee	405	405	405	-	-	-
9	Medical fee	535	535	535	-	-	-
10	Association/Art / Club fee	535	535	535	-	-	-
11	Caution Money (Refundable)	5990	5990	5990	-	-	-
12	Student Aid Fund	440	440	440	-	-	-
13	Examination fee	3330	-	3330	3330	-	3330
14	AKMU	470	470	470	470	470	470
15	Insurance Coverage for Accident and Students Welfare (per year)	450	450	450	-	-	-
16	Documentation fee	600	600	600	-	-	-
17	State Students/ Teachers Fund	50	50	50	-	-	-
18	Identification card fee	140	140	140	-	-	-
19	Indian Youth Red Cross Society	50	50	50	-	-	-
	Total	32055	14280	32055	10335	1210	10335
20	Additional Laboratory fee for Biotechnology & Crop Improvement	5335	5335	5335	5335	5335	5335
	Total	37390	19615	37390	15670	6545	15670

SECOND & SUBSEQUENT YEARS	I Semester			II Semester		
	GM	SC/ST	OBC/ Cat I	GM	SC/ST	OBC/ Cat I
Admission fee	-	-	-	-	-	-
Registration	740	740	740	740	740	740
Tuition fee	3330	-	3330	3330	-	3330
Laboratory fee @	6655	-	6655	-	-	-
Library fee	1865	-	1865	1865	-	1865
Sports fee	600	-	600	600	-	600
Academic information and Regulation Booklet fee	-	-	-	-	-	-
Magazine fee	405	405	405	-	-	-
Medical fee	535	535	535	-	-	-
Association/ Art/ Club fee	535	535	535	-	-	-
Caution Money Refundable)	-	-	-	-	-	-
Student Aid Fund	440	440	440	-	-	-
Examination fee	3330	-	3330	3330	-	3330
AKMU	470	470	470	470	470	470
Insurance Coverage for Accident and Students Welfare (per year)	450	450	450	-	-	-
Documentation fee	-	-	-	-	-	-
State Students/ Teachers Fund	-	-	-	-	-	-
Identification card fee	-	-	-	-	-	-
Indian Youth Red Cross Society	50	50	50	-	-	-
Total	19405	3625	19405	10335	1219	10335
Additional Laboratory fee for Biotechnology & Crop Improvement	5335	5335	5335	5335	5335	5335
Total	24740	8960	24740	15670	6545	15670

Note :

- * Tuition and other course fees paid by student admitted the University shall not be refunded.
- * Rupees1500/- per semester shall be charged towards Tour fees shall be paid by the student at the concerned college during the registration.

TABLE No. 2. Fee for Master's Degree Programme

The following fees are payable by the provisionally selected candidates for Master's degree Programme at the time of admission to the first semester and subsequent semesters/years

Jr. M.Sc. (Hort.)		I Semester			II Semester		
Sl. No.	Particulars	GM	SC/ST	OBC/ Cat I	GM	SC/ST	OBC/ Cat I
1	Admission fee	1650	1650	1650	-	-	-
2	Registration	1320	1320	1320	1320	1320	1320
3	Tuition fee	6270	-	6270	-	-	-
4	Laboratory fee	3300	-	3300	-	-	-
5	Library fee	2250	-	2250	2250	-	2250
6	Sports fee	410	-	410	410	-	410
7	Academic information and Regulation Booklet fee	340	340	340	-	-	-
8	Magazine fee	230	230	230	-	-	-
9	Medical fee	440	440	440	-	-	-
10	Association/Art / Club fee	485	485	485	-	-	-
11	Caution Money (Refundable)	3575	3575	3575	-	-	-
12	Student Aid Fund	270	270	270	-	-	-
13	Examination fee	2060	-	2060	3110	-	3110
14	Tour	1400	1400	1400	1400	1400	1400
15	Insurance Coverage for Accident and Students Welfare (per year)	450	450	450	-	-	-
16	Documentation fee	500	500	500	-	-	-
17	State Students/ Teachers Fund	50	50	50	-	-	-
18	Identification card fee	-	-	-	-	-	-
19	Indian Youth Red Cross Society	50	50	50	-	-	-
	Total	25050	10760	25050	8490	2720	8490
20	Additional Laboratory fee for Biotechnology & Crop Improvement	3995	3995	3995	3995	3995	3995
	Total	29045	14755	29045	12485	6715	12485

Sr. M.Sc. (Hort.)	I Semester			II Semester		
	GM	SC/ST	OBC/ Cat I	GM	SC/ST	OBC/ Cat I
Particulars						
Admission fee	-	-	-	-	-	-
Registration	1320	1320	1320	1320	1320	1320
Tuition fee	6270	-	6270	-	-	-
Laboratory fee @	4025	-	4025	-	-	-
Library fee	2250	-	2250	2250	-	2250
Sports fee	410	-	410	410	-	410
Academic information and Regulation Booklet fee	-	-	-	-	-	-
Magazine fee	230	230	230	-	-	-
Medical fee	440	440	440	-	-	-
Association/ Art/ Club fee	485	485	485	-	-	-
Caution Money (Refundable)	-	-	-	-	-	-
Student Aid Fund	270	270	270	-	-	-
Examination fee	2060	-	2060	3310	-	3310
Tour	1395	1395	1395	1395	1395	1395
Insurance Coverage for Accident and Students Welfare (per year)	450	450	450	-	-	-
Documentation fee	-	-	-	-	-	-
State Students/ Teachers Fund	50	50	50	-	-	-
Identification card fee	-	-	-	-	-	-
Indian Youth Red Cross Society	50	50	50	-	-	-
Total	19705	4690	19705	8485	2715	8485
Additional Laboratory fee for Biotechnology & Crop Improvement	3995	3995	3995	3995	3995	3995
Total	23700	8685	23700	12480	6710	12480

Note :

- * Tuition and other course fees paid by student admitted the University shall not be refunded.
- * Rupees 140 shall be charged during first semester towards ID card at the concerned college during the registration.

9.2 Thesis submission fees

In case student fails to submit the thesis within the stipulated period, the student shall have to register only for thesis submission by paying prescribed late thesis submission fees during the maximum stipulated duration to both master's and doctoral degree programmes. The prescribed late thesis submission fees will be notified by the Registrar from time to time.

9.3 Miscellaneous fees

The students have to pay miscellaneous fees as indicated in Table 3. **Table 3: Miscellaneous fees to be paid by the PG students.**

Sl.No.	Particulars	Amount (Rs.)
1	Re-admission	700.00
2	Migration certificate	500.00
3	Duplicate migration certificate	700.00
4	Duplicate provisional certificate	600.00
5	Duplicate scholarship certificate	300.00
6	Bonafide certificate	200.00
7	Duplicate bonafide certificate	250.00
8	Certificate of academic progress	200.00
9	Duplicate certificate of academic progress	250.00
10	Certificate indicating study expenses	200.00
11	Duplicate certificate indicating study expenses	250.00
12	Duplicate OGPA Card	700.00
13	Duplicate Grade Card	200.00
14	Re-registration	700.00
15	Character certificate	200.00
16	Duplicate character certificate	350.00
17	Any other certificate	200.00
18	Duplicate of such certificate	350.00
19	Convocation fees	
A) In-Person		
	i) Master's Degree	3000.00
	ii) Doctoral Degree	5000.00
	iii) Panel Fee for subsequent convocation if remained absent	1500.00

A) In-Absentia		
	i) Master's Degree	3500.00
	ii) Doctoral Degree	5500.00
20	Application for admission to PG degree programmes For SC/ST/Cat-I Students	600.00
21	Application for admission to PG degree programmes	300.00
22	Penalty for late registration per day	30.00
23	Duplicate degree certificate	2500.00
24	Duplicate gold medal/ any award certificate	1500.00
25	Qualifying Examination Fee	500.00
26	Missed Examination Fees for each courses*	150.00

* Their should not be any fee for missed examination for the students who represents the University in Co-curricular activities as per the Univrsity orders.

9.4 General Instructions

9.4.1 The students who get transferred from one degree programme to another degree programme and/or one college to another, are exempted from payment of tuition fees and caution money deposit provided they have paid fees in the first admission during the same academic year.

9.4.2 Tuition and other course fees paid by students admitted to the University shall not be refunded except when students registering for a semester are forced to drop out from the semester by the University for any reason other than on disciplinary grounds.

9.4.3 Non resident Indians and Foreign Nationals shall pay US\$ 4000 per annum over and above the prescribed fees as Institutional Economy Fees or as prescribed by the ICAR/ UGC/ Govt. of India from time to time. The foreign national students who are on self financing scheme may be permitted to pay the institutional economic fees in two equal instalments at the time of registration for first and second semester of the degree programme.

NOTE: In addition to the above, student have to pay Search charge at the rate of Rs.25/- per year for the number of years for which the testimonials have to be searched.

9.4.4 Fee concession extended for SC/ST students shall be reimbursed by the concerned Deans from District Social Welfare Officer. If the

income limit exceeds for sanction of GOI SC/ST scholarship, the amount will be reimbursed from District Officer of Backward Class & Minority office before the end of March every year.

9.4.5 For students belonging to Category-I, fee concession is extended at par with SC/ST students, which should get reimbursed by the concerned Deans from District Officer of Backward Class & minorities office before the end of March every year.

9.4.6 Students belonging to other categories, only tuition fees, laboratory fees and examination fees are exempted on production of caste & income certificate and the amount should be got reimbursed from District Officer of Backward Class and Minority office before the end of March every year.

9.4.7 The fees structure is likely to change from year to year and the students shall pay the fees as notified by the University from time to time.

10.0 CREDIT REQUIRMENTS AND MAINTENANCE OF SATISFACTORY PROGRESS

10.1 Credit requirements for Master degree programmes

A student admitted to Master's degree programme is required to complete a minimum of 58 (55+3) credits as given below to earn eligibility for the degree

Sl. No.	Course work	Master's Programme
1	Major subject	
	a. Core Courses	16
	b. Optional Courses	04
2	Supporting courses (other than parent department)	09
3	Compulsory courses	05
4	Non-credit compulsory Courses	02
5	Non-credit compulsory Study Tour	01
6	Seminar	02
7	Qualifying Examination	02
8	Research	17*
	TOTAL	55+3

Non Credit Compulsory courses

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

Non-credit compulsory Study Tour

PGS 507	Study Tour #	0+1
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Note:

- Non-credits courses will be graded as satisfactory (S) or unsatisfactory (US) and shall not be counted for calculation of GPA/CGPA or OGPA
- In-service part time candidates shall complete all course credits including qualifying Examination before rejoining their post in the University
- * 5 credits of research out of 17 credits will be graded by the advisory committee at the time of final viva-voce examination on 10.00 point scale.
- # A Study tour (PGS 507) of 7 days for Post Graduate students of all campuses in the concerned subject shall be organised between the semester break of first and second year of the Post Graduate programme after registering the course in the second semester of first year. The course shall be organized by the heads of the departments of concerned colleges.

10.2 Credit requirements for Doctoral programmes

A student admitted to Doctoral programme shall be required to complete at least 78 (75+3) credits as under to earn eligibility for the degree.

Sl. No.	Course work	Doctoral Programme
1	Major subject	
	a. Core courses	15
	b. Optional Courses	08
2	Supporting Courses	05
3	Non-credit compulsory Courses (if not done at M. Sc. level)	02
4	Non-credit compulsory Study Tour# (PGS 607, 0+1)	01

5	Seminar	04
6	Qualifying Examination	04
7	Research	39*
Total		75+3

Note:

- A Ph.D. student shall register 1 credit hour of special problem under special circumstances to meet the total credits under major/supporting courses prescribed.
- In-service candidates shall complete all course credits and Qualifying examination before rejoining their post in the University for commencing their study on part time.

* 6 credits of research out of 39 credits will be graded by the advisory committee at the time of final viva-voce examination on 10.00 point scale.

A Study tour (PGS 607) of 7 days for Post Graduate student of all campuses in the concerned discipline between the semester break of first and second year of the degree programme after registering the course in the second semester of first year, along with PG students registered for course PGS 507. The course shall be organized by the heads of departments of concerned colleges.

10.3 Transfer of credits

10.3.1 A Postgraduate student admitted to Ph. D degree programme in the University of Horticultural Sciences, Bagalkot may be given the benefit of transfer of credits if he/she has completed equivalent courses from any recognized University or institution in India or abroad as determined by a committee consisting of Dean (PGS), the Dean of the concerned College, concerned HOD, one senior PG teacher from the concerned Department nominated by the University. A written proficiency test as detailed below shall be conducted to decide the transfer of credits. However, this benefit will not be given to those students whose admission was cancelled earlier due to poor performance. The non credit compulsory course shall be transferred without any proficiency test.

10.3.2 Proficiency test for Doctoral degree in all major courses are detailed here under :

- a) The examination shall be conducted by the Head of the Department within the six weeks of the first semester.
- b) There shall be only one comprehensive question paper prepared by the Head of the Department inviting questions from the PG teachers offering core/major course
- c) There shall be three parts as A-General, B-Basic and C-Applied in question paper with weightage of 20 per cent, 30 per cent and 50 per cent, respectively.
- d) The questions shall be mostly from the prescribed syllabus, though some general questions related to the discipline, but not included in the syllabus may also be asked.
- e) The examination shall be conducted for 100 marks for Master's degree of three hours duration and 300 marks for Doctoral degree with five hours duration.
- f) The answers shall be written section wise and the answer papers shall be evaluated by the concerned Head of the Department involving PG teachers at a common place and at a common time.
- g) The question paper, answer papers and the statement of the total marks secured by the candidate signed by the teachers concerned and the Head of the Departments shall be submitted to the Dean (PGS) in sealed cover within three days from the date of the conduct of the examination. One copy of the statement of the marks secured duly signed by the concerned teacher and the Head of the Department shall be forwarded to the Registrar.
- h) The student should secure at least 50 percent marks in the proficiency test for satisfactory performance.
- i) The committee shall submit its report to the Registrar, immediately, who shall inform the candidate about the transfer of credits or otherwise to facilitate student to register/add required courses, if any, within two weeks from the commencement of the first semester.

10.4 PERMISSIBLE WORK LOAD

10.4.1 A Postgraduate student may register up to a maximum of 18 credits in any semester excluding Non credit Compulsory Courses on the recommendation of the Head of the Department / Chairman of the Advisory Committee.

10.4.2 A part-time faculty/Graduate Assistants shall not register for more than 8 credits for M.Sc. and 12 credits for Ph.D. in a semester.

10.4.3 A student of M. Sc. and Ph.D. may register up to a maximum of 12 and 14 credits, respectively, for Research in a semester.

10.5 Maintenance of satisfactory progress

10.5.1 The students admitted to Master's and Doctoral degree programmes whose GPA is below 7.00/10.00 and 7.50/10.00, respectively at the end of first semester, shall be counselled by the Chairman and Dean and then by Dean (PGS) so that they may improve their performance. This shall however be exempted for foreign national students.

10.5.2 A student admitted to PG programme shall secure a minimum CGPA of 7.00/10.00 for Master's and 7.50/10.00 for Doctoral programme at the end of second semester and maintain at least the said minimum CGPA throughout the course of study, failing which the student's admission shall stand cancelled. However, in the case of foreign national student this shall be exempted.

10.6 Academic performance

The Academic performance of student shall be given as below, if a Graduate desires, specifying the purpose for which it is required.

Class	Master's	Doctoral
First class with Distinction	09.00 - 10.00	09.00 - 10.00
First class	8.00 – 08.99	08.00 – 08.99
Second class	07.00 – 07.99	07.50 – 07.99

11.0 ATTENDANCE

11.1 Every student shall attend all the classes conducted for the course including seminar. However, the minimum attendance prescribed in a course shall be 80 percent reckoned from the date of commencement of the semester.

11.2 Attendance secured for all the examinations shall also be counted for the calculation of attendance percentage. However, if a student is sent out of the class/examination hall on account of late coming/indiscipline/malpractice, the attendance shall not be counted.

11.3 No attendance shall be given for missed examination taken later.

11.4 A student who fails to attend 80 per cent of classes prescribed for the course of study shall not be permitted to appear for the final examination of the course and shall be awarded "SA" symbol and shall be required to repeat the course. The concerned Dean may

condone, for valid reasons, in writing the deficiency in attendance subject to a maximum of 5 per cent.

- 11.5** Students absenting from classes with prior permission on official University work such as representing College/University at Intercollegiate/ Inter-University meets, participating in NCC, NSS, games, sports and other co curricular activities shall be given the attendance on notification by the concerned Dean of the College.

12.0 RESEARCH TOPIC AND ADVISORY COMMITTEE

12.1 Research Topic

- 12.1.1** Heads of the Department/Major Advisor shall place special emphasis in identifying specific problems that need to be tackled through PG research by periodical consultations with the Director of Research/ Dean PGS, Director of Extension, Dean concerned, the development departments of the State and others concerned.
- 12.1.2** Heads of the Department shall notify the priority/thrust areas of research so identified for the benefit of newly admitted PG students. The Master's degree students shall be asked to give their choices either from the notified priority areas or from students proposal if found suitable by the Chairman/HOD/Dean.
- 12.1.3** In the case of Doctoral degree, the students may be encouraged to search literature and come out with the appropriate research areas.
- 12.1.4** The Heads of the Department/Dean shall identify the Postgraduate teachers and Scientists on the college campuses, research stations of UHS and other research organizations possessing facilities for PG level research and having MOU with UHS, Bagalkot for PG research.
- 12.1.5** After allotting the topic, a meeting of the PG students along with identified PG teachers shall be convened by the Heads of the Department to allot the students to the concerned teachers. While allotting the PG students, at the beginning of each academic year, Head of the concerned department/ Dean shall exercise care for an equitable distribution considering the experience of the faculty in the department. Further, in the case of Ph.D. students, the allotment will be made by the HOD/ Dean of the respective colleges/ centres/Dean PGS in consultation with the head of the department of the concerned discipline of the college.

12.2 Advisory Committee

- 12.2.1** Every Postgraduate student shall have an Advisory Committee with a Major advisor who will be from the field of specialization of the student's research problem.
- 12.2.2** The Advisory Committee of Master's programme including the Major advisor shall consist of at least four members among whom two members shall be chosen from the supporting field.
- 12.2.3** Advisory Committee of Ph.D. student shall consist of at least five members including Major advisor among whom three members shall be from outside the major field of specialization.
- 12.2.4** The members from the major field shall be chosen to form a closely knit team in the area of specialization giving a co-ordinated approach to help the student to complete the research work.
- 12.2.5** The prior consent of the proposed members to serve on the Advisory Committee shall be obtained by the Major advisor.
- 12.2.6** At any given time, a PG teacher shall not be a Major advisor for more than Six PG students, of whom not more than four may be Ph.D. students.
- 12.2.7** At any given time, a PG teacher shall not be a Member of the Advisory Committee for more than 15 PG students other (excluding) than those for whom he/she is Major advisor.
- 12.2.8** While determining the number of PG students under the Major advisor of a PG teacher, those students who have completed the residential period or those who have discontinued shall not be counted.
- 12.2.9** In case a Master's/ Ph.D. student conducting research away from the concerned College, there shall be provision of a Co-advisor from the college where the student is admitted. The Major advisor shall be from the place where the students will be working for his/her research work provided such scientist/ teacher has been recognized as PG teacher by the University. At least a minimum of two members of the Advisory Committee shall be from home college and one among them should be the Co-advisor.
- 12.2.10** The Major advisor shall send the proposal for constitution of the Advisory Committee in consultation with the Head of the Department within eight weeks from the commencement of the first semester to the Dean (PGS) through Dean of the respective College.

12.2.11 In situations where student fails to complete the entire course credit requirement (except core courses) in the first year the students are permitted to register the minor courses at the colleges where the full time PG programmes are being offered in the second and subsequent years.

12.2.12 In-situation where the Major advisor retires/resigns from services or goes on leave for a long period or declines to guide the students, the allotment of that student has to be made to one of the Advisory committee members concerned with his research problem.

12.3 PG Coordinator

The Dean of the college shall nominate one PG Teacher as PG Co-Ordinator for each department, who will be responsible for coordinating PG activities of the department.

13.0 PLAN OF WORK

13.1 Student's plan of work shall be decided by the Advisory Committee taking into account student's previous academic background, so as to provide courses from major and supporting disciplines for the Master's and Doctoral degree programmes by the Dean with the consultation of respective HOD's.

13.2 The Advisory Committee shall give considerable importance in the choice of optional courses in the major and supporting fields, taking into account the requirements of high level scholarship and research in a particular field.

13.3 The Plan of work in the prescribed form shall be sent to the Dean (PGS) through the Head of the Department and Dean of the respective College by the end of the first semester for approval.

14.0 PROGRAMME OF RESEARCH

14.1 The programme of research of the students in the prescribed form as proposed by the Advisory Committee shall be sent for approval of the Dean (PGS) through the concerned Head of the Department and Dean of the College by the end of the 12th week of the Second Semester of first year Degree programme

14.2 Sandwich Ph.D. programme

14.2.1 Students admitted to Ph.D. programme can avail the facility of sandwich Ph.D. programme for Research work. Under this programme, students are expected to complete all the course work in the University and join other institution/laboratory within/out

side India, which will provide facilities to carry out the research work under the guidance of Co-chairman/Chairman nominated by the University. There shall be no financial commitment from the University in this regard.

- 14.2.2** The evaluation of research work shall be made by the Co-chairman /Chairman of the host institution if the entire work in a semester is carried out in the host institute. However, if part of the research in a semester is carried out in the university, the Chairman/Co-chairman in the University shall evaluate the research work. The evaluation made by the Co-chairman shall be endorsed by the Chairman.
- 14.2.3** After completion of the research work, the student shall submit the thesis with the approval of the Advisory Committee.
- 14.2.4** All other regulations shall be applicable to candidates who avail such facilities.

15.0 EXAMINATION AND EVALUATION

15 A FOR MASTER'S DEGREE PROGRAMME

The following regulations are called as Regulations governing final theory external examination for post graduate only for core courses offered at UHS, Bagalkot, and this will come into effect for the students **registered** for post graduate courses from the academic year 2016-17 and onwards.

- 15 A. 1 Final Theory External Examination:** The entire course content will be covered for this examination. The duration of the final theory examination shall not be less than two and half hours and the marks should not be less than 50.

Note: Rest of the 50 per cent of marks will be allotted as detailed below.

- | | |
|--------------------------------|----------|
| 1. Attendance | 05 marks |
| 2. Quiz | 10 marks |
| 3. Mid-term examination | 15 marks |
| 4. Practical records | 05 marks |
| 5. Final practical examination | 15 marks |

(including assignment/presentation if any-(10+5)

For the courses with only theory credits the 15 marks allotted for practical examination shall be allotted to Midterm examination (30 marks). The 5 marks allotted for practical records shall be allotted to writing assignments or *viva-voce*/Presentation.

15.A.1.1 For courses carrying practical **credits only**, the scheme of evaluation shall be as follows.

1. Attendance	05 marks
2. Practical records	15 marks
3. Practical examination (External)	50 marks
4. Lab/Practical performance	20 marks (on weekly basis)
5. Assignment/Analysis work	05 marks
6. <i>Viva-voce</i>	05 marks

15.A.2. Arrangement for Question Paper

15.A.2.1. The Head of the Department shall submit a panel of three examiners to the concerned Dean. The Dean of the concerned college shall approve the panel and the same will be communicated to the respective HOD's. The course teacher in consultation with Head of the Department or two teachers from the same faculty within the Dept. will set three sets of question papers and submit to the Dean. Subsequently the Dean/ HOD's shall get the consent of the external examiner and send it to moderate these three sets of question papers into two sets of question papers and to evaluate the answer papers.

Format of Question paper for External Examination

a) Multiple choice questions	10 X 0.5 = 05.00
b) Justify or differentiate	05 X 1.0 = 05.00
c) Reasoning or Definitions	05 X 1.0 = 05.00
d) Short Notes (5 out of 7)	05 X 2.0 = 10.00
e) Descriptive questions (Figures/ Diagrams/path ways) (5 out of 7)	05 X 5.0 = <u>25.00</u>
Total 50.00	

15.A2.2 On receipt of the consent from the external examiner, the Deans/ HOD shall send the three sets along with the theory syllabus and

lecture outlines of the course obtained from the Head of the Department for getting two sets of question papers

- 15.A.2.3** The question paper shall cover the entire syllabus and carry 50 marks.
- 15.A.2.4** After receiving the question papers from the external examiner, one set of question paper shall be used for the conduct of regular final theory examination. Another set shall be preserved for conducting the supplementary examination.
- 15.A.2.5** In the event of questions in the question paper set by the external examiner being more than 50 per cent outside the syllabus, the concerned Dean shall open the second set of question paper and utilize for conducting the examination. If the second set also contains questions more than 50 per cent outside the syllabus, then such of the examinations shall have to be re-conducted.
- 15.A.2.6** In the event less than 50 per cent of questions outside the syllabus, such questions may not be evaluated by the external examiner and he may moderate the score made on the evaluated answers and send it to the University for 50 marks. The committee consisting Dean of respective College as Chairman, Head of the Department of concerned subject, Course Teacher of the concerned subject, Nominee of the Dean as members and the Co-ordinator of External Examination of PG as Convener, shall assess the extent of questions outside the syllabus in a question paper and submit a report to the University either for moderating or for conducting re-examination.
- 15.A.2.7** In the event of loss of answer papers or mutilation of answer papers in transit the Dean/HoD concerned shall arrange to conduct re-examination immediately in the ensuing semester prior to Mid-term examination.
- 15.A.2.8** The evaluated answer sheets of each written quiz/ examination shall be returned to the student for information and guidance before next examination and that of the final theory examination shall not be returned to the student.
- 15.A.2.9** Teachers are required to assign for every student a definite grade point based upon the performance of student.

15.A.2.10 Remuneration for moderation and setting up of two sets of question papers along with model answers is **Rs. 1,000/-** and for evaluation of each answer paper is **Rs. 100/-** shall be paid. If the number of answer papers are less than four a minimum remuneration of **Rs. 400/-** shall be paid which shall be countersigned by the Dean (PGS).

15. A.3. Notification of Grades

15.A.3.1 The course teacher shall finalize the marks secured in all the internal examinations totalling for 50 marks. The marks secured by the student in the internal examinations have to be notified on the Departmental notice board and a week's time may be given to the students to rectify the discrepancies, if any.

15.A.3.2 The internal marks shall be entered by the course teacher in the Departmental grade register and get it verified by other teacher and the same shall be submitted to the concerned Dean through the Head of the Department in the Grade Report sheet before the receipt of marks from the External Examiner.

15.A.3.3 On receipt of marks from the External Examiner, the concerned Dean will constitute a committee consisting of a Professor, External Examination Co-ordinator (PG) and the Course Teacher for re-totalling of marks before announcement of results for each course. In case of discrepancy, the matter has to be got rectified by the Dean concerned and be announced.

15.A.3.4 A copy of the marks list with correction, if any, as indicated above received from the External Examiner is sent to the concerned course teacher for making necessary entries in the Departmental grade register for the finalisation of grade point.

15.A.3.5 The course teacher shall notify the grade point obtained by the student on the Departmental notice board for the information of students.

15.A.3.6 The final grade report of the course shall be submitted to the concerned Deans through the Head of the Department.

15.A.3.7 The course grade reports once filed by the teacher with the Academic Unit of the concerned college at the end of each semester shall be final subject to the following.

In case of discrepancies, the student will have to report to the concerned Head of Institution/ Dean/ HOD's within 15 days after the notification of the grades by the Head of the Institution. After verifying the records, the concerned Head of Institution/Dean/HOD shall bring an item to the BOS(PG)/ Academic Council and the decision of the Academic Council shall be final in this regard.

15.A.3.8 A student to be eligible for pass in a course shall obtain a minimum of 25 marks in the external examination and a total marks of **65** out of 100 (internal + external examination) for M.Sc and **70** for Ph.D failing which it is considered as 'F'.

15.A.3.9 Retotaling and revaluation

15.A.3.9.1 The answer papers of the external theory examination shall be subjected for retotaling on demand by the student on payment of prescribed fee of **Rs. 100/- per course**. The application for retotaling shall be made to the Deans of the college within 5 working days from the date of announcement of results. "If any discrepancy occurs in totalling of the marks by the external examiner, it has to be corrected before announcement is made. For this purpose a committee consisting a professor, External Examination Co-ordinator and the course teacher has to be constituted for re-totalling of marks of the papers. In case of discrepancy the matter has to be get rectified by the Dean concerned and be announced.

15.A.3.9.2 Photostat copy of the evaluated answer paper shall be given to the student on demand within 10 working days from the date of announcement of results on payment of prescribed fee of **Rs. 150 per paper**. The student can apply for re-evaluation within 20 days of the announcement of results by paying prescribed fees of **Rs. 500 for each paper**. The Dean shall arrange to send such papers for re-evaluation to a second examiner from the approved panel of names. In case, the marks awarded by the second external examiner is different from the marks awarded by the first external examiner, by at least 5 per cent of 50 marks (2.5marks) of External Examination, the student shall be given the benefit. If the 2nd valuation marks are more than 25per cent of the 1st evaluation then the paper may be sent for 3rd evaluation. Further, while awarding the marks to the students after re-evaluation average marks of two nearest total marks scored shall be considered.

15.A.3.10 Supplementary Examination

15.A.3.10.1 There shall be no missed examination for the final external examination. The student who misses or does not appear for Final Theory External Examination in a course will have to repeat the course whenever it is offered. However, there shall be a supplementary examination for the students failing in a course. When a student fails to score a minimum of 25 marks in the external examination and/or to score a total of 65 out of 100 in case of M.Sc. and 70 in case of Ph.D., he/she shall appear for supplementary examination by payment of prescribed fees of **Rs. 250/- per course** by filling a separate registration card within 10 days from the date of announcement of final results of the course or register for the course as regular course whenever offered.

However, in case of more than 50% outside the syllabus in a course, the student who misses or does not appear for Final Theory External Re-Examination of that course will have to repeat the course whenever it is offered.

15.A.3.10.2 Supplementary examination for each course shall be held within one month after the mid-term examination of the subsequent semester as scheduled by the Dean. However, only three supplementary examinations one can avail in a subject. If a student fails to complete any subject within three supplementary examinations he has to repeat the course. However, the students who have completed the residential requirement and failed in some of the course/s shall register and take supplementary examination in the subsequent semester/s. The results of such of the candidates who complete their degree with the supplementary examination shall be sent to the Registrar for issue of PDC and OGPA card without waiting for the closure of the semester.

However if for some reasons the final results cannot be announced before the Mid-term Examination of the subsequent semester, the Deans may schedule the supplementary examination during the first month of the following semester after the results are announced.

15.A.3.10.3 The procedure for conducting supplementary examination shall be the same as that of final external theory examination.

15.A.3.10.4 When the student takes supplementary examination, his /her grade point will be revised taking the marks obtained by him/her in the internal evaluation.

15.A.3.10.5 Marks obtained in the internal assessment in the previous registration of course with 50% weightage for the performance shall be carried forward in the calculation of grade point when the student takes supplementary and takes more than 25 marks.

- 5.A.3.10.6** If a student remains absent for the supplementary examination, the student shall be awarded “F” symbol.
- 15.A.3.10.7** In addition to the normal permissible limit of course load as per the regulation, a student is permitted to register for a maximum 1 of 10 supplementary credits limiting to a total of 25 credit load for a student (Supplementary +Regular credits) during a semester. No student is permitted to register a course both as regular and supplementary simultaneously in a semester.
- 15.A.3.10.8** Various courses taken by a student along with the credits and the grade points obtained shall be shown on the student’s final transcript. Based on the total credits completed the Cumulative grade point average (CGPA) /Overall Grade Point Average (OGPA) shall be calculated. The percentage of marks shall be indicated in OGPA card and in PDC against OGPA.
- 15.A.3.10.9.** The concerned PG Coordinator of the respective departments shall co-ordinate the matters related to PG external examinations.
- 15B FOR Ph.D. DEGREE**
- 15B.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.
- 15B.1.1** Evaluation of students’ performance shall be made separately for each course for which a student registers and shall be made by the course teacher(s).
- 15B.1.2** The evaluation of 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.
- 15B.1.3** A student obtaining a grade point less than 7.00 in Doctoral degree programme 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 7.00 for Ph.D. programme is obtained in that course. A student who obtains ‘F’ or ‘SA’ grade in any of the courses of study shall repeat the course when it is offered again.
- 15B.1.4** For the purpose of calculating the GPA and CGPA, the value of “F” or “SA” shall be considered as zero.

15B.1.5 Each course shall carry a maximum of 100 marks for the purpose of grading as indicated below.

Particulars	Courses with Theory & Practical Component	Courses with Only Theory Component	Courses with Only Practical Component
I Examination	20	10	-
II Examination	25	25	25
Practical Examination	10	-	40
Final Examination	30	50	10
Class performance including Practical Records, sub-mission 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.

15B.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 will be conducted after a minimum of 110 instructional days but before the closure of the semester.

15B.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 7.5 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.

15B.1.8 The student shall complete all the approved courses with an Overall Grade Point Average (OGPA) of 7.50 out of 10.00 for the award of Doctoral degree.

15B.2 Missed Examination

15B.2.1 Students absent from class/examinations with prior permission on official University work shall be given due consideration for

taking missed examinations on permission from the concerned Dean of the College, except qualifying examination.

- 15B.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 on official University work as specified at section 11.5 are exempted from payment of penal fee.
- 15B.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 on medical grounds.
- 15B.2.4** The student is eligible for only one missed examination in a course in a Semester on proper grounds. However, a student on official University work is eligible for two missed examinations in a course in a semester.
- 15B.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 UHS Hostel should produce the medical certificate only from the UHS Medical Officer/ UHS recognised Hospitals.
- 15B.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.

15.3 Submission of Grade Reports

15.3.1 The evaluated answer papers of internal examinations shall be returned to the students for their information and guidance.

15.3.2 Teachers shall send the Grade report of each student to the Academic Unit within four weeks from the commencement of the subsequent semester.

15.3.3 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 college 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 pending ratification of the Academic Council.

15.3.4 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.

15.4 Qualifying examination

The qualifying examination of a discipline shall be conducted commonly at all the campuses on the notified date by the Dean of Post Graduate Studies with the approval of the Director of Education.

15.4.1 Master's Degree Programme: On completion of 75 percent of the approved courses with 16 credits of all core 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. The qualifying examination will carry two credits and shall consist of two parts

- 1) Written qualifying examination for 100 marks (covering 16 credits of core courses)
- 2) Oral qualifying examination for 100 marks

15.4.2 The Dean of the Post Graduate Studies shall nominate the External Examiner from out of the pooled panel of names proposed by the Head of the Departments/Dean of the Colleges or at the discretion of the Director of Education as recommended by Dean of the Post Graduate Studies to conduct the written and oral qualifying examination, and arrange for the question paper, conduct of examination and evaluation of the paper by the external examiner.

15.4.3 The oral qualifying examination shall be arranged after receipt of evaluated papers from the external examiner by the Heads of the Department. Normally, the same person who sets and evaluates the answer papers shall be invited as external examiner to conduct oral qualifying examination.

15.4.4 The external examiners shall be specialists in the students' major field but from outside the University of Horticultural Sciences, Bagalkot and shall exclude the members of the other institutions who have been recognized for PG guidance by the University. The Major advisor of the Students Advisory Committee shall act as Chairperson of the Examination committee shall be responsible for communicating the results of examination to the Director of Education, through the Head of the Department, Dean of the college and Dean of Post Graduate Studies.

15.4.5 Not more than one member, other than the Major Advisor and the External examiner, shall be absent for the oral qualifying examination.

- 15.4.6** Immediately, after the receipt of evaluated answer papers from the external examiner, the Dean (PGS) will constitute the committee for re-totalling of marks secured by the student and announce tentative results of the written qualifying examination. The students may appeal to the Dean PGS through Dean of the respective colleges to provide photocopy/ re-totalling/ re-evaluation of answer scripts by paying the prescribed fee (Rs. 150/- for the photocopy, Rs. 100/- for re-totalling and Rs. 500/- for re-evaluation) within seven days after announcement of the tentative results. In case of re-evaluation, the answer script shall be sent to another external examiner by Dean (PGS) for re-evaluation, after taking approval from the Director of Education. After the receipt of re-evaluated answer papers from the external examiner the Dean (PGS) will announce the final results in respect of students who have appealed for re-evaluation. The decision of the second external examiner after re-evaluation shall be final and binding on all the students. This process should be completed within a fortnight before the scheduled date of Oral qualifying examination. The minimum requirement for a pass in the qualifying examination is 70 per cent (aggregate of written and oral examination) 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 the oral qualifying examination.
- 15.4.7** The qualifying examination will be conducted only once in an academic year. However, as a special case the students who remain 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/Dean of the College and upon approval of the Dean of Postgraduate Studies.
- 15.4.8** In special and emergency circumstances, when the Major advisor 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.
- 15.4.9** 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 major

advisor of the Advisory Committee through HOD and Dean of the College, either the HOD or one of the Senior Professors to act temporarily as member to conduct the qualifying examination only.

15.5 Ph.D. Degree Programme

15.5.1 On completion of 75 per cent of approved courses with 15 credits of core courses, but excluding Research and Seminars and on earning a grade point average of not less than 7.50 calculated on the basis of all approved courses, a student is eligible to register for the qualifying examination. Students have to register for the qualifying examination by paying the prescribed fee within eight weeks from the date of commencement of the semester on obtaining the permission from the Dean of the College on recommendation of Major advisor and the Head of the Department.

15.5.2 The qualifying examination will carry four credits. The examination shall consist of two parts:

- a) Written qualifying examination for 200 marks (covering 15 credits of core courses)
- b) Oral qualifying examination for 100 marks.

15.5.3 The Dean of Postgraduate Studies shall nominate the External Examiner from out of the pooled panel of names proposed by the Head of the Departments/Dean of the Colleges or at the discretion of the Director of Education to conduct the written and oral qualifying examination and arrange for the question paper, conduct of the examination and evaluation of the paper by the external examiner.

15.5.4 The oral qualifying examination shall be conducted after the receipt of evaluated papers by the Advisory Committees of the Department with one external examiner, normally the same person who set the question paper and evaluated the answer papers. In case the examiner who set the question papers and evaluated the answer papers expresses his inability to attend the oral qualifying examination, the Dean of Post Graduate Studies shall nominate another examiner immediately, with the approval of Director of Education for all students of the Department/College.

15.5.5 A panel of three external examiners who are specialists in the students Major field, from outside the Karnataka State and shall also exclude the members of other institutions who have been recognized for PG guidance by the University, shall be proposed by the Head of the Department/ Dean of the College.

- 15.5.6** 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 Director of Education, through the Head of the Department, Dean of the College and Dean of Postgraduate Studies. Not more than one member, other than the Major advisor and the External examiner, shall be absent for the qualifying examination.
- 15.5.7** In special and emergency circumstances, when more than one member of the Advisory Committee are unable to be present and conduct the oral qualifying examination, the Dean of Postgraduate Studies may designate on the request of the Major advisor and Head of the Department, through the Dean of the College, either the Head of the Department or one of the Senior Professors of the concerned Department to act temporarily as member to conduct the qualifying examination only.
- 15.5.8** Immediately, after the receipt of evaluated answer papers from the external examiner, the Dean (PGS) will constitute the committee for re-totalling of marks secured by the student and announce tentative results of the written qualifying examination. The students may appeal to the Dean PGS through Dean of the respective colleges to provide photocopy/ re-totalling/ re-evaluation of answer scripts by paying the prescribed fee (Rs. 150/- for the photocopy, Rs. 100/- for re-totalling and Rs. 500/- for re-evaluation) within seven days after announcement of the tentative results. In case of re-evaluation, the answer script shall be sent to another external examiner by Dean (PGS) for re-evaluation, after taking approval from the Director of Education. After the receipt of re-evaluated answer papers from the second external examiner the Dean (PGS) will announce the final results in respect of students who have appealed for re-evaluation. The decision of the external examiner after re-evaluation shall be final and binding on all the students. This process should be completed within a fortnight before the scheduled date of Oral qualifying examination. The minimum requirement for a pass in the qualifying examination is 70 percent (aggregate of written and oral examination) 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 the oral qualifying examination.

15.5.9 Students who abstain or fail in the qualifying examination shall have to re-register for the same in the subsequent semesters as notified by the Department.

15.5.10 In a special and emergency circumstances, when the Major advisor of the Advisory Committee is unable to be present and conduct the qualifying examination, the Dean of Post Graduate 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.

15.5.11 In a 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 Post Graduate studies may designate on the request of the Major advisor of the Advisory Committee through HOD and dean of the college, either the HOD or one of the senior professors who act temporarily as member to conduct the qualifying examination only.

15.5.12 When a Master's/ Ph.D. student has passed The qualifying examination, the student may be admitted to the candidacy of the Degree. The formal intimation to this effect shall be communicated by the Registrar.

15.6 Research

15.6.1 The credits set aside for Research work for Post Graduate Programme shall be distributed to different semesters depending upon the quantum of work required to be done during the semester.

15.6.2 Student shall not be permitted to register for research credits during the first semester of admission, except in case of re-admitted students. In the last semester, the credits allotted for research (5 credits for M.Sc. & 6 credits for Ph.D.) shall be graded by the Advisory committee on ten point scale during the final *viva-voce* examination.

- 15.6.3** If the student does not submit the thesis during the last semester, 'NST' grade shall be awarded for these research credits. The student shall re-register for these credits in subsequent semester 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.
- 15.6.4** 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 subsequent semester but within the prescribed time period on payment of prescribed fee.
- 15.6.5** Research credits shall be evaluated and graded **Satisfactory / Not Satisfactory** by the Major advisor of the Advisory Committee at the end of each semester based on the performance of the student for 12 credits in M.Sc. and 33 credits for Ph.D. programme. The remaining 5 credits for M.Sc. and 6 credits for Ph.D. will be graded by the Advisory Committee at the time of thesis final viva-voce examination on a 10.00 point scale.

16.0 THESIS AND FINAL EXAMINATION

- 16.1.1** The topic of the thesis of the student 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 signed by the Chairperson, shall accompany the thesis at the time of submission for evaluation by the External Examiner(s).
- 16.1.2** The Advisory Committee shall meet towards the end of each semester for monitoring and evaluation of the research conducted by the postgraduate student.
- 16.1.3** 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.

16.2 Master's Degree Programme

The thesis submitted in partial fulfilment of the Master's Degree shall be read and examined by the Advisory Committee and evaluated

by an External examiner nominated by the Director of Education on the recommendation of 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/ Karnataka 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 with the approval of Director of Education. The External Examiner shall send the report and the thesis to the Dean of Postgraduate Studies. An viva-voce 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 thesis 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 Major advisor 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 of Postgraduate Studies on the recommendation of the HOD to act as Major advisor to conduct the thesis *Viva-voce* examination. 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 headquarters on official duty/on long leave, the Director of Education may designate, on the request of the Major advisor of the Advisory Committee and HOD, either the HOD or one of the Senior Professors 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. **Further, for awarding a candidate for Master's Degree a student**

should prepare at least one research paper fit for publication in a refereed journal based on the thesis work and submit the letter of acknowledgement for having submitted the paper from the editor of any refereed journals. The Major advisor 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 judgement to a second External examiner chosen and nominated by the Director of Education. If the second External Examiner recommends the thesis for acceptance, this 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 can not be resubmitted. The student shall have to work with new research problem.

16.3 Ph.D. Degree Programme

The thesis submitted in partial fulfilment of the Ph.D. degree shall be read and examined by the Advisory Committee and evaluated by two External examiners nominated by the Dean of the Post Graduate Studies. The External examiners shall be from outside the Karnataka State and shall exclude the members of the Institutions who have been recognized for PG guidance by the University. They shall ordinarily be chosen by the Director of Education on the recommendation of the Dean of Postgraduate Studies from a panel of at least five 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/Dean confidentially. The Director of Education has, however 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 through the Dean of Postgraduate Studies, The Director

of Education may refer the thesis for scrutiny and independent judgment to a third external examiner chosen and appointed by the Director of Education. 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 copies of the two reports by the HOD and under extraordinary circumstances the student is allowed to take within six months on payment of prescribed penal fee. The chairperson of the Advisory Committee 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 Chairman 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 feature of the research findings through audio-visual aids and defend the thesis. **Further, for awarding Doctoral degree student should prepare at least two research papers fit for publication in any referred journals based on the thesis work and submit the same for publication and get the acceptance letter from the editor of the refereed journals.** The Degree shall be awarded on the unanimous recommendation of the examination Committee in the final *viva-voce* examination. The recommendations of the

Committee shall be forwarded by the Major advisor of the Advisory Committee to the Director of Education through the Head of the Department, Dean of the College 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. The student shall have to work with new research problem.

16.4 The Thesis copies of the PG student should be type written and bound as specified. Each student should submit three copies and one CD of which the CD will be deposited with the Dean of Postgraduate Studies, a copy of the Thesis would be deposited in the University Central Library, a second copy with the Department Library and the third copy with the Major Advisor.

16.4.1 In case of ICAR/Donor sponsored scholarship holders, a fourth copy of the Thesis should be submitted to the office of the Registrar for forwarding to ICAR/Donors.

16.4.2 The Thesis submitted by a student shall be 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 Horticultural Sciences, Bagalkot.

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

17.0 TIME LIMIT FOR COMPLETION OF THE DEGREE

17.1 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 student's admission shall be deemed to have been cancelled and such students will have to seek re-admission.

17.2 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 such students will have to seek readmission.

18.0 SEMINAR

18.1.1 The topics for the seminar to be given by the students shall be finalized by the students in consultation with chairperson of the advisory committee, Seminar Coordinator and the Head of the Department. The schedule shall be notified within two weeks of the commencement of the semester. For doing this, the PG teacher in-charge of the seminar (Seminar Coordinator) shall be designated well in advance, preferably by the 15th week of the previous semester, so as to facilitate selection of the appropriate topics. Greater weightage shall be given to current topics. Attendance for all the seminars presented in the department shall be compulsory.

18.1.2 In-service candidates pursuing higher studies on part-time basis and full time students conducting research at outstations shall be permitted to attend the seminars at nearby Regional Horticultural Research Stations/Colleges for their attendance requirements. However, they have to attend at least one seminar in a month and shall present their seminars at the department/college, where they have registered for their degree programmes. **The student allotted to regular PG Centre/ Colleges from other regular centre/ colleges, the student shall attend all the seminars conducted by the PG Centre/ Colleges at the place of his/her research work for their attendance requirement.**

18.1.3 A Post Graduate student shall register for only one seminar in a semester after completion of the first year, except in the case of re-admitted students.

18.2 Colloquia

Each student shall be required to give at least two colloquia related to the subject of his thesis as detailed below.

- 18.2.1** First colloquium shall be given before the submission of programme of research to the Dean (PGS) for approval. It will include title and significance of the research topic, objectives, review of literature, methodology/material and methods, and references.
- 18.2.2** Second colloquium shall be given before final submission of the thesis, for external evaluation which shall include entire thesis with emphasis on result, discussion, conclusions and future line of work.
- 18.2.3** Advisory Committee members, faculty, Master's and Ph. D. students of the concerned and related departments shall be invited to attend both the colloquia, who may give suggestions for improvement of the quality of research and thesis. Minor modifications of thesis title, objectives, methodology etc., shall be allowed, without affecting the approved theme of the research topic.

19.0 RE-ADMISSION

The Post-Graduate students who fail to complete their degree programme within the maximum prescribed duration may be readmitted with the following conditions:

- 19.1** They have to apply to the University for admission like any other candidate seeking admission for PG studies.
- 19.2** They have to appear for entrance test and counselling along with other candidates.
- 19.3** They may be given admission, if they secure the minimum eligibility marks as prescribed, without clubbing them with the fresh applicants and without reference to the admission capacity of the departments for the year provided, such candidates had completed at least 75 per cent of the course work in their first admission.
- 19.4** The readmitted candidate shall register for the incomplete course(s) / research work in the first semester as suggested by the Head of Department in anticipation of approval by his Advisory Committee.

Within six 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 by the concerned Head of Department through the Dean (PGS) for approval.

- 19.5** The student's Advisory Committee shall examine the position and make suitable proposals for transfer of credits, study of any additional courses, qualifying examination and to conduct any further research work, if necessary, to the Director of Education, through the Dean (PGS) for approval.
- 19.6** The student shall submit the thesis in the first or subsequent semesters' within two academic years in respect of Master's degree and three academic years in respect of Ph.D. degree from the date of readmission, failing which the admission shall stand cancelled.
- 19.7** A candidate desirous of readmission shall seek readmission in the immediate next academic year after cancellation of admission failing which candidate shall not be eligible for readmission.

20.0 MERIT SCHOLARSHIP AND OTHER FINANCIAL ASSISTANCE

20.1 Merit scholarship

- 20.1.1** The value of merit scholarship for students of Master's and Doctoral degrees shall be Rs.1000/- and Rs.1500/- per month, respectively plus full freeship and it shall be tenable for 12 months.
- 20.1.2** One merit scholarship for every 10 students or part thereof (excluding JRF/SRF and sponsored candidates drawing salary) shall be awarded in each subject at every College for Master's as well as Doctoral degree programmes.
- 20.1.3** A student in a given subject, if eligible for the merit scholarship but is not awarded since the student is receiving some other fellowship, shall be issued a notional certificate to the effect that the student was eligible for the merit scholarship.

- 20.1.4** The merit scholarship for the first year post-graduate students shall be decided on the basis of CGPA/OGPA in the qualifying examination. In case of a tie, the performance of the previous degree programme/ public examination (PU or equivalent in case of M.Sc. Student) shall be considered.
- 20.1.5** A student who has secured less than 60 per cent of marks or 8.00/10.00 OGPA or equivalent in the qualifying examination with only internal evaluation and 7.50/10.00 OGPA with partly external examination shall not be eligible for the award of merit scholarship during 1st year degree programme. If a student rejects the scholarship awarded, the same may be awarded to the next student in the order of merit. The scholarship will be awarded without affecting the interest of Karnataka students, i.e. if the merit scholarship goes to a candidate belonging to other state, the top most student in the class from Karnataka, will also be awarded the merit scholarship.
- 20.1.6** The award of scholarship during the second and subsequent years shall be on the basis of the cumulative grade point average secured at the end of the previous academic year for second and consecutive years. However, the minimum eligibility shall not be less than 8.50/ 10.00 for Master's and 9.00/10.00 for Doctoral Degree Programme.
- 20.1.7** If a student who is awarded merit scholarship discontinues the course or surrenders the scholarship or the scholarship is withdrawn for any reason, the scholarship may be awarded to the next eligible student for the remaining part of the year.
- 20.1.8** The concerned Deans of the colleges shall prepare the list of merit students in accordance with the above said regulations for each of the departments of M.Sc. (Hort.) and Ph.D. and send the list of eligible students to the Registrar through the Dean (PGS) every year within stipulated date.
- 20.1.9 Readmitted students are not eligible for the award of merit scholarship**
- 20.2 Graduate Assistantship**
- 20.2.1** Graduate Assistantship may be instituted in all the Departments of the University where postgraduate programmes are offered.

- 20.2.2** Two Graduate Assistants may be appointed against one clear vacant post of Assistant Professor in the Department.
- 20.2.3** The value of a Graduate Assistantship shall be as follows:
- i) Master's programme Rs. 3000 per month
 - ii) Ph.D. programme Rs. 4000 per month
- 20.2.4** The Registrar shall notify the number of vacancies of Graduate Assistantship as and when required.
- 20.2.5** The award of Graduate Assistantship shall be made in the order of merit for the students studying in second or subsequent years. An applicant shall have secured a minimum CGPA of 8.00/10.00 for Master's degree or 8.50/10.00 for Doctoral degree at the end of the previous Academic year and shall not be in receipt of any other financial assistance.
- 20.2.6** Duration of Graduate Assistantship shall normally be one year and tenable for extension. However, the Vice Chancellor may permit extension of term of appointment as Graduate Assistants in genuine cases beyond the period mentioned above at his discretion on the recommendation of the concerned Head of Department/Dean and the Director of Education. A Graduate Assistant may be permitted to register for a maximum of eight credits in a semester.
- 20.2.7 a)** The continuance of Graduate Assistantship shall be subject to satisfactory performance in academic programme and the conduct of the Graduate Assistant. The conduct shall be certified by the Head of the Department and Dean (PGS) concerned.
- b)** If a Graduate Assistant fails to maintain a CGPA of at least 7.50/10.00 in the Master's programme and 8.00/10.00 in the Doctoral programme in any semester, the student shall automatically lose the Graduate Assistantship.
 - c)** The Vice Chancellor may terminate the award of Graduate Assistantship of any postgraduate student on one month's notice or on payment of one month's Graduate Assistantship amount in lieu of notice without assigning any reason.

- d) If the awardee discontinues studies before completion of the degree, he/she shall repay the scholarship/ fellowship amount for the period of availment otherwise his/her original certificates shall not be returned by the concerned Academic units. If an awardee wants his/her original certificates, he/she has to deposit/repay the entire amount drawn from the University.
- 20.2.8 a)** All Graduate Assistants shall give a written undertaking that they shall put in at least 12 hours of 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, the Graduate Assistant is awarded fellowship/ scholarship from any outside agency, the student shall refund the amount of Graduate Assistantship paid by the University for the period, the student receive the outside fellowship/ scholarship.
- c) Ph.D. students holding Graduate Assistantship may apply for ICAR or any other fellowship, as and when advertised and may compete for them.
- 20.2.9 a)** A Graduate Assistant shall be assigned work in Teaching/Research for at least 12 hours per week by the Department concerned.
- b) In teaching, a Graduate Assistant shall be assigned practical classes in a particular course.
- c) A full time staff member of the Department concerned shall be in charge of the Graduate Assistants to guide and supervise the work of the Graduate Assistants and also to certify the same.
- d) In research, a Graduate Assistant shall be assigned research work in an approved research project.
- 20.2.10** Each Graduate Assistant shall maintain a work diary wherein full details of the work done every day shall be recorded, which shall be verified by the Project Leader concerned in case of research work and by course in charge /Head of the Department concerned in case of teaching work.

20.3 Work Assistantship to Ph.D. students

- 20.3.1** Ph.D. students with the knowledge of the Head of the Department may work in the University campus in teaching, research, extension, library and do field work preferably outside his own Department after office hours.
- 20.3.2** The Value of the Work Assistantship shall be limited to Rs. 1000/- per month at the rate of Rs. 40/- per hour not exceeding two hours per day.
- 20.3.3** The work Assistantship will be provided to the II and III year Ph.D. students. Such of the students who are in receipt of any other kind of financial assistance/scholarship/fellowship etc., are not eligible for the assistantship.
- 20.3.4** Each student desirous of getting Work Assistantship shall apply to the Registrar through concerned Head of the Department, Dean concerned and Dean (PGS), UHS Bagalkot in the prescribed form.
- 20.3.5** The Work Assistantship shall be terminated at any time if the work, conduct, progress and attendance of the awardee are found to be unsatisfactory.
- 20.3.6 Readmitted students are not eligible for the award of Work Assistantship.**
- 20.3.7** Each year before commencement of the Academic year, the officers of the University shall provide the requirement of the Work Assistantships to the Registrar through Dean (PGS) in prescribed proforma indicating the type of work, duration etc. for notification.
- ### **20.4 Fellowship to SC/ST students**
- 20.4.1** The Fellowship shall be awarded to SC/ST students of Karnataka studying in Master's and Doctoral degree programmes for which the Registrar shall call for applications.
- 20.4.2** Each student desirous of getting fellowship shall apply to the Registrar in the prescribed form on or before the notified date.
- 20.4.3 a)** For Master's degree, the value of Fellowship shall be a maximum of Rs.800/- per month. A student getting scholarship from Government of India/other agencies shall be awarded the difference of the amount falling short of sanctioned amount.

b) For Ph.D. students, the Fellowship amount shall be a maximum of Rs. 1000/- per month. A student getting scholarship/assistantship from the Government of India/other agencies shall be awarded the difference of amount, falling short of sanctioned amount.

c) Eligible postgraduate student may apply to get Government of India fellowship/ scholarship.

d) A contingency amount of Rs.3000/- per year per student shall be awarded to both Master's and Ph.D. students.

e) The fellowship is tenable for a period of four semesters for Master's degree students and six semesters for Ph.D. students including semester breaks.

20.4.4 During the second and subsequent years, the award will be renewed by the University subject to satisfactory progress and attendance. The awardee should have obtained a minimum CGPA of 7.00 for Master's degree programme and 7.50 for Doctoral degree programme at the end of the previous Academic year.

20.4.5 The fellowship shall be terminated at any time if the conduct, progress and attendance of students are found to be unsatisfactory.

20.4.6 Departmental candidates who are drawing their salary and part time students shall not be eligible for the fellowship.

20.4.7 All Ph.D. students should necessarily apply to Taluk Social Welfare Officer to get the financial assistance.

20.5 Students Aid fund

20.5.1 Student's aid fund is utilized exclusively for purchase of books by the students on subsidy basis.

20.5.2 The total number of awardees for each college shall not be more than 5% of the total of the students.

20.5.3 The award shall be given in the form of 80% subsidy for purchase of books subject to a maximum of Rs. 2000/- per annum.

20.5.4 Students whose parents' income is Rs. 6,00,000/- per year or below and whose CGPA/OGPA is 7.5 and above for Master's degree and 8.0 and above for Ph.D. are eligible for the award.

20.5.5 The students in receipt of any scholarship/financial assistance are not eligible for students Aid fund.

20.5.6 Interested students shall apply to Registrar through their respective Deans after notification.

20.5.7 The Chairman/professor/HOD shall have to recommend the books to be purchased.

20.6 Extra boarding and lodging charges.

The Extra Boarding and Lodging charges shall be sanctioned to SC, ST and Cat-I students as per University orders issued from time to time.

21.0 CONDUCT OF EXAMINATION & PREVENTION OF MALPRACTICES

21.1 For teacher/authorities

21.1.1 A scheme of evaluation may be prepared in advance by the Course Teacher and notified with a copy to the concerned Dean by first fortnight of the Semester.

21.1.2 Whenever examination papers are to be typed, one of the members of the teaching staff of the concerned department shall be personally present with the typist and also at the time of photocopying. Under no circumstances, the work should be entrusted to persons other than the teaching staff of the concerned department.

21.1.3 Care should be taken to safeguard the secrecy of the question papers.

21.1.4 The course teacher, Head of the Department and the PG coordinator concerned shall make proper seating arrangements.

21.1.5 Students should produce the ID cards before entering the examination hall. Students coming late beyond 10 minutes shall not be allowed for any quiz/examination. No student shall be allowed to leave the examination hall within 20 minutes from the commencement of the quiz/examination.

21.1.6 The invigilator/teacher has to ensure that no student has in possession or accessible to papers, books, note and mobile phones which might possibly be of assistance or found giving/receiving assistance or copying from any paper, book or note or allowing other student to copy his answer sheets, writes either on any

papers, or any part of the body during the examination or using or attempting to use any other unfair means including any sign, symbol etc.

21.1.7 The invigilator/teacher may direct the students to search their pockets, desks and benches and hand over any paper, book, or notes etc., which they may find therein, before the commencement of examination.

21.1.8 When a student is found indulging in any or all the malpractices indicated in the aforesaid, then:

- a) The invigilator/teacher shall seize the answer papers along with unfair means, if any, from the student and shall invariably demand the explanation or statement of the student concerned.
- b) If student refuses to give the statement, the student shall be asked to record in writing his refusal to give a statement. If the student refuses to do even that, the fact shall be noted, duly witnessed by at least one more invigilator/teacher.
- c) The invigilator/teacher shall, however, write the remarks on the answer paper and affix duly witnessed by another invigilator/ teacher and the student shall be sent out of the hall.

21.1.9 Any malpractice shall be immediately brought to the notice of the concerned Dean.

21.1.10 The malpractice case reported to the Dean shall be re referred to the Malpractice Enquiry Committee consisting of concerned Dean as Chairman and three senior most Faculty Members of the colleges as Members, which shall enquire the case and make suitable recommendations to the Dean Post Graduate Studies. The teacher who has reported the malpractice shall not be included in the Committee. The Dean Post Graduate Studies recommend the further action upon the approval of Director of Education.

21.1.11 Meanwhile, the Dean may take suitable action of suspending the concerned student from attending further examination and classes for not exceeding one month.

21.1.12 The Committee may recommend to the University to debar the student for a period not exceeding two semesters, which shall be

notified by the Registrar. However, if the student is found guilty of misconduct of serious nature along with the malpractice, then, the Committee may recommend to debar the student for a period up to four semesters.

21.1.13 The Vice Chancellor shall be an appellate authority. In case an appeal is made by the concerned student, the Vice Chancellor, if need, may get the matter reviewed by a Review Committee constituted by him consisting of five members including officers and senior Professors, excluding the members of the Malpractice Enquiry Committee. The Vice Chancellor may reduce or enhance the punishment based on the recommendations of the Review Committee. The decision of the Vice Chancellor shall be final.

21.2 For Students

21.2.1 The students shall bear in mind that all quizzes and examinations are University examinations and should conduct themselves accordingly.

21.2.2 No student shall enter the examination hall with papers, books, notes, mobile phones and such other material, which might possibly be of assistance in writing the answers.

21.2.3 Any student in possession or accessible to papers, books, notes, mobile phones, etc., which might possibly be of assistance or found giving or receiving assistance or copying from any paper, book or notes or allowing any other student to copy from answer book, writes either on any papers or any part of the body during the examination or using or attempting to use any other unfair means including of signs and symbols and not informing the invigilator/teacher about the notes or points pertaining to the question paper found to have been written on the desks or tables, shall be debarred for a period not exceeding two semesters.

21.2.4 A student involved in the malpractice and misconduct of a serious nature in the examination hall shall be debarred for a period not exceeding four semesters.

21.2.5 All the students shall search their pockets, handbags, desks and benches and hand over to the invigilator/teacher any paper, book, notes, mobile phones, etc., which may be found therein, before the commencement of examination.

- 21.2.6** No student shall write answers on any paper other than the one supplied by the invigilator/teacher.
- 21.2.7** Any student found guilty of an offence referred above shall give a written explanation or statement to the invigilator/teacher in charge of the examination hall, if demanded. If the student refuses to give the explanation or statement, he should record in writing refusal.
- 21.2.8** Any student who does not comply with the procedure indicated in the above said regulations, may be deemed to have committed an offence and shall bear consequent penalty.

22.0 MAINTENANCE OF DISCIPLINE AMONG THE STUDENTS

- 22.1** Every student of the University shall conform to the rules of good conduct and respect the authorities of the University.
- 22.2** Every student of the University shall have an identification card (ID card) with a recent photograph affixed, with information on blood group and signed by the concerned Dean and shall show to the University officials on demand. The student's identification card shall be valid for one year and shall be renewed every year.
- 22.3** 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 property or other public property shall be liable for appropriate punishment. In addition, the cost of damaged property (as assessed by the University) or other public authority shall be recovered from the student (s), as ordered by University.
- 22.4** Proper decorum shall be maintained by all the students in the class room, fields, hostels, library, educational, cultural and sports activities, tours, transport vehicles both on and off the college campuses.
- 22.5** No student shall disturb normal work of the University by disorderly conduct, boisterous behaviours, and unauthorized assembly both on and off the college campus.
- 22.6 Ragging**
Ragging is a serious offense, amounts to crime and students involved in ragging can be suspended/removed from the college permanently.

- 22.6.1** The University shall constitute every year an Institutional Supervisory Committee under the Chairmanship of Dean of the concerned College, which shall have overall responsibility of preventing the ragging in the respective colleges. The Committee would submit weekly report to the University in this regard.
- 22.6.2** Each constituent college shall constitute an Anti Ragging Squad headed by a senior Professor/ teacher with other three to five members from the College. This squad shall make surprise visits to the hostels, canteens, student's experimental plots and such other places where there are possibilities of ragging. Though, the timings of the surprise visits are left to the choice of members of the Anti Ragging squad, it is suggested that, such surprise checks should be taken more frequently during evening, early morning and late night hours. If any untoward incidence comes to notice of the Squad members, the same shall be reported to the college authorities for appropriate action.
- 22.6.3** The College will arrange to display through posters/banners and handbills at important places, the penalty for ragging in order to create awareness among the students about consequences of ragging.
- 22.6.4.** The Dean of each college shall inform in writing to the parents/ guardian of each senior student of the college about the consequences, if their wards are found indulging in any kind of ragging to the fresh students. The parents shall also be requested to advise their wards not to indulge in any kind of ragging.
- 22.6.5** The teacher counsellor for all the fresh students shall be allotted and announced during the Orientation programme.
- 22.6.6** Soon after the Orientation programme, a meeting of the fresh students and senior students shall be called by the college Dean and all the students shall be advised to maintain ragging free environment in the college campus. During this meeting, each fresh student shall be assigned to a senior student preferably of the final year who shall work as local guardian and safeguard the students from ragging. In spite of this arrangement if any fresh student is ragged by any one, the senior student assigned to such fresh student shall report the matter immediately to the Counsellor of the fresh student and other authorities of the college /hostel.

- 22.7** Every student shall be punctual to the classes. Coming late to the class shall be avoided and the class teacher shall have the right to refuse attendance and entry to the class to such late comers in the interest of class discipline.
- 22.8** Absenting to a class or examinations in mass, for whatever reason shall be considered as an act of indiscipline.
- 22.9** No student shall be in a class during the assigned hours unless the student has registered for that course or has the written permission of the course teacher and the Head of Department.
- 22.10** Possession and consumption of alcoholic drinks, drunkenness, smoking, drug addiction or gambling on or off the campus is strictly prohibited.
- 22.11** Celebration of festivals on days other than authorized ones and rude/unruly behaviour on such occasions shall be considered as an act on indiscipline.
- 22.12** Violation of anyone of the above regulations shall be considered as an act of indiscipline and it shall be brought to the notice of the concerned Dean.
- 22.13** The concerned Dean shall enquire into the act of indiscipline of the student(s) and shall take immediate action such as administering a warning, fine, expulsion from the hostel and suspension from attending the classes for a period not exceeding a month.
- 22.14** Further, in serious cases, disciplinary proceedings may be initiated through a disciplinary committee consisting of the concerned Dean as Chairman, three senior faculty members of the College and Chief Warden/Warden as members, which may recommend to the University for taking further action.
- 22.15** The student(s) recipients of any concessions or other benefits from the university or from other institution with the approval of the University shall lose these concessions and benefits, if they are found involved in any serious acts of indiscipline.
- 22.16** The Vice Chancellor shall be an appellate authority. In case an appeal is made by the concerned student, the Vice-Chancellor, if need may get the matter reviewed by a Review Committee constituted by him consisting of five members including Officers and Senior Professors, excluding the members of the disciplinary committee. The Vice Chancellor may reduce or enhance the punishment based on the recommendations of the Review Committee. The decision of the Vice Chancellor shall be final.

23.0 GOLD MEDAL

23.1 The University gold medal for each major subject at Master's and Doctoral degree level shall be awarded to the students securing the highest OGPA and having good conduct, subject to the following conditions:

23.1.1 The student should have secured OGPA of not less than 9.00/10.00 for Master's degree and 9.25/10.00 for Doctoral degree programme.

23.1.2 The student should not have obtained either "F" or "SA" grade in any of the courses registered by him/ her during the degree programme.

23.1.3 The student should have completed all the requirements including submission of thesis except thesis *Viva-voce* examination, within the minimum stipulated duration of Degree programme, i.e. four consecutive semesters in case of M.Sc. and six consecutive semesters for Ph.D. Degree Programme. Such students shall be eligible for award of gold medal for the Academic year of admitted.

23.1.4 If more than one student obtains the same OGPA in a discipline, each shall be awarded a gold medal.

23.2 While recommending the names of the students for award of gold medals and prizes instituted by outside agencies, the above terms and conditions shall be adopted. In case, more than one student gets the same OGPA, such medal/prize shall be shared.

23.3 The gold medal shall be awarded at the time of convocation. The fact of obtaining this distinction may be shown in the degree certificate having completed the degree "**with first rank**". The gold medal shall be awarded to merit students graduating during that Academic year only.

23.4 The students shall have to clear all the dues before receiving either OGPA card or provisional degree certificate.

24.0 APPROVAL OF RESULTS AND ISSUE OF CERTIFICATES

The Vice Chancellor shall approve the results provisionally on the recommendation of the concerned Dean, Dean Post Graduate Studies and the Director of Education. The Registrar shall issue

provisional degree certificates, transcripts etc., to the successful candidates subject to clearance of all dues and surrender of ID card. However, the final results shall be approved by the respective Board of Studies, Academic Council and the Board of Management.

25.0 CONVOCAATION-ANNUAL AND SPECIAL

- 25.1** A convocation for conferring degrees shall be held once a year and special convocation, if any, as directed by the Chancellor.
- 25.2** The Registrar shall issue a notification every year prescribing the last date for receiving applications for conferment of degrees during ensuing convocation from the graduating candidates who have completed their degree programmes in that year.
- 25.3** If a candidate who had applied for a particular convocation to receive the degree "IN PERSON" fails to attend the convocation, he/ she shall pay a penal fee of (M.SC Rs. 3000 Bank Processing Fee and Ph.D Rs. 5000+ Bank Processing Fee) in addition to the prescribed fees and get the certificate as "IN ABSENTIA" from the office of the Registrar after the convocation. Such students shall give an undertaking, indicating the reason for absence to the Registrar.
- 25.4** Name of the students in OGPA cards, provisional degree certificates and degree certificates shall be as spelt out in the qualifying degree certificate.

Note: Change in the name of the students, if any, shall be made in the provisional degree certificate (PDC) and OGPA cards provided the name of the candidates has been changed through an affidavit as per the legal requirements before the date of issue of such certificate. If the name has been changed after the issue of such certificate, the University shall not affect any changes in the name in the certificate, PDC and OGPA card.

26.0 AMENDMENT OR CANCELLATION OF RESULT

If it is found that the result of a candidate has been vitiated by malpractice, fraud or other improper conduct whereby the Student has been benefitted, the Academic Council and the Board of Management have the power at any time, notwithstanding the award of degree to amend the result of such Candidate and to pass appropriate order as may deem fit.

27.0 SAVINGS

- 27.1** No regulation made by the Academic Council, concerning the Postgraduate studies shall limit or bridge the powers of the Academic Council to deal with any cases of any student or students of the Postgraduate studies in such a manner as it may appear to be justifiable and equitable.
- 27.2** Any modification in these regulations made from time to time by the Academic Council shall be effective from the dates as may be decided by the Academic Council and applicable to all the students who shall be on roll on that date and / or subsequent dates, unless stated otherwise.
- 27.3** In the event of any difficulty arising at any time in the implementation of the regulations or in interpretation thereof, the decision of the Academic Council shall be final and binding on all the concerned.

