

# **REGULATIONS FOR POST-GRADUATE STUDIES**



**NAVSARI AGRICULTURAL UNIVERSITY**

**NAVSARI – 396 450.**

**(GUJARAT, INDIA)**

**[www.nau.in](http://www.nau.in)**

**(Approved in 16<sup>th</sup> Meeting of Board of Management by vide item no. 16.15)**

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# NAVSARI AGRICULTURAL UNIVERSITY

## Post-Graduate Studies

### Regulations for Post-Graduate Studies

"IN SUPERSESSION OF ALL THE REGULATIONS FOR POST-GRADUATE TEACHING, THE ACADEMIC COUNCIL WITH THE APPROVAL OF THE BOARD OF MANAGEMENT HEREBY MAKES THE FOLLOWING REGULATIONS FOR POST-GRADUATE STUDIES".

#### REGULATION NO. 1:

##### SHORT TITLE AND COMMENCEMENT:

- 1.1 These regulations is called "**The Regulations for Post-graduate Studies**".
- 1.2 They shall come into force from the date on which they are approved by the Board of Management.
- 1.3 **Definitions:** In these Regulations, unless the context otherwise requires:
  - 1.3.1 "**Academic Year**" consists of two semesters. It starts with the beginning of first semester and ends with the **completion** of second semester.
  - 1.3.2 "**Centre**" means a place for imparting training/teaching for Post-Graduate Studies in a particular field of study. Department is a unit in the University which combines teaching/research/extension education in a discipline and is strong enough to undertake Post-Graduate Studies. These programmes may be offered from more than one places in the University. Such places will be termed as Centers.

- 1.3.3 "Course"** is an integral part of the curriculum. It means an organized subject matter in which instructions are offered through a series of lectures and skill orientation (work experience) during a semester.
- 1.3.4 "Course Credit"** is the quantitative measure of the content of a course of instruction, especially with reference to the value of the course in relation to the total requirements for a degree. A course credit means one hour theory lecture or about two hours of laboratory or field practical per week. In taking a course, a student shall attend a series of lectures, do laboratory/field work and submit assignments and report as required.
- 1.3.5 "Curriculum"** means the aggregate of courses of study given in the University for a particular Field.
- 1.3.6 "Field of Study"** means the specialized subject of knowledge in which Post-Graduate degree is offered by the University.
- 1.3.7 "Grade Point"** means a numerical designation (on 10 point scale) of the relative standard of performance, a student has achieved during the study of a course.
- 1.3.8 "Grade Point Average"** is the weighted average of the grade point earned for the courses offered during the semester.
- 1.3.9 "Programme of Study"** means a series of coherent courses and a research work assigned to a student to provide training/teaching to meet the requirements of a degree.
- 1.3.10 "Semester"** means an academic period of 20 to 22 weeks (including semesters end examination) during which a course is completed. There are two semesters in an academic year referred 1.3.1. The semester will be announced in academic calendar every year by the Dean, P. G. Studies. Suitable adjustment in a semester will be made to accommodate *Diwali* and other holidays as notified by the University.
- 1.3.11 Major subject:** The subject (department) in which the students takes admission

**1.3.12 Minor subject:** The subject closely related to students major subject (e.g., if the major subject is Entomology, the appropriate minor subjects should be Plant Pathology & Nematology)

**1.3.13 Supporting subject:** The subject not related to the major subject. It could be any subject considered relevant for student's research work.

**1.3.14 Non-Credit Compulsory Courses:** These courses are having credits and to be calculated in actual credits. Six courses (PGS 501-PGS 506) are of general nature and are compulsory for Master's programme. Ph. D. students may be exempted from these courses if already studied during Master's degree.

## **REGULATION NO. 2:**

### **ADMISSION:**

#### **2.1 General:**

The Navsari Agricultural University offers the following Post-Graduate degrees:

- (i) M.Sc. (Agriculture)
- (ii) M.Sc. (Horticulture)
- (iii) M.Sc. (Forestry)
- (iv) M.Sc.
- (iv) M.V.Sc.
- (v) MBA (Agribusiness Management)
- (vi) Ph.D.
- (vii) M. Tech (Post Harvest Technology & Process Engineering)
- (viii) M.Sc.(ICT in Agricultural)
- (ix) Such other degrees / P.G. Diploma, the Board may approve from time to time.

**2.2** The number of students to be admitted shall be decided, depending upon infrastructural facilities and faculty competence (intake capacity), by the Admission Committee consisting of Head of the Department, Registrar, Dean / Associate Deans and Dean of Faculty of Post-

Graduate Studies, as Chairman, hereinafter referred to as the Dean of P.G. Studies.

2.3 Medium of instruction and examination shall be English.

2.4 The following shall be the field of studies:

**(A) Agriculture:**

- (1) Agronomy
- (2) Soil Science & Agricultural Chemistry
- (3) Agricultural Economics
- (4) Agricultural Statistics
- (5) Plant Pathology
- (6) Agricultural Entomology
- (7) Genetics and Plant Breeding
- (8) Agricultural Extension
- (9) Crop Physiology
- (10) Biochemistry
- (11) Plant Molecular Biology and Biotechnology
- (12) Seed Science and Technology
- (13) Agricultural Microbiology

**(B) Horticulture & Forestry**

**B1 Horticulture**

- (1) Fruit Science
- (2) Vegetable Science
- (3) Floriculture & Landscape Architecture
- (4) Plantation, Spices, Medicinal & Aromatic Crops
- (5) Post Harvest Technology
- (6) Horticultural Entomology
- (7) Horticultural Pathology

**B2 Forestry**

- (1) Wood Science Technology
- (2) Medicinal & Aromatic Plants
- (3) Eco Tourism
- (4) Agro Forestry
- (5) Forest Genetic Resources

- (6) Forest Biotechnology
- (7) Natural Resource Management

**(C) Veterinary Science and Animal Husbandry:**

- (1) Veterinary Anatomy & Histology
- (2) Animal Genetics and Breeding
- (3) Animal Nutrition
- (4) Veterinary Physiology
- (5) Veterinary Bio-chemistry
- (6) Livestock Production and Management
- (7) Veterinary Parasitology
- (8) Poultry Science
- (9) Veterinary & Animal Husbandry Extension
- (10) Veterinary Clinical Medicine, Ethics and Jurisprudence
- (11) Veterinary Epidemiology & Preventive Medicine
- (12) Veterinary Microbiology
- (13) Animal Reproduction, Gynecology and Obstetrics
- (14) Veterinary Pathology
- (15) Veterinary Pharmacology & Toxicology
- (16) Veterinary Public Health
- (17) Veterinary Surgery and Radiology
- (18) Livestock Products and Technology
- (19) Animal Biotechnology
- (20) Poultry Science

**(D) Business Administration**

- (1) Agribusiness Management

**(E) M.Sc. (ICT in Agriculture)**

- (1) Information and Communication Technology

**(F) Such other fields as the Board may approve from time to time.**

**2.5 REQUIREMENTS:**

**2.5.1 (A)** A candidate for admission to the Master's degree programme should have the minimum requirement of marks at the Bachelor degree level as under:



Sixty per cent **as per** traditional system, or under O.G.P.A. system 6.0 out of 10.0 (relaxable to **55% or 5.50 out of 10.00** for SC/ST and Government/ University sponsored candidates or candidates with five years experience).

- (B)** A candidate for admission to the Ph.D. degree programme should **possess Master's degree in respective/related subject with 65% as per traditional system or under O.G.P.A. 6.50 out of 10.00 or its equivalent (relaxable to 60% or 6.0 out of 10.00** for SC/ST and Government sponsored candidates or candidates with five years experience).
- (C)** In addition to the requirement of marks for admission as mentioned above in 2.5.1 (a & b) the eligibility qualification shall be as under:

<b>Sr. No.</b>	<b>Name of Degree</b>	<b>Eligibility Qualification from recognized University</b>
1.	M.Sc. (Agriculture)	Bachelor's degree in Agriculture/Horticulture or equivalent (4 years programme).
2.	M.Sc. (Horticulture)	Bachelor's degree in Horticulture / Agriculture/ or equivalent (4 years programme).
3.	M.Sc. (Forestry)	Bachelor's degree in Forestry or equivalent (4 years programme).
4.	M.Sc.	Bachelor's degree in Basic Sciences in related subjects*
5.	M.V.Sc.	Bachelor's degree in Veterinary Science and Animal Husbandry or equivalent (5 years programme)
6.	M.B.A. (Agri-Business Management)	Bachelor's degree in Agriculture/Horticulture/Forestry/Veterinary Sciences &A.H. and Allied/Biological disciplines
7.	M.Tech (Post Harvest Technology & Process Engineering)	Bachelor's degree (Four Years) B.Tech. / B.E. degree in Dairy Technology/Food Technology / Food Processing Technology/Food Engineering/Agri. Engineering/ Chemical Engineering
8	M.Sc.(ICT in	A Graduate in Agriculture/Horticulture/Forestry

	Agriculture)	or Allied Sciences or a Graduate in Biological Sciences (Botany, Biotechnology, Biochemistry, Bioinformatics, Microbiology) or a Graduate in Computer Science/Information Technology/ Computer Application.
9.	Ph.D.	Master's degree in the concerned discipline of Agriculture (Agriculture Faculty), Horticulture, Forestry, Veterinary Sciences & Animal Husbandry (Veterinary Faculty) and related discipline / basic sciences**

**\* Related subject for M.Sc. Programme means following:**

<b>Sr. No.</b>	<b>Name of Degree</b>	<b>Eligibility Qualification</b>
1.	Agricultural Economics	Bachelor's degree in Economics/Statistics
2	Agricultural Statistics	Bachelor's degree in Science (Statistics/ Mathematics)
3	Crop Physiology	Bachelor's degree (Botany/Physiology)
4	Plant Molecular Biology & Biotechnology	Bachelor degree in Biotechnology/Biochemistry/ Microbiology/Genetics
5	Biochemistry	Bachelor's degree in Chemistry/ Biochemistry
6	Agricultural Meteorology	Bachelor's degree in Science (Physics/ Mathematics/Environmental Science/Meteorology)
7	Agricultural Microbiology	Bachelor's degree in Agriculture/Microbiology/Biotechnology

**\*\* Related subject for Doctorate degree Programme means followings:**

<b>Sr. No.</b>	<b>Subject of Doctorate Degree</b>	<b>Eligibility Qualifications</b>
<b>Faculty of Agriculture</b>		
1	Agricultural Economics	Master's degree in Economics
2	Agricultural Statistics	Master's degree in Science (Statistics /Mathematics
3	Crop Physiology	Master's degree Physiology /Botany
4	Molecular Biology & Biotechnology	Master's degree in Biotechnology

5	Seed Science & Technology	Master's degree in Botany/ seed science & Technology
6	Biochemistry	Master's degree in Chemistry/ Biochemistry

**(D) Students having Bachelor degree in basic science (3 years)** will have to make up the professional deficiencies by taking minimum 12 credit hours of pre-requisites / remedial and supporting courses in first year as prescribed in course curriculum and suggested by the Advisory Committee of the student before registering regular courses. **The minimum requirement will be 6 semesters for Masters and 8 semesters for Doctoral degree programme.**

**2.5.2 If the candidate with Basic Science degree possess PG Diploma in respective field of study need not have to take prerequisite courses.**

**2.5.3** The admission requirements shall be relaxed by maximum five per cent (5 % from traditional stream and 0.5 OGPA in 10 point system) **on** account of service experience for employee of the University nominated for M. Sc. and Ph. D. study under the scheme of Faculty Competence Improvement sanctioned vide notification No. GAU/ Aca/ 42233-92, dt. 02.08.74; for Navsari Agricultural University in-service candidates as well as employees/students nominated by State or Central Government or I.C.A.R. or other Universities or Institutes.

**2.5.4 Weightage to sport persons.**

I.	Participation at the International Level	7%
II.	Participation at National Level/ All India Inter University Level	1%
	(a) Secured 1 <sup>st</sup> position :	5%
	(b) Secured 2 <sup>nd</sup> position :	3%
	(c) Secured 3 <sup>rd</sup> Position :	2%
III.	Participation at the state level :	
	(a) Secured 1 <sup>st</sup> position :	1%
	(b) Secured 2 <sup>nd</sup> position :	0.5%

This benefit will be given in the entrance mark and not for eligibility

**2.6 ADMISSION PROCEDURE:**

**2.6.1** Application received by the Registrar shall be scrutinized by the Committee consisting of Professor in-charge (P.G. Centers in the subject) and Head of the Department concerned (as Convener). The same shall be forwarded to the University in order of preference. The basis of selection of candidate for the admission shall be on merit basis. The merit will be prepared by given 50:50 weightage to Marks of entrance test examination and OGPA of last degree. Interviews will be taken, if necessary. **Separate merit list for student of Gujarat state and other states students will be prepared.** The admission of the candidates from those recommended by the above Committee which will be decided by the admission committee (specified in 2.2) looking to the seats available in each subject. The decision of Dean, P.G. Studies shall be final. Admissions shall be given at the beginning of **odd semester only** subject to intake capacity and other facilities available. Regular advertisement will be published once a year for the P.G. admission.

- 2.6.1 (A)** The admission for Master's and Doctoral degrees shall be on Merit basis only. **For MBA-Agribusiness and M.Sc.(ICT in Agriculture), in addition to entrance test, there will be Group discussion and personal interviews also.**
- (B)** For admission to Master's degree entrance test paper shall be drawn from syllabus of group of all the subjects of the faculty.
- (C)** For admission to M.Sc. a common paper shall be drawn from related subjects.
- (D)** For admission to Ph.D. degree paper shall be drawn subject-wise.
- (E)** Navsari Agricultural University in-service trainees as well as employees nominated by State or Central Government or ICAR or Other Agricultural Universities or Institutes shall not be required to appear in the entrance test.

### 2.6.2 (A) Reservation of seats:

Sr. No.	Category	Percentage of total seats
1.	Non resident of Gujarat/ ICAR / nominees of Govt. of India / other State / other Agril. Universities/ Basic Science and Technology.	25
2.	Schedule Caste	7
3.	Schedule Tribe / Nomadic Tribe and Notified Tribe	15
4.	SEBC (Defined by Baxi commission and Mandal Punch as determined from time to time and specified by Government of Gujarat)	27
5.	Disabled (physically handicapped) (In irrespective categories )	3

However, if sufficient number of candidates of above categories is not available, the vacant seats will be filled up by candidates who are residents of Gujarat in order of their merit. Similarly, vacant seats of candidates meant for residents of Gujarat will be filled up by candidates who are non residents of Gujarat, nominees of Government of India, other State Governments, Agricultural Universities and ICAR and Basic Science candidates on merit basis. Vacant seats of Scheduled Castes and Scheduled Tribes will filled up by other candidates on merit basis.

- (B)** (i) If an employee of any State Government, Government of India, ICAR, any University other than Navsari Agricultural University and Public/Co-operative Organization is permitted by his/her department to continue her/his service and submits NOC for specific time to avail admission for higher studies leading to Master's degree or Ph.D. shall be admitted
- (i) on merit basis on seats reserved for the nominees of employees of Government etc. as per Regulation No. 2.6.2 (a) and
- (ii) subject to fulfillment of the residential and other requirements of admission in P.G. programme.

SC/ST and SEBC candidates who are able to secure admission on merit in general quota shall not however, be counted against the seat reserved for them. Reservation of SC/ST seats shall be interchangeable among SC/ST candidates.

A candidate availing benefit of the reserved seats as specified above shall be required to produce the certificate of his /her belonging to a particular group from the competent authority of the concerned state. In case of any doubts or discrepancy about the castes/classes/group, the decision of the competent authority of the concerned state shall be treated as final. As SEBC candidate (belonging to Baxi Commission) shall have to produce current year "not belonging to creamy layer" certificate from competent authority.

**2.6.3** From amongst the recognized Post-Graduate guides at College, the Dean of Post-Graduate Studies will appoint a Professor as P.G. Center I/C for the purpose of Post- Graduate studies at college level. However, the Head of the Department will be responsible for efficient functioning of Post-Graduate studies of his/her subject in the University.

**2.6.4 The Dean, PG studies will allot the major guide to the student according to the availability at the time of admission. The major guide will proposed the advisory committee for the student which will be recommended by Dean of the faculty and approved by Dean, PG studies.**

If required, on recommendation of Dean of concerned faculty, Dean PG can change the committee.

For MBA-(Agribusiness management) and M.Sc.(ICT in Agriculture) ,on admission of the student and payment of fees in the first semester he/she will take sign of Principal/dean and PG coordinator in the registration form and Course card. He/she will be allotted to the Major Advisor by Dean, ABM in consultation with Dean, PG studies in the second semester and advisor will provide guidance for

Project, Seminar and Industrial Training.. The Major advisor will propose the advisory committee for the student.

The Student of PG Diploma need not required Student's Advisory Committee.

### **REGULATION NO.3:**

#### **REGISTRATION:**

- 3.1 Nothing in this regulation shall effect the enrolment of a candidate for any Post-Graduate study already made under the Regulation hereby superseded.
- 3.2 A candidate selected for admission shall report to the Principal of the concerned College on the date specified by the University for the purpose of First Registration.
- 3.3 **(A)** The admission of the candidate who failed to report to the concerned College on the specified date shall be treated as cancelled and the vacant seats will be allotted to the next candidate on the waiting list, if possible.  
**(B)** A candidate who is not in a position to report for first registration on the specified date due to unavoidable circumstances may register by paying fees through post or by messenger on or before the date specified for registration.  
**(C)** A candidate registered in the first semester by payment of fees must complete the registration of course within a period of ten days from the date of his registration failing which his / her admission shall be treated as cancelled.  
**(D)** The First Registration shall consist of the following:
  - (1) Payment of Fees.
  - (2) Orientation.
  - (3) Course card (Course to be registered in current semester)**(E)** Migration certificate should be produced by the students other than NAU before end of first semester.

**(F) Form for certification of PG students (color form) is required to be submitted to the Dean, PGS and Registrar within 15 days of beginning of first semester.**

**3.4 (A)** Registration requirements for the subsequent semesters shall also be the same except the orientation. However, the fees shall have to be paid within a month from the commencement of the semester, failing which his/her registration for that semester shall stand cancelled.

The registration in person for subsequent semester should be completed within the first three days of beginning of the semester failing which a fine of Rs.25/- (Rupees twenty five only) per day will have to be paid by the students missing registration up to the period of 30 days only.

**(B) A Post-Graduate student in any degree programme be re-registered within a period of three years at his/her own risk** in the same semester from which he/she gave up his/her studies, provided that no disciplinary action should have been taken against such a student during his/her career at the College. **This period of absence will be calculated from the date on which he/she left the College.** Only one such chance will be given for revival of registration to the student who gives up the studies with due justification only.

**(C)** If an enrolled P.G. student joins a regular service before submitting thesis (Kachha Bound), his / her registration shall automatically be cancelled. The major guide will report this immediately to Dean PG studies and Registrar of the University.

**In any condition, if regular student does not report for study for maximum period of six month, even after repeated intimation by Major Guide to student and his/her parents**



**about his/her absence, his/her registration will be cancelled. Major Guide has to report the absence of student to the Dean PG studies and Registrar.**

**3.5** A student enrolled in the University shall be given a registration number, which shall be used along with his name in all the documents and correspondence pertaining to him/her.

For the student who has revived his/her study and re-registered his/her old registration No. will be continued and the year of re-registration will be shown with old registration number.

**3.6** An Identity Card shall be issued to each registered student on completion of first registration. The student shall carry it with him / her at all times and should show the same when it is asked for. In case the Identity Card is lost, a new card may be issued to him/her on payment of prescribed fee. It shall be obligatory on part of student to surrender the Identity Card on Completion of his / her studies.

#### **REGULATION NO.4:**

##### **FEES, DEPOSITS, *etc.*:**

**4.1** The regular as well as payment fees, deposits *etc.* payable by the candidates for Post-Graduate Studies shall be as prescribed by the Navsari Agricultural University, time to time.

**4.2** The Girls students are exempted from Tuition fee and Hostel fee.

**4.3** **After completion of his / her minimum residential requirement of Post Graduate Studies, if the study will not be completed in prescribed time, she / he has to pay the normal fees for subsequent semesters up to maximum limit**

## **REGULATION NO.5:**

### **CURRICULA AND COURSES:**

#### **5.1 Additions, Deletions, Dropping, Substitution and Completion of Courses:**

**(A)** Addition, substitution and deletion of course(s) shall be permitted by the Dean, P.G. Studies on the recommendation by the advisory committee, Head of Department and Dean of respective faculty with due justification **under the intimation of the Exam branch of Registrar office.**

**(B)** Dropping of a course in a semester shall be permitted by the Dean, P.G. Studies on the recommendation by the advisory committee, Head of Department and Dean of respective faculty with due justification within six weeks from the commencement of a semester on recommendation of Major Guide **under the intimation of the Exam branch of Registrar office. However student has to earn 'D' grade for that course in that semester evaluation report (mark sheet).**

**(C)** A student shall be deemed to have cleared and completed a course if he/she attended minimum 75 percent of total lectures and laboratory / field work and has completed all such other necessary requirements for the course and has obtained a requisite grade point.

**(D)** A student securing less than **6.00 grade point (60 percent marks) for both Master & Doctorate degree** in a course shall be considered to have failed to pass that course and shall have to repeat the course in subsequent semesters.

The repetition of particular course shall be allowed only twice **(1 regular + 2 trials)** to obtain the minimum required grade point.

**Failing on this, registration of the student will stand cancelled automatically.**

## **5.2 System of Evaluation:**

**(A)** The different types of examination and weightage for each shall be as follows from August, 2010.

<b>Sr. No.</b>	<b>Examination</b>	<b>Weightage</b>
1.	Self Study (Assignments)	20%
2.	Tests	30%
3.	Semester End Examination	50%

**N.B.:** Wherever applicable equal weightage of practical will be given in test and semester end examination.

**(B)** Each of the courses shall be of 100 marks (Theory and practical combined). The mode of evaluation and weightage for each course shall be as shown in 5.2(A). The score secured by candidate out of total of 100 marks in a course shall be converted to equivalent grade under 10.00 point system to represent the grade point for that course.

The following method/mode of marking also shall be shown by the teachers / examiners in the Students Performance Report.

### **For Master's & Doctoral Degree**

<b>Grade</b>	<b>Significance</b>	<b>Remarks</b>
<b>6.00 and above for both Master &amp; Doctoral degree</b>	Pass	--
<b>Below 6.00 for both Master &amp; Doctoral degree</b>	Fail	--
D	Drop	--
I	Incomplete	--
W	Withdrawn	--
S	Satisfactory	<b>For six comprehensive courses, Seminar and thesis credits</b>
US	Unsatisfactory	

**(C)** Grade Point Average (GPA) is the sum of the products of credits of course and the grade point obtained in that course is divided by the total number of credits of the different courses offered in the semester *i.e.*

$$\text{GPA} = \frac{G_1C_1 + G_2C_2 + G_3C_3}{C_1 + C_2 + C_3} = \frac{\text{Total Grade Point}}{\text{Total Credits}}$$

The Cumulative Grade Point Average (CGPA) obtained by the student upto the end of a particular semester shall be calculated by dividing the sum of the products of the grade point average and the credits in each semester by the total credits completed upto the end of that semester.

A grade point below **6.00** in a course shall be counted in working GPA for that semester. However, on revision of the grade point after repeating that course the earlier grade point shall be replaced by the revised grade point average and CGPA/OGPA shall be recalculated.

The revised grade point shall substitute the original grade point and the same will be counted in working out the OGPA/CGPA for the purpose other than the award of the scholarship / freeship / fellowship or for competing for a Certificate of honor or of a position.

The course cleared by more than one trial shall be shown as repeat course in the transcript **as well as in the evaluation report of that semester (mark sheet).**

**(D)** A student shall have to appear at the examination to be announced by the teachers concerned in the course(s) in which he / she has registered. Absence from the test examination account of valid reason and prior permission of **major guide, course teacher and Dean** shall be sufficient cause to award ‘**W**’ grade and the student shall have to clear that course in the subsequent semesters. The Major guide has to immediate report for the same to Dean,PGS and Registrar

However, due to short fall of attendance/absence from the test examination without valid reason and prior permission of Dean shall be sufficient to award 'I' grade and the student shall have to clear that course in the subsequent semesters as a repeated course as and when offered but student will be allowed to register for another courses in next semester. If student awarded 'I' grade in particular course in last semester that course must be offered in next semester.

For Seminar, if student is unable to clear seminar with due justification within six weeks from the commencement of a semester on recommendation of Major/Minor Guide, shall be sufficient cause to award 'W' grade in consultation with seminar in-charge and Dean of the faculty and the student shall have to clear that course in the subsequent semesters. However, absence from the seminar without valid reason and prior permission of Dean shall be sufficient cause to award 'I' grade and the student shall have to clear that course in the subsequent semesters as a repeated course.

**(E)** A teacher shall be responsible for evaluating the student's performance and maintaining the history of the material covered in the courses by system of tests, term papers, skill orientated practicals, assignments and semester end examination.

**(F) Academic probation:**

- (1) A student shall be required to maintain the CGPA of not less than **6.5** in order to be eligible for continuance as regular enrolled student of the University. **However to obtain Degree, minimum 6.5 OGPA is required.**
- (2) If the CGPA of a student is less than **6.5** at the end of a semester, he/she shall be placed on the Academic Probation.
- (3) If the CGPA of student at the end of a semester in which he/she was on academic probation is **6.5** or higher he/she shall be removed from the academic probation and shall be allowed to continue as a regular enrolled student. Otherwise he/she will

continue to be on academic probation till he/she obtains the OGPA of **6.5** and above by taking additional courses even after the fulfillment of the prescribed courses.

### **5.3 Award of Class:**

The award of a class to a student shall be based on OGPA (Overall Grade Point Average) obtained by him/her and shall be indicated in the Master's degree certificate. The basis of the award of class shall be as under.

<b>Overall Grade Point Average</b>	<b>Class</b>
8.00 and above	First Class with Distinction
7.00 to 7.99	First Class
<b>6.50 to 6.99</b>	Second Class

### **REGULATION NO.6.:**

#### **REQUIREMENTS:**

#### **6.1**

#### **(A.) Minimum Credit Requirements**

<b>For Agriculture &amp; Horticulture</b>		
<b>Subject</b>	<b>Master's programme</b>	<b>Doctoral programme</b>
Major	20	15
Minor	09	08
Supporting	05	05
Seminar	01	02
Research (Thesis)	20	45
<b>Total Credits</b>	<b>55</b>	<b>75</b>
<b><u>Non-Credit Compulsory Courses:</u></b>		
Six courses (PGS 501-PGS 506) are of general nature and are compulsory for Master's programme. Ph. D. students may be exempted from these courses if already studied during Master's degree.		

<b>For Forestry</b>		
<b>Subject</b>	<b>Master's programme</b>	<b>Doctoral programme</b>
Major (Core)	22	15
Minor (Specialization)	12	08
Supporting	05	05
Seminar	01	02
Research (Thesis)	20	45
<b>Total Credits</b>	<b>60</b>	<b>75</b>
<b><u>Non-Credit Compulsory Courses:</u></b>		
Six courses (PGS 501-PGS 506) are of general nature and are compulsory for Master's programme. Ph. D. students may be exempted from these courses if already studied during Master's degree.		
<b>For Veterinary Science</b>		
<b>Subject</b>	<b>Master's programme</b>	<b>Doctoral programme</b>
Major	28	17
Minor + Supporting (minimum 6 for minor & 3 for supporting)	11	11
Seminar	01	02
Research (Thesis)	20	45
<b>Total Credits</b>	<b>60</b>	<b>75</b>
<b><u>Non-Credit Compulsory Courses:</u></b>		
Four courses (PGS 501,502,503/504 and 506) are of general nature and are compulsory for Master's programme. Ph. D. students may be exempted from these courses if already studied during Master's degree.		

### **For M.Sc.(ICT in Agriculture)**

Student has to earn a minimum of 54 credits hours ( Core courses -54 credits, a minor project 1 credit, basic supporting courses 2 credits, Prerequisite courses 6 credits minimum). In addition to 54 minimum courses credits students has to earn 10 credits of project work.

The student of M.Sc.(ICT in Agriculture) have to take minor project in second semester at his/her own cost. The students have to submit project report with certificate given by organization/industry to the principal of the institute and it will be granted as satisfactory/unsatisfactory. The minor project is compulsory for all the students.

### **For M.B.A. (Agribusiness Management)**

For MBA(Agribusiness) student have to earn a minimum of 53 credit hours (core courses 30 credits, a seminar 1 credit, basic supporting courses 6 credits, elective courses 16 credits minimum).The elective courses will be offered to the students in 2nd year of the programme. The institute may club together similar elective courses to form specialized elective areas. In addition to 53 minimum courses credits student has to earn 10 credits of project work.

The students of MBA-Agribusiness have to take summer training /Industrial attachment of 4-6 weeks after the completion of second semester at his/her own cost. The students have to submit training report with certificate given by organisation /industry to the principal of the institute and it will be granted as Satisfactory/ Unsatisfactory. The summer training/Industrial attachment of 4-6 weeks is compulsory for all the students



- (B) To pass six comprehensive courses of one credit each as given below is compulsory which is to be granted as Satisfactory/ Un-satisfactory.**

<b>Sr.No.</b>	<b>Course</b>	<b>Credits</b>
PGS - 501	Library and Information Services	(0+1)
PGS - 502	Technical Writing and Communication 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	Agril. Research, Research Ethics and Rural Development Programme (e-course)	(1+0)
PGS - 506	Disaster Management (e-course)	(1+0)

For MBA (ABM) students will have to pass only four non credit compulsory courses (PGS – 501,503,505 & 506)

For M.Sc.(ICT in Agriculture) students will have to pass only two non credit compulsory courses (PGS – 501 & 504)

- (C)** To clear the qualifying examination.
- (D)** To submit an acceptable thesis based on an approved research project conducted satisfactorily as adjudged by the examiner for the award of degree. However, once the thesis (*Kachcha* bound) is submitted by the student no fees should be charged even though the thesis viva is not completed as all the requirements are over on submission of thesis. **However, minimum residential requirement of the student with registration and payment of fees must be completed.**
- (E)** Having to complete minimum residential requirements of 4 semesters (for Master) and 6 semester (for Doctoral) for general students and students having degree in basic science along with Diploma, while 6

semesters (for Master) and 8 semester (for Doctoral) for the students coming from Basic Science stream and for in-service students.

- (F) Maximum duration for Master's degree & Doctoral Degree are 8 semesters and 12 semesters for fresh candidates and for Basic science and in-service candidates, it will be 10 and 14 semesters, respectively.
- (G) **No further extension will be granted beyond permissible limit. The registration of such students stand to be cancelled. In this case, a student has to vacant the hostel after fifth semester (for Master) and seventh semester (for Doctoral).**

## 6.2

- (A) In case of in-service and regular post-graduate M.Sc. and Ph.D. students requiring extension up to two semesters in addition to normal period shall be granted by the Principal of concerned colleges on recommendation of the Advisory Committee. For further extension, cases shall be forwarded to the Registrar with recommendation of the Advisory Committee and the Principal of respective college. Registrar will scrutinize and put up all such cases with the remarks to the Dean P.G. Studies for consideration and approval. Such extension up to maximum period of two semesters in either case shall be granted. **For further extension, cases with document of work done shall be forwarded to the Vice-Chancellor with recommendation of Registrar and Dean P.G. for consideration and approval of two semester extension as special case.**

For in-service candidate, If student does not complete the study within the extended period, he/she shall have to complete the remaining requirements of study by proceeding on leave due to him/her (limitation of 6 months only). Amount of Bond will be recovered from the candidate for incompleteness of study.

- (B) The cases shall be reviewed after 4 semesters by the major guide who will report to the Dean of the concerned faculty about taking courses

during each semester. **If a student has not taken any course during any one semester before completing a course work his/her registration will stand cancelled.** Principal will report the same to Dean, Post-Graduate Studies and Registrar.

**REGULATION NO.7:**

**PROGRAMME OF STUDY:**

**7.1 (A)** Every student shall have a Major guide from his Major Field of study.

He shall be the Chairman of Advisory Committee.

**Advisory Committee For Masters:**

Minimum 3 members ( 2 –Major subject including chairman and one from Minor subject) to be constituted within 3 weeks of first semester.

**Advisory Committee For Doctoral:**

Minimum 4 members ( 2 –Major subject including chairman, one from Minor subject and supporting subject) to be constituted within 3 weeks of first semester.

**However, Major guide will decide the members looking to student research work.**

**(B) The major guide will propose committee in consultation with Head of Department and Senior PG Teachers of the centre, Dean of faculty will recommend and Dean PG will approve the committee.**

**(C)** The committee shall draw out the programme (Color from) of study keeping inview the student's academic background, **within the 15 days of the starting of the first semester** and the report to this effect will be sent to the Dean of Post-graduates Studies, through the Principal.

**(D)** For students of MBA-Agribusiness, minimum four members of Advisory Committee (2 from faculty of core/basic supporting area

including chairman, one expert from other educational institute/industry/related associate faculty and one member from Agriculture or Allied sciences of the University) shall be constituted by the Major Advisor.

- 7.2** The research problem of the student may be complementary to the Department/ University research programme and shall be decided by the Major guide in consultation with the Head of Department and senior most P.G. teacher in the subject of the Centre. The outline of the thesis work (synopsis) shall be discussed in the presence of teachers of major field of study in addition to **the committee members** and be communicated to the Dean of Post-Graduate studies **for approval** before the end of **first/Second** semester.
- 7.3** A student shall not normally be allowed to take more than **18 credits(22 for MBA-ABM, 21 for M.Sc.(ICT in Agriculture & 20 for Veterinary)** courses (including non-credit compulsory courses) in a semester. **A recipient of an assistance ship/fellowship of project and In-service candidates shall not be allowed to take more than 12 (10 for MBA & Veterinary) credits (for Masters) / 9 credits (for Doctorate) courses in a semester.**

#### **REGULATION NO.8:**

##### **QUALIFYING EXAMINATION:**

- 8.1** On completion of **75% course work separately in major and minor subjects** the candidate will be eligible to appear in qualifying examination. The qualifying examination for Master's and Ph.D. degree will consist of a written examination in addition to viva-voce. For Master degree, there shall be one paper in major field including allied courses of the study and another paper in minor field of the study having 70 & 30 marks, respectively. The paper in major and minor field of study shall be drawn by major and minor guide, respectively. **For Ph.D degree, there shall be two papers (each of 35 marks**

**separately) in major field including allied courses of the study and another paper (30 marks) in minor field of the study. The paper in major and minor field of study shall be drawn by major and minor guide, respectively. (Qualifying marks for this examination will be 60%).**

**In Doctoral degrees paper setting will be internal but evaluation will be by external examiner from other than advisory committee members or nominated by Dean,PGS from SAUs. However for Masters degree both will be internal only.**

**The grading will be Satisfactory / Unsatisfactory.** The viva-voce exam (prelim) will be conducted by the Advisory Committee after obtained permission from the Dean of Post-Graduate Studies through Principal in case of Doctoral degree only.

For MBA(Agribusiness) and M.Sc.(ICT in Agriculture),there shall be one common question paper of 100 marks which will be drawn by Major advisors and evaluated by the PG teachers of the Institute as appointed by the Principal of Institute. The grading of Viva-voce will be Satisfactory/Unsatisfactory. Common Viva voce exam(prelim) will be conducted by the Committee suggested by PG Coordinator and approved by Dean, ABM in consultation with Dean of Post graduate studies for Masters and Ph.D degree respectively.

For Ph.D. however, one more member will be nominated in addition to the Advisory Committee by the Dean of Post-Graduate Studies, for the purpose of qualifying examination. The Chairman of the Advisory Committee will communicate the result of examination to the Dean Post-Graduate Studies and Exam branch of Registrar office.

The candidate shall be declared successful only if the decision of the Advisory Committee (with additional member in case of Ph.D.) is unanimous.

- 8.2** A candidate failing to pass the qualifying examination will be eligible to reappear in the said examination for a maximum of two additional trials only spaced at intervals of not less than 3 months.
- 8.3** For Master degree, student has to present a seminar on his / her thesis work before submitting *Pakka bound* thesis.
- 8.4** For doctorate degree, before submitting *Pakka bound* thesis, (a) student has to present a seminar on his / her thesis work and (b) one research paper should have been accepted and second submitted or one patent filed out of thesis work and Guide has to certify for the same.
- 8.5** After completion of above requirement, candidate shall be eligible to submit the *Pakaa bound* thesis.

If the thesis work and all requirements of the PG study are completed by end of 3<sup>rd</sup> semester (Master degree) and end of 5<sup>th</sup> semester (doctorate degree), thesis can only be submitted in 4<sup>th</sup> semester (Masters) and 6<sup>th</sup> semester (Doctoral), however, degree will be awarded only after completion of minimum residential requirements and fees are not required to be deposited after *Kachha bound* thesis submission.

#### **REGULATION NO.9:**

#### **THESIS AND FINAL EXAMINATION:**

##### **9.1 Master's Degree:**

The thesis submitted in partial fulfillment of the Master's degree shall be evaluated by the external referees from outside the University who shall be appointed by the Dean of Post-Graduate Studies from a panel of three persons (at least two from outside the SAUs of Gujarat)

suggested by the major advisor of the student and recommended by the Principal of respective colleges.

**The panel should be submitted by the major advisor (before two month of expected date of *Kachha bound thesis* submission) to the principal and principal will foreword this panel to Dean, PGS and Registrar with his recommendation for further needful.**

The external referees shall examine the thesis and send his/her report to the Dean of Post-Graduate studies **and Registrar** under intimation to the Major guide normally within 4 weeks from the date of receipt of the thesis. On receipt of the report from the external referees by the Dean Post-Graduate Studies, the candidate will be examined orally on the thesis giving due weightage to the report of external referee, **by the Advisory committee and one teacher from the Major field** nominated by the Dean of Post-Graduate Studies who will present their final report on thesis examination to the Dean of Post-Graduate Studies through the Principal of the College. However, the Dean of Post-Graduate Studies if convinced of the need for inviting the external referee to hold viva-voce examination he may invite external referee for viva-voce examination instead of one teacher to be nominated by him. In case the examiners do not agree with the report of the external referee, the Dean of Post-Graduate Studies may obtain opinion of any second referee whose opinion will be considered as final.

For MBA- Agribusiness and M.Sc.(ICT in Agriculture), one additional external examiner will be recommended by the principal and appointed by Dean, PG studies for the evaluation and Viva Voce of project report work of the student. A four member committee will be constituted for the project work evaluation and Viva Voce which will include One External examiner, Major Advisor and one associate faculty member from the university and one faculty member from the discipline appointed by the dean for the purpose. This committee will

conduct the Viva Voce on Project work and result of the same will be communicated to the Registrar and Dean, PG studies.

## **9.2 Doctorate Degree:**

- (1)** The thesis submitted in partial fulfillment of Ph.D. degree shall be examined by the two external referees appointed by the Dean of Post-Graduate Studies, from a panel of five experts (at least three from outside the SAUs of Gujarat and two from SAUs of Gujarat) suggested by the major advisor of the student and recommended by the Principal of respective colleges.

**The panel should be submitted by the major advisor (before two month of expected date of *Kachha bound thesis* submission) to the principal and principal will foreword this panel to Dean, PGS and Registrar with his recommendation for further needful.**

The referees shall evaluate the thesis and shall submit their report to the Dean of Post-Graduate Studies **and Registrar** under intimation to the Principal of respective colleges normally within 6 weeks from the date of receipt of the thesis. If one of the external referees does not recommend the acceptance of the thesis, a third external referee from the same panel shall be appointed. **If third referee also does not recommend the thesis for acceptance the candidate shall be declared to have failed and no oral examination shall be conducted. If both the external referees recommend acceptance of the thesis, the final oral examination shall be conducted by advisory committee, one of the appointed external referees and one referee from major subject among SAUs of Gujarat state as decided by the Dean of Post-Graduate Studies.**

- (2)** The candidate is expected to defend the thesis work at the examination. The degree shall be awarded on unanimous recommendation of the examiners in respect of the thesis itself and the performance of the



student in the oral examination. The recommendation of the examiners shall be forwarded by the Major guide to the Dean Post-Graduate Studies and Registrar through the Principal of the College.

**(3)** The thesis *viva voce* report should be submitted in **typed & prescribed** format only. Title of the thesis should be the same in cover & inside page of thesis and thesis *viva voce* report.

**9.3 Technical queries raised by external referee should be thoroughly discussed in the viva voce exam of thesis and its detailed report signed by all the examiners shall be submitted along with the result.**

#### **REGULATION NO. 10 :**

##### **ATTENDANCE REQUIREMENT**

The attendance shall be counted from the date of commencement of the semester. All candidates are required to attend 75% of the practicals /lectures and seminar. In case of shortfall in attendance up to 5% in any given course, the shortage may be condoned by the concerned Principal of the College only upon unavoidable circumstances.

In shortfall of attendance, the principal of the college is empowered to award 'I' grade to such student.

##### **Regulation no. 11**

All evaluation reports, mark sheets, transcript and other certificates (except Degree Certificate) shall be issued under the signature of the Registrar.

**In any case, Decision taken by Hon. Vice Chancellor, Dean, Post graduate studies in consultation with Registrar shall be final.**

## **Modus operandi for In-service Ph.D. Studies**

**(As per Board of Management Resolution 245/10, dated 04/05/2010)**

1. The In-service Ph.D. Candidates who are working as SRA or Agricultural Officer in Navsari Campus of *erstwhile* GAU, if selected or Promoted to Assistant Professor or its equivalent post in NAU, should be permitted to continue their studies.
2. The in-service Ph.D. candidates working as Senior Research Assistant or Agricultural Officer in other SAUs of Gujarat and *erstwhile* GAU who have completed the course work and research work and selected as Assistant Professor or its equivalent in NAU should be permitted to continue his/her registration in the University where he/she was registered and allowed to submit his/her thesis in his/her parent SAU, if the university agrees so.
3. The in-service Ph.D. candidates who have completed the course work in one university (SAUs of Gujarat) and presently selected in NAU as Assistant professor or its equivalent should be permitted to continue his/her registration in the University where he/she was registered. The research work of such candidates should be carried out in the NAU by providing a co-guide from NAU. The thesis has to be submitted subsequently to the parent university where he/she was registered for in-service Ph. D. programme, if that SAU agrees so.
4. The in-service Ph.D. candidates who have partially completed the course work in one university (SAUs of Gujarat) and presently selected in NAU as Assistant professor or its equivalent should be permitted to transfer his/her registration in NAU and course credit completed in the previously registered university may be transferred to the NAU along with the results of number of semesters completed. Such candidates should be allotted new major advisor and the advisory committee and the remaining course work as well as the research work can be completed in the NAU.
5. The fresh candidates who are doing Ph.D. under NAU or other SAUs of the country and selected as Assistant Professor and its equivalent post in NAU

and if they have completed course work and research work, they should be given maximum of six months leave after completion of their probation period to complete their thesis work if his/her parent university permits so. The candidates who have not completed course work and research work they should not be allowed to continue their study. They should be given admission under faculty improvement programmes as per seniority where he/she has to register as new student.

5. For faculty improvement every year not more than 30 employees of the university who fulfill the admission requirement with necessary relaxation should be given opportunity to pursue higher studies leading to Ph.D. as per the terms and conditions prescribed for in-service Ph.D. programmes and subject to submission of Bond. The faculty-wise breakup shall be as under.

Faculty	No. of In-service candidates to be admitted
Agriculture	10
Veterinary Sciences and A.H.	8
Horticulture	4
Forestry	3
Agriculture Information Technology	1
Agribusiness Management	2
Agricultural Engineering	2
<b>Total</b>	<b>30</b>

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