

પોલીટેકનીક ઇન એનીમલ હસબન્ડરી

નવસારી કૃષિ યુનિવર્સિટી

નવસારી - ૩૯૬ ૪૫૦



માહિતી અને પરિચયગ્રંથ

ધી રાઇટ ટુ ઇન્ફર્મેશન એક્ટ, ૨૦૦૯

કલમ ૪ (૧) બી

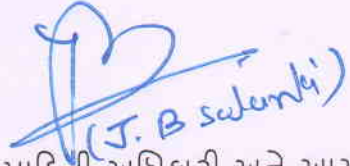
એનેક્ષર- બી

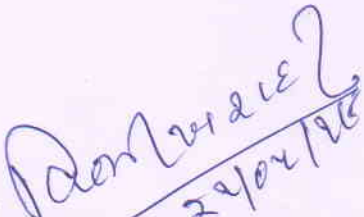
(સામાન્ય વહીવટી વિભાગના ત.૩૧/૦૮/૨૦૦૭, તા.૦૮/૦૮/૨૦૧૨ના પરિપત્ર ક્રમાંક :
પીએડી-૧૦૨૦૦૭-૩૩૫૩૬૪-આરટીઆઇસેલ અને કુલ સચિવશ્રીના પત્ર ક્રમાંક નં.
નકૃયુ/૨જી/અ.૩.૩/૪૩૭૧-૪૫૦/૨૦૧૫, તા.૦૬/૦૪/૨૦૧૫ અન્વયે)

પ્રમાણપત્ર

આથી પ્રમાણિત કરવામાં આવે છે કે માહિતી અધિકાર અધિનિયમની કલમ - ૪
અંતર્ગત સ્વયં જાહેર કરવાની બાબતો પ્રોએક્ટીવ ડિસ્ક્લોઝર (P.A.D.) અત્રે ની કચેરી દ્વારા
તૈયાર કરવામાં આવેલ છે. અને તા. ૦૧/૦૫/૨૦૧૯ની પરિસ્થિતિ પ્રમાણે અધતન કરવામાં
આવેલ છે.

તારીખ - ૧૬/૦૫/૨૦૧૯


(J. B. Sankhvi)
જાહેર માહિતી અધિકારી અને આચાર્ય
પોલીટેકનીક ઇન એનીમલ હસન્ડરી
નવસારી કૃષિ યુનિવર્સિટી
નવસારી - ૩૯૬ ૪૫૦
ટેલીફોન નં. ૦૨૬૩૭ ૨૯૧ ૯૨૪


અપીલ અધિકારી અને આચાર્ય
વનબંધુ વેટરનરી કોલેજ
નવસારી કૃષિ યુનિવર્સિટી
નવસારી - ૩૯૬ ૪૫૦

માહિતી અને પરિચયગ્રંથ

૦૧/૦૫/૨૦૧૯

અનુક્રમણિકા		
પ્રકરણ	વિગત	પાના નંબર
૧.	સંસ્થાનુ સંસ્થાપન, ઉદ્દેશો, કાર્યો અને ફરજોની વિગતો	૦૪
૨.	સંસ્થાના અધિકારીઓ અને કર્મચારીઓની સત્તાઓ અને ફરજો	૦૫
૩.	સંસ્થામાં કામકાજ અને નિર્ણય પ્રક્રિયામાં અનુસરવાની કાર્યપદ્ધતિ (તેમાં દેખરેખને જવાબદારીઓ માટેની ચેનલોની બાબતોનો સમાવેશ થવો જરૂરી છે)	૦૬
૪.	સંસ્થાનાં કાર્યો કરવા માટેના નિયત કરેલા ધોરણો	૦૭
૫.	સંસ્થાના કાર્યો કરવા માટે સંસ્થા દ્વારા ઘડાયેલા નિયમો, વિનિયમો, સુચનાઓ, નિયમો સંગ્રહો અને રેકર્ડ	૦૭
૬.	સંસ્થા પાસેના દસ્તાવેજોના પ્રકારનુ પત્રક	૦૭
૭.	સંસ્થાની નીતિ ઘડવા અંગેના અથવા તેમના વહીવટી અંગેના જાહેર જનતા સાથેના પરામર્શ અથવા પ્રતિનિધિત્વ માટેની કોઈ વ્યવસ્થા હોય તો તેની વિગતો	૦૭
૮.	સંસ્થાની વિવિધ સમિતીઓ અને તેમના ભાગ તરીકે અથવા તેની સલાહના ઉદ્દેશથી બે થી વધુ સભ્યોનાં બનેલા એકમોની બેઠકો જાહેર જનતા માટે ખુલ્લી છે કે કેમ અને આવી બેઠકોની કાર્યવાહી નોંધ જાહેર જનતા માટે ઉપલબ્ધ છે કે કેમ, તે અંગેનુ પત્રક	૦૮
૯.	સંસ્થાના અધિકારીઓ અને કર્મચારીઓની નિર્દેશિકા	૦૮
૧૦.	દરેક અધિકારી અને કર્મચારીને મળતુ માસિક મહેનતાણુ અને નિયમો મુજબના વળતરની પદ્ધતિની માહિતી.	૦૮
૧૧.	સંસ્થાની એજન્સીની તપાસ યોજનાઓની વિગતો, સૂચિત ખર્ચ અને કરેલી ચુકવણીઓના અહેવાલ દર્શાવતુ ફાળવેલ બજેટ	૦૮
૧૨.	ફાળવેલ સહાયકી અને સહાયકી કાર્યક્રમોના લાભાર્થીઓની વિગત સહીત આવા કાર્યક્રમોના અમલની પદ્ધતિ.	૦૯
૧૩.	સંસ્થા પાસેથી કોઇપણ પરવાનગીઓ અથવા અધિકારી પત્ર અથવા છુટછાટ/ રાહત મેળવનાર અમલની પદ્ધતિ	૦૯
૧૪.	સંસ્થા પાસે ઉપલબ્ધ અથવા તેમની પાસે રહેતી વિજાણુ માધ્યમમાં રૂપાંતરીત (ઇલેક્ટ્રોનિક્સ ફોર્મ) માહિતીની વિગતો	૦૯
૧૫.	સંસ્થામાં જાહેર ઉપયોગમાં રાખેલી પુસ્તકાલય અથવા વાંચન ખંડની સવલતો માટેના સમય સહિત નાગરિકોને માહિતી મેળવવા માટેની પ્રાપ્ત સગવડોની વિગતો	૦૯
૧૬.	સંસ્થાએ નિયુક્ત કરેલા જાહેર માહિતી અધિકારીઓના નામ, હોદ્દાઓ અને અન્ય વિગતો	૦૯
૧૭.	વખતો વખત નિયત કરવામાં આવે તે પ્રમાણેની આવી અન્ય માહિતી.	૧૬

રાઇટ ટુ ઇન્ફર્મેશન એક્ટ, ૨૦૦૫ની કલમ ૪ (૧) બી અન્વયેની માહિતીનું મેન્યુઅલ

પ્રકરણ - ૧

સંસ્થાનું સંસ્થાપન, ઉદ્દેશો, કાર્યો અને ફરજોની વિગતો

સંસ્થાનું સંસ્થાપન:-

સેક્શન અધિકારી કૃષિ અને સહકાર વિભાગનાં પત્ર ક્રમાંક : નકવ-૧૨૨૦૧૧-૨૦૯૧-ક.૨, તા.૧૧-૧૦-૨૦૧૧, ગુજરાત સરકાર તથા સેક્શન અધિકારી કૃષિ અને સહકાર વિભાગનાં પત્ર ક્રમાંક : નકવ-૧૨૨૦૧૧-૨૦૯૧-ક.૨, તા.૧૬-૦૩-૨૦૧૨, ગુજરાત સરકાર તેમજ યુનિવર્સિટીના જાહેરનામું નં. ૩૬૨/૨૦૧૨ અન્વયે પશુપાલન નિરીક્ષક તાલીમ કેન્દ્રને પોલીટેક્નીક ઈન એનિમલ હસબન્ડરીમાં અપગ્રેડ કરી એકેડેમીક વર્ષ-૨૦૧૨-૧૩થી તેની શરૂઆત કરવામાં આવેલ છે.

ઉદ્દેશો અને ધ્યેયો:

- હાલની સુવિધાઓને સઘન બનાવવાથી વિદ્યાર્થીઓને આધુનિક ટેકનોલોજીનું પ્રાયોગિક અને ક્ષેત્રિય જ્ઞાન અને વર્તમાન પરિસ્થિતિથી વાકેફ કરવા.
- સુવિધાસભર સેન્ટર દ્વારા કુશળતા અને જ્ઞાનસભર ડિપ્લોમા વિદ્યાર્થીઓ દ્વારા છેવાડાનાં ગામોમાં પશુપ્રાથમિક સેવા દ્વારા પશુપાલકોનું જીવનધોરણમાં સુધારો લાવવો.
- ડિપ્લોમા વિદ્યાર્થીઓમાં પ્રતિસ્પર્ધા અને આત્મવિશ્વાસ દ્વારા ઉત્સાહ વધારી ડેરી ફાર્મિંગ અથવા એક કરતા વધુ ફાર્મિંગ જેવા વ્યવસાય માટે પ્રોત્સાહિત કરવા.
- વિદ્યાર્થીઓને વધારે જાત અનુભવોનું જ્ઞાન કરાવવું.

સંસ્થાના કાર્યો અને ફરજો:

વિદ્યાર્થીઓને કોર્ષ મુજબનું પશુપાલન અંગેનું શિક્ષણ આપવું.

વિદ્યાર્થીઓને પ્રાયોગિક જ્ઞાન મળી રહે તે હેતુસર પશુ સારવાર કેમ્પનું આયોજન કરવું.

પ્રકરણ-૨

સંસ્થાના અધિકારીઓ અને કર્મચારીઓની સત્તાઓ અને ફરજો

આચાર્ય:

- પોલીટેકનીકના અધ્યક્ષ તરીકેની જવાબદારી વહન કરે છે.
પોલીટેકનીકમાં હાથ ધરવામાં આવતી શિક્ષણ અને વિસ્તરણ શિક્ષણની પ્રવૃત્તિઓનું સંચાલન અને નિયંત્રણ કરવું.
- પોલીટેકનીકને લગતા સ્ટેચ્યુટ અને નિયમોનું યોગ્ય પાલન થાય તેની તકેદારી રાખવી.
- પોલીટેકનીકના વિદ્યાર્થીઓની પ્રગતિ અને નોંધણી ઉપર દેખરેખ રાખશે.
પોલીટેકનીકની જરૂરીયાતો, નીતિઓ અને ધોરણો બાબતે એકેડેમિક કાઉન્સિલને ભલામણ કરશે.

કર્મચારીઓની ફરજો:

પોલીટેકનીકમાં મુખ્યત્વે શૈક્ષણિક, તાંત્રિક અને વહીવટી કર્મચારીઓ સામેલ છે. જેમાં શૈક્ષણિક કર્મચારીઓ મુખ્યત્વે શિક્ષણ, સંશોધન અને વિસ્તરણની કામગીરી સંભાળે છે. તાંત્રિક કર્મચારી લેબોરેટરીમાં પ્રાયોગિક શિક્ષણમાં મદદરૂપ થવું, લેબોરેટરીમાં માટે જરૂરી વસ્તુઓની ખરીદી કરવી. વહીવટી કર્મચારી દ્વારા પોલીટેકનીકની તમામ વહીવટી અને એકેડેમિક કામગીરી સંભાળવામાં આવે છે.

કચેરીનો સમય:

- ૧) શિક્ષક અને તાંત્રિક કર્મચારીઓ માટે : સવારે ૮.૦૦ થી ૧૨.૦૦ અને બપોરે ૧૪.૦૦ થી ૧૭.૧૦
(રીસેચનો સમય ૧૨.૦૦ થી ૧૪.૦૦)
- ૨) વહીવટી કર્મચારી માટે : સવારે ૧૦.૩૦ થી સાંજના ૬.૧૦ સુધી
(રીસેચનો સમય ૧૪.૦૦ થી ૧૪.૩૦)

પ્રકરણ -૩

સંસ્થામાં કામકાજ અને નિર્ણય પ્રક્રિયામાં અનુસરવાની કાર્યપદ્ધતિ
(તેમાં દેખરેખને જવાબદારીઓ માટેની ચેનલોની બાબતોનો સમાવેશ થવો જરૂરી છે)

લાઇવ સ્ટોક ઇન્સ્પેક્ટર ટ્રેનીંગ સેન્ટર માંથી પોલીટેકનીક ઇન એનીમલ હસબન્ડરીમાં અપગ્રેડ કરવાની કામગીરી નવસારી કૃષિ યુનિવર્સિટી, નવસારી હેઠળ કરવામાં આવી છે. જેથી આ પોલીટેકનીકની પ્રગતિ અને વિકાસને લગતી બાબતોને વિચારણા વનબંધુ વેટરનરી કોલેજના નિયંત્રણ હેઠળ યુનિવર્સિટીના ધારા-ધોરણ મુજબ કરવામાં આવે છે.

શૈક્ષણિક પ્રવેશ પાત્રતા અને ધારાધોરણો:

સને ૨૦૧૮-૧૯ પ્રવેશ ક્ષમતા ૪૦ વિદ્યાર્થીઓની

પોલીટેકનીક ઇન એનીમલ હસબન્ડરી વનબંધુ વેટરનરી કોલેજ નિયંત્રણમાં નવસારી કૃષિ યુનિવર્સિટી હેઠળ કાર્યરત છે. જેમાં ડીપ્લોમાં કક્ષાના અભ્યાસક્રમમાં પ્રવેશ માટે S.S.C. (ધોરણ-૧૦) ની પરીક્ષામાં ગુજરાતી/ પ્રાદેશિક ભાષા, ગણિત, વિજ્ઞાન/ વિજ્ઞાન અને ટેકનોલોજી, સામાજિક વિજ્ઞાન/ સમાજવિદ્યા અને અંગ્રેજી વિષયોના ગુણના આધારે ઓછામાં ઓછા (અનુસુચિત જાતિ માટે ૩૩%, અનુસુચિત જનજાતિ માટે ૩૩%, સામાજિક અને શૈક્ષણિક રીતે પછાતવર્ગના માટે ૪૦% અને અન્ય ઉમેદવારો માટે ૪૦%) પ્રમાણેના ટકા મેળવેલ હોવા જોઈએ. વિદ્યાર્થીઓને ગુજરાત સરકારના નિયમાનુસાર જુદા જુદા વર્ગોને ફાળવેલ ટકાવારી મુજબ પ્રવેશ આપવામાં આવે છે. તેમજ ઉચ્ચત્તમ ન્યાયાલયના આદેશો અન્વયે ડીપ્લોમા કક્ષાએ પ્રત્યેક અભ્યાસક્રમ શૈક્ષણિક વર્ષ ૨૦૦૨-૦૩થી ૩% જગ્યાઓ શારિરીક ખોડખાંડપણ ધરાવતા વિદ્યાર્થીઓ માટે અનામત રાખવામાં આવે છે.

પ્રકરણ-૪

સંસ્થાનાં કાર્યો કરવા માટેના નિયત કરેલા ધોરણો

નવસારી કૃષિ યુનિવર્સિટી દ્વારા નક્કી કરાયેલા ધોરણો પોલીટેકનીક ઇન એનીમલ હસબન્ડરી દ્વારા અનુસરવામાં આવે છે. જેની વિગત www.nau.in પર ઉપલબ્ધ છે.

પ્રકરણ-૫

સંસ્થાના કાર્યો કરવા માટે સંસ્થા દ્વારા ઘડાયેલા નિયમો, વિનિયમો, સુચનાઓ, નિયમો સંગ્રહો અને રેકર્ડ

સંસ્થાના કાર્યો કરવામાં માટે તેમજ કર્મચારીઓની નોકરી તેમજ સેવાકીય બાબતોના નિયમન માટેની વિગતો www.nau.in પર ઉપલબ્ધ છે.

ડીપ્લોમા કક્ષાના વિનિયમો

- પોલીટેકનીક ઇન એનીમલ હસબન્ડરીના વિનિયમો (પરિશિષ્ટ-૧)
- કોર્સ સંલગ્ન માહિતી પરિશિષ્ટ-૨

પ્રકરણ-૬

સંસ્થા પાસેના દસ્તાવેજોના પ્રકારનું પત્રક

પોલીટેકનીક ઇન એનીમલ હસબન્ડરી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી નીચે જણાવેલ દસ્તાવેજોની સાચવણી કરે છે.

- ૧) વિદ્યાર્થીઓના વિદ્યાકીય રેકર્ડ
- ૨) પશુધન નિરીક્ષક તાલીમ કેન્દ્રમાંથી પોલીટેકનીક ઇન એનીમલ હસબન્ડરીમાં અપગ્રેડ કરવા અંગેના રેકર્ડ
- ૩) સંસ્થાના કાર્યો માટેના અન્ય જરૂરી રેકર્ડ

પ્રકરણ-૭

સંસ્થાની નીતિ ઘડવા અંગેના અથવા તેમના વહીવટી અંગેના જાહેર જનતા સાથેના પરામર્શ અથવા પ્રતિનિધિત્વ માટેની કોઈ વ્યવસ્થા હોય તો તેની વિગતો

સંસ્થાની નીતિ ઘડવા અંગેના તમામ નિયમો યુનિવર્સિટી દ્વારા નક્કી કરાયેલા નિયમો પ્રમાણે અનુસરવામાં આવે છે. જેની વિગત www.nau.in પર ઉપલબ્ધ છે.

પ્રકરણ - ૮

સંસ્થાની વિવિધ સમિતીઓ અને તેમના ભાગ તરીકે અથવા તેની સલાહના ઉદ્દેશથી બે થી વધુ સભ્યોનાં બનેલા એકમોની બેઠકો જાહેર જનતા માટે ખુલ્લી છે કે કેમ અને આવી બેઠકોની કાર્યવાહી નોંધ જાહેર જનતા માટે ઉપલબ્ધ છે કે કેમ, તે અંગેનું પત્રક

યુનિવર્સિટીના નિયામક મંડળ એકેડમીક કાઉન્સિલ વગેરે અધિકાર મંડળોની બેઠકોની કાર્યવાહીની નોંધ જાહેર જનતા માટે યુનિવર્સિટીની વેબ સાઇટ પર ઉપલબ્ધ હોય છે.

પ્રકરણ - ૯

સંસ્થાના અધિકારીઓ અને કર્મચારીઓની નિર્દેશિકા

સંસ્થાના અધિકારીઓ તથા કર્મચારીઓની માહિતી યુનિવર્સિટીની વેબ સાઇટ પર ઉપલબ્ધ છે.

પ્રકરણ-૧૦

દરેક અધિકારી અને કર્મચારીને મળતું માસિક મહેનતાણું અને નિયમો મુજબના વળતરની પદ્ધતિની માહિતી.

પોલીટેકનીક ઇન એનીમલ હસબન્ડરી વનબન્ધુ વેટરનરી કોલેજના નિયંત્રણ હેઠળ કામગીરી કરે છે. જેથી દરેક અધિકારી અને કર્મચારીઓની આ અંગેની માહિતી વનબન્ધુ વેટરનરી કોલેજ દ્વારા (પરિશિષ્ટ-૨માં) યુનિવર્સિટી વેબસાઇટ www.nau.in પર મૂકેલ છે.

પ્રકરણ-૧૧

સંસ્થાની એજન્સીની તપાસ યોજનાઓની વિગતો, સૂચિત ખર્ચ અને કરેલી ચુકવણીઓના અહેવાલ દર્શાવતું ફાળવેલ બજેટ

પોલીટેકનીક ઇન એનીમલ હસબન્ડરી વનબન્ધુ વેટરનરી કોલેજના નિયંત્રણ હેઠળ કામગીરી કરે છે. જેથી આ અંગેની માહિતી વનબંધુ વેટરનરી કોલેજ દ્વારા (પરિશિષ્ટ-૩માં) યુનિવર્સિટી વેબસાઇટ www.nau.in પર મૂકેલ છે.

પ્રકરણ-૧૨

ફાળવેલ સહાયકી અને સહાયકી કાર્યક્રમોના લાભાર્થીઓની વિગત સહીત આવા કાર્યક્રમોના અમલની પદ્ધતિ.

- લાગુ પડતુ નથી.

પ્રકરણ-૧૩

સંસ્થા પાસેથી કોઇપણ પરવાનગીઓ અથવા અધિકારી પત્ર અથવા છુટછાટ/ રાહત મેળવનાર અમલની પદ્ધતિ

- લાગુ પડતુ નથી.

પ્રકરણ-૧૪

સંસ્થા પાસે ઉપલબ્ધ અથવા તેમની પાસે રહેતી વિજાણુ માધ્યમમાં રૂપાંતરીત (ઇલેક્ટ્રોનિકસ ફોર્મ) માહિતીની વિગતો

- નવસારી કૃષિ યુનિવર્સિટીની વેબ સાઇટ www.nau.in ઇન્ટરનેટ પર ઉપલબ્ધ છે.
- ડીપ્લોમા ઇન એનીમલ હસબન્ડરી અભ્યાસક્રમ માટેના સૂચિ પત્રક (Prospectus).
- Gujarat Agricultural Universities Act. 2004.

પ્રકરણ -૧૫

સંસ્થામાં જાહેર ઉપયોગમાં રાખેલી પુસ્તકાલય અથવા વાંચનખંડની સવલતો માટેના સમય સહિત નાગરિકોને માહિતી મેળવવા માટેની પ્રાપ્ત સગવડોની વિગતો

નવસારી કૃષિ યુનિવર્સિટી હસ્તક સને ૧૯૭૫માં શરૂ કરાયેલ સેન્ટ્રલ લાયબ્રેરી હાલમાં અદ્યતન સુવિધા ધરાવે છે. જેમાં કાર્ડ દ્વારા પુસ્તકો ઇશ્યુ કરવાથી માંડીને ઓનલાઇન ઇન્ટરનેટ સુવિધા ધરાવે છે. પોલીટેકનીક ઇન એનીમલ હસબન્ડરીના વિદ્યાર્થીઓ તેમજ સ્ટાફ મેમ્બર્સ પણ યુનિવર્સિટી હસ્તકની સેન્ટ્રલ લાયબ્રેરીનો ઉપયોગ કરે છે. સદર સેન્ટ્રલ લાયબ્રેરીમાં રહેલા પુસ્તકો, સંદર્ભ ગ્રંથો અને અન્ય વાંચન સામગ્રીની વિગતો યુનિવર્સિટીની વેબસાઇટ પર ઉપલબ્ધ છે.

પ્રકરણ-૧૬

સંસ્થાએ નિયુક્ત કરેલા જાહેર માહિતી અધિકારીઓના નામ, હોદ્દાઓ અને અન્ય વિગતો

માહિતી અધિકાર અધિનિયમ-૨૦૦૫ અન્વયે મદદનીશ જાહેર માહિતી અધિકારી, જાહેર માહિતી અધિકારી અને અપીલ અધિકારીની નિમણૂક બાબત.

વંચાણે લીધા:- (૧) આ કચેરીના કા.આ.નં જા.ન.નકૃયુ/૨જી/અ.૩.૩/આરટીઆઈ/કા.આ./૭૪૮-૯૬૯/૨૦૧૪
તા: ૧૮.૦૧.૨૦૧૪

(૨) આ કચેરીના કા.આ.નં જા.ન.નકૃયુ/૨જી/અ.૩.૩/આરટીઆઈ/કા.આ./૩૪૪૬-૩૬૬૭/૨૦૧૪
તા: ૧૪.૦૩.૨૦૧૪

કાર્યાલય આદેશ

અત્રેની કચેરીના ઉપરોક્ત વંચાણે લીધેલ ક્રમ નં.- (૧) અને (૨)ના કાર્યાલય આદેશ થી માહિતી અધિકાર અધિનિયમ-૨૦૦૫ હેઠળ આ યુનિવર્સિટીનાં અધિકારીશ્રીઓને હોદ્દાનીરૂએ અપીલ અધિકારી, જાહેર માહિતી અધિકારી (PIO) અને મદદનીશ જાહેર માહિતી અધિકારી (APIO) તરીકેની નિમણૂક કરવામાં આવેલ હતી. સદર કાર્યાલય આદેશને રદ કરવામાં આવે છે. તેમજ નીચે મુજબ રીવાઈઝડ નિમણૂક કરવામાં આવે છે.

ક્રમ	કચેરીનું નામ	જાહેર માહિતી અધિકારી (P.I.O)	મદદ. જાહેર માહિતી અધિકારી (A.P.I.O)	એપેલેટ ઓથોરીટી	RTI-2005 હેઠળની માહિતી અંગેની કામગીરી
૧	૨	૩	૪	૫	૬
૧	કુલસચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	મદદનીશ કુલસચિવશ્રી (એકેડેમીક) મદદનીશ કુલસચિવશ્રી (વહીવટ)	સીનીયર મોસ્ટ કર્મચારી સીનીયર મોસ્ટ કર્મચારી	કુલસચિવશ્રી નવસારી કૃષિ યુનિવર્સિટી નવસારી.	એકેડેમીક / એકઝામને લગતી તમામ કામગીરી વહીવટી / ખાનગી તપાસ / સ્ટેશનરી ખરીદી / સીક્યુરીટી/લીગલ, કોર્ટ કેસને લગતી તમામ કામગીરી
૨	હિસાબી અધિકારી -વ- હિસાબ નિયામકશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	હિસાબી અધિકારી -વ- હિસાબ નિયામકશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	હિસાબી અધિકારી (કેશ)	કુલસચિવશ્રી નવસારી કૃષિ યુનિવર્સિટી નવસારી.	હિસાબી, નાણાંકીય, બજેટ, ઓડીટને લગતી તમામ કામગીરી. પી. એક/પેન્શન ને લગતી તમામ કામગીરી. હિસાબી અને નાણાંકીયને લગતી તમામ કામગીરી. ઓડીટને લગતી તમામ બાબત.
૩	કાર્યપાલક ઈજનેરશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	કાર્યપાલક ઈજનેરશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	કુલસચિવશ્રી નવસારી કૃષિ યુનિવર્સિટી નવસારી.	બાંધકામ, ખરીદી, બાંધકામના રેટ કોન્ટ્રાક્ટ, રીપેરીંગ ટ્રાન્સપોર્ટ વિગેરે
૪	નિયામકશ્રી, વિદ્યાર્થી કલ્યાણ પ્રવૃત્તિઓ, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	નિયામકશ્રી, વિદ્યાર્થી કલ્યાણ પ્રવૃત્તિઓ, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	કુલસચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	વિદ્યાર્થી કલ્યાણ પ્રવૃત્તિઓ, સાંસ્કૃતિક પ્રવૃત્તિ, સ્પોર્ટ્સ, NSS, NCC, પ્લેસમેન્ટ સેલ વિગેરે. મેરીકલ સારવારને લગતી તમામ બાબત.

ક્રમ	કચેરીનું નામ	જાહેર માહિતી અધિકારી(P.I.O)	મદદ. જાહેર માહિતી અધિકારી (A.P.I.O)	એપેલેટ ઓથોરીટી	RTI-2005 હેઠળની માહિતી અંગેની કામગીરી
૫	આચાર્યશ્રી, ન.મ.કૃષિ મહાવિદ્યાલય, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	આચાર્યશ્રી, ન.મ.કૃષિ મહાવિદ્યાલય, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	કુલસચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	કૃષિ મહાવિદ્યાલય હસ્તકની તમામ કામગીરી
૬	પ્રાધ્યાપક અને વડાશ્રી, કૃષિ અર્થશાસ્ત્ર વિભાગ, ન.મ.કૃષિ મહાવિદ્યાલય, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	પ્રાધ્યાપક અને વડાશ્રી, કૃષિ અર્થશાસ્ત્ર વિભાગ ન.મ.કૃષિ મહાવિદ્યાલય, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	આચાર્યશ્રી, ન.મ.કૃષિ મહાવિદ્યાલય, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	કૃષિ અર્થશાસ્ત્ર વિભાગને લગતી તમામ કામગીરી
૭	આચાર્યશ્રી, અરુપી બાગાયત-વ-વનિય મહાવિદ્યાલય, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	આચાર્યશ્રી, અરુપી બાગાયત-વ-વનિય મહાવિદ્યાલય, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	કુલસચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	હોર્ટીકલ્ચર અને ફોરેસ્ટ્રી હસ્તકની તમામ કામગીરી
૮	આચાર્યશ્રી, કોલેજ ઓફ ફોરેસ્ટ્રી નવસારી કૃષિ યુનિવર્સિટી, નવસારી	આચાર્યશ્રી, કોલેજ ઓફ ફોરેસ્ટ્રી નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	આચાર્યશ્રી, અરુપી બાગાયત-વ- વનિય મહાવિદ્યાલય, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	ફોરેસ્ટ્રી વિભાગ ને લગતી તમામ કામગીરી
૯	આચાર્યશ્રી, વેટરનરી સાયન્સ કોલેજ, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	આચાર્યશ્રી, વેટરનરી સાયન્સ કોલેજ, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	કુલસચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	વેટરનરી કોલેજ હસ્તકની સંપૂર્ણ કામગીરી
૧૦	આચાર્યશ્રી અરુપી ઈન્સ્ટીટ્યુટ ઓફ એગ્રી બીઝનેસ મેનેજમેન્ટ, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	આચાર્યશ્રી અરુપી ઈન્સ્ટીટ્યુટ ઓફ એગ્રી બીઝનેસ મેનેજમેન્ટ, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	કુલસચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	પોસ્ટ ગ્રેજ્યુએટ ઈન્સ્ટી. ઓફ એગ્રી બીઝનેસ મેનેજમેન્ટ હસ્તકની સંપૂર્ણ કામગીરી
૧૧	આચાર્યશ્રી, એગ્રીકલ્ચર કોલેજ નવસારી કૃષિ યુનિવર્સિટી, ભરૂચ	આચાર્યશ્રી, એગ્રીકલ્ચર કોલેજ નવસારી કૃષિ યુનિવર્સિટી, ભરૂચ	સીનીયર મોસ્ટ કર્મચારી	કુલસચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	એગ્રીકલ્ચર કોલેજ તેમજ પોલીટેકનીક ઈન એગ્રી. ને લગતી તમામ કામગીરી
૧૨	વિસ્તરણ શિક્ષણ નિયામકશ્રી નવસારી કૃષિ યુનિવર્સિટી, નવસારી	માહિતી અધિકારીશ્રી, વિસ્તરણ શિક્ષણ નિયામકશ્રીની કચેરી, ન.કૃ.યુ., નવસારી.	સીનીયર મોસ્ટ કર્મચારી	વિસ્તરણ શિક્ષણ નિયામકશ્રી, ન.કૃ.યુ., નવસારી.	વિસ્તરણ શિક્ષણ / એટીક ને લગતી તમામ કામગીરી
૧૩	તાલીમ વ્યવસ્થાપકશ્રી, કૃષિ વિજ્ઞાન કેન્દ્ર, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	તાલીમ વ્યવસ્થાપકશ્રી, કૃષિ વિજ્ઞાન કેન્દ્ર, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	વિસ્તરણ શિક્ષણ નિયામકશ્રી નવસારી કૃષિ યુનિવર્સિટી, નવસારી	કૃષિ વિજ્ઞાન કેન્દ્ર ને લગતી તમામ કામગીરી
૧૪	તાલીમ વ્યવસ્થાપકશ્રી, કૃષિ વિજ્ઞાન કેન્દ્ર, નવસારી કૃષિ યુનિવર્સિટી, વ્યારા	તાલીમ વ્યવસ્થાપકશ્રી, કૃષિ વિજ્ઞાન કેન્દ્ર, નવસારી કૃષિ યુનિવર્સિટી, વ્યારા	સીનીયર મોસ્ટ કર્મચારી	વિસ્તરણ શિક્ષણ નિયામકશ્રી નવસારી કૃષિ યુનિવર્સિટી, નવસારી	કૃષિ વિજ્ઞાન કેન્દ્ર ને લગતી તમામ કામગીરી

[illegible]

[illegible]

ક્રમ	કચેરીનું નામ	જાહેર માહિતી અધિકારી(P.I.O)	મદદ.જા.મા અધિકારી (A.P.I.O)	એપેલેટ ઓથોરીટી	RTI-2005 હેઠળની માહિતી અંગેની કામગીરી
૩૮	આચાર્યશ્રી, પોલીટેકનીક ઈન હોર્ટીકલ્ચર, ન.ક.યુ., નવસારી	આચાર્યશ્રી, પોલીટેકનીક ઈન હોર્ટીકલ્ચર, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	આચાર્યશ્રી, અરુપી બાગાયત-વ-વનિય મહાવિદ્યાલય, ન.ક.યુ., નવસારી	એગ્રી.પોલીટેકનીક ઈન હોર્ટી.ને લગતી તમામ કામગીરી
૩૯	આચાર્યશ્રી, પોલીટેકનીક ઈન હોર્ટીકલ્ચર, ન.ક.યુ., પરીયા	આચાર્યશ્રી, પોલીટેકનીક ઈન હોર્ટીકલ્ચર, ન.ક.યુ., પરીયા	સીનીયર મોસ્ટ કર્મચારી	આચાર્યશ્રી, અરુપી બાગાયત-વ-વનિય મહાવિદ્યાલય, ન.ક.યુ., નવસારી	એગ્રી.પોલીટેકનીક ઈન હોર્ટી.ને લગતી તમામ કામગીરી
૪૦	આચાર્યશ્રી, પોલીટેકનીક ઈન એગ્રીકલ્ચર, નવસારી કૃષિ યુનિવર્સિટી, વ્યારા	આચાર્યશ્રી, પોલીટેકનીક ઈન એગ્રીકલ્ચર, નવસારી કૃષિ યુનિવર્સિટી, વ્યારા	સીનીયર મોસ્ટ કર્મચારી	આચાર્યશ્રી, ન.મ.કૃષિ મહાવિદ્યાલય, ન.ક.યુ., નવસારી	પોલીટેકનીક ઈન એગ્રી.ને લગતી તમામ કામગીરી
૪૧	આચાર્યશ્રી, પોલીટેકનીક ઈન એગ્રીકલ્ચર, ન.ક.યુ., ભરૂચ	આચાર્યશ્રી, પોલીટેકનીક ઈન એગ્રીકલ્ચર, ન.ક.યુ., ભરૂચ	સીનીયર મોસ્ટ કર્મચારી	આચાર્યશ્રી, કોલેજ ઓફ એગ્રીકલ્ચર ન.ક.યુ., ભરૂચ	પોલીટેકનીક ઈન એગ્રી.ને લગતી તમામ કામગીરી
૪૨	આચાર્યશ્રી, પોલીટેકનીક ઈન એગ્રીકલ્ચર, નવસારી કૃષિ યુનિવર્સિટી, વધઈ	આચાર્યશ્રી, પોલીટેકનીક ઈન એગ્રીકલ્ચર, નવસારી કૃષિ યુનિવર્સિટી, વધઈ	સીનીયર મોસ્ટ કર્મચારી	આચાર્યશ્રી, કોલેજ ઓફ એગ્રીકલ્ચર નવસારી કૃષિ યુનિવર્સિટી, વધઈ	પોલીટેકનીક ઈન એગ્રી.ને લગતી તમામ કામગીરી
૪૩	આચાર્યશ્રી, પોલીટેકનીક ઈન એગ્રી એન્જી. કોલેજ, ન.ક.યુ.,ડેડીયાપાડા	આચાર્યશ્રી, પોલીટેકનીક ઈન એગ્રી એન્જી. કોલેજ, ન.ક.યુ.,ડેડીયાપાડા	સીનીયર મોસ્ટ કર્મચારી	આચાર્યશ્રી એગ્રી એન્જી. કોલેજ, ન.ક.યુ.,ડેડીયાપાડા	એન્જી.પોલીટેકનીકને લગતી તમામ કામગીરી
૪૪	મદદનીશ સંશોધન વૈજ્ઞાનિકશ્રી, કપાસ સુકારા સંશોધન કેન્દ્ર, ન.ક.યુ., હાંસોટ	મદદનીશ સંશોધન વૈજ્ઞાનિકશ્રી, કપાસ સુકારા સંશોધન કેન્દ્ર, ન.ક.યુ., હાંસોટ	સીનીયર મોસ્ટ કર્મચારી	સંશોધન નિયામકશ્રી, ન.ક.યુ., નવસારી	કપાસ, ડાંગર, શેરડી સંશોધનને લગતી બાબતો
૪૫	મદદનીશ સંશોધન વૈજ્ઞાનિકશ્રી(ઘઉં), ઘઉં સંશોધન કેન્દ્ર, ન.ક.યુ., બારડોલી	મદદનીશ સંશોધન વૈજ્ઞાનિકશ્રી(ઘઉં), ઘઉં સંશોધન કેન્દ્ર, ન.ક.યુ., બારડોલી	સીનીયર મોસ્ટ કર્મચારી	સંશોધન નિયામકશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	ઘઉં સંશોધનને લગતી તમામ બાબતો
૪૬	મદદનીશ સંશોધન વૈજ્ઞાનિકશ્રી, કૃષિ સંશોધન કેન્દ્ર, ન.ક.યુ., માંગરોળ	મદદનીશ સંશોધન વૈજ્ઞાનિકશ્રી, કૃષિ સંશોધન કેન્દ્ર, ન.ક.યુ., માંગરોળ	સીનીયર મોસ્ટ કર્મચારી	સંશોધન નિયામકશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	જુવાર સંશોધનને લગતી તમામ બાબતો
૪૭	મદદનીશ સંશોધન વૈજ્ઞાનિકશ્રી, સુકી ખેતી સંશોધન કેન્દ્ર, નવસારી કૃષિ યુનિવર્સિટી, તણછા	મદદનીશ સંશોધન વૈજ્ઞાનિકશ્રી, સુકી ખેતી સંશોધન કેન્દ્ર, નવસારી કૃષિ યુનિવર્સિટી, તણછા	સીનીયર મોસ્ટ કર્મચારી	સંશોધન નિયામકશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સુકીખેતી સંશોધન, ઘઉં, જુવાર, કઠોળને લગતી તમામ બાબતો
૪૮	ગ્રંથપાલશ્રી, ગ્રંથપાલશ્રીની કચેરી, ન.ક.યુ., નવસારી	ગ્રંથપાલશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	સીનીયર મોસ્ટ કર્મચારી	કુલસચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી	વિદ્યાર્થીઓના અભ્યાસ તેમજ યુનિ. ને લગતા પુસ્તકોની તમામ બાબતો

પ્રસ્તુત કાર્યાલય આદેશ આ કચેરીની ફાઈલ ઉપર માન.કુલપતિશ્રીની મંજૂરી મેળવી બહાર પાડવામાં આવે છે.

જા.ન.નકૃયુ/રજી/અ.૩.૩/આરટીઆઈ/કા.આ./

તા:૧૮/૦૬/૨૦૧૬

નકલ સવિનય રવાના જાણ તેમજ ઘટતું થવા સારૂ:-

૧. આ યુનિવર્સિટીના તમામ યુનિટ/સબ યુનિટના વડાશ્રીઓ તરફ

ઈ/ચા. કુલસચિવ
નવસારી કૃષિ યુનિવર્સિટી
નવસારી

૨. આ યુનિવર્સિટીના તમામ એપેલેટ ઓથોરીટી/ પી.આઈ.ઓ./ એ.પી.આઈ.ઓ. તરફ
૩. કુલસચિવશ્રી, કૃષિ યુનિવર્સિટી, આણંદ/ જુનાગઢ/ સરદાર કૃષિનગર તરફ.

નકલ રવાના જાણ સાર:

૧. માન.કુલપતિશ્રીના રહસ્ય સચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી.
૨. અત્રેની કચેરીની તમામ શાખા તરફ

પ્રકરણ-૧૭

વખતો વખત નિયત કરવામાં આવે તે પ્રમાણેની આવી અન્ય માહિતી.

સરકારશ્રી તથા નવસારી કૃષિ યુનિવર્સિટી દ્વારા વખતો વખત આ બાબતે નિયત કરવામાં આવનાર માહિતી તેમજ સુચનો યથા સમયે જણાવવામાં આવશે.



તાત્કાલિક

ક્રમાંક:- નકવ-૧૨૨૦૧૧-૨૦૯૧/ક.૨
ગુજરાત સરકાર,
કૃષિ અને સહકાર વિભાગ,
સચિવાલય, ગાંધીનગર,
તારીખ:-

11 OCT 2011

પ્રતિ,
કુલસચિવશ્રી,
કૃષિ યુનિવર્સિટી,
જુનાગઢ / નવસારી.

વિષય:- પશુધન નિરીક્ષક તાલીમ અને અભ્યાસક્રમ ડીપ્લોમા કરવા બાબત...

ઉપર્યુક્ત વિષય પરત્વે આજ્ઞાનુસાર જણાવવાનું કે, પશુધન નિરીક્ષકનો કોર્સ હાલમાં ફક્ત એક વર્ષનો છે. જે ધોરણ-૧૦ પછીનો છે તે સુધારવાની અત્યંત જરૂર છે. રાજ્ય કૃષિ યુનિવર્સિટી પરિષદમાં કોર્સ અપડેટ કરાવવાનું નક્કી થયેલ છે. તેનાથી સારા લાયકાત ધરાવતા ઉમેદવારો મળશે અને ખાનગી સંસ્થાઓ દ્વારા ચાલતા એક વર્ષના કોર્સના કારણે ભરતી પ્રક્રિયામાં જે પ્રશ્નો ઊભા થતાં હતા તે ઓછા થશે. તે બેતાં, દાંતીવાડા કૃષિ યુનિવર્સિટીએ ચાલુ વર્ષે આ કોર્સ ચાલુ કરવાનું સ્વીકારેલ છે તેમ જુનાગઢ તથા નવસારી કૃષિ યુનિવર્સિટીને પણ હવે પછી શરૂ થનારા શૈક્ષણિક વર્ષથી લાઈવ સ્ટોક ઈન્સ્પેક્ટરનો કોર્સ અપડેટ કરી ૩ (ત્રણ) વર્ષનો કરવા દરતી કાર્યવાહી કરવા જણાવવામાં આવે છે.

(એ.આર.પટેલ)
સેક્શન અધિકારી
કૃષિ અને સહકાર વિભાગ

નકલ રવાના:-

કુલસચિવશ્રી, સરદારકૃષિનગર-દાંતીવાડા કૃષિ યુનિવર્સિટી, દાંતીવાડા...તરફ આપના તા.૭.૯.૨૦૧૧ ના પત્રકમાંક:- સદાકૃષ્ણ/૨૧૭/પરીક્ષા/ટ.૬/૩૧૪૯/૨૦૧૧ ના અનુસંધાનમાં પણ તેમજ જરૂરી કાર્યવાહી સારૂ.

NAU/PSR/516/11
Dt. 21/10/2011

પી.એસ. વિભાગ
આવક નં. ૩૫૪ તા. ૨૧/૧૦/૨૦૧૧

પશુ ચિકિત્સા મહાવિદ્યાલય, ન.કુ.યુ., નવસારી.
આવક નં. ૧૧૧૭ તા. ૨૧/૧૦/૧૧

તાત્કાલિક

ક્રમાંક:- ૦૬૫-૧૨૨૦૧૧-૨૦૮૧-ક.૨

ગુજરાત સરકાર

કૃષિ અને સહકાર વિભાગ,
સચિવાલય, ગાંધીનગર.

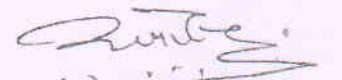
તારીખ:-

16 MAR 2012

પ્રતિ,
કુલસચિવશ્રી,
જુનાગઢ કૃષિ યુનિવર્સિટી,
જુનાગઢ-૩૬૨ ૦૦૧.

વિષય:- પશુધન નિરીક્ષક તાલીમ અને અભ્યાસક્રમ ડીપ્લોમા કરવા
બાબત...

ઉપર્યુક્ત વિષય અંગેના આપના તા.૨૧.૧૧.૨૦૧૧ ના પત્રકમાંક:- જુકયુ / ૨૭ / પરીક્ષા / ટે.ક / ૫૯૯૦ / ૨૦૧૧ ના અનુસંધાને જણાવવાનું કે, પ્રસ્તુત પત્રથી ભૌતિક સુવિધા, માનવબળ તથા પૂરતી ગ્રાન્ટ સરકારશ્રી તરફથી પૂરી પાડ્યેથી પશુધન નિરીક્ષક તાલીમ અભ્યાસક્રમને ૧ વર્ષના બદલે ૩ વર્ષના ડિપ્લોમા અભ્યાસક્રમમાં ફેરવી શરૂ કરવામાં આવશે તેમ જણાવવામાં આવેલ છે. પરંતુ, આજ અભ્યાસક્રમ દાંતીવાડા કૃષિ યુનિવર્સિટી દ્વારા તેમના હાલના હયાત મહેકમ, બજેટ ભેગવાઈ, ભૌતિક સુવિધાઓથી ચાલુ વર્ષથી જ ૩ (ત્રણ) વર્ષનો ડિપ્લોમા અભ્યાસક્રમ શરૂ કરવામાં આવેલ છે. તે જ રીતે આપની કૃષિ યુનિવર્સિટીમાં પણ હાલની હયાત સુવિધાથી જરૂર જણાયે આંતરિક ફેરફાર કરીને પણ પશુધન નિરીક્ષકનો ૩ (ત્રણ) વર્ષનો ડિપ્લોમા અભ્યાસક્રમ શરૂ કરવા વિનંતી છે. જરૂર જણાયે આ બાબતે રજીસ્ટ્રારશ્રી, દાંતીવાડા કૃષિ યુનિવર્સિટીનો સંપર્ક સાધવા પણ વિનંતી છે.


(એ.આર.પટેલ)

સેક્શન અધિકારી

કૃષિ અને સહકાર વિભાગ

નકલ રવાના:-

કુલસચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી...તરફ વિભાગના તા. ૧૧.૧૦.૨૦૧૧ ના સરખા
ક્રમાંકના પત્રમાં દર્શાવેલી વિગતે કરવામાં આવેલ કાર્યવાહીનો વિગતદર્શી અહેવાલ મોકલી આપવાની
વિનંતી સહ.

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આવક નં. ૧૦૨ તારીખ ૧૩/૩/૨૦૧૨

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NAU / PSR / 176 / 112
Dt. 9 MAR 2012
Page No. 112

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લાઈવ સ્ટોક ઈન્સ્પેક્ટર ટ્રેનીંગ સેન્ટરને પોલીટેકનીક ડીપ્લોમાં
ઈન એનીમલ હસ્બન્ડરીમાં અપગ્રેડ કરવા બાબત...

જાહેરનામું
નંબર- ૩૬૨/૨૦૧૨

આથી સંબંધકર્તા સર્વેને જાણ કરવામાં આવે છે કે, તા. ૭.૦૬.૨૦૧૨ના રોજ આણંદ ખાતે
મળેલ સંચાલક મંડળની ૨૨મી બેઠકની કાર્યનોંધના મુદ્દા નંબર ૨૨.૦૬ થી નીચેની વિગતે ઠરાવ
કરેલ છે.

"આથી ઠરાવવામાં આવે છે કે, એક વર્ષના કાર્યરત લાઈવ સ્ટોક ઈન્સ્પેક્ટર તાલીમ
અભ્યાસક્રમને ત્રણ વર્ષના અભ્યાસક્રમમાં અપગ્રેડ કરી વેટરનરી કાઉન્સિલ ઓફ ઈન્ડિયાના
ધારાધોરણ મુજબ તેનું નામાભિકરણ કરવું અને સુધારેલ અભ્યાસક્રમ મુજબ આગામી શૈક્ષણિક વર્ષ
(૨૦૧૨-૧૩)થી અમલ કરવાનું મંજૂર કરવામાં આવે છે."

જા.નં.નક્યુ/૨જી/એકેડેમીક/સંમં ૨૨.૦૬/૬-૨૨/૨૦૧૨
તા. ૭/૭/૨૦૧૨

કુલસચિવ
નવસારી કૃષિ યુનિવર્સિટી
નવસારી

નકલ સવિનય રવાના :

૧. સંચાલક મંડળના તમામ સભ્યશ્રીઓ તરફ.
૨. યુનિવર્સિટીના તમામ અધિકારીશ્રીઓ તરફ.
૩. તમામ આચાર્યશ્રીઓ તરફ.
૪. તમામ યુનિટ / હેડ / યુનિટ અધિકારીશ્રીઓ.

નકલ રવાના :

૧. કુલસચિવ વિભાગની બોર્ડ ઓફ મેનેજમેન્ટ શાખા તરફ (૫ નકલમાં)
૨. કુલપતિશ્રીના રહસ્ય સચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી.
૩. કુલસચિવશ્રીના રહસ્ય સચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી

જાહેરનામું
તા. ૦૧/૦૮/૨૦૧૨

COMMON ACADEMIC REGULATIONS FOR DIPLOMA COURSES IN POLYTECHNIC PROGRAMME IN THE STATE AGRICULTURAL UNIVERSITIES OF GUJARAT	
In exercise of the powers conferred under Section-22 (viii), read with the Section-30 of the Gujarat Agricultural Universities Act, 2004 (Gujarat No. 5 of 2004), the Academic Council of the Universities hereby makes the following Common Academic Regulation, namely, "Common Academic Regulations for Diploma Programmes in State Agricultural Universities" as recommended by Council of State Agricultural Universities (SAUs) .	
Rule-1.0	Short Title
	This Common Academic Regulation may be called the "Rules for the award of Diploma in Agriculture, Horticulture, Agricultural Engineering, Agro-Processing, Nutrition and Dietetics, Home Science, Animal Husbandry, Agriculture Co-operation Banking and Marketing, Veterinary Science and Animal Husbandry in the various faculties in Polytechnics of SAUs of Gujarat.
Rule-2.0	Commencement
	This common regulation shall come into force from the beginning of the first semester of the academic year 2013-14.
Rule-3.0	Interpretation
	If any question relating to the interpretation of the provisions contained in the regulation arises, the Registrar of the University may issue necessary orders as and when needed, with prior approval of the Vice-Chancellor under intimation to the Council of State Agricultural Universities.
Rule-4.0	Definitions
	"Academic year" means the year normally commencing from the month of July/August and ending in the month of June/July of the following calendar year and shall consist of two semesters. "Act" means Gujarat Agricultural Universities Act, 2004 (Gujarat Act No. 5 of 2004). "Admission" for the purpose of these rules means admission of students in Agriculture, Horticulture, Agricultural Engineering, Agro-Processing, Nutrition and Dietetics, Home Science, Animal Husbandry , Agriculture Co-operation Banking and Marketing, Veterinary Science and Animal Husbandry diploma courses. "CBSE" means the examination conducted by the Central Board of Secondary Education, New Delhi. "Counselor" means a teacher, who will help a batch of students assigned to him in planning of their studies and foster close personal relationship. "Course" is an integral part of the curriculum. It means an organized subject matter in which instructions are offered through a series of lectures/practicals and skill orientation (work experience) during a semester. "Course Content" means a concise outline of the subject-matter of a course laid down by the Academic Council from time to time and approved by the State Council. "Course Credit" A course credit is the quantitative measure of the content of a course of instructions, especially with reference to the value of the course in relation to the total requirements for a Diploma. It includes one hour of theory lecture and two/three hours of laboratory or field practical work per week. In taking a course, a student shall attend a series of lectures/practicals, do laboratory/field work and submit assignments and reports as required. "Credit" means one clock hour learning in theory or minimum two clock hours in laboratory/field/tutorial per week. "Credit load" means the quantum of credits undertaken by a student in a semester. "Credit Point" means Grade Point x Credit of a subject. "Cumulative Grade Point Average (CGPA)" means the Grade Point Average obtained by the student up to the end of a particular semester calculated by dividing the sum of products of the grade point average and the credits in each semester by the total credits completed up to the end of the semester. "Curriculum" means a series of courses selected and designed to provide training to meet the prescribed requirements for a diploma. "Field of Study" means the specialized subject of knowledge in which Diploma is offered by the University. - Government means State Government of Gujarat. "Grade Point (GP)" means a numerical designation (on 10 point scale) of the relative standard of performance, a student has achieved during the study of a course. "Grade Point Average (GPA)" means the average of the grade point earned by a student for the courses offered during the semester.

		Explanation: It is the sum of the products of credits of a course and the grade point obtained in the course divided by the total number of credits of the different courses offered in the semester e.g., $\text{GPA} = \frac{G_1C_1 + G_2C_2 + \dots + G_nC_n}{C_1 + C_2 + \dots + C_n} = \frac{\text{Total Grade Points}}{\text{Total Credit}}$ OR $\text{GPA} = \frac{\sum (\text{Course Credit} \times \text{Course Grade Point})}{\text{Course Credits}}$
	18.	"Help Center" means the centre established by SAUs for facilitation of the student for off campus online admission process.
	19.	"Nodal Officer" means an officer appointed as such by the State Council.
	20.	"Overall Grade Point Average (OGPA)" means Cumulative Grade Point Average obtained by the student at the end of final semester of the diploma programme.
	21.	"Prescribed" means prescribed by the Statutes and Regulations made under the Act.
	22.	"Programme of Study" means a series of coherent courses and a project work assigned to a student to provide training to meet the requirements of a Diploma.
	23.	"Qualifying Examination" means the Secondary School Certificate Examination, (Standard X) passed with English as a compulsory subject.
	24.	"SAUs" means State Agricultural Universities.
	25.	"Secondary School Certificate Examination (SSCE)" means the examination conducted by the Gujarat Secondary Education Board, Gandhinagar.
	26.	"Semester" means an academic period of 20 to 22 weeks, including semester-end examination (minimum 110 working days consisting of 95 instructional days and 15 examination days) during which a course is completed.
	27.	"Statute" means the statute made under the Gujarat Agricultural Universities Act, 2004 (Gujarat Act No. 5 of 2004).
	28.	"State Council" means the Council of State Agricultural Universities constituted under Section-25 of the Act.
	29.	"Student" means a person who is admitted in the Polytechnic under the University for qualifying himself for a Diploma conferred by the University.
	30.	"The other Board" means, Central Board of Secondary Education Examination (CBSE)/the Council of Indian School Certificate Examination (ISCE)/ the National Institute of Open Schooling (NIOS)/ the International School Board (ISB)/ Maharashtra State Education Board.
	31.	"Website" means the official website of the admission committee to carry out off campus online admission process.
	Note : Words and expressions used in the Act, Statutes and Regulations and not defined in these Regulations, shall have the meaning assigned to them in the Act, Statutes and Regulations as the case may be.	
Rule-5.0	Applicability	
	The Diplomas as stated in Rule No.1 shall be awarded by the State Agricultural Universities of Gujarat by Constitutional Polytechnics of respective faculties.	
Rule-6.0	Central Admission Committee	
	As per the powers conferred on State Council under Section 25(7)(g) of the Gujarat Agricultural Universities Act-2004, Council of State Agricultural Universities constituted a Committee called "Central Admission Committee for Diploma Courses to regulate the admission of candidates to all diploma courses.	
	6.1	Central Admission Committee
	1	Registrars of SAUs
	2	Principals of Polytechnics of SAUs
	3	Member Secretary of the Council of State Agricultural Universities or a representative of the State Council nominated by Member Secretary Provided that the State Council may nominate one of the Vice-Chancellors as Nodal Officer (Academic) to supervise and co-ordinate centralized admissions till State Council becomes functionally viable. The Committee is to carry out the admission

		process in a fair and transparent manner. The admission process is conducted by this Committee strictly on the basis of merit and the preference of the candidate. The functions of the Committee are as follows: • The Committee shall supervise, monitor and control the entire process of admission to the candidates seeking admissions to the all Diploma programmes. • The Committee shall prepare the merit list in accordance with the provisions of the acts and the rules made there under. • The Committee shall perform such other functions as may be assigned to it by the Council and Government.															
	6.2	While preparing the merit list, the committee will observe rules or instructions as laid down in this regard by the State Council from time to time.															
	6.3	The Principals of the Polytechnics of SAUs shall verify normal physical fitness, original mark sheets, Certificates, etc. of the candidates called at the time of reporting for admission.															
Rule-7.0	Number of Students to be admitted																
	The maximum number of candidates to be admitted in first semester of the Diploma course will be in accordance to the intake capacity decided by the University from time to time.																
Rule-8.0	Invitation of Application																
	8.1	The State Council / Nodal Officer shall invite online applications for the Diploma programme by an admission notice published in leading Gujarati Newspapers near the date of declaration of the results of Secondary School Certificate Examination (SSCE).															
	8.2	Candidates seeking admission to Diploma Courses will apply after declaration of SSCE results as per guidelines given in the advertisement in leading Gujarati News paper.															
Rule-9.0	Eligibility for admission																
	9.1	The candidate should have passed Secondary School Certificate Examination (SSCE) from Gujarat State or other equivalent examination with Gujarati, Social Science/Social Studies, Science & Technology / Science, Mathematics subjects along with English as a compulsory subject. The minimum requirement of percentage of marks obtained in the above mentioned qualifying examination for admission to Diploma Courses shall be as under. <table> <tr> <td>(i)</td><td>Schedule Caste (SC) Candidates</td><td>33%</td></tr> <tr> <td>(ii)</td><td>Schedule Tribe (ST) Candidates</td><td>33%</td></tr> <tr> <td>(iii)</td><td>Social and Educationally Backward Communities (SEBC) Candidates</td><td>40%</td></tr> <tr> <td>(iv)</td><td>All other candidates other than those for which contrary provision has been made in the rules(General)</td><td>40%</td></tr> </table>	(i)	Schedule Caste (SC) Candidates	33%	(ii)	Schedule Tribe (ST) Candidates	33%	(iii)	Social and Educationally Backward Communities (SEBC) Candidates	40%	(iv)	All other candidates other than those for which contrary provision has been made in the rules(General)	40%			
(i)	Schedule Caste (SC) Candidates	33%															
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(iii)	Social and Educationally Backward Communities (SEBC) Candidates	40%															
(iv)	All other candidates other than those for which contrary provision has been made in the rules(General)	40%															
	9.2	For the purpose of admission a candidate should passed the qualifying examination from <table> <tr> <td>1</td><td colspan="2">The Gujarat Secondary Education Board OR</td></tr> <tr> <td>2</td><td colspan="2">The candidate who have passed qualifying examination from CBSE/ School of Council of Secondary School Certificate Examination, New Delhi/ National Institute of Open Schooling/ International School Board/ Maharashtra State Education Board will be considered as eligible provided that</td></tr> <tr> <td>(a)</td><td colspan="2">The School in which the candidate has studied should be located in the Gujarat State OR</td></tr> <tr> <td>(b)</td><td colspan="2">The School in which the candidate has studied should be located in the Union Territories of Diu, Daman and Dadarā Nagar Haveli and whose parents are origin of Gujarat State OR</td></tr> <tr> <td>(c)</td><td colspan="2">The student is domicile of Nizar Taluka (Gujarat State) but has passed qualifying examinations from Maharashtra State.</td></tr> </table>	1	The Gujarat Secondary Education Board OR		2	The candidate who have passed qualifying examination from CBSE/ School of Council of Secondary School Certificate Examination, New Delhi/ National Institute of Open Schooling/ International School Board/ Maharashtra State Education Board will be considered as eligible provided that		(a)	The School in which the candidate has studied should be located in the Gujarat State OR		(b)	The School in which the candidate has studied should be located in the Union Territories of Diu, Daman and Dadarā Nagar Haveli and whose parents are origin of Gujarat State OR		(c)	The student is domicile of Nizar Taluka (Gujarat State) but has passed qualifying examinations from Maharashtra State.	
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(c)	The student is domicile of Nizar Taluka (Gujarat State) but has passed qualifying examinations from Maharashtra State.																
	9.3	<u>A candidate whose parents are origin of Gujarat and are serving out of Gujarat in the service of Central Government or other State Governments, Military, Boards or Corporations owned or controlled by the Central Government or other State Governments or any nationalized bank and who has passed the qualifying examination from the State where parents are serving and appeared in the Gujarat Common Entrance Test/Joint Entrance Examination conducted in the current academic year, shall be eligible for admission and his candidature shall be included in the merit list subject to submission of the document / certificate of origin of Gujarat at the time of verification of document at the Help Center.</u>															
	9.4	A candidate who has passed the qualifying examination and,															
	1	whose parents are serving in the category of service as shown below and															
	2	Who are transferred from other States to Gujarat and have resumed their duty in the place where they are transferred in Gujarat and shall remain so transferred in the State of															

		Gujarat at the time of registration for admission shall be eligible for admission and his candidature shall be included in the second merit list. The Candidate has to provide certificate for the same (a to f) at the time of verification of application form at the help center.		
		Category of Service		
	1	Officers or Employees of Central Government; or		
	2	Officers or Employees of Public Sector Undertakings of Central Government and State Government; or		
	3	Officers or Employees of Nationalized Banks; or		
	4	Officers or Employees of United Nations, UNICEF, World Health Organization and such other International Institutions located in Gujarat State; or		
	5	Officers or Employees of Indian Administrative Service, Indian Police Service, Indian Forest Service of Gujarat Cadre working in Gujarat or working in other States on deputation from Gujarat; or		
	6	Officers or Employees of Gujarat Government posted outside Gujarat State for administrative reasons.		
9.5	Weightage of five percent of marks will be given to the farmer's son / Daughters / Brothers / Sisters / Grand Sons / Grand Daughters subject to production of certificate 7-12 and 8-A record of current year from competent authority for having land in Gujarat under cultivation by himself / his /her Father, his / her Mother, his / her Grand Father (Paternal) his / her Grand Mother (Paternal) and his / her Brother/Sister subject to fulfillment of minimum qualifications required for admission to diploma courses.			
9.6	The sportsmen / women will be given weightage for the admission as under :			
	No.	Event	Weightage (%)	
	(i)	Participation at the International Level	7	
	(ii)	Participation at the National Level / All India Level	1	
		(a) Secured 1 st position	5	
		(b) Secured 2 nd position	3	
		(c) Secured 3 rd position	2	
	(iii)	Participation at the State Level		
		(a) Secured 1 st position	1	
		(b) Secured 2 nd position	0.5	
	Note: The benefit of the above weightage shall be given to the student once during his/her University career.			
Rule-10.0	Age Limit			
	The minimum age requirement of a Candidate on 31 st December of the year of his/her first admission to the diploma course shall be 15 years and maximum up to 25 years.			
Rule-11.0	Reservation			
	The University shall reserve seats for admission of the candidates belonging to following categories			
	Sr. No.	Particulars of Seats	Reservation (%)	Remarks
	(1)	Schedule Caste (SC)	7	Reservation of these seats shall be interchangeable among SC / ST candidates.
	(2)	Schedule Tribes (ST)	15	
	(3)	Socially and Educationally Backward Communities (SEBC)	27	As specified by the Government of Gujarat and does not fall under Creamy layer section.
	(4)	Disables (Physically Challenged)	3	It will be adjusted against respective category.
	(5)	Children of defense personnel and Ex-service man (Army)	1	—
	Provided that nothing in this regulation shall require the University to admit candidates larger in number or with academic and other qualifications lower than those prescribed except in situation as in Regulation.			

Rule-12.0	General conditions regarding reservation	
	The reservation of seats for the various categories of candidates shall be subject to following conditions	
	(1)	No candidate availing any of reserved seats shown under Rule 11, or enjoying any concessions in admission requirements shall, however, be eligible to get more than one advantage of relaxation in minimum qualification at the same time.
	(2)	In the event of some or all reserved seats specified under Rule-11 remaining vacant due to less number of applications, for eligible candidates, they shall be considered as open seats and shall be filled up, in order of merit from the general merit list of candidates.
Rule-13.0	Schedule Caste (SC) and Schedule Tribes (ST)	
	13.1	The total number of seats to be reserved for the Schedule Caste and Schedule Tribe candidates shall be as laid down by the State Government from time to time. The same at present is as follows
	(1)	Twenty two percent of the total seats at the stage of admission shall be reserved for backward class candidates. Out of 22% seats, 7% shall be earmarked for the candidates belonging to scheduled castes and remaining 15 % shall be earmarked for candidates belonging to schedule tribes.
	(2)	Those candidates who are able to secure admission on merit shall not, however, be counted against the seat reserved for them.
	13.2	If the need arises on account of vacant seats due to less number of applications in one group and shortage of seats due to more number of application of eligible candidates in the other group, reciprocal adjustment in the above specified 7 % and 15 % seats between the two groups will be made.
	13.3	If applications from backward class candidates are more than the reserved seats earmarked for them as above, admission will be given to them strictly on inter se merit within each of the two groups.
Rule-14.0	Socially and Educationally Backward Communities (SEBC)	
	Twenty-seven percent (27%) of the total number of seats shall be reserved for the Socially and Educationally Backward Communities as defined by the Baxi Commission & Mandal Punch as laid down by the State Government at present. The reservation shall be subject to the following conditions.	
	14.1	A candidate availing him of reserved seat as above shall be required to produce a certificate that he belongs to a particular group of backward class from the competent authority of the state.
	14.2	The candidate belonging to SEBC should produce the certificate, showing that he does not belong to creamy layer sections of the society. The said certificate should have been issued, during the financial year in which admission is sought from the competent authority; otherwise he will not be considered under the SEBC category.
	14.3	SEBC candidates, who are able to secure admission on merit shall not however, be counted against the seats reserved for them.
Rule-15.0	Disabled (Physically Challenged)	
	15.1	Three percent seats are reserved for the following disabled (Physically Challenged)
	15.2	(i) Orthopedically Challenged (ii) Visual Challenged and (iii) Hearing Impairment.
	15.3	A candidate, having locomotors disability of one leg and partial arm, shall be eligible to apply for admission to course, subject to the submission of a certificate to that effect from the Civil Surgeon / Medical Superintendent of the Government Hospital, based on the opinion of the concerned specialist, that the locomotors disabled candidate is in a position to undertake the course and perform the functions of the concerned field.
	15.4	These seats are adjustable within the respective category and admissions will be on the basis of inter se merit only.
	15.5	Disabled (Physically Challenged) candidate shall have to fulfill the academic and minimum requirements of marks at the qualifying examination of his / her category as mentioned in Rule 9.1.
	15.6	The decision for admission of PC candidate will be final at the time of counseling looking to the ability of the candidate to carry out practical / In-plant training etc in the course.

Rule-16.0	Children of Defense Personnel and Ex-servicemen	
	One percent of available seats shall be reserved for the children of Defense Personnel and Ex-servicemen, subject to the following conditions	
	16.1	A candidate claiming admission against Ex-servicemen category shall be required to submit a certificate to that effect duly issued by the Director, Sainik Welfare Board, Gujarat State or by the District Sainik Welfare Officer. In-service Defense Personnel shall be required to submit certificate to that effect duly issued by the Commanding Officer of the respective unit in which they are serving.
	16.2	The seats remaining vacant against the category of Defense Personnel and Ex-servicemen in case of candidates, who have passed the SSC examination from the Gujarat Secondary Education Board, shall be allotted to the children of Defense Personnel and Ex-servicemen of the Central Board of Gujarat State. The seats remaining vacant thereafter shall be filled up from the general merit list of the Gujarat Board.
	16.3	The children of Defense Personnel and Ex-servicemen of Gujarat origin, shall be included under the reserved category specified in this rule, if they have passed the SSC examination from the schools located in Gujarat State.

Rule-17.0	Parsi Community	
	One additional seat shall be reserved for Parsi Community who is domicile of Gujarat State. This seat will be non-transferable.	
	17.1	One additional seat shall be reserved for Parsi community who is domicile of Gujarat State. This seat will be non transferable.
	17.2	The candidate seeking admission on reserved seat shall be required to produce a certificate of Parsi community issued from the competent authority.
	17.3	The admission of a student of reserved category on a reserved seat shall be valid subject to verification by the authority empowered in this behalf. In case the certificate is found invalid on verification, he shall not have right to claim his admission on reserved seat and if he has been already granted admission such admission shall be cancelled at any point of time.

Rule-18.0 Preparation of Merit List		
	18.1	The admission will be given to the students strictly on merit. For the selection of candidates for admission, merit list shall be prepared on the basis of.
		(a) The percentage in the SSC examination, and
		(b) Percentage in any other admission test if, decided by the University.
		(c) The weightage to be given under Rule-9.5 and 9.6.
	18.2	In case of two or more candidates obtaining equal marks in the merit list, the inter-se merit of such candidates shall be determined in order of preference as follows
		(a) Candidates obtaining higher marks in Science subject in SSC examination.
		(b) Candidates obtaining higher marks in Mathematic subject in SSC examination.
		(c) Candidates obtaining higher marks in English subject in SSC examination.
		(d) Candidates older in age are to be preferred.

Rule-19.0 Correction of Marks		
	(a)	In case of changes in marks of a student in the qualifying examination, such student shall produce a letter to that effect of the corrected mark sheet issued by the Board, before the Admission Committee at least one day before the commencement of admission process (counseling program) but not later than seven days from the receipt of letter or, corrected mark-sheet, as the case may be. In such case he shall be placed at an appropriate order in the merit list
	(b)	The student who was declared failed initially in the qualifying examination, but later on declared passed after rechecking of marks by the Board, such student shall, notwithstanding any time limit prescribed, be allowed to apply for the admission provided he produces a letter to that effect or the corrected mark sheet issued by the Board, within seven days of the receipt of letter, or as the case may be.

Rule-20.0 Registration of Students at the time of Admission		
	20.1	A candidate selected for admission shall become an enrolled student of the Polytechnic only on completion of his first registration in person which consists of the following steps :
	(2)	(1) Payment of fees in person
		(2) Production of the following documents in original along with photo copies of the same
		(i) SSCE (10 th Pass) Marksheet
		(ii) School Leaving Certificate

		(iii)	Caste Certificate (If candidate belongs to Scheduled Caste/ Scheduled Tribe) and SEBC certificate along with Non Creamy Layer certificate of the current financial year issued by the competent authority, otherwise he/she will not be considered against SEBC reserved category.
		(iv)	"7/12" and "8-A" Certificate regarding owing of agricultural land, issued in the year in which the admission is sought for, if applicable.
		(v)	Certificate belonging to Parsi community, Physically Challenged, defense personal as well as sport certificate, if applicable.
		(vi)	Domicile Certificate of Gujarat to be produced, if required.
		(vii)	Certificate of physical fitness from authorized medical practitioner. The candidate may also be examined by the Medical Officer of the University, if required
		(3)	Three passport size photographs.
	20.2	Selected candidate shall report at the Polytechnic on the date fixed by the University for his/her first registration.	
	20.3	The admission of any candidate who fails to report on the fixed date as in Rule-20.2 shall stand cancelled and another candidate on the waiting list may be admitted to the vacant seat so created. Provided that a candidate who is not in a position to report for the first registration on the date fixed for him due to unavoidable circumstances may obtain provisional registration by paying fees by post or through messenger on or before the date fixed for his registration. Such a candidate shall be required to complete the remaining steps of registration within one week from the date of commencement of the semester, failing which his admission shall stand cancelled.	
	20.4	A student enrolled in the University will be given his registration number to be used along with his name in all the concerned academic documents.	
Rule-21.0	Ineligibility for admission on production of false documents		
	During verification of documents at reporting time at Polytechnic, if the Principal of respective polytechnic finds any certificate of testimony or information submitted by any candidate, incorrect or false		
	(a)	The candidature of such candidates shall be cancelled for that year and	
	(b)	Token fee paid by the candidate shall be forfeited	
Rule-22.0	Renewal of Registration		
	22.1	Every enrolled student shall be required to register at the beginning of each semester till the completion of his Diploma requirements, unless otherwise permitted by Principal, failing which his enrollment shall be cancelled. Re-admission in such cases shall be as per the University Norms.	
	22.2	For renewal of registration in the case of continuing students should pay fees in person on or before the last date fixed for the payment. After the above period, the registration shall stand cancelled. Provided that the Principal of the Polytechnic may accept late registration only in very exceptional cases along with a fine of Rs.100/- per day for first 7 days and Rs.200/- per day for next 7 days only from the date of commencement of the semester after which, the admission of those who failed to get registered will be treated as cancelled. Provided further that the above provision shall not be applicable in case of those students whose payment of fees has been guaranteed by either the Government or bona fide institutions or similar bodies.	
Rule-23.0	Re-registration of the Student		
	A student in Polytechnic, who has successfully completed all the requirements of 1 st year of Diploma course, may be admitted within a period of the two years at his own risk at the equivalent semester from which he gave up his studies provided that no disciplinary action have been taken against such student during his career in the Polytechnic and has not joined any course in any other institution. This period of absence will be calculated from the date he leaves the Polytechnic.If the course curriculum in which the candidate has studied is in non-existence, the case of such student shall be placed before equivalence committee to be appointed by the University. On the basis of report of this committee, re-registration of the students, who gave up the studies, shall be considered.		
Rule-24.0	Identity Card		
	An identity card shall be issued to every enrolled student. It shall be carried by him and shown when required. In case, the identity card is lost, a new one shall be issued on payment of fees as prescribed by the University from time to time.		
Rule-25.0	Continuation of an Enrolled Student		
	Continuation of a student as an enrolled student of the University shall be subject to the following conditions:		

	i	Satisfactory academic performance.
	ii	Satisfactory conduct and disciplined behavior.
	ii	Satisfactory completion of N.C.C. / N.S.S. or physical education wherever these are compulsory.
	i	
	i	Satisfactory health and physical capacity to continue the academic programme and completion of the
	v	medical examination, if prescribed.
	v	Timely payment of University dues.
Rule-26.0	Fees and Deposits	
	The kinds of fees and deposits for this Diploma course shall be as under:	
	A	Fees and deposits for all new student to be paid once at the time of Registration
	1	Caution Money
	2	Hostel Deposit
	3	Mess Deposit
	4	Electric Deposit
	5	Identity Card Fee
	6	Test fee for Thealesemia
	B	Fees to be paid annually in the beginning of each odd semester by all students
	1	Magazine Fee
	2	Student Aid Fund
	3	General Amenities
	C	Semester fees to be paid at beginning of each semester
	1	Registration Fee
	2	Tuition Fee
	3	Library Fee
	4	Examination Fee
	5	Gymkhana Fee
	6	Cultural Activities Fee
	7	Laboratory Fee
	8	Hostel Fee
	9	Fees for Marks sheets, Certificates, Transcripts, etc.
	26.2	The rate of fees shall be as determined by the University from time to time.
	26.3	The girl students shall be exempted from paying the tuition fees and hostel fees as per the policy of the State Government from time to time.
Rule-27.0	Refund of Fees / Deposits	
	If the student desires to cancel his admission, fees paid shall not be refunded. However, if a student takes admission in any Agricultural University of the Gujarat State, he shall be entitled to refund of the amount of all fees paid by him after deducting Rs.100/- (Rupees One hundred) as processing charges.	
Rule-28.0	Academic requirement	
	28.1	In order to earn his Diploma of the University, an enrolled student shall have to complete satisfactorily the prescribed number of course credits including those acquired by the approved transfer, and shall have earned an overall grade point average (OGPA) of 4.5 and above.
	28.2	A course includes lectures and / or practical classes and Practical Crop Production / Field / lab work in a particular subject covered in a semester.
	28.3	A student shall be required to earn the credits specified for the Diploma inclusive of those for plot work, study tour and Practical Crop Production/Field/Lab work/Project work/In-plant training/Internship etc.
	28.4	In pursuing course, a student will be required to attend lectures classes and/ or perform practicals in laboratory / field etc. He shall also put required efforts in library work and shall submit the assignments, reports etc. as per instructions from the course teachers.
Rule-29.0	System of Teaching	
	29.1	There will be six semesters during which the student shall complete the requirements of course credits under the semester system of teaching and continuous evaluation.
	29.2	An academic year shall normally commence in the month of July/August and end in the month of June/July of the following calendar year. It shall be divided into two semesters each of 20 to 22 weeks (including semester- end -examinations).
	29.3	The medium of instruction and examination shall be English.
	29.4	The first semester shall commence within two weeks after admission.
	29.5	There shall be two semesters in an academic year. The semester will be announced in every academic calendar year by the Registrar. Suitable adjustment in a semester will be made to accommodate Diwali vacation, summer vacation and other holidays as may be notified by the University / State Government.
	29.6	Odd semester will normally be from July to December and even semester will be from January to June.
	29.7	Maximum time limit to obtain three years Diploma Courses after first registration is 6 (six) years.

Rule-30.0	Counselling
30.1	Each student will be assigned to a counselor by the Principal of the Polytechnic during the first semester. The counselor will help the student in carrying out the programme of his studies. The students are expected to keep constant touch with their counselors to enable the latter to monitor progress and guide them along right lines.
30.2	The counselor shall help the student in planning the programme of his studies.
30.3	The counselor shall bring to the notice of the Principal the problematic cases needing special measures.
Rule-31.0	Curriculum and Courses
31.1	The details of the courses, credits and curriculum of the courses shall be such as may be determined by the Academic Council in consultation with the respective faculty and the Boards of Studies in that Faculty from time to time. The distribution of courses for each semester shall be such, as may be decided by the University from time to time.
31.2	A student enrolled in the University for the Diploma programme shall be required to pursue the prescribed curriculum and courses.
31.3	The curriculum consists of a series of courses designed to provide training to meet the requirements for the award of Diploma in respective discipline.
31.4	A course includes lecture and / or practical classes and Internship in a particular subject covered in a semester.
31.5	A student shall be required to earn credits specified for the Diploma programme, inclusive of those for physical education, NCC / NSS, intensive field training, study tour and Internship etc.,
Rule-32.0	Attendance
32.1	In pursuing course, a student will be required to attend lecture classes and / or perform practical in laboratory / field etc. He shall also put required efforts in library work and shall submit the assignments, reports etc. as per instructions from the course teachers.
32.2	The minimum percentage of attendance required to be completed by a student in each course shall be 75 per cent of the total credit hours of the academic calendar in respect of average of both theory and practical.
32.3	A condonation up to five per cent may be allowed by the Principal on the recommendation of the concerned course teacher in a special case.
32.4	An additional five percent may be allowed by the Vice Chancellor on the recommendation of the Dean of the faculty and Principal of the Polytechnic. The decision of the Vice Chancellor shall be final.
32.5	A student, whose attendance in a course falls short of the requirement, shall be deemed to have dropped the course. He will not be allowed to appear in the semester-end examination of the concern course(s) and shall be awarded "I" (incomplete) grade by the Principal based on the recommendation of the concerned course teacher(s) and he will have to repeat the course(s) by rejoining the course(s) as and when offered in the subsequent semester.
32.6	Students, who are required to forgo classes due to their participation in sports, athletics and other co-curricular activities at inter-collegiate, inter-University, inter-state or national level, shall be counted as present for the purpose of calculating percentage of attendance, but will have to appear all missing examinations.
32.7	A student admitted to Hospital on account of serious sickness / accident, shall be allowed the benefit of attendance and missing internal examination(s), if any for corresponding number of days depending upon the nature of illness by the concerned Principal of the Polytechnic, after he produces a medical Certificate from the Medical Officer of the University or from a Medical Officer of any Government hospital as special case only on recommendation of the rector. The treatment as an outdoor patient will not be considered for granting the benefit of attendance, however, in exceptional circumstances the Principal of the Polytechnic may consider the grant of the benefit of attendance in case of treatment as an outdoor patients, if the concurrent of the Principal is obtained within the 72 hours of starting the treatment.
32.8	In case of indoor hospitalization, a student whose attendance in a particular courses is less than 50 per cent on an average of both theory and practical shall be deemed to have withdrawn the course. He will not be allowed to appear at the final semester-end examination of the concerned course(s) and shall be awarded "W" (withdrawal) grade and he will have to repeat the course(s) by rejoining the course(s) as and when offered in the subsequent semester.
Rule-33.0	Inter University Transfer of Students
33.1	On applying by a student, through the Registrar of the concerned University, he may admit said student in the Polytechnic, provided the student obtains no objection Certificate from the Principal where the student is already registered and that such a transfer shall take effect only from the

		commencement of the next academic year for inter University transfer.
	33.2	Transfer of student, however, will not be permitted in case of student who has been expelled by the authority of the University from constituent or affiliated Polytechnic as a punishment for act of misconduct.
Rule-34.0	System of Evaluation	
	34.1	The evaluation of a student shall be carried out on the basis of the number and mode of assignments, periodical tests, semester-end examination, etc., as may be laid down by the committee of Dean / Principals from time to time.
	34.2	The mode of evaluation through the different types of examination and weightage for each course shall be as follows :
	(a)	The question paper for semester end theory examination for all the polytechnics of the University will be common, where the number of Polytechnic is more than one.
	(b)	The course teacher of polytechnic will jointly draw question paper of particular course. Among the concerned teachers, anyone of them will be appointed as convener.
	(c)	The semester end examination evaluation will be done jointly by the course teachers of the University.
	34.3	The mode of evaluation through the different types of examination and weightage for each course shall be as follows
	A	Courses having theory and practical
		Nature of Evaluation :
	I	Internal Examination
		Two tests each of one hour duration and 10 marks conducted during zero hours
		20
	II	Semester-end Examination
		Theory examination
		40
		Practical examination
		40
	B	Courses having theory only
	I	Internal Examination
		Two tests each of one hour duration and 25 marks conducted during zero hours
		50
	II	Semester-end Examination
		Theory examination
		50
	C	Courses having practical only
	I	Internal Examination
		50
		Semester-end practical examination
		50
	Note : The course teacher will carry out the internal evaluation through different examination of theory and practical for each course as the case may be	
Rule-35.0	Evaluation Responsibility	
	(a)	The teacher imparting instruction is solely responsible for evaluation of tests, semester-end examination. He is also responsible for maintaining all records to justify his evaluation and score thereof.
	(b)	Neither the Dean/Principal nor the University authority shall have right to change the score assigned by a teacher. However, if the Principal is convinced that the scores assigned by a teacher are biased, he shall appoint a committee where the teacher concerned will be a member for review. The decision of the committee shall be final and binding. The decision with the revised score shall be sent to the University for necessary action.
	(c)	A copy of the score assigned for each tests, semester-end examination, shall be submitted to the Dean/Principal by the concerned teacher for records and the Dean/Principal will be sent the same to the University.
Rule-36.0	Disciplinary Actions (Examinations)	
	(a)	A student found using unfair means or copying during an examination shall be liable to be expelled from the examination in the first instance by the conductor (Junior Supervisor/Senior Supervisor) and shall not be permitted to appear in the remaining examinations. The conductor shall report such cases to the Controller of Examination. (Principal)
	(b)	The Examination Committee shall have the power to impose any other punishment for misbehavior or misconduct of examinees.
	(c)	The Examination Committee shall examine the cases of unfair means and shall recommend to the Academic Council for suitable action.

Rule-37.0		Examination and Application for the same
37.1	Semester-end examinations shall be held on such dates, time and places as the University may determine and must be completed so that the results are announced before the onset of the ensuing semester.	
37.2	It will be the responsibility of the student to apply in a prescribed format for appearing in the examination. The application should be accompanied with photo copy of the marksheets of last semester-end examination, other prescribed Certificates and examination fees. The application should be submitted through the Principal on such date and time and at such Centre as the University may direct from time to time.	
37.3	Unless otherwise specially provided for, all examinations except practical and Viva-voce shall be conducted by means of printed or written papers.	
37.4	Failure to pass an examination will not disqualify the candidate from presenting himself on a subsequent occasion on a new application being forwarded and a fresh fee paid.	
37.5	The Dean shall be the power to exclude any candidate from a University examination on being satisfied that he is suffering from an infectious or contagious disease.	
37.6	The sequence of internal and semester-end examination shall be as follows:	
	(A)	Courses having theory and practical
		The sequence of the examinations of the courses having theory and practical shall be as under:
	(1)	First theory test (one hour)
	(2)	Second theory test (one hour)
	(3)	Semester-end practical examination (three hours duration) and
	(4)	Semester-end theory examination (two hours)
	(B)	Courses having theory only
		The sequence of the examinations of the courses having theory only shall be as under :
	(1)	First theory test (one hour)
	(2)	Second theory test (one hour), and
	(3)	Semester-end theory examination (two hours)
	(c)	Courses having practical only
		The sequence of the examinations of the courses having practical only shall be as under
	(1)	Internal practical examination (three hours' duration), and
	(2)	Semester-end practical examination (three hours' duration)
	Note: Duration of the practical examination may vary depending on nature of practical.	
37.7	The following shall regulate the paper setting and evaluation of semester-end theory examination :	
	(1)	The question paper for semester-end theory examination shall be drawn and evaluated by the examiners appointed by the Registrar on recommendations of the Principal of the Polytechnic.
37.8	Semester-end Practical examination will be done jointly by the internal examiner (i.e., concerned course teacher) and external examiner appointed by the Registrar on recommendations of the Principal of the Polytechnic.	
37.9	A student shall not be promoted to the next semester, if he fails in more than four courses offered in the semester.	
37.10	A student shall not be permitted to appear at the semester-end examination of a particular course(s), if the concerned teacher reports that his academic performance is not satisfactory and / or that he has not satisfactorily carried out the laboratory, field, practical during the semester and / or he has not been regular in attending classes or he fails to appear in any of the examination (viz., at least one internal theory / practical test), he shall be awarded "I" (Incomplete) grade. His absence from the semester-end examination on his account shall be considered as a trial and will have to repeat that course. He will be eligible to take remaining three trials only after repeating the course(s) as and when they are offered.	
37.11	The evaluation made by the teachers / examiners in all examinations of a course shall be recovered to total score/weighted score and grade point. The following marking shall also be shown by the teachers/examiners/university in the students' performance evaluation :	
	Grade	Significance
	Ab	Absent
	W	Withdrawal
	Value	
	For those students who do not appear in Internal/External Examination without giving any reason.	
	For those students who do not appear at semester-end examination due to unforeseen circumstances as certified by the Principal (in very exceptional cases only).	

		I	Incomplete	Candidates not permitted to appear at the semester-end examination. As per Reglation-32.5 and Regulation-37.10.												
		F	Fail	For those who appear, but fail to score 50% a particular course.												
		R	Repeat	To be shown by University in evaluation report and transcript in case of course repeated and cleared.												
		S	Satisfactory	For NCC/NSS/Physical Education (PE) all non-credit courses and												
		US	Unsatisfactory	educational tour.												
		Note : Grade "S" or "US" shall have no significance in calculating GPA/CGPA/OGPA.														
	37.12	A student who fails to appear in any of the examinations (viz., at least one internal theory test, practical examination, semester end examination either in theory or in practical) shall be marked "Ab" (absent) and the value of "Ab" is to be taken as zero. He shall be given grade(s) in such course(s) with zero value for the absence in the examination in which he fails to appear.														
	37.13	A student shall not be permitted to appear in the semester-end examination of particular course/courses, if he fails to appear either in hourly test or in practical test /examination of internal evaluation.														
	37.14	It is compulsory for the student to appear in the semester-end examination (both theory and practical) to earn grade(s) in the course(s), except he is not permitted to appear in the semester-end examination.														
	37.15	There shall be no make-up examination for the semester-end examination.														
Rule-38.0	Credits and Grade Point															
	38.1	Grading and evaluation will be in "Ten Point Grade System."														
	38.2	The student shall have to obtain at least 4.5 grade point or above in order to clear a course and shall have to earn overall grade point average (OGPA) of 4.5 to earn the Diploma.														
	38.3	A student securing less than 45% marks (4.5 grade point) in a course, shall be considered to have failed and shall have to clear the same for which maximum of only three additional trials shall be given, failing which his admission shall stand discontinued.														
	38.4	All the grade points below 4.5 and grade such as "I" , "AB" , "W" and "US" will be shown in his evaluation report and will also be considered for calculating OGPA. When a student clears a course(s) by more than one trial, the grade point (less than 4.5) obtained by him previously will be replaced by the grade point subsequently obtained by him in the respective course(s) for calculating the OGPA for the award of Diploma.														
	38.5	The students obtaining 4.5 or more grade point in a course shall be deemed to have cleared that course and those obtaining less than 4.5 grade point or "W" or "I" or "Ab" "ÜS" grade shall be required to clear in that course subsequently.														
	38.6	It will be obligatory for the students to earn "S" grade for all non-credit courses in order to be eligible for the award of diploma.														
	38.7	The cumulative grade point average obtained at the end of the final semester is the Overall Grade Point Average (OGPA) of the candidate to be worked out as under : $\text{OGPA} = \frac{(\text{Credits} \times \text{Grade points})}{\text{Total Credits}}$ Note : "Credit" means one hour learning in theory or minimum two hours in laboratory/field/tutorial per week.														
	38.8	The award of classes will be based on the O.G.P.A. (Overall grade point average) obtained by the candidates and will be governed by the following criteria : <table><tr><th>OGPA</th><th>Class</th></tr><tr><td>Less than 4.5</td><td>Fail</td></tr><tr><td>4.5 – 5.99</td><td>Pass Class</td></tr><tr><td>6.0 – 6.49</td><td>Second Class</td></tr><tr><td>6.5 – 7.49</td><td>First Class</td></tr><tr><td>7.5 and above</td><td>First Class with Distinction</td></tr></table>			OGPA	Class	Less than 4.5	Fail	4.5 – 5.99	Pass Class	6.0 – 6.49	Second Class	6.5 – 7.49	First Class	7.5 and above	First Class with Distinction
OGPA	Class															
Less than 4.5	Fail															
4.5 – 5.99	Pass Class															
6.0 – 6.49	Second Class															
6.5 – 7.49	First Class															
7.5 and above	First Class with Distinction															
	38.9	The class earned by a candidate shall be indicated in his degree Certificate subjected to change from time to time.														
	38.10	Verification of the grade awarded will be permissible on payment of fees as prescribed by the University.														
	38.11	Maximum time limit to obtain diploma after first registration is 6 years (12 Semesters).														

Rule-39.0	Academic probation
39.1	A student who fails to clear one or more courses in semester shall be placed on academic probation until he clears the same. Barring withdrawal, absence for any reason from the semester-end examination of any course(s) shall be counted as a trial with failure in the said course / courses.
39.2	A student on an academic probation as above shall be promoted to the next semester and shall also be permitted to clear the courses in which he has failed in the previous semester at the subsequent semester end examination as a second trial.
39.3	A student shall not be promoted to the next semester, if he fails in more than four courses offered in the semester including W, I or Ab grade.
39.4	If a student on academic probation fails to clear any course at the second trial, he/she shall not be promoted to the next semester but may be permitted to register for the semester in the course in which he has failed and /or withdrawn, to enable him to repeat the studies of the said course/courses and clear the same at the third trial.
39.5	If a student on academic probation fails to clear any course(s) even after third trial, he may be permitted to clear the same at the fourth and the last trial, failing which he shall stand discontinued as an enrolled student of the University.
39.6	A student who is not permitted to appear at the semester-end examination of a course / course(s) under Regulations, shall be required to repeat the course / courses by registering in the semester in which those courses are offered and he shall be subsequently permitted to avail of a maximum of three trials to clear the same, failing which he shall be discontinued as an enrolled student of the University.
39.7	Award of 'R', 'W', 'I', 'Ab' or 'US' grade will not be considered for determining merit for scholarship, free ship, certificate or honour of position.
Rule-40.0	Withdrawal from a Semester
40.1	Permission to withdraw from the University for a semester may be accorded on the following grounds :
	(1) A student has been ill and his application has been supported by a medical certificate;
	(2) In case of an accident whereby a student has been disabled temporarily to attend his classes;
	(3) In the event of death of parent/guardian and
	(4) Any other unforeseen circumstances which, in the opinion of the Dean, are fit reasons for allowing a student to drop a semester.
40.2	Permission to withdraw from a semester shall not be granted unless the application is made through the Counselor to the Principal at least thirty days before the commencement of the final examination of that semester, except mentioned in 40.1.
40.3	In exceptional circumstances, including those stated in Rule-32.10 above, where the Counselor and the Principal are satisfied that the application could not have been made within the period specified in Rule-32.11 above, special permission may be granted by the Dean on the recommendation of the Principal.
40.4	If a student has not obtained permission for withdrawal from the competent authority as defined above, he shall be awarded ' I ' or ' Ab ' grade, as the case may be in all the courses in which he is registered during the semester and failed to appear at semester-end examination(s).
40.5	Normally, permission shall not be granted to a student to withdraw from the University for more than one semester.
40.6	In special circumstances, however, on the recommendation of the Counselor and Principal, for reasons to be recorded, Dean may permit temporary discontinuance of studies for one more semester.
40.7	No student shall be permitted to withdraw from University for more than two semesters during the whole Diploma programme on any ground whatsoever. In case a student wants to withdraw from the University for more than two semesters on medical grounds he may make re-admission when he feels completely fit to resume studies. In such cases he shall be required to submit a certificate of fitness from the University Medical Officer.
40.8	When a student has been permitted to withdraw from the semester-end examination, he will obtain the "W" grade. The student shall be allowed to appear for the "W" grade(s) at the semester-end examination in the following semester, subject to the conditions that he has completed all the stipulated requirements of internal evaluation and attendance. Other- wise

		he will have to rejoin the withdrawn course/courses as and when next offered as a regular student. "W" grade will be replaced by the appropriate grade as and when the student clears that course.
	40.9	Award of "W" grade will not be considered as a trial and will not be considered for determining merits for the award of scholarship, medals, etc.
Rule-41.0	Eligibility for Diploma	
	A student is deemed to have completed the requirements for diploma and is eligible for the award of diploma programme, if	
	I	He has satisfied all the Regulation of evaluation as prescribed by the University.
	II	He has undertaken all the courses as required each semester and has obtained required grade points in the concerned courses.
	III	He has satisfied the requirements prescribed including Internship programme and study tour, if any.
	IV	He has paid all fees prescribed by the University.
	V	There is no case of indiscipline pending against him.
	VI	He has satisfactorily completed the training of NCC/NSS or Physical Education, wherever necessary.
Rule-42.0	Disqualification for Award of Diploma	
	Students who have been convicted by any cognizable offence(s) shall be debarred from receiving diploma.	
Rule-43.0	Script of Examinations	
	The Registrar will preserve the scripts for a year. If a mistake or a discrepancy in the marking of the scripts of a serious nature comes to the notice of the Registrar, he shall take action to get it rectified in a suitable manner after obtaining proper orders from the Vice Chancellor.	
Rule-44.0	Students' Discipline	
	Students shall abide by any special or general rules made by the Polytechnic and the University authorities in regard to their conduct within the premises of the Polytechnic and the University and outside. It shall be always presumed that the guardians of the students have agreed that their ward shall comply with the rules. Failure to comply with these rules will make the concerned students liable for disciplinary action as per students' disciplinary rules as prescribed by the University from time to time.	
Rule-45.0	Prevention and Prohibition of Ragging	
	In view of the directions of the Honorable Supreme Court in SLP No. 24295 of 2006 dated 16-05- 2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students.	
45.1	What Constitutes Ragging	
	Ragging constitutes one or more of any of the following acts:	
	1	Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
	2	Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
	3	Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
	4	Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;

	5	Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
	6	Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
	7	Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
	8	Any act or abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student
	9	Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.
	45.2	Mandatory Discloser :
	1	Ragging is totally banned and anyone found guilty of ragging and/or abetting ragging is liable to be punished.
	2	The affidavit-I should be filled up and signed by the candidate to the effect that he is aware of the law regarding prohibition of ragging as well as the punishments, and that he/she, if found guilty of the offence of ragging and / or abetting ragging, is liable to be punished appropriately.
	3	The affidavit-II should be signed by the parent/guardian of the applicant to the effect that he is also aware of the law in this regard and agrees to abide by the punishment meted out to his/her ward in case the latter is found guilty of ragging and / or abetting ragging.
	4	A student seeking admission to the hostel shall have to submit another affidavit-III along with his application for hostel accommodation that he is also aware of the law in this regard and agrees to abide by the punishments meted out if he is found guilty of ragging and / or abetting ragging.
	5	The first year students should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.
	6	A student securing admission to a particular institute shall have to submit concern affidavits to the principal of institute.
	45.3	Actions to be taken against students for indulging and Abetting Ragging in SAUs.
		The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents.
		Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.
		The Anti-Ragging Committee of the institution shall take an appropriate decision, with regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging.
	a	Cancellation of admission
	b	Suspension from attending classes
	c	Withholding / withdrawing scholarship / fellowship and other benefits
	d	Debarring from appearing in any test / examination or other evaluation process
	e	Withholding results
	f	Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
	g	Suspension / expulsion from the hostel
	h	Rustication from the institution for period ranging from 1 to 4 semesters
	i	Expulsion from the institution and consequent debarring from admission to any other institution.
	j	Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.

	45.3	An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
	(1)	In case of an order of an institution, affiliated to or constituent part, of the University, to the Vice-Chancellor of the University;
	(2)	In case of an order of a University, to its Chancellor.
	(3)	In case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.
Rule-46.0	Protection against Harassment to Girl Students	
	A Women Complaint Mechanism Cell is established in the University for protection against harassment to the girl students. Any one found guilty will be punished suitably.	
Rule-47.0	Declaration of Result	
	i	The result of all the examinations shall be delivered within a month of the date of examination under sealed cover to the Registrar at the end of each semester.
	ii	Calculation of GPA/CGPA will be calculated at the end of each semester in accordance with the relevant Regulations.
	iii	Principal should declare the provisional result at Polytechnic level before sending it to the office of the Registrar.
Rule-48.0	Amendment to the regulation	
	This regulation is based on the regulations in this regard framed by the ICAR, New Delhi under minimum standard of education and any amendments which may be made by the said council from time to time, shall be incorporated in this regulation.	
Rule-49.0	Repeal & Savings	
	The regulations for the award of Diploma in concerned University and amended from time to time and in force on the date these regulations come into effect are hereby repealed.	

SEMESTER WISE COURSE DISTRIBUTION
(Total duration 3 years)

First Semester

Sr. No.	Course No.	Title of the Course	Credit
1.	VAN-111	Introductory Veterinary Anatomy	3+1=4
2.	VPHY-111	Introductory Veterinary Physiology	3+1=4
3.	LPM-111	Introductory Animal Management-I	2+1=3
4.	ENG-111	English	2+1=3
5.	CA-111	Introduction to computer application	1+2=3
Total			11+6=17

Second Semester

Sr. No.	Course No.	Title of the Course	Credit
1.	STAT-121	Elementary Statistic	1+2=3
2.	AN-121	Introductory Fodder management and grassland management	1+1=2
3.	AB-121	Introductory Animal breeding	1+1=2
4.	LPM-122	Introductory Animal Management-II	2+1=3
5.	AHE-121	Introductory Animal Husbandry Extension-I	2+1=3
6.	ENVS-121	Introduction to Environmental sciences	2+1=3
Total			10+6=16

Third Semester

Sr. No.	Course No.	Title of the Course	Credit
1.	VMI-211	Introductory Veterinary Microbiology	2+1=3
2.	VPARA-211	Introductory Veterinary Parasitology	2+1=3
3.	VPA-211	Preliminary Veterinary Pathology	2+1=3
4.	AHE-212	Introductory Animal Husbandry Extension-II	2+1=3
5.	AN-211	Introductory Animal Nutrition-I	1+1=2
Total			9+5=14

Fourth Semester

Sr. No.	Course No.	Title of the Course	Credit
1.	AHEM-221	Introductory Animal Husbandry Economics and marketing.	2+0=2
2.	AN-222	Introductory Animal Nutrition-II	1+1=2
3.	VP-221	Introductory Pharmacology	3+2=5
4.	AR-221	Introductory Animal Reproduction-I	1+2=3
5.	AHC-221	Introductory Animal Health Care-I	2+2=4
Total			9+7=16

Fifth Semester

Sr. No.	Course No.	Title of the Course	Credit
1.	AHC-312	Introductory Animal Health Care-II	2+2=4
2.	AR-312	Introductory Animal Reproduction-II	1+2=3
3.	VPH-311	Introductory Veterinary Public Health	2+2=4
4.	LPM-313	Introductory Animal Management-III	2+1=3
5.	VSUR-311	Minor Veterinary Surgery	2+1=3
Total			9+8=17

Sixth Semester

Farm practice training:

1. Three Weeks of Cattle Breeding Farm.
2. Three Weeks of Buffalo Breeding Farm.
3. Three Weeks of Sheep and Goat Breeding Farm.
4. Three Weeks of Sheep Breeding Farm.
5. Nine Weeks of Different Dispensaries (Each of Three Weeks).
6. Two Weeks of Educational Tour.
7. One Week of Report Writing.

Semester wise credit hours distribution:

Credit hour means the weekly unit of work recognized for particular course as per the Syllabus. A theory lecture class of one hour per week shall be counted as one credit hour where as a practical class of two or three hours duration per week shall be counted as one credit hour.

	Semester	Theory	Practical	Total Credit Hours
First Year	I	11	6	17
	II	10	6	16
Total				33
Second Year	I	9	5	14
	II	9	7	16
Total				30
Third Year	I	9	8	17
	II	0	15	15
Total				32
Grand Total..				95

DETAILED COURSE SYLLABUS

FIRST SEMESTER:

Course NO. VAN-111 Introductory Veterinary Anatomy

(Credit Hours: 3+1=4)

Theory

Cell Structure, Tissue Structure. Study of bones- Glossary of osteology, Classification, work and identification of various bones of the body of cow, horse, dog, sheep, pig and poultry and comparison thereof. Study of joints and hinges of the body. Study of muscles and tendons of leg and neck. Study of skin and others e.g. epidermis, dermis, hypodermis, sweat glands of skin, horn, claws, chest nut etc. Digestive system-mouth, tonsils, pharynx, esophagus, ruminant and non-ruminant stomach, small intestine, large intestine,. Associated organs and digestive gland for digestion. Respiratory system-nostril, nasal cavity, sinus, pharynx, larynx, trachea, lungs, thorax, pleura, Circulatory system- heart, blood arteries, veins, portal circulation, foetal circulation, lymphatic system. Excretory system-Structure of kidney, ureter, bladder, urethra, working of kidneys, structure of nephrons, micturation etc. Female genital system-ovary, uterine tube, uterus, vagina, vulva, blood arteries, and nerves related to genital system. Male genital system- Testis, Scrotum, epididymis, ductus deferens, penis, muscles, blood arteries, nerves related to genital system, accessory sex glands, secondary sex characters. Structure of udder.

Practical

Practical introductory study of following using charts, models and basic laboratory facilities:

Cell Structure, Tissue Structure. Gross study of bones- identification of various bones of the body of cow, horse, dog, sheep, pig and poultry and comparison thereof. Gross study of joints and hinges of the body. Study of muscles and tendons of leg and neck. Study of skin and others e.g. epidermis , dermis, hypodermis, sweat glands of skin, horn, claws, chest nut etc. Gross study of Digestive system- mouth, tonsils, pharynx, esophagus, ruminant and non ruminant stomach, small intestine, large intestine. Associated organs and digestive gland for digestion. Respiratory system-nostril, nasal cavity, sinus, pharynx, larynx, trachea, lungs, thorax, pleura. Gross study of Circulatory system- heart, blood arteries, veins, portal circulation, foetal circulation, lymphatic system. Excretion system- Structure of kidney, ureter, bladder, urethera, working of kidneys, structure of nephrons, micturation etc. Gross study of Female genital system-ovary, uterine tube, uterus, vagina, vulva, blood arteries, and nerves related to genital system.

Gross study of Male genital system- Testis, scrotum, epididymis, ductus deferens, penis, muscles, blood arteries, nerves related to genital system, accessory sex glands, secondary sex characters. Gross study of Structure of udder.

Course No. VPHY-111 Introductory Veterinary Physiology (Credit Hours: 3+1=4)

Theory

General Physiology of muscles i.e. smooth, cardiac, voluntary striated muscles. General Physiology of body fluids: Formation of blood cells, haemopoiesis, plasma, serum, blood pH, blood clot formation, various types of blood cells, lymph, cerebrospinal fluid, synovial fluid, serum, macrophages and immunity. General Physiology of digestive system-Prehension, mastication, swallowing, gastric movements, physiology of small and large intestine, digestion in ruminants and non-ruminants and their comparative study, various enzymes used during digestion, absorption of feed ingredients, metabolism of protein, carbohydrate and fat. Digestive glands e.g. salivary glands, gall bladder, pancreas and their functions. General Physiology of respiratory system-Mechanism of respiration, respiratory action, dead space, artificial respiration, exchange of gases etc. General Physiology of circulatory system Cardiac cycle, system of heart, nervous control of blood flow, shock (blood volume and pressure,) Venous and lymphatic return, theory of vaccination and immunity in animals. General Physiology of urinary system Physiology of kidney and nephron. General Physiology of female genital system-Puberty, oogenesis ovulation, formation of corpus luteum, estrous cycle, hormones of female reproduction system, pregnancy and parturition. General Physiology of male reproductive system-Erection, ejaculation, hormones of male reproduction system, factors affecting working of testis, sex determination, spermatogenesis, spermatozoa, working of accessory sex glands. General Physiology of milk letdown-Structure of udder, milk secretion, galactopoiesis, letdown of milk, formation of colostrums, milk fat and milk protein, agalactia.

Practical

Use of anticoagulants. Collection of whole blood plasma, and serum. Estimation of haemoglobin. Determination of pack cell volume. Study of microscope and its uses. Study of general principles of counting cellular elements of body. Counting RBCs in blood. Counting WBCs in blood. Method of examination of blood smear for differential leucocytes count. To find out differential leucocyte count. Recording of blood pressure. Study of sperm motility. Live and dead sperm count. Study of physical and chemical properties of urine. Study of normal respiration rate in various domestic animal.

Course No. LPM-111 Introductory Animal Management-I (Credit Hours: 2+1=3)

Theory

Economic importance of animals and their products. Common terminologies and definitions used in animal husbandry practices of cows and buffaloes. Importance of cows-buffaloes. Their classification based on utility milk purpose, Draft purpose. Cows and Buffalo population, income and their importance in Gujarat and in India. Exotic cattle: milk, Beef and Dual purpose breeds. Animal husbandry practices followed by professional breeders, Farmers, Farm labourers and city milk producers in India, Cow and buffalo breeds of Gujarat, their synonyms, native, rearing practices, physical and economical Characters, and breeding farms. Cows: Kankrej, Gir, Dangi. Buffalo: Surti, Mehsani, Jaffarabadi, Banni.

Brief note on /knowledge about exotic and crossbred cows, their physical and economical characters and their importance in India . Jersey, Holstein Friesian, Crossbred cows,. Calf rearing, care of new born calf, methods of calf rearing with their advantages and disadvantages. Feeding rearing and breeding management of heifers. Feeding care and management of pregnant, dry and milch animals. Management of dry cow – reason for drying of cow (not milking), various method of drying,. Care and management of bullock. Identification and importance of different buildings-structures of dairy farm, study of housing of milch animals and calves. Clean milk production & its importance. Maintaining records of dairy farm. Cattle yard report, Service book, classified service register, daily milk production register, monthly milk production register, History sheet, Birth and Death register, Roll call register, Livestock register concentrate feeding register, Dairy Business of Gujarat and knowledge of arrangement of milk distribution in Gujarat.

Practical

Visit to a dairy farm and study of their daily routines. Identification of dairy farm utensils , Utensils of milking and milk storage, Milking machine, Chaff cutter, Weighing machine etc. Body parts of cow, bull and importance of body parts. Compost making. Cleaning and disinfection of animal house. Daily routine operations of dairy farm. Care of cow and buffalo at calving. General information like handling of animals and their control- Common restraints used in cow, bullock, bull and casting of these animals. use of nose ring and bull holder etc. Identification of animals by colors and marks. Determination of age by dentition of cow, -buffalo. Weight determination of animal by girth and length. Method of identification of animals by firing, numbering, tattooing, ear-tagging, foot rings, and numbers at foot etc. Normal temperature, pulse and respiration of animals. Castration of male calf and dehorning of calf.

Course No. ENG-111 English

(Credit Hours: 2+1=3)

Theory

Grammatical Topics like – Parts of speech, sentence pattern, articles and determiners, tenses and auxiliaries, use of prepositions, transformation of sentences: (degree forms, voice, affirmative and negatives etc., use of *too* and *enough*, use of *though* and *although* etc.,) direct and indirect speech.

Practical

PART- A

READING :- Reading with correct pronunciation and intonations from books, magazines, LISTENING: - Listening from recorded Spoken talks, Speech, Records, Tapes, Cassettes etc. DIALOGUE:- Introducing one self and giving introduction of others, shorts Question-answer session, short talk/ speech on given topics etc.

PART - B (Composition) WRITING

Practice in comprehension passages, letter writing, story writing with the help of given clues, essay writing with the help of given clues, application writing.

Course No.CA-111 Introduction to Computer application**(Credit Hours: 1+2=3)****Theory**

Computer- Definition, history, computer system, digital system, analog system. Block Diagram of computer system. Functions and working of each part in block diagram. Types of computers. Types, working and uses of various input and output devices. Concept, meaning and differences of hardware and software. Operating system- DOS, WINDOWS. Directory, folder, importance of file. Data entry- Text file, worksheet, entry and accounting in readymade software. Picture file, photographs (editing). Printing. Importance and knowledge about anti-virus. Multimedia- songs, music, recording, presentation etc.

Practical

Demonstration of Computer system. Demonstration and working of computer peripherals like monitor, key- board, mouse, floppy disks, CD drive, printer, etc. Uses of DOS commands. Uses of start menu, uses of paste, cut and copy of files. Preparation, editing and printing of simple text file. Preparation of work-sheet, formula and printing. Preparation of picture, photo file, editing with use of camera. Scanner. Use of multimedia, Net- work , E-mail, internet etc.

SECOND SEMESTER**Course No.: STAT-121 Elementary Statistics****(Credit Hours: 1+2=3)****Theory**

Basic concepts: variable, statistics, types and sources of data. Classification and tabulation of data, construction of frequency distribution tables. Graphical representation of data, simple, multiple, component and percentage bar diagram; pie diagram, histogram, frequency polygon and frequency curve. Average and measures of location : Arithmetic mean, mode, median, geometric mean and harmonic mean for raw and grouped data. Dispersion: range, quartiles, standard deviation, variance, coefficient of variation and standard error of mean for raw and grouped data. Sampling: basic concepts, sampling vs. complete enumeration, parameter and statistic. Sampling methods: simple random sampling and stratified random sampling. Tests of Significance: Basic concepts. Test for equality of means: one sample and two (independent) sample; paired t-tests. Introduction to experimental designs (CRD and RBD).

Practical

Construction of frequency distribution table. Graphical representation of data: histogram, frequency polygon, frequency curve; bar chart-simple, multiple, component and percentage bar charts; pie chart. Mean, median, mode and quadrille for raw and grouped data. Standard deviation and coefficient of variation for raw and grouped data. Tests for equality of means : one sample and two (independent) sample; paired t-tests. Analysis of CRD and RBD.

Course No. AN-121 Introductory Fodder Management and Grassland Management
(Credit Hours: 1+1=2)

Theory

Importance of fodder production in animal nutrition. Soil plant animal relationship. Classification of animal feeds. Proximate composition of animal feeds. Agronomical practices for cultivation of leguminous roughages –Lucerne, Berseem, Cowpea, Cluster bean and Sun flower. Agronomical practices for cultivation of cereal roughages(a) Maize and sorghum , Oats and Pearl millet (rajkabajari). Pasture management, Silvi pasture, Agro forestry and System of grazing. Agronomical practices for cultivation of grasses (a)Hybrids Napier and APPN Grass. Agronomical practices for cultivation of pasture grasses. B)Marvel grass, Guinea grass, Para grass, Sudan grass, Dinanath, Dasarath & Anjan. Fodder trees-subabul shevari Borchhi. Importance of unconventional feeds and fodder in livestock feeding. Preservation of forages-Silage, hay making and haylage. Feeding of livestock during scarcity and management of cattle camps. Recycling of live stock waste including vermin compost, Bio gas. Preparation of cropping scheme/Crop rotation for dairy fodder farm Agencies involved in seeds, fertilizers, animal feeds, pesticides.

Practical

Visit to a fodder farm. Familiarization with the various types of Fodder. Agro climatic zone wise Fodder crop rotation/Fodder calendar. Preservation of fodders. Cost of fodder production. Familiarization with back yard fodder cropping. Inter cropping of fodder, Silvi pasture and Agro forestry. Livestock waste utilization and recycling. Preparation of cropping scheme for dairy farm

Course No. AB-121 Introductory Animal Breeding **(Credit Hours: 1+1=2)**

Theory

Breeding – Definition and importance. Variation, sources of variation, implications. Choosing traits for selection. Degrees of relationship. Systems of breeding, inbreeding :close breeding line breeding, Out –breeding: out , crossbreeding, Species hybridization, grading up. Livestock breeding strategies in Gujarat. Selection methods: performance testing, pedigree selection, progeny testing, Fertility and breeding efficiency, Factors affecting and Technique to improve. Embryo transfer technology. Preliminary ideas of heritability, repeatability, genetic and phenotypic correlation of different economic traits. Heterosis , definition, causes, importance.

Practical

Visit to a cattle breeding farm. Study the breeding records of farms. Analysis of breeding records of different livestock farms. Method of selection of dairy animals and breeding bulls. Identification of animal in oestrous. Practical aspects of theory syllabus and basic statistical principles and practice. Practical aspects of theory syllabus and basic computer operative principles and practice.

Course No. LPM-122 Introductory Animal Management-II (Credit Hours: 2+1=3)

Theory

Economic importance of Sheep production in India and Gujarat. Different indigenous and exotic breeds of sheep. Care of lambs young stock, Weaning, Shearing. Selection of sheep for mutton and fibers. Judging of the quality and conformation of body parts. Sheep housing, routine health Care, Deworming, Vaccination, Breeding schedule, care in pregnancy, Lambing, Lambs. Marketing of wool and mutton, Their economics of production. Grading and marketing, Impurities in wool. Factors influencing the quality of wool Importance of Goat production at national and state level. Goat production for profit livelihood. Different indigenous and exotic breed . Buck management, Care of goat in pregnancy and kidding. Rearing of kids, Weaning, Fattening etc. Selection of goats for Chevron and milk. Judging of the quality and conformation of body parts. Rearing sheep and goat together. Goats as leaders in grazing. Goat housing and Marketing. Chevron and goat milk marketing and their economics of production.

Practical

Familiarization with Livestock farm routines. Identification and selection of sheep and goat. Feeding of sheep and goat dipping, Spraying, Spotting sick animals. Examination for purities, Identification of impurities. Farm records and their maintenance. Detection of heat, mating . Care of pregnant animals, lambing ,neonatal and young stock . Judging sheep for wool and mutton. Shearing and grading of wool and their bailing and storage. Layout plans for sheep /Goat farm of different flock size. Determination of sternal length, crimps, diameters and strength of wool fiber. Visit to wool analytic laboratory and woollen industries. Castration of kids, Detection of vices of goat, Culling. Judging of goats for chevon and sheep for mutton. Marketing of chevon and live goats.

Course No. AHE-121 Introductory Animal Husbandry Extension-I (Credit Hours: 2+1=3)

Theory

Extension, concept, principles, scope. Education : Formal, informal and non-formal. Formal Educational Vs Non-formal Education. Non-formal Education Vs A.H. Extension. Concept of extension. Need for extension . Levels of extension. Philosophy of extension. Objectives of extension. Function of extension. Extension educational Process. Teaching learning process. Criteria for effective extension teaching-learning. Principles of learning as applicable to extension. Principles of A.H. extension. Motivation in extension. Scope of A.H. extension. Rural sociology & psychology. Concept of rural sociology: family, social interaction, community, society, personality, leadership, value, social institution, social system, caste system, psychology, group, culture, social change, emotion prejudice, social control, beliefs, social change. Dairying as an instrument of change in rural India. Communication Process: Concept: communication response, empathy, homophily, heterophily, fidelity, perception, communication gap. Basic function of communication. Elements of extension communication system. Feed back. Management information system, Communication methods,Its Classification, Audio visual aids. Adoption and diffusion of innovations: Concept, adoption , diffusion, innovation, Attributes of innovation, Stage of

adoption, Innovation Decision process, Over adoption. Agricultural journalism, definition, Principle of Agricultural Journalism.

Practical

Visit to a village institution like village panchayat, village co-operative milk marketing society, identification of key communicator and working through functional leader. Study of functioning of village institutions. Social survey, its kinds and importance in social research. Social sampling, its kinds and importance. Methods and tools of data collection in social research. Preparation of leaflets, folders and pamphlets for A. H. extension use. Use and principles of overhead projector and preparation overhead transparencies. Use and principles of LCD projector and preparation PPT presentation. Organizing a vaccination camp, farmers meet, exhibition at village level. Report writing.

Course No. ENVS-121 Introduction to Environmental Sciences (Credit Hours: 2+1=3)

Theory

Environment: introduction, definition and importance. Components of environment-interactions with organisms. Animal ecology. Global and Indian environment- past and present status. Environmental pollution and pollutants. Air, water, food, soil, noise pollution-sources. Causes and types. Smoke, acid rain, global warming, ozone hole, , sewage and hazardous waste management. Impact of different pollutants on humans, plants, organisms and environment. Introduction to biological magnification of pollution- technological and sociological measures and solutions- Indian and global efforts. India, international and voluntary agencies for environmental conservation-mandates and activities.

International conferences, conventions and summits- major achievements. Environmental policy and legislation in India. Introduction to environmental impact assessment. Causes of environmental degradation- socio-economic factors. Human population growth and lifestyle. Sources of water supply, contamination, and its prevention. Possibilities of recycling of farm surplus, waste etc.

Practical

Visit to local areas- river/forest/grassland/catchments etc. Study of common plants, insects, birds and animals. Visit to industries to study pollution abatement techniques. Demonstration of water purification plant, sewage disposal plans, Carcass and fallen animal disposal methods. Visit to a recycling plants

THIRD SEMESTER

CourseNo.VMI-211 Introductory Veterinary Microbiology (Credit Hours: 2+1=3)

Theory

Microbiology of unicellular organisms and their classification. Morphology and structure of bacteria, shape, size and arrangement of bacteria, morphological variations and classification of bacteria. Important bacterial, viral and fungal diseases of animals. Source of infections. Methods of transmission of infections. Sterilization, disinfection, evaluation of disinfectants and antiseptics. Aseptic handling of sterilized materials; disinfection of animals.

Introduction, morphology, growth, nutrition, reproduction and classification of fungi. Classification, cultivation and replication of viruses.

Practical

Microscopy and routines, Staining (simple & Grams), Acid fast Lactophenol cotton blue, Special staining: Leishmenn, methylene blue staining, Glassware preparation. Sterilization, evaluation of disinfectants, asepsis etc. Preparation of reagents media.

Demonstration: Equipment and sterilization disinfection, Cultural characters, Pathogenicity test and Antibigram, Slide culture technique for fungus

Course No.VPARA-211 Introductory Veterinary Parasitology (Credit Hours: 2+1=3)

Theory

Introduction of parasitology, history, definitions. Importance of parasitology in animal science curriculum. Parasites and parasitism. Types of Parasitism. Classification of parasites. Important cestodes of livestock, their life cycle, mode of transmission and control measures. Important trematodes of livestock, their life cycle, mode of transmission and control measures. Important nematodes of livestock, their life cycle, mode of transmission and control measures. Important protozoa of livestock, their life cycle, mode of transmission and control measures. Important insects, ticks and mites of livestock, their life cycle, mode of transmission and control measures.

Practical

Examination of the faecal samples for the trematode, cestode and nematode eggs. Demonstration of the life cycle and development of the type species of trematode, nematode, cestode, acanthocephala. Demonstration of the type representatives of various groups of insects, ticks and mites through charts, specimen, mounted slides etc. Demonstration of differential characters of insecta and acarina (ticks and mites.) Procedure for diagnosis of arthropoda infestation to hides and skin. Examination of the faecal materials for identification of intestinal protozoa, Coccidia, flagellates etc. Preparation of blood smears, their staining and examination of slides for haemoprotozan parasites. Methods of collection, fixation, preservation and mounting of protozoan parasites.

Course No VPA-211 Preliminary Pathology

(Credit Hours: 2+1=3)

Theory

Introduction to scope of pathology. Common terminologies of pathology: Pathology, health, disease, etiology, predisposing, pathogenesis symptoms or sign, lesion, diagnosis, incubation period, prognosis morbidity, mortality, Autopsy, Biopsy, Necrosis, somatic death, inflammation, fever/ pyrexia, study of different causes of diseases. Mode of transmission of diseases. Disturbance of growth: common terminology aplasia, agenesis, hypoplasia, atrophy hypertrophy, metaplasia, dysplasia. Local defense mechanism. Resistance to infection. Preliminary pathology of common diseases. Collection of various samples for laboratory diagnosis care in preservation and dispatch of samples. Preparation for post mortem. Post mortem examination. Procedure to be followed in collection of samples of specimen for laboratory examination.

Practical

Demonstration of postmortem of live stock and poultry. Post mortem technique and collection of morbid materials. Technique of preservation , dispatch and section cutting. Record keeping of all kinds for pathology laboratory.

Course No. AHE-212 Introductory Animal Husbandry Extension-II

(Credit Hours: 2+1=3)

Theory

Statistics of livestock & products of the state and the nation. Organizational aspects of livestock farm, resource management, record keeping and accounting. Aspects of livestock farm, tools of management, Functions of management Entrepreneurship as an instrument of socio-economic transformation: Scope for a successful entrepreneur in livestock sector like - livestock feed manufacturing, dairy farming, livestock-poultry, dairy products manufacturing and marketing, farm equipment manufacturing and marketing etc. Knowledge of working and powers of officials of the department. Knowledge of various schemes and programmes of the department. Milk recording, herd registration, bull registration, owner registration, artificial insemination , follow up should be visualized. Animal production programme- (Individual benefit scheme) - Cross breeding programme. Special poultry, swine, sheep, goat production. Information of departmental activities of animal husbandry, poultry and swine husbandry. WTO and its implication on Indian dairy farming, Market, Marketing, types of marketing. Functions of marketing . Channels of marketing of livestock products. Comparison of dairy farming in India with that of advanced countries of world. Integrated farming, need for integrated farming: Factors determining types of integrated farming or Factors to be considered for integrated types of farming, Physical condition: Topographic factors, climatic condition, pattern of rainfall, nature of water balance. Socio-economic conditions: Population pressure, pattern of land ownership, land inequalities, occupational structure. Technological advancement: Traditional pattern, modern pattern, level of mechanization, Various systems of integrated farming : Cash crop & vegetable crop integrated with dairy cattle. Cash crop & horticultural crop integrated with dairy cattle. Horticulture + rabbit farming + duck farming + wormi compost, goat farming, fish farming , bee keeping, cross bred dairy cow, buffalo, and various other combination of integration and their economic viability & sustainability. Other income generating programmes.

Practical

Visit to a private, cooperative or public dairy enterprise . Study of economic aspects of a private, cooperative or public dairy or any livestock enterprise. Book keeping, to know about the book keeping and general entry. Visit to an integrated farming, units/village and collection of data (three different combinations for three different practical) and to study the economic aspects of the same. To study about the trading account, profit and loss account and balance sheet. To visit cattle fair, livestock market, backyard units and study their tools of management. Farm budgeting, its importance, objective, methods and advantages. To estimate a project of 12 cross-bred cows. To estimate a project of 12 buffaloes. To estimate a project of 12 dairy cows. To estimate a project of 1000 layer birds.

Course No. AN-211 Introductory Animal Nutrition-I**(Credit Hours: 1+1=2)**

History of Animal Nutrition. Importance of nutrients in animal health and production. Composition of animal body and plants. Biochemical bases of soil, plant and animals. Nutritional terms and definitions. Nutrients and their metabolism. Role and requirements of water. Carbohydrates, their digestion, absorption and metabolism in ruminants. Proteins and amino acids, their digestion, absorption and metabolism in ruminants. Use of NPN compound for ruminants. Lipids and their utility. Mineral elements and their functions. Importance of macro and micro elements in livestock health and production. Importance of vitamins, their deficiency symptoms, requirements in feed. Feed additives in the ration of livestock. Antibiotics and hormonal compounds and other growth stimulants, probiotics: their use and abuses.

Practical

General precautions while working in Animal Nutrition Laboratory. Preparation of normal solutions. Preparation of standard solutions. History of proximate principles of feed. Preparation of common reagents and indicators. Preparation of samples for chemical analysis. General precautions while weighing feed fodder sample. Estimation of dry matter, ash, acid insoluble ash in feed sample. Familiarization of various feed and fodders.

FOURTH SEMESTER**Course No. AHEM-221 Introductory Animal Husbandry Economics and marketing****(Credit Hours: 2+0=2)****Theory**

Nature and scope of economics, definition and concepts, divisions of economics, economic systems, approaches to the study of economics. Consumption-theory of consumer behaviour, laws of consumption, classification of goods. Wants-their characteristics and classification, utility and its measurement. Theory of demand, demand schedule and curve, market demand. Price, income and cross elasticities, Engle's law of family expenditure-consumer's surplus. Theory of firm, factors of production- land and its characteristics- classification and capital formation. Enterprises-forms of business organization-merits and demerits. Laws of return – cost concepts. Law of supply – supply schedule and curve elasticity's. Money & Bank. Marketing : - Concepts of marketing, Needs of marketing. Marketing of perishable and non-perishable items. Types of marketing, Functions of marketing, Defects of marketing, Measures of improvement.

Course No. AN-222 Introductory Animal Nutrition-II**(Credit Hours: 1+1=2)****Theory**

Enzymes/ Metabolites. Vitamins. Hormones. Toxic plants and poisonous food stuffs. Economic status of animal feed. Feeding of diseased animal. Utility of trees as roughage- Study of non conventional feed. Feeding management of different animals like young ones, pregnant animals, dry/ lactating animals, breedable male, sick animals. Grazing farm management.

Practical

Preparation of concentrate, identification of roughage, crops, trees and cereals as animal feed. Calculation of nutritive values in terms of DCP, TDN, & MF for maintenance, growth, & production. Formulation of ration for different livestock under different condition. Familiarization of various feed stuff, fodder and their selection. Proper methods of preparation of roughage various methods of its preparation.visit to feed factory, dairy & poultry farms.

Course No. VP-221 Introductory Pharmacology**(Credit Hours: 3+2=5)****Theory**

Introduction to Pharmacology : Historical development, branches and scope of Pharmacology. Sources of drugs. pharmacological terms and definitions. Principles of Drug Activity: Pharmacokinetics-absorption, distribution, biotransformation and excretion of drugs; Local anesthetics (analgesic); Neuromuscular blocking agents: Peripheral and central muscle relaxants. Drugs acting on digestive tract: stomachics, antacids, intestinal astringents, carminatives, antizymotics, emetics, anti-emetics, purgatives, choleraetics and cholagogues. Drugs acting on respiratory system: expectorants and anti-tissues, respiratory stimulants; bronchial dialators. Drugs acting on urinogenital system: diuretics, urinary alkalizers, acidifiers and antiseptics, fluid therapy ecbolics. Vitamins: Only in relation to pharmacotherapeutic effects. Drugs acting on skin and mucous membrane. ANTIBACTERIAL AGENTS : Classification, general principles in antibacterial chemotherapy, sulphonamides and their combination with trimethoprim; sulfones; nitrofurans. ANTIBIOTICS: Penicillins and cephalosporins, aminoglycosides, tetracyclines, chloramphenicol. Polypeptides etc.: antituerculosis agents; miscellaneous agents; methelamine, nalidixic acid etc. ANTIFUNGAL AGENTS: Topical and systemic agents including antifungal antibiotics. ANTHELMINTHICS: Drugs and against cestodes, trematodes, nematodes, drug tolerance, broad spectrum anthelmintics. ANTIPROTOZOAL AGENTS: Drugs used in trypanosomiasis, theilariasis, babesiasis, anaplamosis, malaia, coccidiiosis, amoebiasis, giardiasis, trichomoniasis etc. ANTISEPTIC AND DISINFECTANTS: INDIGENOUS DRUGS: Source of alkaloids, glycosides, resins, gums, tannins, fixed and volatile oils; plant drugs with proven pharmacological and therapeutic efficacies in various animal and human ailments: popular indigenous drugs(antiseptics, antifungals, anthelmintics, arthropode repellants). GENERAL TOXICOLOGY; Definition, scope of toxicology. Sources of poisoning, mode of action of poisons. Factors modifying the toxicity and line of treatment of the poisoned cases.

Practical

Pharmacology: Fittings and apparatus, labeling, custody of poisons, weighing of drugs, Pharmacy calculations, definition of pharmacological terms related to various systems, drug standards and regulations prescription writing; Pharmacy preparations: triple carb, antidiarrhoeal powder, dusting powder, iodine ointment with and without methyl salicylate: red iodide of mercury ointment, mistura alba, carminative mixture, ammonia liniment, turpentine liniment etc. Pharmacy Preparations: Potassium permanganate solution, lugol's iodine solution, trepan blue solution, gentian violet solution, tincture iodine benzoic co., boric acid ointment, zinc oxide ointment, ointment of salicylic acid with benzoic acid etc. Demonstration of toxic weeds and plants

Course No. AR-221 Introductory Animal Reproduction –I**(Credit Hours: 1+2=3)****Theory**

Physiology of reproduction- Puberty, estrus cycle, sign of heat, reproductive hormones, conception, gestation and parturition and their importance. Knowledge of instruments used during artificial insemination and their sanitization, Cryogenic jar and their maintenance. Artificial insemination- Collection, preservation and transportation of semen. Insemination by speculum/per rectal route, use of frozen semen, details of insemination technique, preservation and usefulness of frozen semen. Precautions of handling of liquid nitrogen semen.

Practical

To get knowledge of reproductive organs. Live animals/reproductive organs obtained from slaughter house/ fantom box etc. Per rectal examination of reproductive organs. Artificial insemination – Thawing, preparation of A.I.gun, practice of artificial insemination. Study of semen quality. Study of morphology and motility of sperms. Maintenance of frozen semen, cryogenic jar and apparatus used in artificial insemination. Study of female genitalia; palpation technique. Heat detection in farm animals and companion animals.

Course No. AHC-221 Introductory Animal Health Care-I**(Credit Hours: 2+2=4)****Theory**

Signs of healthy and diseased animal- history, etiology, diagnosis, symptoms, treatment, death. General disease of different system of animals- Diseases of digestive system- stomatitis, pharyngitis, choke, simple indigestion, bloat, impaction of rumen, colic, constipation, and enteritis, dysentery, traumatic reticulitis, constipation, and enteritis, dysentery, traumatic reticulitis, traumatic pericarditis, intestinal obstruction, hepatitis, jaundice, liver cirrhosis etc. Diseases of respiratory system-URI, epistaxis, pneumonia, drenching pneumonia, pleurisy, bovine asthma etc. Diseases of urinary system- Nephritis, urinary calculi, retention of urine, hematuria etc. Diseases of reproductive system- Mastitis, metritis, pyometra, dystocia, retention of placenta etc. Diseases of nervous system- Meningitis, encephalitis etc. Metabolic diseases- milk fever, downer cow syndrome, Ketosis, hemoglobinuria, hypomagnesaemic tetany, vitaminosis-A, pica etc. Diseases of skin, eye, ear and joints- Dermatitis, eczema, scabies, conjunctivitis, otitis, rheumatism etc. Knowledge of instrument, used in laboratory or hospitals. Methods of their sterilization. Definition of sepsis and asepsis. Suturing and treatment of wounds, abscess. Sign and handling of simple fractures, sprain and dislocation, choke, prolapse of vagina, uterus and rectum. Assistance in anaesthesia and operation of animals. Suturing of skin and the instrument used thereof. Firing, Tattooing, dehorning, docking.

Practical

Clinical Attendance, Administration of drugs, care and management of sick indoor and out door animals. Diagnose the disease by recording symptoms, temperature, pulse, respiration. Awareness and uses of surgical instruments. Sanitization/Sterilization of instruments used in hospital, first aid and bandaging of wounds etc. To prepare site for operation and to help veterinary doctor during operation. Demonstration of castration and other minor surgical procedures.

FIFTH SEMESTER

Course No. AHC-312 Introductory Animal Health Care-II

(Credit Hours: 2+2=4)

Theory

Bacterial diseases- anthrax, H.S., B.Q., Brucellosis, T.B., Actinomycosis, leptospirosis, salmonellosis, contagious pleuropneumonia, calf pneumonia, tetanus, enterotoxaemia, bacillary haemoglobinuria, naval ill, foot rot. Viral diseases- R.P., F.M.D., Pox (cow pox, sheep pox, goat pox, fowl pox etc.). Rabies, bovine malignant catarrh, mucosal disease complex, ephemeral fever, mycoplasma, African horse sickness, ranikhet, Marek's disease, pullorum disease, CRD. Fungal diseases- Ring worm, Aflatoxicosis, Fungal mastitis. Parasitic diseases - Protozoan diseases- Anaplasmosis, Theiliasis, Babesiosis, Surra, Leishmaniasis. Internal Parasitic diseases- Liver fluke, Amphistomiasis, Ascariasis, Tapeworm. Parasites of digestive tract, Schistosomiasis, Coccidiosis. External parasitic diseases- Nasal granuloma, filarial, myiasis, mange, ticks, lice infestation. Toxicology- Poisons (types, effects, treatment, etc.)- Arsenic, lead, cyanide, nitrate, nitrite etc.

Practical

Identification of sick animals. Taking history of sick animals. Various methods for diagnosis of diseases. Taking various specimens for diagnosis of various diseases. Handling, preservation and transportation of samples for diseases diagnosis. Clinical attendance. Methods of administration of drugs. Examination of faecal sample, Examination of skin scraping, Examination of milk and milk tests, Examination of urine, Preparation of pus smear for laboratory diagnosis. Introduction to veterinary laboratory diagnosis.

Course No. AR-312 Introductory Animal Reproduction-II

(Credit Hours: 1+2=3)

Theory

Reproductive diseases, Anoestrus, sterility/ infertility, silent heat, repeat breeding and retention of placenta, pyometra, functional infertility, cystic ovary. Obstetrical problems and their management. Pregnancy diagnosis. Maintenance of artificial insemination and breeding records. Sexual health control and herd reproductive health programme. Parturition stages, care during & after parturition.

Practical

Approach to post operative care of animals operated for obstetrical cases/second. Endocrine control of reproduction in male domestic animal. Forms of male infertility. Factors affecting infertility in male. Its diagnosis & primary treatment. Pregnancy diagnosis and differential diagnosis/second. Study of identification using various instruments & appliances/second. Artificial insemination – practice. Pregnancy diagnosis. Practical knowledge in case of retention of placenta, prolapse

Course No. VPH-311 Introductory Veterinary Public Health (Credit Hours: 2+2=4)

Theory

Introduction: definition of Veterinary Public Health. Milk hygiene in relation to public health. Microbial flora of milk and milk products. Source of bacterial contamination of raw milk and method of control. Clean milk production: Source of contamination during collection and transport and processing of milk and methods of control. Hygiene control of dairy equipment and dairy products. Quality control of milk and milk products. Milk hygiene practice in India and other countries. Milk borne diseases and methods of control. Definitions and objectives of Zoonosis. Classification of Zoonosis, Role of domesticated pets, various wild and cold blooded animals in transmission of zoonotic diseases. Mode of transmission of zoonotic diseases and Study of the important Zoonotic diseases of the region. Methods of prevention, control and eradication of zoonotic disease. Socioeconomic condition and Human Health Zoonosis.

Practical

Collection of milk samples for chemical and bacteriological examination. Grading of milk, on the basis of MBR test: Preparation of sample for detection of antibiotic residues in milk and milk products. Preparation of sample for bacteriological examination of raw and pasteurized milk, milk products and water for processing plant viz. its S.P.C. coliform count, faecal streptococcal count, detection of adulteration and detection of preservatives in milk; adulteration in ghee. Test of mastitic milk in relation to public health. Visit to primary health centres to study the common conditions of rural populations. Demonstration of water purification plant, sewage disposal systems and carcass/fallen animal disposal methods.

Course No. LPM-313 Introductory Animal Management-III (Credit Hours: 2+1=3)

Theory

Economic importance of poultry, development of poultry industry in India, different breeds and varieties of chicken, ducks and turkeys; terms used in poultry science; how egg is formed – structure of eggs. Formation yolk, albumen and shell; selling of poultry and effect of culling on egg production, incubation of hatching of eggs, selection of hatching eggs, handling and care of hatching eggs, natural and artificial breeding, brooders. Season for breeding; different systems of housing of poultry; floor space requirements, constructional details of poultry houses and hatcheries, cost of construction, construction of budget poultry sheds for small, medium and large operators; layout plans for poultry farm of various sizes, poultry equipments: incubators, brooders, debeakers, trapnets, feeders and waterers etc. Care and management of chicks, pullets and cockrels, care and management of broilers and layers, feeds and feeding of broilers and layers, poultry farm records; commercial hatcheries and its role in poultry development; random, sample tests; preparation of poultry for show; poultry judging; disinfection of incubators, brooders, farm implements and poultry houses. Disposal of poultry wastes. Utility of poultry manure. Economy in poultry production- Cost of production of table and hatching eggs, broiler meat. Day-old chicks-Preparation of project reports for broiler, layers, hatchery. Cockrel and Japanese Quail farms. Role of avian farms in a mixed farm unit. Vaccination, deworming, detecting deficiencies and combating them etc.

Practical

Handling of poultry. External body parts, identification of species, breeds and varieties of poultry. Reproductive and digestive systems of chicken, structure and composition of eggs and meat, poultry judging, selection and selling of poultry, candling of eggs for evaluation of quality, presence of blood and meat spots etc.; measuring the strength of eggs, grading of eggs and management of incubators; sexing of chicks, brooding of chicks, feeders, waterers, trap nests and poultry farm and hatchery equipments; different systems of housing and layout plans for poultry farms of different sizes, feeds and feeding of broilers and layers, systems of feeding, slaughter and dressing of poultry, different methods of preservation of eggs and meat; health care and management of chicks, ducklings and turkey care and management of broilers and layers during summer and winter. Record keeping of poultry farm(including accounts).Preparation of feasibility reports for small and medium poultry farms. Preparation of projects reports for the same. Model scheme for a large poultry farm.

Course No.VSUR-311 Minor Veterinary Surgery**(Credit Hours: 2+1=3)****Theory**

Introduction, history, classification and development of veterinary surgery. General surgical principles, preoperative and post-operative considerations. Importance of sutures, suturing materials and different knots. Asepsis-antisepsis, their application in veterinary surgery. Knowledge of instrument, used in laboratory or hospitals and materials used in surgery. Methods of their sterilization. Inflammation, abscess, tumours, cysts, haemorrhage , haematoma, necrosis, gangrene, burn and scald, surgical affections of muscles, etc. and their treatment, Wound: classification, symptoms-diagnosis and treatment ; complications and their preventions. Surgical infections and their preventions and their management. Sign and handling of simple fracture, sprain and dislocation and other affections of joints. Different kinds of bandages, its application. Sign and handling of choke, prolapse of vagina , uterus and rectum. Assistance in anaesthesia and operation of animals. Suturing of skin and the instrument used thereof. Firing, Tattooing, dehorning, docking ,castration with burdizzo castrator.

Practical

Introduction to the layout of operation theatre, common equipments, surgical instrument. Restraint, positioning, bandaging, catheterizations etc. Operation theatre routines. Preparation of surgical pack, sterilization. Familiarization with various suture materials, sutures. Tying surgical knots, double hand, single hand etc. Tension sutures; bowel and uterine sutures. Demonstration of surgical operation-control of haemorrhage, suturing etc. Demonstration of live surgery or recorded operations. Firing, tattooing, dehorning, docking , castration with burdizzo castrator.