

**SEMESTER REGULATIONS  
FOR  
MASTERS' AND DOCTORAL PROGRAMME**

**Approved by the Academic Council**

**Vide Resolution No. 6574, dt. 06.03.2010 & Resolution No. 6574, dt. 21.04.2011**

**Approved by the Board of Management**

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**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR – 751003**

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# CHAPTER - I

## INTRODUCTION

### 1.1 Scope

These rules and regulations shall be called 'Orissa University of Agriculture and Technology (OUAT) Post-Graduate Regulations to Masters' and Doctoral Programme **2010** and shall be applicable to the students admitted in the academic year, **2009-2010** and for the College of Basic Science and Humanities from the year **2011-2012** onwards.

### 1.2 Provision

The provisions made in these rules and regulations shall govern the Post- Graduate studies leading to the award of Master and Doctoral degrees in different disciplines and shall be applicable to all the faculties under OUAT.

### 1.3 Definition

1.3.1 Admission: Permission for a candidate to be a student of the University for undertaking a course programme leading to award of a Masters' and Doctoral degree.

1.3.2 Registration: Permission to a student to take part in course Programme offered in a semester.

1.3.3 Faculty: It is an Academic Institution of OUAT having a set of disciplines/subjects of Agriculture and Allied Sciences, Technology or Management.

1.3.4 Discipline: It is a set of related subjects offered by an academic institution.

1.3.5 Subject: A set of courses offered by a discipline for an academic programme.

1.3.6. Course: It is a unit of instruction of a subject. The title of the course is associated with a three digit number and credits indicating the theory/practical .The courses are to be offered in a semester.

1.3.7 Curriculum: It means a group of approved courses of a subject(s) designed to meet the requirement for awarding a degree. It consists of course work, seminar and research/project work. The academic council has the authority to approve/change the curriculum.

1.3.8 Syllabus: It means the details of a course(s) and consists of course work of theory, practical or both. The academic council has the authority to approve or change the syllabus.

1.3.9 Period: It is the duration of contact between the students and the course instructor.

1.3.10 Credit:-It is the number of times that a course unit is offered in a week. One credit of theory class consists of one period or 60 minutes duration. One credit of practical class consists of three periods or duration of 180 minutes.

1.3.11 Credit Load: It means the total number of credits of different courses per week that a student registers during a particular semester.

1.3.12 Grade point (GP): It means one tenth of the percentage of marks secured by a student in a particular course.

1.3.13 Credit point (CP): It means the product of grade point and credit for a course.

- 1.3.14 Grade Point Average (G.P.A): It means the total number of credit points earned by a student in all the courses in a particular semester divided by the total number of credits for the courses in that semester. The G.P.A. shall be taken up to two decimal places without rounding up.
- 1.3.15 Overall Grade Point Average (OGPA): It means the total credit points (cumulative credit points) earned divided by the total number of credits of all the courses completed by a student up to a particular or all the semesters. It shall be taken up to second decimal place without rounding up.
- 1.4 Academic Programme:
- 1.4.1 Academic year: The academic year of the University ordinarily continues from August to July and is divided into two semesters with an inter-semester break. However, the Academic Council has the authority to change the dates of commencement and termination of the academic year if necessity.
- 1.4.2 Semester: It is the period over which a course is offered including examination and declaration of result. The duration of a semester shall ordinarily be of 105 net instructional days (NID) and shall not be less than 95 NID in any case. The academic council has the authority to change the dates for commencement and termination of a semester.
- 1.4.3 Instructional Days (ID): It is the number of working days required to cover a course programme in a semester.
- 1.4.4 Net Instructional Days (NID): It is the total number of instructional days excluding examinations declared by the University.
- 1.4.5 Minimum Residential period: It is the minimum number of consecutive semesters that a student is required to register for completing a course programme for the degree.
- 1.4.6 Maximum Residential period: It is the maximum number (double the number of duration) of consecutive semesters that a student can register for completing the course programme; leading to award of the degree, failing which his/her admission for the course programme shall stand cancelled.
- 1.4.7 Semester break: It is the cessation of class works in between two semesters. The duration of semester break may be 15 days or less as decided by the University.
- 1.5 Examination:
- 1.5.1 Mid-term Examination: It is a test of theoretical or practical nature for a part of the course and is to be conducted in the middle of each semester.
- 1.5.2 Assignment: It is a test on topic(s) of a course assigned as home task to a student by the course instructor during the semester.
- 1.5.3 Final Examination: It is the examination on whole of the course unit or research unit and is conducted in form of theory and/or practical or both at the end of the semester.
- 1.5.4 Seminar: It is a kind of examination in which the student shall deliver a talk on the original topic before his/her Advisory Committee, staff and other students of the department.
- 1.5.5 Comprehensive Examination: It is a kind of written and/or viva-voce examination conducted to test the overall performance of a student.
- 1.5.6 Thesis Examination: It is a kind of evaluation of thesis / dissertation followed by *viva-voce* examination for the partial fulfillment of the degree.

## CHAPTER-II

### ADMISSION AND REGISTRATION

#### 2.1 Prospectus Committee:

A Prospectus Committee shall be formed at University level every year to prepare the prospectus by inviting suggestions from different faculties.

#### 2.1.1 The Prospects Committee duly approved by the Vice-Chancellor shall be formed each year to prepare a prospectus for admission of students into different P.G. and Ph.D. course programmes of the University. The following persons shall be member of the prospectus committee.

1. Dean, PGF-cum-DRI : Chairman
2. Deans, Associate Deans and Directors of Constituent colleges : Member
3. Director of Planning, Monitoring and Evaluation : Member.
4. Registrar : Member

#### 2.1.2 The Chairman of the prospectus committee shall present the proposals of prospectus before the Academic Council for approval. The academic council reserves the right to make any modification or alteration of the prospectus at any time if it is desired so for the interest of the University.

#### 2.2 Admission Requirements:

##### 2.2.1 Minimum eligibility criteria:

- a) The candidates with Bachelors degree in concerned discipline (s) from O.U.A.T. or any other University recognized by OUAT are eligible for admission to the Masters' Programme.
- b) For Doctoral programme, a candidate must have obtained Masters' Degree in concerned discipline from OUAT/or any recognized University. The candidate must have passed the qualifying examination prior to admission.

##### 2.2.2 Marks in qualifying examination:

- a) For admission to a Masters' Degree Programme, a candidate shall have a minimum OGPA of **6.5** and G.P.A. of **7.0** in concerned subject on a 10 point scale or OGPA of 2.5 and G.P.A of 3.0 in concerned subject on a 4 point scale or minimum of **55 %** marks in aggregate and 60 % in concerned subject on traditional method in U.G.level. For General Science subjects a candidate shall have a minimum of 50% in concerned Honours subjects in U.G. level.
- b) For admission into a Masters' Programme a candidate belonging to SC/ST/PH shall have an OGPA of 5.5, and GPA of 6.0 in concerned subject on 10 point scale or an OGPA of 2.25 and GPA of 2.5 in concerned subject on a 4 point scale or minimum of 45 % marks in aggregates and 50 % marks in the concerned subject in traditional system in UG level. For General Science subjects a candidate shall have a minimum of 45% in concerned Honours subject in U.G. level.

- c) For admission in to a Doctoral programme, a candidate shall have a minimum OGPA of 7.00 in 10 point scale or OGPA of 3.0 on 4 point scale or 60% marks in aggregates in concerned subject / discipline at Masters' Degree level under traditional system.
  - d) For admission into a doctoral course programme, a candidate belonging to SC/ST/PH shall have a minimum OGPA of 6.0 in 10 point scale or of 2.5 in 4 point scale or 55 % marks in aggregates in concerned subject under traditional system at Masters' Degree Level.
  - e) The requirement of minimum percentage of marks/OGPA/GPA as indicated above shall not be applicable to candidates sponsored by State Govt., OUAT or Central Govt. or nominees of ICAR/DBT.
- 2.2.3 Admission into Masters' and Doctoral Programmes is open to the following categories of candidates.
- a) Those who have passed H.S.C/Equivalent examination with Oriya as M.I.L.
  - b) In case Oriya is not M.I.L. at H.S.C. / Equivalent Examination.
    - i) but the parents of the candidate are the permanent residential of Orissa.In such case, a residential certificate in proof of permanent residency in Orissa from a Revenue Officer not below the rank of Class-II Officer has to be furnished OR
    - ii) But the parents of the candidate are serving / have served under the Govt.of Orissa / Central Govt. / Public Undertaking or any University in the State Of Orissa. In such case, a certificate in proof of service from the Head of the Office/Institution has to be furnished.
    - iii) Oriyas permanently residing outside Orissa.In such case, the candidate must furnish a certificate to the effect from the District Magistrate of the district of the State in which he/she is residing.
  - c) The above stipulations (sub clause 2.2.3(i) and (ii) are not applicable to Foreign/ NRI candidates or ICAR/DBT/ State Govt. nominees or candidates admitted under self financing scheme.
- 2.2.4 Age: The minimum age limit shall be 19 years for Masters' programme and 22 years for Doctoral degree programme at the time of admission. No relaxation is admissible regarding the minimum age limit.
- 2.3 Students' Intake Capacity.
- 2.3.1 The Students' Intake Capacity (Sub-clause 3.2.1) for different disciplines under Masters' and Doctoral programmes as decided by the Board of Management shall be published in the prospectus of the Post-Graduate Studies of the University every year. The Board of Management reserves the right to increase/decrease the students' intake capacity of a discipline.
- 2.3.2 Over and above the intake capacity (sub- clause 2.3.1), the seats shall be reserved for the following categories of candidates. One seat in each discipline of Masters' course programme and one seat in each discipline of Doctoral course programme shall be filled

up by the OUAT in-service sponsored candidate. Twenty seats, not exceeding two in each discipline of Masters' course programme and one seat in each discipline of Doctoral course programme of Veterinary Science shall be filled up by the candidates of State Govt.sponsored candidates. Ten seats, not exceeding two in each discipline of Masters' course programme and one seat in each discipline of Doctoral programme in Agriculture, shall be filled up by State Govt. sponsored candidates. One seat in each discipline of Masters' course programme and one seat in each discipline of Doctoral course programme in Fisheries Science shall be filled up by the State Govt.sponsored candidates. - One seat in each discipline of Masters' programme in Forestry shall be filled up by the State Government sponsored candidates. One seat either in Masters' degree or Ph.D.degree programme in each college may be filled up by the Children of the Kashmir migrants who were the domicile in the Kashmir division for at least 5 years during the period from 1<sup>st</sup> January, 1980 to 31<sup>st</sup> December, 1989. One seat in each discipline of Masters'- course programme and one seat in each discipline of Doctoral course programme shall be filled up by the foreign candidates subject to possession of valid Visa and Pass Port of themselves and permission from ICAR.

#### 2.3.3 Cost sharing seats:

- a) Two seats in Agril.Biotechnology and five seats in Seed Science and Technology shall be filled up by candidates from unreserved categories.
- b) Two seats in Masters' course programme in Agril.Biotechnology and five seats in Masters' course programme in Seed Science and Technology shall be filled up by NRI candidates subject to possession of valid pass port and visa ofthemselves or their relatives

2.3.4 The Academic Council reserves the right to change/abolish the reservation of seats as and when required for the interest of OUAT.

#### 2.4 Allotment of Seats:

2.4.1 Twenty five percentage of total seats (clause 2.3.1)excluding the discipline of Agricultural Biotechnology and General Science subjects shall be allotted for ICAR nominees, except the seats filled under cost sharing/self financing scheme. Twenty five percentage of seats in each discipline of Forestry shall be allotted for ICAR / ICFRE sponsored candidates.

2.4.2 All the ten seats (Sub-clause 2.3.1) for Masters' programme in Agricultural Biotechnology shall be filled up by the nominees of the Department of Biotechnology, Government of India.

Seats to an extent of 15 %, 7.5 % and 3 % of total intake capacity (Clause 2.3.1) shall be reserved for Scheduled Caste (S.C.), Scheduled Tribe (S.T.) and Physically Handicapped (P.H.) candidates, respectively, subject to submission of valid certificate from the appropriate authority.

Seats to an extent of 3 % shall be reserved for the Defense Personnel (D.P.) or Dependence of Defense Personnel (D.D.P.), subject to submission of valid certificate from the concerned authority.

Seat reserved for ICAR/ ICFRE / DBT/ SC/ ST/ PH/ DP/ DDP candidates, if falls vacant in due date, shall be dereserved and shall be filled up by candidates from unreserved category according to merit.

The allotment of seats among different categories of candidates can be changed by Academic Council from time to time without changing the total intake capacity of the students.

## 2.5 Admission Board:

2.5.1 A five member Admission Board shall be constituted for each faculty every year with Dean, PGF-cum-DRI as the Chairman and Dean/Director of the concerned faculty as one of the members. The Vice-Chancellor shall nominate other three members from the concerned faculty. The Admission Board shall have the following functions:

Process the application forms,

Conduct Entrance Test,

Draw merit list,

Conduct counseling and admission of the students into different disciplines.

The Registrar/Dean, PGF-cum-DRI shall issue the admission notice in News Paper/ OUAT website in accordance with the provision made in the prospectus and prior approval of the Vice-Chancellor.

## 2.6 Entrance Examination

2.6.1 The venue date and time of Entrance Examination shall be mentioned in the prospectus and shall be carried out centrally by Dean, PGF-cum-DRI or in the concerned college by the Dean/Director of the College.

2.6.2 All candidates fulfilling the minimum eligibility shall be issued admit card for appearing the Entrance Examination. No candidate shall be allowed to enter the examination hall without admit card. A candidate failing to receive the Admit Card may approach to the Dean of the concerned college one day prior to examination for receiving the same.

2.6.3 The duration of the Entrance Examination shall be of 2 hours and the examination shall be held for 100 marks.

a) For Masters' Programme, the questions shall be of objective/short subjective types covering the subjects in Bachelors' degree level.

b) For Doctoral programme, the questions shall be objective/subjective type covering the course programme of the major discipline at the Masters' level.

c) The minimum qualifying marks in the Entrance Examination shall be 40 % for SC/ ST/PH candidates and 50 % for all other candidates. Candidates who secure less than the qualified marks in Entrance Examination shall not be allowed admission into any Masters' and Doctoral course programme.

2.6.4 The employees of the Government/other Organization shall be allowed to appear the Entrance Examination, if they furnish the letter of permission from their employees.



- 2.6.5 The ICAR / ICFRE / DBT nominees, foreign candidates and in-service sponsored candidates of State Govt./ OUAT/ ICAR / ICFRE shall be exempted from appearing at the Entrance Examination.
- 2.6.6 Candidates to be admitted for self financing courses shall be exempted for appearing at the Entrance Examination.
- 2.6.7 Candidates seeking admission in to MBA course shall qualify the last Common Entrance Test (CET) conducted by All India Institute of Management.
- 2.7 Merit list.
- 2.7.1 The selection of candidates for admission into different Masters' or Doctoral programme shall be based on merit of the candidates. There shall be a common merit list into a Masters' Programme of a faculty. The merit list for Doctoral Programme shall be prepared separately for each discipline.
- 2.7.2 The merit list of the candidates shall be drawn up on the basis of total score (career marks, Entrance Examination marks and Extra Weightage, if any).
- 2.7.3 The merit list of the candidates shall be notified in the Notice Board of the College/University as well as through OUAT website and shall be communicated to each candidate through registered post / speed post only.
- 2.8 Academic Career.
- 2.8.1 Being qualified in the Entrance Examination, the following percentages of marks secured by the candidates in different examinations shall be added to the marks of the Entrance Examination as to compute the merit of the candidate.

Examination	Masters' Programme (%)	Doctoral Programme (%)
H.S.C. or Equivalent	5	5
+2 Science or Equivalent	15	5
Bachelors' Degree	25	15
Masters' Degree	-	20
Total	45	45

Besides the above, 5 marks shall be awarded to the merit of the candidate, if he/she has been awarded fellowship to continue the study or has secured 1<sup>st</sup> position with 1<sup>st</sup> class in the qualifying examination.

- 2.8.2 For candidates to be admitted under self financing scheme, his / her merit shall be evaluated only from the academic career by computing the following percentage of marks (*per cent*) secured in different examinations.

Examination	Masters' Programme (%)	Doctoral Programme (%)
H.S.C. or Equivalent	20	05
+2 Science or Equivalent	30	10
Bachelor's Degree	50	15
Masters' Degree	-	20

2.8.3 The academic career marking for ICAR / ICFRE / DBT nominees, foreign candidates and in-service sponsored candidates of State Govt./ OUAT/ ICAR / ICFRE shall not be taken into consideration for admission.

2.9 Extra Curricular Activities.

2.9.1 For admission into Masters' degree programme, the following percentage of marks secured in academic career and Entrance Examination shall be added to compute the merit for candidates having outstanding records in extra curricular activities during the course of undergraduate studies.

Sl.No.	Extra curricular activities	Percentage
1	N.C.C. with B Certificate	10 %
2	NSS: i) National Award ii) State Award iii) Best cadet at University level	7 % 5 % 3 %
3	Sports: (i) Representing the State in any sports event at All India level. (ii) Representing the University in Inter-University Tournaments (iii) Representing the University in Agri-Unifest	10 % 5 % 5 %

2.9.2 Candidates representing the country in any sports or NSS at International level shall be admitted to any Masters' Programme without Entrance Test subject to their eligibility (sub-clause 2.2.1)

2.9.3 The candidates participating in any games and sports events duly recognized and certified by the Director of Sports for such purpose shall be eligible for consideration to get extra weightage of marks.

2.9.4 The games/sports certificate issued by the Director of Sports and Youth Services/ University Sports Council will be considered for computing the extra weightage of marks.

2.10 Admission:

2.10.1 All or some of the candidates scoring higher marks in merit list as decided by Admission Board shall be intimated by registered/speed post to attend the counseling for admission.

2.10.2 A candidate who fails to appear before the Admission Board for counseling, his/her claim for admission shall be automatically and irrevocably forfeited and the candidate next in the merit list shall be called for admission.

2.10.3 For admission to a particular Masters' or Doctoral Course Programme, the candidate has to;

a) Pay registration fee.

- b) Pay recognition fee if the candidate has passed the last qualifying examination from a University other than OUAT.
  - c) Pay any other fees prescribed by the Academic Council.
  - d) Submit pass certificates in original of qualifying, examinations.
  - e) Submit mark sheets in original of the qualifying examinations for verification (Matriculation, +2 Science, Bachelor or Master' Degree as the case may be) and the same shall be returned after completion of the admission process.
  - f) Submit transfer certificate (TC) or College leaving certificate (CLC) in original from the Head of the Institution last studied. (Not to be returned)
  - g) Submit conduct certificate (CC) in original from the Head of the Institution last studied (if the conduct is not mentioned in TC/ CLC). (Not to be returned)
  - h) Submit Migration Certificate in original if he/she was a student of a University other than OUAT. (Not to be returned)
  - i) Submit five copies of prescribed registration cards (Appendix-I).
  - j) Other documents as mentioned in intimation letter/ prospectus.
- 2.10.4 A student who, for any reason, cannot submit the same documents required under sub-clause 2.10.3 (f), (g) and (h), may be admitted provisionally on payment of prescribed fees subject to submission of the same within stipulated period as specified by the Chairman of Admission Board.
- 2.10.5 If a student who is admitted under sub-clause 2.10.4 can not submit the required document(s) within the stipulated period, his / her admission will be cancelled and the fees paid for the purpose except caution money will be forfeited.
- 2.10.6 Candidates who fail to submit their college leaving certificate / conduct certificate will be provisionally admitted and shall be allowed ten working days to submit the same, failing which his/her provisional admission will be cancelled if not decided otherwise.
- 2.10.7 Candidates who passed their Bachelors' degree from any University other than OUAT shall be provisionally admitted and shall be allowed 3 months to submit the migration certificate failing which they will not be allowed to attend first semester final examination.
- 2.10.8 Subject to payment of fees and submission of certificates / documents, each student shall be given an admission number by the Admission Board at the time of admission. This admission number shall be used in all the correspondences concerning the student till his/her P.G. / Ph.D. programme is completed.

- 2.10.9 A candidate after admission to a course programme shall report to the concerned Head of the Department who will help the student for selection of major, minor and supporting courses and sign on the registration card as Advisor for the first semester.
- 2.10.10 Transfer of students to any college other than OUAT is not possible.
- 2.10.11 In case a candidate fails to submit the original certificates and mark sheets of the qualifying examinations or fails to pay the required fees at the time of admission, his/her claim for admission into a course programme shall be refused.
- 2.10.12 In case the candidate for admission is found to have indulged in ragging in the past or if it is noticed that he/she is indulged in ragging, admission will be refused or he/she shall be expelled from the University or College.
- 2.10.13 The decision of the Admission Board for allotment of a particular discipline to the candidate is final. In no case, the discipline can be changed latter on and the fees shall not be refunded except caution money in the event of discontinuity of the study or change of discipline.
- 2.10.14 The documents or certificates submitted by the student for admission shall not be returned even temporarily to the student concerned under any circumstances. Certified copies of original documents may be given on payment of fees as prescribed in the prospectus.
- 2.10.15 The discipline/subject of a student once admitted shall not be ordinarily changed by the Admission Committee. In rare case, the Vice-Chancellor may consider the change of discipline/subject of a student within 5 working days of admission for valid ground on condition that the student shall deposit the extra fees for change of the subject. In no case, the fee deposited for allotment/change of subject/discipline can not be refunded to the students.
- 2.11 Identity Card:
- 2.11.1 After admission, each student shall be provided by Dean / Director of the concerned college with identity card containing his/her photograph and showing students' name, admission number and validity period. The student will carry the identity card with his/her and produce the same when required. The student shall return the identity card when he/she leaves the college. The college leaving certificate shall be issued only after surrendering the identity card.
- 2.11.2 In case the identity card is lost, a duplicate identity card shall be provided to the student on payment of required fee subject to submission of an affidavit in proof of the loss of the identity card.
- 2.12 Registration:
- 2.12.1 All students admitted to a P.G. /Ph.D. course programme shall enroll themselves in prescribed form (Appendix-1) for various courses offered in each semester as per the approved course curriculum of that discipline.

2.12.2 Registration in a semester shall consist of the following steps:

- i) Filling up Registration Card duly signed by the concerned Head of the Department for the first semester and by Chairman of the Advisory Committee for subsequent semesters.
- ii) Payment of University, College, Hostel and other fees as mentioned in the prospectus or notified otherwise.

2.12.3 Filling of Registration Card:

Each student shall fill up the registration cards (Appendix-I) giving the course number, course title along with credit hour as per the plan of the post-graduate studies finalized by the Advisory Committee of the student. Five copies of the registration cards shall be submitted by each student to the Dean/Director of the concerned college through the Head of the concerned department. The Dean/Director of the College shall check up the course programme of the student with the approved curriculum and if found correct shall return a copy of registration card to the student, advisor, HOD and Dean, PGF-cum-DRI for record.

2.12.4 Registration of continuing student: The registration of the continuing student in the second and subsequent semesters shall be allowed on the dates notified in the semester calendar or specially notified by the Dean or Director of the concerned college after declaration of the result or whichever is latter.

2.12.5 Late Registration:

- a) A student failing to register on the scheduled date of registration (sub-clause 2.12.4) may register within seven working days from the scheduled date of registration on payment of late fee of Rs.20/- per day or the late fee decided by the Academic Council.
- b) Late registration shall not ordinarily be allowed after seven working days from the notified date of registration.
- c) In case the continuing student is unable to register on prescribed date (clause 2.12.5a) due to illness or any other unavoidable circumstance for which sufficient proof should be given, and the Vice-Chancellor may allow permission of late registration for the next seven working days on payment of a fine of Rs.500/- or the fees as decided by the Academic Council.

2.12.6 In case a student does not register for a semester under sub clause 2.12.4 or 2.12.5 without prior approval of the competent authority (sub-clause 3.6), his admission for the course programme shall be cancelled unless otherwise is decided by the Academic Council.

2.12.7 Every student must register at the beginning of each semester within the minimum and maximum residential periods for completion of the degree. In case a student does not complete the course programme within the maximum permissible residential period, he/she shall not be allowed registration and his/her admission for the course programme shall be cancelled.

2.12.8 A student may discontinue the registration/study for a semester (s) on the following grounds.

- a) if he / she suffers from an accident,
- b) if his / her parents/spouse/husband dies during the period of study.

2.12.9 The discontinuity of registration / study (sub-clause 2.12.8) shall be allowed to a student for a period of two years for Masters' Programme or for three years for Doctoral Programme by the Vice-Chancellor.

2.12.10 In case a student studies a course (s) without registering for the same, he / she shall not be awarded any grade in such a course (s) and liable for punishment leading to dropping him/her from the University.

2.12.11 Normally students will not be sponsored to participate in any state/national/international level or inter-university competitions of games and sports, cultural functions or other extra-curricular activities during the period coinciding the period of examination and registration. However, in case of exigencies, the students shall be permitted to register within three days of his/her arrival in the college campus after participating in the extra-curricular programme without fine.

2.13 Re-registration:

2.13.1 A student shall be allowed to register in the same semester of the next or subsequent academic year (s) once again subject to condition that

- a) he/she has failed in the semester examination or
- b) he/she has obtained temporary withdrawal for a specific period from the university by the competent authority or
- c) he/she has been failed in a semester or he/she does not submit the thesis in due time.

2.13.2 A student shall be allowed to register in the same semester thrice at best to complete the course programme, beyond which his/her admission shall be cancelled unless otherwise is decided by the Academic Council.

2.13.3 No student shall be allowed to re-register beyond the maximum residential period.

## CHAPTER-III

### ACADEMIC PROGRAMME

#### 3.1 Residential Period:

The duration of any Masters' course programme is normally two years while it is three years for any doctoral course programme.

#### 3.1.1 The minimum and maximum durations of residential period for any Masters' or Doctoral Course Programmes may vary as given below for the regular and in-service student below.

Course Programme	Regular student	In-service student
Masters' Degree	Minimum 4 semesters or 2 academic year. Maximum 8 semesters or 4 consecutive academic years.	Minimum 6 semesters or 3 academic years. Maximum 12 semesters or 6 consecutive academic years.
Doctoral Degree	Minimum 6 semesters or 3 academic years. Maximum 12 semesters or 6 consecutive academic years.	Minimum 8 semesters or 4 academic years. Maximum 16 semesters or 8 consecutive academic years.

#### 3.1.2 The minimum and maximum residential periods for regular student(s) of MCA shall be 3 and 6 consecutive years respectively.

#### 3.2. Course Programme.

##### 3.2.1 Masters' Programme

The courses in the following disciplines shall be offered for Masters' degree Programme in different constituent or affiliated colleges of OUAT.

Name of faculty	Name of degree	Subject/discipline	Students' In-take Capacity
A. Agriculture	M.Sc.(Ag)	i. Agronomy	10
		ii. Plant Breeding & Genetics	10
		iii. Soil Science & Agril. Chemistry	10
		iv. Entomology	10
		v. Plant Pathology	10
		vi. Agril. Economics	10
		vii. Extension Education	10
		viii. Agril. Biotechnology	10
		ix. Nematology	10
		x. Plant Physiology	10
		xi. Seed Science & Technology	10
		xii. Fruit Science	05

		xiii. Vegetable Science xiv. Post Harvest Management xv. Floriculture and Land Scaping xvi. Agril. Statistics xvii. Agril. Meterology	05 05 05 05 05
B. Veterinary Science & Animal Husbandry	M.V.Sc.	i. Vety. Clinical Medicine, Ethics & Jurisprudence ii. Vety. Surgery & Radiology iii. Vety.Pathology iv. Vety.Anatomy & Histology v. Vety.Parasitology vi. Vety.Physiology vii. Vety.Pharmacology & Toxicology viii. Vety.Biochemistry ix. Animal Nutrition x. Livestock Production & Management xi. Animal Reproduction & Gynecology xii. Animal Breeding & Genetics xiii. Vety.Microbiology xiv. Poultry Science	05 05 05 05 05 05 05 05 05 05 05 05 05
C. Agricultural Engineering & Technology	M. Tech (Agril. Engg.)	i. Farm Machinery & Power ii. Soil & Water Conservation Engineering iii. Processing & Food Engineering	05 05 05
D. Fisheries Science	M.F.Sc.	i. Aquaculture	10
E. Home Science	M.Sc. (Home Science)	i. Textile and Apparel Designing ii. Food Nutrition Science	05 05
F. Forestry	M. Sc. (Forestry)	i. Agro-forestry ii. Forest Products iii. Environment Management iv. Plant Genetic Improvement v. Forest Business Management	05 05 05 05 05
G. Basic Science	M.Sc.	i. Botany ii. Chemistry iii. Mathematics iv. Physics v. Zoology vi. Microbiology	10 10 10 10 10 24
H. Centre for Post Graduate Studies	i. M.C.A. ii.M.Sc. (Bio-informatics) iii.M.B.A. (ABM)	i. Computer Sc. & Application ii. Bioinformatics iii. Agribusiness Management	60 32 32



### 3.2.2 Doctoral Programme:

The courses in the following disciplines shall be offered for Doctoral course programme in the constituent colleges/faculties of OUAT.

Name of Faculty	Name of Ph.D.degree	Subject/Discipline	Students' IntakeCapacity
A. Agriculture	Ph.D.(Agril)	i. Agronomy ii. Plant Breeding & Genetics iii. Soil Science & Agricultural Chemistry iv. Entomology v. Plant Pathology vi. Nematology vii. Plant Physiology viii. Agril.Economics ix. Extension Education x. Seed Science Technology xi. Agril Biotechnology xii. Fruit Science xiii. Vegetable Science xiv. Post Harvest Management xv. Floriculture & Land scaping	04 04 04 04 04 04 04 04 04 02 02 02 02 02
B.Vety. Science	Ph.D. (Vety.Sc.)	i. Vety. Clinical Medicine, Ethics & Juriprudence ii. Vety.Surgery & Radiology iii. Vety.Pathology iv. Animal Nutrition v. Livestock Production & Management vi. Animal Genetics and Breeding vi. Animal Reproduction, Gynaecology and Obstetrics vii. Vet. Biochemistry	02 02 02 02 02 02 02 02
C. Agricultural Engineering & Technology	Ph.D. (Agricultural Engineering)	i. Farm Machinery & Power ii. SOil & Water Conservation Engineering iii. Processing & Food Engineering	02 02 02
D.Fisheries Science	Ph.D. (Fisheries Sc.)	i. Aquaculture	02
E. Basic Science	Ph.D. (Microbiology)	i. Microbiology	04

3.3 Types of courses:

- 3.3.1 Each course programme shall consist of five kinds of courses. These are Major, Minor/ Supporting, Seminar and Research / Project Work, and Compulsory non-credit courses.
- 3.3.2 Major courses are the compulsory courses to be offered by the major discipline. A student shall take all the core course of his / her major discipline. If a student does not take the entire core course or becomes unsuccessful to complete the course, his/her course programme shall not be allowed to submit the thesis/project.
- 3.3.3 Minor courses are to be offered by the major discipline. These courses are optional to a student and are meant for specializing the students in a particular branch of major discipline.
- 3.3.4 Supporting courses are to be offered by the disciplines other than the major disciplines. These are optional to a student and are meant to supplement the academic requirement of a student.
- 3.3.5 Compulsory non-credit courses are the courses offered at Masters' level and are also compulsory for the students at Doctoral level who have not taken the course at Masters' level.
- 3.3.6 The major, minor, core, specialization, supporting and compulsory courses non-credit courses shall be distributed within the first three semesters in a two- year course Masters' programme and within the first five semesters in a three- year Doctoral course programme.
- 3.3.7 The number of Major/Minor, core, specialization courses may be increased for a student if the Advisory Committee feels the deficiency of the student.
- 3.3.8 Research/project work is a part of the course curriculum and shall be carried out by the student in last two semesters in case of Masters' Programme and for the last 4 semesters in case of Doctoral Programme. The total credits for research shall be of 20 for Masters' Programme and of 45 for Doctoral Programme. The credits for research shall be distributed in different semesters as given below.

Semester No	Masters' programme		Doctoral programme	
	2 year	3 year	3 year	4 year
3 <sup>rd</sup>	0+8	-	0+9	-
4 <sup>th</sup>	0+12	-	0+12	-
5 <sup>th</sup>	-	0+8	0+12	0+9
6 <sup>th</sup>	-	0+12	0+12	0+12
7 <sup>th</sup>	-	-	-	0+12
8 <sup>th</sup>	-	-	-	0+12

- 3.3.9 A student of Masters' degree programme shall present a seminar of at least one credit in the last semester where as a doctoral student shall present at least two seminars of one credit each in the last two semesters.

3.4 Permissible credit load.

3.4.1 The credit load for a full time Masters' or Doctoral student shall be within 15 to 22 credits in a semester.

3.4.2 The in-service student of OUAT shall not take courses for more than 12 credits in a semester.

3.4.3 The plan of post-graduate work (ppw) programme for each student of Masters' or Doctoral programme shall be prepared **(Appendix-III)** and submitted by the Chairman of the Students' Advisory Committee to the University in the first semester of the first year course programme.

3.4.4 The plan of course programme shall be so designed that a student shall take different course of following credits at least during the residential period to complete the requirement for the degree.

Type of course	Two-year Masters' degree except M.V. Sc / M. Sc. Forestry	M.V.Sc. Vet. Faculty	M.Sc. (Forestry)	M.Sc. General Science	Three-year MCA program	Doctoral Program except PhD (Vet.)	Ph.D.Vet. Faculty
a) Major	20	28	-	74	20	15	17
b) Core	-	-	16	-	-	-	-
c) Specialization	-	-	18	-	-	-	-
d) Minor	9	11	-	-	18	8	11
		(Minor+ supporting) Minimum Minor 6 and supporting				(Minor+ supporting) Minimum Minor 6 and supporting	
e) Supporting	5	3	5	-	15	5	3
f) Seminar	1	1	1	-	2	2	2
g) Research/	20	20	20	-	15	45	45
h) Seminar	-	-	-	1+0	-	-	-
Dissertain	-	-	-	0+5	-	-	-
Total	55	60	60	80	70	75	75
Compulsory Non-Credit courses				Relevant courses as suggested by the concerned faculty.			

3.4.5 The plan of Post-Graduate work programme shall be approved by the Board of Faculty and once approved it can not be changed without the approval of the Academic Council.

3.4.6 Unless a P.G. or Ph.D. student completes the approved plan of course programme within the permissible residential period, he/she shall not be recommended for award of degree.

### 3.5 Semester Calendar.

The whole course programme shall be regulated through semester calendar duly approved by the Academic Council.

3.5.1 The semester calendar shall be prepared by the Dean/Director of the College / Faculty at the beginning of the Academic year and shall be submitted to the Dean, PGF-cum-DRI for approval of the Academic Council.

3.5.2 The duration of each semester shall ordinarily be 105 NID excluding the preparation break, final examination, semester break and summer vacation. In no case the duration of the semester calendar shall be reduced below 95 NIDs. The Academic Council may extend the duration of the semester beyond 105 NID in case of nonfulfilment of course programme or no conductance of class work due to unavoidable situation.

3.5.3 In a semester calendar, a preparation break of 3 days shall be provided before the final examination.

3.5.4 There shall be a provision of mid-term examination at the middle of the semester.

3.5.5 The final practical examination shall be conducted before/ after the final theory examination.

3.5.6 There shall be a provision of summer vacation of one month or less in the semester calendar as a preventive measure to combat heat stroke.

3.5.7 The semester calendar shall not be changed without the approval of the Academic Council.

### 3.6 Attendance:

3.6.1 Duration of Class: The duration of each P.G.theory class shall be of 60 minutes (one period or one contact hour) and that of one practical class shall be of 180 minutes (three periods or three contact hours).

3.6.2 All teachers offering the courses shall maintain students' attendance register in prescribed format of the University on course wise in each semester. The attendance statements shall be submitted to the Dean/Director of Faculty through Head of concerned department at the end of the NID by the course instructor/teacher.

3.6.3 A student shall be eligible to appear at the final examination in a semester if he/she has attended a minimum of 85 % of the total classes in each of the course offered in that semester.

3.6.4 If the attendance of a student is below 85 % of the total classes in any of the courses offered in a semester, the student shall not be allowed to appear the final examination. However, the Dean/Director of the College may condone the shortage of attendance up to 15 % in each of the course on valid ground to his satisfaction and may allow the student to appear the final examination subject to deposit of condonation fee of Rs.500 per each course by the student (or as decided by Academic Council from time to time).

3.6.5 A student having attendance below 70 % of the total classes in a course or in any of the courses offered in a semester shall not be allowed to appear the final examination of that semester under no circumstance. Such student shall be detained for one academic year and may be allowed to take re-registration in the same semester of the next academic year for the courses prevailing at that time.

### 3.7 Advisory System.

An Advisory Committee will be formed in the first semester of first year for each student enrolled for Masters' or Doctoral Course Programme.

3.7.1 The advisory committee for the student of Masters' Degree Programme shall consist of three persons, two from the major discipline including the Chairman and one from the supporting discipline. All the persons of the Advisory Committee should have at least post-graduate qualification in the concerned discipline(s). The Chairman of the Advisory Committee shall be the Advisor (Guide) of the student. The Head of the Department (in the major discipline of the student) and a person in the supporting discipline of the student shall be members of the committee. In case the Head of the Department is the Chairman, another teacher of the same department shall be the member of the Advisory Committee.

3.7.2 The Advisory Committee for a Doctoral student shall have four members, two from the major discipline including the Chairman and two from the supporting discipline(s). The Advisor (Guide) of the student shall be the Chairman of the Committee. The Head of the Department in the major discipline of the student shall be the second member. In case the Head of the department becomes the Chairman, another teacher from the major discipline shall be second member of the Advisory Committee.

3.7.3 Scientists/Specialists/Teachers from organization (s) other than OUAT may also be a member/Chairman of the Advisory Committee on special case depending on the nature of research work.

3.7.4 Teachers/Scientists/Specialists with Masters' degree in concerned discipline are eligible to teach and/or guide the students for Masters' course programme. Likewise teachers/Scientists/Specialists with doctoral degree in concerned discipline will be eligible to teach and/or guide the students of Doctoral Course Programme.

### 3.7.5 Formation of Advisory Committee:

In the first semester of first year of Masters' or Doctoral course programme, the Head of the Department shall nominate the Chairman(Guide) of the Advisory Committee for each P.G/Ph.D student and the Chairman upon such nomination shall suggest the members of the committee in consultation with the Head of the Department. Five copies of the proposal in prescribed Form 'A' (Appendix-II) for formation of the Advisory Committee shall be submitted by the concerned Chairman to the Head of the Department in the major discipline of the student who will forward the same to the concerned Dean/Director for approval.

- 3.7.6 The Dean reserves right to approve, modify or reject for resubmission of the proposal to form the Advisory Committee.
- 3.7.7 The Dean or Director of the concerned faculty shall circulate a copy of the approved proposal to the members of the Advisory Committee, the student and the Dean, PGF-cum-DRI for record.
- 3.7.8 The Advisory Committee once formed can not be changed ordinarily. In exceptional cases, the change may be effected with approval of the Board of Faculty and Academic Council on any of the following grounds.
- a) In case, the Chairman or any member of the Advisory Committee resigns/retires or meets on sudden death.
  - b) In case, the Chairman or any member of the Advisory Committee is transferred/proceeds on deputation to a place far away from the place of research of the student and expresses their unwillingness to continue as Chairman / Member of the Advisory Committee.
  - c) In case, the Chairman or any member of the Advisory Committee remains on long leave on health ground and expresses their unwillingness to continue as members of the Advisory Committee.
- 3.7.9 In case, the Head of the Department is changed, the HOD in position shall act as a member of the Advisory Committee for which the approval of Board of Faculty/Academic Council shall not be required.

3.7.10 Role of the Advisory Committee:

The Students' Advisory Committee shall render guidance to the concerned student in carrying out his/her academic programmes as mentioned below.

- i) Preparation of Plan of Post-Graduate Work (PPW) programme in prescribed Form-'B' (Appendix-III).
- ii) Preparation of Plan of Research Work (PPW) for thesis/project Form'C'(Appendix-IV).
- iii) Evaluating the performance of the seminar presented by the student.
- iv) Conductance and evaluation of comprehensive theory Form- 'D' (Appendix-V) *viva-voce* Form- 'E' (Appendix-VI) of Ph.D.student Examination.
- v) Evaluation of thesis *viva-voce* and reporting the same in prescribed Form-'F' (Appendix-VII) for P.G. and Form- 'G' (Appendix-VIII) for Ph.D.
- vi) Review of academic and research progress of the student from time to time and rendering of the necessary guidance.

- 3.8 The plan of course work:
- 3.8.1 The plan of course work shall be prepared in practical Form- 'B' (Appendix-III) by the student and shall be recommended by the Chairman of the Advisory Committee in consultation with the student within first semester from the beginning of the first semester.
- 3.8.2 The plan of course work shall contain details of course including supporting course seminar and research for each semester taking in to consideration of the course requirement of the student and credit requirement for fulfilling the requirement of the degree within the permissible residential period.
- 3.8.3 The plan for course work shall be approved by the Dean / Director before submission of the same to the Dean, PGF-cum-DRI for record at University level.
- 3.8.4 A student shall register in a semester for the course as per the approved plan of work failing which his/her result for the course shall not be considered and declared by the Academic Council.
- 3.8.5 The Chairman of the Advisory Committee ,if feels that the student should take extra course to make up his/her deficiency, can suggest the addition of course (s) in the approved plan of course work only in the 2<sup>nd</sup> semester subject to approval of the same by the Board of Faculty and the Academic Council.
- 3.8.6 In case the course curriculum has been changed at the time of registration for a student, the Chairman of the Advisory Committee may suggest modification of the approved course programme subject to approval of the same by the Board of Faculty and Academic Council.
- 3.9 Plan of Research / Project work:
- 3.9.1 The Chairman shall call a meeting of the Advisory Committee in the second semester of two year Masters' programme/three year Doctoral programme to which the student shall be informed to present the details of his/her research work to be undertaken. The meeting may be called for much earlier if the student happens to be a junior/senior research fellowship holder.
- 3.9.2 As per the decision of the Advisory Committee, the student shall prepare the plan of research/project work or synopsis in prescribed Form- 'C' (Appendix-IV) indicating the (a) Title of the thesis, (b) Objective of study, (c) Review of literature on proposed research work, (d) location of the research work, and (e) Plan of research work to be undertaken on semester wise. Upon approval of the Advisory Committee, the student shall submit five copies of the plan of research/project work to his/her Chairman. The Chairman shall forward the same to the Dean/Director of the College/Faculty for approval of the Board of Faculty.
- 3.9.3 The Plan of Research/Project work Form- 'C' (Appendix IV) shall be approved by the Dean before implementation. The Board of Faculty may approve or modify or reject the same for resubmission by the student.

- 3.9.4 The plan of research/project work, once approved by the Dean / Director shall be intimated to the concerned student, the members of Advisory Committee and the Dean, PGF-cum-DRI for record at University level.
- 3.9.5 The plan of research / project work, once approved shall not ordinarily be changed by the Students' Advisory Committee.
- 3.9.6 The Advisory Committee shall meet at least once at the end of each semester and shall review and evaluate the progress of research/projects work of the student and intimate to the Dean, PGF-cum-DRI through the Dean/Director of the college / faculty. The Chairman of the Advisory Committee shall submit the attendance for research work of the student to the Dean/Director in each semester.
- 3.9.7 The approved plan of research/project work must be rigidly followed by the student. In case the student fails shortage of attendance or fails to secure the desired GPA or OGPA (sub-clause 4.7.9), shall be detained for a period of one year.
- 3.9.8 A student who fails to register / re-register for the research/project work in any semester without prior approval of Dean/Director of the college / faculty on valid ground, shall be assumed to have discontinued his/her study. In such case, his/her admission for the course programme shall be cancelled.
- 3.9.9 The student shall be allowed to do research / project work in the department of major/ supporting discipline (s) or in any research station of OUAT or in the place of the Chairman of his/her Advisory Committee. The physical facility required to undertake such research/ project work shall be provided by the concerned head of the department/Officer-in-Charge of the research station.
- 3.9.10 A student in consultation with Chairman of the Advisory Committee may work for research/ project work in an organisation other than OUAT at his/her own organisation or institute. In such case, the student shall acknowledge the organisation or institute in his / her thesis or project for the part or whole of the scientific investigation carried out, failing which the thesis/project can not be considered for evaluation.
- 3.9.11 The academic council reserves the right for any change in research, project, title of thesis/ project and location of the research/project work with prior recommendation of the Board of Faculty.
- 3.10 Presentation of Seminar:
- 3.10.1 A student of two year Masters' Programme shall present the seminar of 0+1 credit in the last semester. A student of 3 year Masters' or Doctoral programme shall present two seminars of 0+1 credit each in the last two semesters.
- 3.10.2 The seminar shall be presented by the student in the department of major discipline in presence of the Advisory Committee, staff and students of the department.



3.10.3 A student who registers for the seminar in a semester but does not present so, shall be awarded zero mark by the Chairman of the Advisory Committee/Standing Committee at the end of the semester. In such case, the student shall be allowed to appear the special examination.

3.11. Submission of thesis for Masters' Degree.

3.11.1 A student of Master Programme shall be eligible for submission of his/her thesis after completion of all courses, seminar and research approved in plan of course programme (sub-clause 3.8).

3.11.2 The student shall be eligible for submission of his/her thesis at the end of 4<sup>th</sup> semester in case of 2- year course programme or at the end of 6<sup>th</sup> semester in case of 3-year course programme or on or before a date notified by the University.

3.11.3 On completion of all the academic requirement indicated above, the student shall submit four copies of the thesis in loose bound form(Temporary bound)to the Dean/Director of the concerned college along with the following documents:-

- a) Four copies of the thesis abstract.
- b) Certificate of bonafied research work in prescribed Form-'H' (Appendix-IX) from the Chairman of the Advisory Committees.
- c) No dues certificate
- d) Hostel clearance certificate/Day Scholar declaration report
- e) Certificate verification Form- 'I'(Appendix-X).

3.11.4 The thesis of student shall not be accepted for evaluation; if the thesis does not contain the certificate (Appendix-V) of bonafied research work from the Chairman of the Advisory Committee and if the student has not paid the thesis/project examination fee and if the student has not submitted the documents mentioned in clause-3.11.3.

3.11.5 After completion of the thesis viva-voce examination the student shall submit four copies of bound thesis duly signed by the members of the Advisory Committee and the External Examiner.

3.11.6 On successful completion of the thesis viva-voce examination, the Dean/Director of the concerned faculty shall submit the following documents to the Dean, PGF-cum-DR1 for declaration of the results.

- a) Thesis examination report Form-'F' (Appendix-VII) for P.G. & Form-'G' (Appendix-VIII) for Ph.D.
- b) Certificate issued by the Chairman / Head of the Department in connection with correction of the thesis by the student.
- c) Conduct certificate.

- d) Two copies of thesis abstract.
  - e) Certificate verification report Form-'I' (Appendix-X).
- 3.11.7 (a) In case the student does not submit the thesis/project in time (at the end of 4<sup>th</sup> semester in two-year Masters' Programme or at the end of 6<sup>th</sup> semester in three- year Masters' Programme (MCA) with prior approval of the Dean/Director of the College, he/she shall be allowed to register in the next semester(s). On payment of Tuition fee for each semester and the thesis examination fee at the time of submission of the thesis
- b) In case the student does not submit the thesis/project within maximum permissible residential period with/without prior approval of the Dean/Director, his/her admission to the course programme shall be cancelled and the student shall be declared to have failed or dropped.
- 3.11.8 After declaration of the result, the HOD of the concerned department shall return a copy of thesis to the student, a copy to the Advisor of the concerned student, a copy to the Central Library of the University and shall keep a copy for the library of the department.
- 3.12 Submission of Thesis for Doctoral Degree.
- 3.12.1 On completion of all the academic requirement indicated above, the student shall apply for submission of his/her thesis in prescribed form Form-'J' Application for submission of Ph.D.thesis on (Appendix-XI) to the University through the Chairman of the Advisory Committee.
- 3.12.2 A student of Doctoral Programme shall be eligible for submission of his/her thesis at the end of 6<sup>th</sup> semester in case of 3-year course programme on the date notified by the University.
- 3.12.3 Permission shall be accorded by the Dean, PGF-cum-DRI with prior approval of the Vice-Chancellor to the student for submission of his/her thesis after completion of the following requirements.
- i) Successful completion of course work, seminar as per the Form-'B' (Appendix-III) and as plan of course works.
  - ii) Successful completion of comprehensive (written and *viva-voce*) examination at least six months prior to submission of the thesis.
  - iii) Successful completion of research for thesis (clause 3.3.7 or Appendix-XII).
  - iv) Completion of minimum residential period (clause 3.1).
- 3.12.4 On receiving the permission, the student shall deposit the required thesis examination fee and submit the following documents to the Dean / Director of the College.
- i) Five loose bound (Temporary bound) copies of the thesis.
  - ii) Five copies of the thesis abstract.
  - iii) Certificate of bonafied research work in prescribed form Form-'H' (Appendix-IX)
  - iv) No dues certificate.
  - v) Hostel clearance certificate/Day scholar on declaration report.
  - vi) Report of certificate verification Form-'I' (Appendix-X).

3.12.5 The thesis of the student shall not be accepted for evaluation.

- i) if the documents mentioned in clause 3.12.4 is incomplete
- ii) if the thesis does not contain the certificate of Bonafied Research from the Chairman of the Advisory Committee.
- iii) If the permission for evaluation of the thesis is not accorded by the University.
- iv) If the thesis examination fee is not paid by the student.

3.12.6 After submission of the thesis, the Dean/Director of the concerned college shall take steps for evaluation of the thesis by the External Examiner. This will be followed by conductance of the thesis *viva-voce* examination of the student.

3.12.7 After successful completion of the thesis viva-voce examination, the Dean/Director of the concerned Faculty shall submit the following documents to the Dean, PGF-cum-DRI for declaration of the result.

- i) Two copies of the thesis abstract.
- ii) Certificate for successful completion of course, seminar and research work of approved credits Form-'B' (Appendix-III).
- iii) Conduct certificate
- iv) Certificate of bonafied research work of the student issued by the Chairman of the Advisory Committee Form-'H' (Appendix-IX).
- v) Thesis examination report (Appendix-VII / Appendix-VIII).
- vi) Certificate issued by the Head of the Department in connection with correction of thesis by the student.
- vii) Report of certificate verification (Appendix-X).

3.12.8 After declaration of the result, the HOD of the concerned department shall return a copy of the thesis to a student, a copy to the Chairman of the Advisory Committee of the concerned student, a copy to the Central Library and shall retain a copy for the library of the department.

3.13 Extension of Time for submission of thesis.-

In case a student of Masters' or Doctoral Programme ,even after completion of all the academic requirement fails to submit his/her thesis in due time, he/she may apply for extension of re-registration period for one or more semesters to the University through the Chairman of the Advisory Committee. In special case, the Vice-Chancellor may allow extension of time for a period of one or two semesters at a time on payment of registration fees and thesis examination fee subject to condition that the time for submission of thesis does not exceed the maximum residential period.

In case the student of Masters' or Doctoral Programme does not submit the thesis within maximum residential period, he/she shall be declared failed by the University and his/her admission for the course programme shall be cancelled.

3.14 Copy Right for Masters' and Doctoral thesis:-.

3.14.1 The copies of the Masters' and Doctoral degree students stored indepartmental/Deans' and Central Libraries shall be the properties of the University and no part of these thesis can be published in any form by any person other than the concerned student or Chairman of the Advisory Committee.

3.15 Schedule of research activities:

3.15.1 The following schedule shall be followed by the student and Advisory Committee to carry out student research at Masters' or Doctoral level.

Sl.No.	Academic Activities	Time Schedule
1.	Formation of Advisory Committee (Appendix-II)	Within first semester from the date of commencement of the first semester.
2.	Plan of Research for Thesis	Within first semester from the date of commencement of the first semester.
3.	Submission of plan of Research work to the University (Appendix-IV)	Within second semester after admission into the course programme.
4.	Commencement of research work.	a) In the 3 <sup>rd</sup> semester in case of two year Masters' and three year Doctoral Course programmes.
5.	Comprehensive examination for doctoral Programme	In the 4 <sup>th</sup> semester or completion of the 75 % of course work Which ever is latter.
6.	Submission of thesis / project	a) On the last date of the 4 <sup>th</sup> semester in case of two year Masters' course programme. b) On the last date of the 6 <sup>th</sup> semester in case of three year Masters' or Doctoral Course Programme. c) On the last date of the 8 <sup>th</sup> semester in case of 4 year Doctoral course programme. d) On or before a date if notified by the University beyond the 8 <sup>th</sup> semester. e) The registration of the student will automatically stand cancelled if he / she fails to submit the thesis within the prescribed period
7.	Proposal for external question setter.	a) At the beginning of the semester.
8.	Proposal for external examiners.	i) Comprehensive viva-voce examinations. ii) For thesis evaluation and subsequent viva-voce examination. i) Three months prior to conductance of examination. ii) Three months prior to the probable date of submission of thesis/project.

### 3.16 Temporary Discontinuation of Studies:

- 3.16.1 A Post-Graduate student may be permitted to discontinue his/her study by the Dean/Director of the College only on valid ground if he/she has appeared the first final semester examination
- a) In case of prolonged illness or accident of self, the student has to submit a certificate from a Medical Officer not below the rank of Asst.Surgeon in support of his/her illness/accident.
  - b) In case of prolonged illness of spouse, death of parent or any other valid ground to the satisfaction of the Dean/Director of the College/faculty.
- 3.16.2 In case of discontinuous study for a period more than two semesters, the Vice-Chancellor, in special case, may allow discontinuity in study for a maximum period of 4 semesters for Masters' course programme or for a maximum period of 6 semesters for a Doctoral course programme subject to fulfillment of the course programme within the maximum residential period.
- 3.16.3 If a student does not complete the course or research work and/or does not submit the thesis/project within maximum residential period., he/she shall be declared failed by the Academic Council and his/her admission for the course programme shall be cancelled.
- 3.16.4 After completion of the period of temporary discontinuing of study, the student shall be allowed to register in the same semester from which he/she had discontinued on payment of prescribed fees, subject to conditions that the remaining course shall be completed within the maximum residential period.
- 3.16.5 If a student remains absent in a course programme without prior permission of the Dean/Director/the Vice-Chancellor as the case may be or does not register for the course in that semester, he/she will be dropped from the University and his/her admission for the course programme shall be cancelled.

## CHAPTER-IV

### EXAMINATION, EVALUATION AND GRADING SYSTEM

#### 4.1 Examination:

4.1.1 Each of core, optional, supporting, seminar or research having a certain credit(s) shall carry 100 marks.

4.1.2 There shall be four types of examinations:-Mid-term, Assignment, Final theory and Final practical, for each of the core, optional and supporting course. The allocation of marks for each of the examination shall be as follows.

Examination	Course with theory and practical components	Course with only theory component	Course with only practical component
Mid-Term(once)	30	30	30
Final Theory	35	55	-
Final Practical	20	-	55
Assignment	15**	15*	15**
Total	100	100	100

\* For the Course having Theory components only, the assignment mark will be added to theory.

\*\* The Assignment marks in Courses having both theory and practical or Practical components only shall be added to practical marks (in the prescribed proforma)

\*\*\* For General Science courses there will be only final theory & practical examination and the allocation of marks is 50 for each paper.

4.1.3 The mid-term examination (theory or practical) shall be conducted after completion of 50 NID and the Final Examination shall be conducted at the end of the semester. The Final practical examination shall be conducted after the final theory examination at the end of the semester. Assignment shall be a kind of home work for the students on a topic(s) of a core, optional or supporting course and the concerned course instructor shall assign the topic to the students during the course programme.

4.1.4 The duration of the examination for the major, minor, core, optional or supporting courses shall as follows.

- a) Mid-Term Theory- One hour.
- b) Mid-term Practical-Two hours.
- c) Final Theory-Two hours.
- d) Final practical-Three hours.
- e) For General Science there will be only final theory examination of three hours duration and practical of six hours duration.

4.1.5 a) The question setting for the final examination of Major, minor and/ or supporting courses shall be external and two sets of question papers whether theory or practical

shall be set by a teacher or a scientist other than OUAT in the rank of Assistant Professor or above for Masters' course programme and in the rank of Associate Professor or above for the Doctoral course programme. The external question setter shall be appointed by the Dean, PGF-cum-DRI with prior approval of the Vice-Chancellor out of the list of question setters furnished by the Dean/Director of the concerned Faculty. The Controller of Examination/ Dean, PGF-cum-DRI shall monitor process of question preparation and supply of the same to the colleges.

- b) The question setting for Mid-term examination of all the major, minor and supporting course shall be internal. The course instructor shall send three kinds of question papers covering 50 % of the course programme to the Dean/Director of the college/faculty within one month the beginning of the semester. The Dean, /Director shall select two sets of question paper-one for mid-term examination out of the three sets question papers. The copies of question paper shall be prepared at the college level.
  - c) The Mid-term or final practical examination P.G. Ph.D. shall be conducted in the Examination hall of the concerned faculty as per the semester calendar or on a date notified by the Dean/Director of the Faculty. Besides the concerned course teacher, another teacher from the same department shall be associated for preparation of question papers, conductance of practical, evaluation of the answer paper and submission of the grade sheet to the University.
- 4.1.6 The percentage of marks for setting of a theory question paper shall distribute in the following ways.
- a) Objective types - 20 % (not applicable for General Science)
  - b) Short type - 40 %
  - c) Long type - 40 % (60% for General Science)
- 4.1.7 The percentage of marks for setting of a practical question paper shall be distributed as follows:
- a) Practical record - 20 %
  - b) Practical - 60 %
  - c) Viva-Voce - 20 %
- 4.1.8 The answer papers of the examination(s) shall be evaluated by the course instructor within seven days of the examination or as notified. The answer papers of the mid-term examination shall be shown to the student as soon as the evaluation is over. The student will have the option to request the teacher for clarification of doubts in evaluation. The student shall not be allowed to take the answer papers outside the classroom. The decision of the examiner in evaluating the answer sheet of a student is final and can not be changed by other body except the Academic Council.
- 4.1.9 Make-up examination: When a student is unable to appear at the mid-term/final examination in the semester for valid reason to the satisfaction of the Dean/Director of the college (but not for want of required percentage of attendance), he/she shall be allowed to appear at the make-up examination on payment of required fees for course (s).The make-up examination shall be held within one month of the examination or before submission of the grade sheet report whichever is earlier. If the student does not appear the make-up examination on scheduled period, he/she shall be awarded zero in the paper of the make-up examination.

#### 4.2 Seminar:

4.2.1 Each student enrolling for Masters' or Doctoral course programme shall present seminar(s) before the audience comprising of the Advisory Committee, teachers, Scientists, P.G. and Ph.D. students. A student of Masters' course programme shall present at least one seminar of 0+1 credit in the last or last but one semester. A student of Doctoral course programme shall present at least two seminars of 0+1 credit each in the last two semesters.

#### 4.2.2 Evaluation of Seminar:

The total mark for seminar shall be 100. The performance of the student in the seminar shall be evaluated by the Advisory Committee based on the following norms.

- i) Coverage of the literature on the topic - 25 marks.
  - ii) Mode/Level of presentation - 25 marks.
  - iii) Use of Audiovisual aids - 25 marks.
  - iv) Ability to answer the questions - 25 marks.
- 100 marks.

The marks secured by the student in the seminar shall be mentioned in the grade sheet of the student and the grade sheet shall be submitted to the Dean, PGF-cum-DRI at the end of the semester in which the student has registered for the seminar.

#### 4.3 Special Examination:

4.3.1 A student who is allowed registration for the next semester on academic probation shall be allowed to appear the special examination within one month for the course(s) in which he/she has failed. The total marks for each course shall be 100 including marks secured in the assignment of the last semester. The special examination shall be conducted in the form of theory/practical for the following marks and duration as given below.

Examination	Courses with theory and practical components		Course only theory component		Course with practical component	
	Duration(s)	Marks	Duration(s)	Marks	Duration(s)	Marks
Final Theory	3 hour	65	3 hours	85	-	-
Final Practical	3 hours	20	-	-	5 hours	85
Assignment of last Semester	-	15	-	15	-	15
Total	-	100	-	100	-	100

The course teacher shall evaluate the answer paper(s) and shall submit the grade sheet to the Dean, PGF-cum-DRI within seven days of the examinations. Special examination will not be conducted for the General Science Courses.

4.3.2 The question setting for the special examination on a major courses(s) shall be external. The result of special examination shall be declared within 15 days of the special examination(s) shall be evaluated as per sub-clause 4.7.9.



#### 4.3.3 Examination for Research:

Each unit of research having certain credits in a semester shall carry 100 marks. The performance of the student for research shall be evaluated by his/her advisory committee in form of a seminar at the end of each semester in which the student has registered for research using the following norms.

- |   |   |           |
|---|---|-----------|
| i) Methodology followed during the period as per synopsis | - | 25 marks. |
| ii) Progress in research work                             | - | 25 marks. |
| iii) Presentation and discussion of research results      | - | 25 marks. |
| iv) Achievement in research                               | - | 25 marks. |

However, the grade sheet indicating total marks and the grade shall be submitted by the Chairman of Advisory Committee of the student to the University through HOD at the end of each semester.

#### 4.4 Comprehensive Examination

4.4.1 After third semester, a Ph.D. student is eligible to appear at the comprehensive examination subject to condition that he/she has completed 75 % of the course work and has secured OGPA of 6.5 or above on all courses except research.

4.4.2 The comprehensive examination shall be both written type followed by oral examination.

4.4.3 Subject to fulfillment of the pre-requisite qualification (4.4.1), a student shall be allowed by the Dean, PGF-cum-DRI to appear the written comprehensive examination on his/her application in prescribed Form-'K' (Appendix-XII).

4.4.4 The written examination shall consist of 4 papers, two covering courses in major discipline and other two papers covering courses supporting of discipline(s). Each paper shall carry 100 marks and the duration of examination for each paper shall be 3 hours. Question setting for each paper shall be external and the evaluation shall be internal. The written examination shall be conducted by the Head of the Major discipline who will submit the result of the comprehensive written examination to the Dean, PGF-cum-DRI in prescribed form (Form-IX, report of Ph.D. comprehensive written examination result).

4.4.5 The external question setter for comprehensive written examination shall be appointed by Dean, PGF-cum-DRI on prior approval of the Vice-Chancellor. A model question paper covering the courses shall consist of 50 % objective types and 50 % short type questions.

4.4.6 The student shall be declared successful in the comprehensive Written Examination by the Dean, PGF-cum-DRI if he/she secures a grade of 6.5 or above in each of the papers.

4.4.7 A student shall be eligible to appear at the oral comprehensive examination only after successful completion of the written comprehensive examination. The Chairman of the

Students' Advisory Committee shall apply to the Dean, PGF-cum-DRI through Head of the Department for conducting the oral/viva-voce examination. The oral examination shall be conducted by an external examiner appointed by the Dean, PGF-cum-DRI with prior approval of Vice-Chancellor out of the panel of examiners proposed by the Chairman in collaboration with the Advisory Committee of the student.

- 4.4.8 The performance in the Comprehensive *viva-voce* examination shall be graded as 'satisfactory' or 'unsatisfactory' by the external examiner and the Advisory Committee of the student shall be report to the Dean, PGF-cum-DRI in prescribed Form-'E' (Appendix-VI) report of the Ph.D.comprehensive Viva-Voce Examination.
- 4.4.9 In case of unsatisfactory result whether in written or oral, the student shall be examined in second time in the next semester following the procedures stated above. If the performance of the student in the second chance is unsatisfactory he/she shall be given a third chance in the subsequent semester. If the student fails in third chance he/she shall not be allowed to submit the thesis and his/her registration for Ph.D. will automatically stand cancelled.
- 4.5 Examination of thesis for Masters' Degree:
- 4.5.1 The thesis shall be evaluated by an External Examiner appointed by the Dean, PGF-cum-DRI with prior approval of the Vice-Chancellor.
- 4.5.2 The External Examiners so appointed shall have at least a Masters' degree in the concerned subject and shall be in the rank of Asst.Professor or above from among the teachers/scientists other than OUAT or from among the retired teachers/scientists(s) of OUAT or other University.
- 4.5.3 A student shall have to deposit the thesis examination fees at the time of registration to the 4<sup>th</sup> semester. The Head of the concerned department shall submit a list of three specialists through the Dean of the faculty to the Dean, PGF-cum-DRI for appointment of an External Examiner by the University. The Vice-Chancellor may select a specialist as External Examiner out of the list if desired. The Dean, PGF-cum-DRI shall intimate the name of External Examiner to the Head of the Department with intimation to the concerned Dean/Director of the faculty for examining the thesis of the student and for conducting the thesis *viva-voce* examination in the department.
- 4.5.4 a) An external examiner shall be appointed for evaluation of maximum of five thesis at best at a time in the Department of the major discipline of the concerned student.
- b) The external examiner may accept, may suggest modification or correction or may reject the thesis for resubmission.
- 4.5.5 The student shall appear at the thesis *viva-voce* examination to which the External Examiner examining the thesis shall be the co-opted member of the Advisory Committee. The result of the thesis *viva-voce* examinations shall be graded as 'satisfactory' or 'unsatisfactory' which shall be submitted by the Advisory Committee in prescribed form (Report of thesis examination results for Masters' Degree Form-'F' (Appendix-VII)).

- 4.5.6 In case the performance of the student(s) in the thesis viva-voce examination is unsatisfactory, he/she shall be allowed re-examination in the next semester on payment of tuition fee and thesis examination fee. If he/she fails in the second chance, he/she shall be declared to have failed or dropped.
- 4.6 Examination of Thesis for Doctoral Programme:
- 4.6.1 The thesis of each student for Doctoral Degree shall be examined by two external examiners appointed by the University. This will be followed by a thesis viva-voce examination by one of the external examiners in collaboration with the Advisory Committee of the student.
- 4.6.2 The external examiner so appointed shall have the Doctoral degree in concerned subject and shall be in the rank of Associate Professor or above from among the teachers/scientists other than OUAT.
- 4.6.3 For examining the thesis, the Head of the Department shall suggest two panels of 3 specialists each to the Dean, PGF-cum-DRI for selection of external examiner by the Vice-Chancellor. The Vice-Chancellor shall select two persons out of which one will examine the thesis and another will examine the thesis and conduct the Ph.D.thesis viva-voce examination.
- 4.6.4 After selection of external examiners, the Dean, PGF-cum-DRI shall obtain the consent of external examiners and intimate the name of the two external examiners to the Dean/Director of the Faculty who shall send two copies of the thesis separately to the external examiners for examination. The thesis can not be evaluated by persons other than external examiners appointed by the University.
- 4.6.5 a) Both the external examiners shall examine the thesis and shall report to the Dean/Director of the College on the overall standard of the thesis indicating whether the thesis be accepted in partial fulfillment of the requirement for award of Ph.D.Degree to the student or not.
- b) The thesis examiner (s) may suggest acceptance of the thesis with or without certain corrections, modification to the Dean/Director of the College The reports of both the examiners shall be sent to the Chairman by the Dean/Director The Advisor shall instruct the student for incorporation of such corrections and re-submission of the revised thesis after a minimum period of three months. The thesis after correction or modification by the student shall be sent once again to the same examiner (s) for acceptance.
- c) In case both the external examiners give adverse report and do not recommend for acceptance of the thesis/corrected thesis, it shall not be accepted and in such case, the Ph.D.Viva-Voce Examination shall not be conducted.
- d) In case ,the report of one of the external examiners is unfavorable or adverse with the indication that the thesis/corrected thesis does not merit consideration for award of Ph.D.degree,the thesis/corrected thesis shall be referred to the third examiner for

evaluation. If the third external examiner recommends for acceptance of the thesis, his/her recommendation shall be accepted. In case, the third external examiner does not recommend for acceptance of the thesis, it shall be rejected and shall not be considered for conductance of Viva-Voce Examination.

4.6.6 In the event of non-acceptance of the thesis, the student shall rewrite the thesis, apply for permission to submit the thesis (sub-clause 3.9.5) and submit the thesis once again after a period of one year on payment of thesis examination fee and tuition fee for two semesters. The process of examination of the revised thesis shall be followed as before.

4.6.7 In the event of non-acceptance of the revised thesis for the second time, the thesis viva-voce examination shall not be conducted and the student shall not be considered for award of the Ph.D.degree.

4.6.8 Oral Examination for Ph.D.thesis.

- a) On recommendation of acceptance of the Ph.D.thesis, the viva-voce examination shall be conducted by an Examination Committee consisting of the Students' Advisory Committee and one of the External Examiners who evaluated the thesis. The Head of the Department shall call a meeting in form of a seminar to which the examination committee shall be invited and the student shall defend for the thesis.
- b) The performance of the student in the thesis viva-voce examination shall be forwarded to the University through Dean, PGF-cum-DRI in prescribed Form-'G' (Appendix-VIII) report of Ph.D. thesis viva-voce examination result.
- c) In case the students' performance in the viva-voce examination is 'unsatisfactory' he/she shall apply to the University for appearing the examination again after a period of three months. For the repeat examination, the student shall deposit the re-examination fee (Thesis examination fee).The same examination committee shall evaluate the viva-voce examination. If he/she fails in second chance, the student shall be withdrawn from the University.

4.6.9 The thesis of a student under non-credit system (Traditional system) shall be examined in the same processes as mentioned above.

4.7 Grading System.

4.7.1 A student shall be graded on 10 point scale for each of the course, seminar (s) and research registered for that semester, each carrying certain credits and his/her grade point shall be calculated by taking one tenth of the marks secured out of 100 marks in each course.

4.7.2 Each paper in the written comprehensive examination shall also carry 100 marks and the marks secured by the student in the comprehensive examination shall not be taken into calculation of the grade point of a student.

- 4.7.3 Two soft copies in form of CD along with a hard copy in prescribed form, containing the marks secured in mid-term, assignment and final examination, and the corresponding grade point for each course, seminar (s), research shall be submitted by the course Instructor/Chairman of Advisory Committee to the Dean,PGF-cum-DRI through the concerned Head and Dean/Director of the college on or before the due date as per the semester calendar or on a date notified by the University as the case may be.
- 4.7.4 The grade sheets must be sent confidentially in a sealed cover super scribing the name of examination, course number with title, total number of students registered for the course, name of the course Instructor and his /her signature.
- 4.7.5 The grade sheet submitted by the course Instructor / Chairman of the Advisory Committee shall not be disclosed by any body except the two tabulators appointed by the University. The tabulator(s) shall prepare a tabulation sheet separately indicating the GPA and OGPA secured by each student in the semester.
- 4.7.6 The Standing Committee shall scrutinize the results of the students, evaluate the performance of the students, pass the tabulation sheet and submit the result sheet to Dean, PGF-cum-DRI for approval by the Vice-Chancellor/Academic Council.
- 4.7.7 While calculating the GPA and OGPA of a student, the grade point, GPA and OGPA scored up to second decimal point should be considered.
- 4.7.8 In case a student is found to be failed for marks equal to or less than 0.5 marks in a course(s),the Standing Committee reserves the right to upgrade his/her marks by such number.
- 4.7.9 The performance of a student for all the courses he/she had registered in a semester shall be evaluated in the following ways.
- A. Promotion:
- i) A student of Masters' Course Programme who secures grade point of 5.5. or above in each of the courses in a semester and OGPA of 6.0 or more in that semester shall be declared to have passed the semester and shall be promoted to the next semester.
  - ii) A student of Doctoral Course Programme who secures grade point of 6.0 or above in each of the course in a semester and OGPA of 6.5 or above in that semester shall be declared to have passed the semester and shall be promoted to the next semester.
- B. Probation:
- i) For Masters' Programme:A student who secures an OGPA of 6.0 or above in a semester but he/she has secured less than 5.50 in one or two courses in that semester shall be allowed promotion to next semester on scholastic probation.

- ii) For Doctoral Programme: A student who secures OGPA of 6.5 or above but he/she secured a grade point less than 6.00 in one or two of the courses in a semester shall be allowed promotion to next semester on scholastic probation.

C. Detention:-

- i) For Masters' Course Programme: A student who secures OGPA of less than 6.00 in the semester or grade point of less than 5.5. in three or more of courses in a semester shall be declared to have detained in that semester.
- ii) For Doctoral Course Programme: A student who secures OGPA of less than 6.50 in that semester or grade point of less than 6.00 in three or more of courses in a semester shall be declared to have failed in that semester.
- iii) If a student fails to secure the required grade point in the course of special examination, he/she shall be declared to be detained in that semester.

4.8 Certification of performance.

4.8.1 Masters' degree programme:

The performance of the student at the end of the whole courses / programme shall be evaluated as given below on the basis of his/her OGPA/Marks secured (sub-clause-4.7.9) for award of Masters' degree in a course programme.

Class	OGPA	MARK (For General Science)
First	7.00 and above	60% & above
Second	6.00 to 6.99	48% & above but less than 60%
Pass	--	36% and above but less than 48%
Fail	Below 6.00	Less than 36%

4.8.2 Doctoral Degree Programme:

There shall be no class or division for Doctoral Course Programme. The student shall be required to secure OGPA of 6.50 or above (sub-clause 4.7.9) for award of the degree.

4.9. Processing of Result:

4.9.1 Selection and function of Tabulator(s).

- a) Two teachers belonging to any faculty other than the faculty for which the result is to be declared shall be appointed as Tabulator(s) annually or till further order by the Registrar with prior approval of the Vice-Chancellor.
- b) The Tabulators shall open the grade sheets submitted by the course Instructor/ Chairman of the Advisory Committee and prepare the Tabulation sheet in prescribed form separately in the examination cell of the University. They shall enter the grade point of a concern course, compute the GPA and OGPA of all the examinations including the make-up or special examination and submit the same to the Standing Committee for scrutiny and evaluation.

#### 4.9.2 Selection and Function of Standing Committee:-

- a) The Standing Committee shall be constituted by 3 teachers in the rank of Associate Professors or above of different faculties other than the faculty for whom results are to be scrutinized and declared. The committee shall be appointed by Registrar on prior approval of the Vice-Chancellor in each year. The Senior most person of the committee shall be Chairman of the Committee.
- b) The committee shall scrutinize the results of the Tabulation sheet, evaluate the performance of a student(s) in a semester and prepare the result sheet in accordance with sub-clause 4.7.9.
- c) The Standing Committee shall also present the result sheet to Dean, PGF-cum-DRI for pass by the Vice-Chancellor/Academic Council.

#### 4.10 Declaration of Result:

- a) The results of each semester examination including the special examination shall be approved by the Academic Council within 20 days after the end of the semester examination.
- b) In case of the urgency, the Vice-Chancellor may approve the result of any semester examination except the final semester examination and shall obtain the Post-Facto approval of the Academic Council thereafter.
- c) As a special case, if more than 70 percent of students do not secure the minimum pass marks in a course(s), the Academic Council may consider grace marks and in such case, the Standing Committee shall add the grace marks and evaluate the performance of the students in that course(s).
- d) There shall not be any re-examination/re-evaluation of the result for any course. If the Vice-Chancellor feels necessary, he may order for re-addition of marks in that course on the application of the student (s) within 15 days of the declaration of the results in the Academic Council and on payment of a fee of Rs.500/- per course.
- e) The result of the final semester examination shall be declared only after approval of the Academic Council.

#### 4.11 Eligibility for award of degree.

##### 4.11.1 Master Degree:

A student of Master degree programme shall be eligible for the degree subject to fulfilling the following requirements.

- i) Successful completion of course programme prescribed by the Students' Advisory Committee.
- ii) Successful completion of the seminar and research works.
- iii) Approval of thesis by the external examiner and obtaining a 'satisfactory' report in the thesis *viva-voce* examination.

- iv) Securing minimum OGPA of 6.00 as per sub-clause 4.7.9.
- v) For General Science stream, a candidate must secure a minimum of 40% marks in practical and 33% marks in theory papers.
- vi) Submission of no-dues certificate.
- vii) Exhibiting good conduct during the course of his/her study certified by the Dean/ Director of the College.

#### 4.11.2 Doctoral Programme:

A Doctoral student shall be eligible for the degree on completion and compliance of the following requirements.

- i) Successful completion of the course programme prescribed by the Students' Advisory Committee.
- ii) Successful completion of his or her seminar and research work.
- iii) Successful completion of the written and viva-voce Comprehensive examination.
- iv) Securing minimum OGPA of 6.50 as per sub-clause 4.7.9.
- v) Exhibiting good conduct during the course of his/her study certified by the Dean/ Director of the college.
- vi) Submission of no-dues certificate.

#### 4.11.3 Doctoral programme under non-credit system.

A Doctoral student under non-credit system (traditional system) shall be eligible for award of the degree on completion and compliance of the following requirements.

- i) Approval of Proposed Plan of Research work (PPW) by Academic Council.
- ii) Submission of half-yearly progress reports.
- iii) Submission of Term papers.
- iv) Completion of minimum period of research work.
- v) Deposit of thesis evaluation fee and other fees as decided by the Academic Council.
- vi) Submission of thesis within the maximum period for research.
- vii) Submission of two copies of thesis abstract.
- viii) Certificate of bonafied research work from the Advisor / Guide of the student
- ix) Permission letter from the University for Submission of the thesis.



## **CHAPTER-V**

### **CERTIFICATE AND DEGREE**

#### 5.1 Grade Sheet:

5.1.1 The semester transcript shall be issued by concerned Dean/Director after declaration of the result of that semester in the Academic Council on application of the student and on depositing the prescribed fee.

5.1.2 The final transcript/grade sheet indicating the grade point of all courses,GPA and OGPA in all the semesters in the PG'/Ph.D course programme shall be issued by Asst.Registrar(Acd) after declaration of the result of final semester examination in the Academic Council on application of the student and on depositing the prescribed fee.

5.1.3 Duplicate semester transcript and final grade sheet may be issued once to the student on valid ground on payment of prescribed fee as mentioned in the prospectus.

5.1.4 The equivalent mark sheet shall be issued to a student by Asst.Registrar (Acd) on payment of prescribed fee.

5.1.5 The percentage of marks may be calculated from OGPA by using the following formula.

$$\% \text{ marks} = 10 + \text{OGPA} \times 10 / 0.6.$$

#### 5.2 Conduct certificate:

5.2.1 The conduct certificate indicating the character, punishment awarded, involvement in ragging or conviction in any court shall be issued by the Dean/Director/Associate Dean of the College to a student at the time of leaving the college on payment of prescribed fee.

5.2.2 The conduct certificate containing the above information (clause 5.2.1) may be issued to a Public/Public Undertaking/Private Organisation offering an employment to the student. In such case, no fee shall be collected from the organisation.

#### 5.3 College Leaving Certificate:

5.3.1 The college leaving certificate shall be issued by the Dean/Director of the college to the student on his/her application subject to submission of 'no dues certificate' and on payment of prescribed fee.

5.3.2 Compulsory college leaving certificate may be issued to a student by the Dean/Director of the College/Vice-Chancellor at any time if the presence of the student is felt undesirable for the College/University by the Disciplinary Board.

#### 5.4 Migration Certificate.

5.4.1 The Migration Certificate shall be issued by the Registrar on the application of the student in prescribed form through Dean/Director of the College and on deposit of prescribed fee at the college level after issue of conduct certificate and college leaving certificate.

5.4.2 Duplicate migration certificate may be issued by the Registrar on valid ground on application of the student in prescribed form through the Dean/Director of the college and on payment of prescribed fee.

#### 5.5 Transfer Certificate:

5.5.1 In case a student wants to discontinue his/her study and wants to study in other college of the University, a transfer certificate shall be issued by the Dean/Director of the College to a student on his/her application with deposit of prescribed fee.

5.5.2 Transfer of a student to a college other than OUAT is not ordinarily allowed. However, such transfer shall be allowed to a maximum of 5% of the students present in a discipline subject to permission of ICAR.

#### 5.6 Provisional Degree Certificate:

5.6.1 If the original degree certificate is not issued, a provisional degree certificate shall be issued by the Asst.Registrar(Acd) to a student on his/her application in prescribed form subject to following conditions:-

- a) He/She has completed all the course works.
- b) Successful completion of thesis viva-voce examination.
- c) Good conduct certificate.
- d) Approval of final semester result by the Academic Council.

5.6.2 A duplicate provisional degree certificate may be issued once by the Asst.Registrar (Acd) to a student on his/her application in prescribed form and on payment of prescribed fee and on valid ground (loss of certificate on natural conditions)

#### 5.7 Award of degree:

5.7.1 A student whether registered under course credit or non-credit system shall be eligible to get the degree after notification of his/her thesis result by the University.

5.7.2 The convocation shall be held annually for award of different degrees and prizes in accordance with the provision made in the OUAT statute and as per the decision of the Vice-Chancellor duly approved by the Board of Management.

5.7.3 The date for holding the convocation shall be notified and advertised in the news papers. All students whose result of final semester has been notified shall be eligible to appear the convocation.

- 5.7.4 After completion of Masters' or Doctoral course programme with good conduct. The student shall submit application in prescribed form along with prescribed fee through the Dean/ Director of the college for receiving the degree and or prizes.
- 5.7.5 The Students whose results for final semester Masters' or Doctoral Degree programme have been approved by the Academic Council shall be admitted to the convocation and shall be awarded the Masters'/Ph.D degree certificate(Appendixes)in the convocation.
- 5.7.6 The Doctoral degree certificate for students undertaking course programme under credit or noncredit (Traditional) system shall be same.
- 5.7.7 In case, a student does not attend the convocation, he/she shall be issued the degree certificate after convocation on payment of prescribed fee.
- 5.7.8 In case the convocation is not held on or before 31<sup>st</sup> October due to some reasons beyond control, the students eligible for Masters'/Ph.D.degree shall be issued with degree certificate in the last week of November or onwards on payment of prescribed fee.

## CHAPTER-VI

### MAINTENANCE OF DISCIPLINE

6.1 Jurisdiction and authority of Discipline Maintenance.

6.1.1 The regulation relating to the maintenance of discipline shall apply to all the PG students of all the faculties under OUAT.

6.1.2 The Dean/Director of the concerned college shall deal with all the acts of indiscipline in the college campus including hostel, libraries and playgrounds or in any other place of the campus.

6.2 Disciplinary Board/Disciplinary Committee.

There shall be one Disciplinary Board at the University level and one Disciplinary Committee in each College/Faculty to deal with the act of discipline/indiscipline.

6.2.1 The following persons shall be the members of the disciplinary board.

- |                            |   |                  |
|----------------------------|---|------------------|
| i) Vice-Chancellor         | - | Chairman         |
| ii) All the Deans/Director | - | Member           |
| iii) Registrar             | - | Member Secretary |

6.2.2 The following persons shall be the members of the Disciplinary Committee.

- |  |   |          |
|--|---|----------|
| i) Dean/Director of the College/Faculty                                  | - | Chairman |
| ii) Dean, Students' Welfare  | - | Member   |
| iii) Three Heads of the Departments<br>nominated by the Dean/Director.   | - | Member   |
| iv) Any other person(s) to be co-opted<br>by the Chairman, if necessary. | - | Member   |

6.3 Acts of indiscipline and award of punishment.

6.3.1 All students of the University shall maintain discipline and good conduct and shall not indulge themselves in such activity which may cause breach of discipline in the College/ University.

6.3.2 The following activities shall constitute the acts of indiscipline.

- i) Ragging of any type, either physically or mentally to fellow student(s) in any place of the college campus including hostels, library, playgrounds etc.
- ii) Damaging or threatening to damage any property of the College/ University.
- iii) Misbehaviour /Disrespect to teaching and non-teaching staff of the College/ University.

- iv) Keeping or using intoxicant, drug addiction and consumption of liquor or persuading others for consumption of liquor etc.
- v) Any form of gambling.
- vi) Use of University, College or hostel premises for a purpose other than that for which it is meant without permission of the competent authority.
- vii) Demonstration in any form including procession, recourse to violence assault, rioting strike, hunger strike, locking the main gate, office and laboratories etc.
- viii) Keeping fire arms, weapons in the hostel, disturbing other students in their studies and misbehaviour to fellow students.
- ix) Breach of law of the country or state and rules and regulations of the University.

#### 6.4 Award of punishment for breach of discipline:

6.4.1 For breach of discipline, the Vice-Chancellor may impose any of the following punishments upon any student(s) on the recommendation of the Disciplinary Board.

- i) Reprimand on record: This shall consist of warning to the defaulting student(s) indicating the particular indiscipline committed by him/her/them and not to repeat any act of indiscipline in future. This will be recorded in the Students' permanent record/file maintained by the University.
- ii) Monetary fine as decided by the Disciplinary Board.
- iii) Conduct Probation: This shall consist of placing the student on conduct probation with a warning that one more incident of act of indiscipline may lead to his/her expulsion from the University. The conduct probation shall be recorded on the permanent record/file of the concerned student and shall find place in the semester transcript so long as he/she continues to be on conduct probation. During the period of conduct probation, the student will not be allowed.
  - a) To represent the College/University in games and sports, cultural programmes outside University.
  - b) To hold responsibility as office bearer in any students organisation/society /Union.
  - c) Any scholarship/free ship that might be sanctioned by the University/ICAR/ any other agency.
- iv) Temporary Expulsion:-When a student creates or is involved in the act of indiscipline (sub-clause 6.3.2(i) to (vii),he/she shall be expelled from the University for a minimum period of one academic year and is/are required to leave the University immediately. The period of temporary expulsion shall be entered in the permanent record of the student(s) and shall find place in the semester report and registration card. On request of any Employer/Institution regarding punishment during his/her studentship, the penalty of temporary expulsion shall be intimated to the concerned employer/institution after obtaining due approval of the Vice-Chancellor. The student(s) with the punishment of temporary expulsion may be readmitted to the

University after expiry of the expulsion period at the discretion of the Vice-Chancellor on recommendation of the Dean/Director of the College. Readmission however, cannot be claimed by the student(s) as a matter of right.

- v) Permanent expulsion:-When a student creates or is involved in breach of peace/discipline in the University, he/she shall be permanently expelled and shall be debarred from readmission to the University. Award of this punishment shall be entered in the permanent record, semester report and transcript of the student(s).
- vi) Rustication:-When a student is involved or creates a breach of peace/indiscipline for the University, State or the Country, he/she shall be rusticated from the University and the name of the punished student shall be intimated to other universities within 15 days from the date of rustication. The student shall be debarred from re-admission to all Universities including this University. This punishment shall be entered in the permanent record, semester report and transcript of the student. this punishment shall be intimated to the concerned student by the University on approval of the Disciplinary Board and Academic Council.
- vii) In case of any en-mass organized indiscipline by the students, the Vice-Chancellor, on recommendation of the Dean or Director, may take the following action.
  - Closure of the College *sine die*.
  - Cancellation of any semester/academic programme of any class of the College or of the College as a whole.

6.4.2 Power of the Dean: The Dean of the college can impose monetary fine upto Rs.500/- to any student indulged in act of indiscipline on recommendation of the Disciplinary Committee of the faculty/Disciplinary Board of the University.

6.5 Disciplines in Examinations:

6.5.1 Identity of Students:

- i) A student appearing mid-term or the final examination shall carry his/her identity card to the examination hall and shall show the same to the invigilator, teacher in charge of the examinations and the Dean of the College when asked for.
- ii) A student arriving at the examination hall 15 minutes after commencement of the examination shall not be allowed to sit in the examination.
- iii) The examinees shall occupy their respective allowed seats at least 5 minutes before the scheduled examination time.
- iv) No examinee shall be allowed to go out of the examination hall within 30 minutes from the time of commencement of the examination.
- v) The examinees shall follow strictly the instructions written on the cover page of the answer books and/or on the question paper.

- vi) No examinee shall take any book/note/any incriminating material/mobile phone or any electronics devices.

6.5.2 Adoption of unfair means: the following activities of the examinee in the examination hall shall be considered as adoption of unfair means.

- i) Helping other examinee or getting help from others verbally through gestures or by any other means.
- ii) Making an appeal to the examiner for help in answering the questions.
- iii) Possession of any incriminating material(s).
- iv) Possession and utilization of any incriminating material(s).
- v) Creating disturbance in the Examination Hall by consulting or attempting to consult other examinees offering his answer books to others or receiving the answer books from others.
- vi) Misbehaviour to the invigilator(s) in the examination hall or non-cooperation with him/her in discharging his/her duties.
- vii) Mass absence in the examination.

6.5.3 Disciplinary actions for adoption of unfair means in Examinations.

- i) The Dean/Director of the concerned college shall deal with all the cases of malpractices in the examinations laid down in clause 6.5.2.
- ii) The invigilator concerned shall report the case(s) of adoption of unfair means along with a written statement of the concerned student and incriminating material, if any, to the Dean/Director of the College on the day of occurrence of the incident.
- iii) In case the defaulting student refuses to give a written statement even after persuasion by the invigilator, he shall not be forced to do so, but the fact of refusal should be recorded and submitted by the invigilator/teacher in charge examination to the Dean/Director of the College.
- iv) The Dean/Director shall call for explanation from the concerned student and on obtaining written explanation he will conduct an inquiry by the Disciplinary Committee of the College. In the process of inquiry the student shall be given full opportunity for his/her defense through personal appearance.
- v) The recommendation of the disciplinary shall be approved by the Academic Council before implementation.

6.5.4 Kinds of disciplinary action:

- i) For adoption of unfair means as laid down in the clause 6.5.2 (i) and (ii), the invigilator shall write "warning" in the answer book and recommend deduction of 5 marks from the total marks secured by the student in the concerned paper. In such case the invigilator's decision shall be final.

In the event of repetition of similar type of activity even after deduction of marks, the invigilator shall seize the answer book and report the matter to the Dean/Director. The student shall be asked to leave the examination hall. The matter will be enquired by the Disciplinary Committee and shall be given zero in the concerned paper in that particular examination.

- ii) For offences like creating disturbance to other examinees and showing misbehaviour to the invigilator(s), the Dean may impose a fine upto Rs.500/- on the recommendation of the Disciplinary Committee of the College and he should be placed under conduct probation.
- iii) A student found in possession of incriminating material in mid-term and/or final examination shall be given zero in the concerned course.
- iv) In the event of possession and use of incriminating material in any examination, the concerned student shall be given zero in all the courses in the semester. The student shall be deemed to have failed in that semester, thus shall be detained. The concerned student may be allowed to take admission in that particular semester in the next academic year.
- v) In case of mass absence on any examination(s), each student shall be imposed a fine of Rs.200/- and the dates of examination shall be rescheduled.
- vi) In case of any other offence committed by a student not covered in clause 6.5.1, the Dean/Director of the College shall take appropriate action on the recommendation of the Disciplinary Committee of the College.



## CHAPTER-VII

### FEES

#### 7.1 Admission Fees:

7.1.1 A student selected for admission shall pay the admission fee and all other fees prescribed in the prospectus on the day of admission failing which his/her admission into the course programme shall be cancelled.

7.1.2 A student shall be allowed to register into a semester only after admission.

7.1.3 The students discontinuing their study after admission/registration shall not be eligible for refund of any fee other than the caution money deposits.

#### 7.2 Semester Fees.

7.2.1 the students registering to the second semester and subsequent semester shall pay the prescribed semester fees on the day of registration in the office of the Dean/Director of the College failing which registration will not be allowed. A late registration fee of Rs.20/- per day shall be collected from the students along with semester fees subject to condition that he/she registers within 7 working days from the date of registration.

7.2.2 At the time of payment of semester fees for registration to the second and subsequent semesters, the student shall produce his/her identity card and no dues certificate from the hostel.

7.2.3 A student registering with junior batch students shall pay the semester fees at a rate prescribed for that junior batch.

#### 7.3 Kinds of Fees.

The following fees shall be collected from the student at the time of admission and during the studies.

##### 7.3.1 University Fees.

The following kinds of fees shall be collected at the time of admission and shall be deposited with the Comptroller OUAT.

- a) Registration fees.
- b) Reorganization fee from students other than OUAT.
- c) Identity card.
- d) Library caution money

- e) Laboratory caution money
- f) Development fee
- g) Internet/Computer Lab. Fee
- h) Cultural Fee
- i) Sports Fee.
- j) Accidental Insurance
- k) Any other fee as decided by the Academic Council.

### 7.3.2 College Fees.

The following fees shall be collected once at the beginning of each academic year by the Dean/Director of the College.

- a) Athletic fee
- b) Literary fee
- c) Dramatic fee
- d) Students' Aid Fee.
- e) College commemoration
- f) Students' Union
- g) Indian Red Cross Society.
- h) N.C.C.

The above amount shall be retained with Dean/Director of the concerned college except the fees collected for Indian Red Cross Society and NCC.

### 7.3.3 Semester Fees.

The following fees shall be collected from the Students on each semester by the concerned college and shall be remitted to the Comptroller.

- a) Admission fee
- b) Tuition fee
- c) Medical fee
- d) Examination fee
- e) College/Centre development fee
- f) Thesis/Project Examination fee(only in final semester)

### 7.3.4 Hostel Fees.

The student admitted into a hostel of the University shall pay the following fees at the time of hostel admission on semester wise as the case may be.

- a) Hostel caution money(only at the time of admission)
- b) Seat rent(Semester wise)
- c) Water Charges(Semester wise)
- d) Electricity charges(Semester wise)
- e) Hostel Common Room(Semester wise)
- f) Hostel establishment(per annum)
- g) Mess fee(semester wise)

The Mess fee shall be collected by the concerned hostel Superintendent at the time of hostel admission and actual amount shall be adjusted at the time of next registration on leaving the hostel. The fees collected towards hostel common room and hostel establishment charges shall be remitted to the Dean, Students' Welfare and other fees shall be remitted to the Comptroller.

#### 7.3.5 Course Fee

Students admitted into cost sharing, or self financing scheme shall pay a course fee as decided by the academic council from time to time.

#### 7.3.6 Other fees.

The student shall have to deposit the prescribed fees mentioned in the prospectus in the office of the concerned college for getting the transcript/mark sheet/grade sheet, conduct certificate, college leaving certificate, degree certificates and migration certificate, degree certificate in original or duplicate in person.

In addition to the above fees, the student shall have to deposit the prescribed postage charges for sending the certificate(s) by post.

7.3.7 A student fail to attend the mid-term or final examination shall pay Rs.500/- for each course(s) for appearing at the make up examination.

7.4 Fees once deposited for the purpose of admission, registration or re-registration shall not be refunded expect the caution money deposits. In case a student is allowed registration into a semester on scholastic probation and failed in special examination, the entire fees deposited for registration, shall be refunded to him/her on his/her application.

7.5 With drawl from the University.

7.5.1 No student shall be deemed to have left the University unless he/she has obtained a clearance certificate from all concerned.

7.5.2 'No dues' certificate has to be obtained by the student him self / her self immediately after completion of his/her studies.

7.5.3 A Student can get back his/her Caution Money deposits only after submission of 'No Dues' certificate and issue of College Leaving certificate.

## ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY REGISTRATION CARD FOR POST-GRADUATE / Ph.D. COURSE PROGRAMME

In the discipline / subject of .....

College of .....

Name of the Student ..... Adm., No.....

Semester.....Class.....Academic year.....

[ 52 ]

Sl. No.	Course Title	Course No.	Credit Hours			Signature of the Instructor
			Major	Minor	Supporting	

Signature of  
the Student with Date

Signature of the  
Advisor with Date

Accounts Section  
Seal & Date

Dean/Director  
Seal & Date

Registrar  
OUAT, BBSR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**FORM-A**

**FORMATION OF ADVISORY COMMITTEE  
FOR  
MASTERS'/DOCTORAL DEGREE STUDENT**

1. Name in full of the student :
2. Admission Number :
3. Name of the College :
4. Degree for which entitled :
5. Major subject/Discipline :
6. Supporting subject/Discipline(s) :
7. List of members for Advisory Committee  
(Proposed) :

Sl.No	Member	Name of the member	Designation & Address	Signature
a.	Chairman			
b.	Member			
c.	Member			
d.	Member*			

\* in case of doctoral programme.

Proposed by

Recommended by

Approved by

Chairman of  
Advisory Committee

HOD

Dean/Director

Cc to Dean, PGF-cum-DRI/Dean/Director/Head of the Departments/Advisor/Student.

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**FORM-B**

**PLAN OF POST-GRADUATE WORK (PPW) PART-A  
COURSE PROGRAMME FOR MASTERS' OR DOCTORAL DEGREE.**

1. Name of the student :
2. Admission Number :
3. Name of the College :
4. Degree for which enrolled :
5. Whether full time or in-service student :
6. Major Discipline(s)/Subject :
7. Supporting Discipline(s)/Subject(s) :
8. Proposed course Programme :

Semester No.	Course Number/Code	Number of course Credits				
		Core	Optional	Supporting	Seminar	Research
Semester-1						
Semester-II						
Semester-III						
Semester-IV						
Semester-V*						
Semester-VI*						
Semester-VII**						
Semester-VIII**						
Total						

\*For three year course programme

\*\* For four year course programme

\*\*\* Attach a separate sheet of course programme on semester wise.

Signature of the Student.

9. Consent of Advisory Committee

Sl.No.	Name in Full	Designation	Committee Member	Signature of the member.
a.			Chairman	
b.			Member	
c.			Member	
d.			Member	

Recommended by

Forwarded by

Approved by

Chairman of Advisory Committee

H.O.D.

DEAN/Director

Cc to Dean, PGF-cum-DRI/Dean/Director/Head of the Departments/Advisor/Student.

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**FORM – C (PRW)**

**PLAN OF POST-GRADUATE RESEARCH WORK PART –B  
FOR THESIS (MASTER’S/DOCTORAL) PROGRAMME**

1. Name of the Student :
2. Name of the College :
3. Degree for which enrolled :
4. Admission Number :
5. Whether full time or in-service Student :
6. Major Subject/Discipline :
7. Supporting Discipline/Subject :
8. Outline of the proposed Research Programme for thesis :
  - (a) Title of the thesis :
  - (b) Objective of the study :
  - (c) Brief review of literature on the subject of study :
  - (d) Outline of the Programmer :
  - (e) Location of Research work :
9. Whether the available facilities are adequate, if not what additional facilities are required? :

Date

Signature of the Student

10. Programme of Research approved by the Advisory Committee

Sl. No.	Name of the Committee Members	Designation	Member	Signature
01			Chairman	
02			Member	
03			Member	
04			Member	

\* Attach a separate sheet if the space is not available.

\*\* For Doctoral Research Programme

Recommended by:

Forwarded by:

Approved by

Chairman,  
of the A.C.

HOD, of the  
Major Discipline

Dean/Director  
College

Copy to: Dean, PGF-cum-DRI/ Departments/ Advisor/ Student

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**FORM-H**

**Certificate from Advisor for Masters' and Ph. D. Programme**

<b>From</b>	<b>Place</b>	...	...
	<b>Date</b>	...	...

**CERTIFICATE – I**

This is to certify that thesis entitled “  
” submitted for the degree of Master/Ph. D. in the  
subject of of the OUAT is faithful  
record of *bona fide* and original research work carried out by  
under my guidance and supervision and that  
no part of the thesis has been submitted for any other degree or diploma.

The assistance and help received during the course of investigation have been fully  
acknowledged.

**ADVISOR**



**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**CERTIFICATE VERIFICATION FORM**

1. Name of the Student : .....  
(IN BLOCK LETTERS)  
(The Spelling should not differ from the spelling mentioned in the H.S. Certificate or equivalent examination Certificate)
2. Admission No : .....
3. Date of Birth : .....  
(As recorded in the H.S. or Equivalent Certificate)
4. Father's Name & Address: .....  
.....

**Note:**

The above column should be filled in by the student concerned correctly and handed over to the Head of the concerned department with the following documents for transmission to the University.

1. Original H.S. Certificate
2. Original Certificate of the qualifying Examination i.e., P.U/I Sc. Certificate or its equivalent.

**CERTIFICATE**

Certified that (1) the spelling of the name is verified by me with the original H.S. Certificate and found correct. (2) I have verified his/her certificate in original (not provisional) of the qualifying examination. (B.Sc. or its equivalent) and found that he/she has passed the same from ..... University in the year .....

Verifying Officer

Head of the Department

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**FORM-E**

**REPORT OF THESIS EXAMINATION RESULTS:  
MASTER'S PROGRAMME**

1. Name of the Student :
2. Admission No. :
3. Name of the College :
4. Degree for which enrolled :
5. Discipline/Major subject :
6. Title of the thesis :

The External Examiner having approved and certified the above mentioned thesis to be of the requisite standard. The Advisory Committee along with the External Examiner jointly conducted the thesis Viva-voice examination of the above named student today, the \_\_\_\_\_ and assessed his/her performance to be satisfactory/unsatisfactory.

Signature of the  
External Examiner

7. Consent of Advisory Committee:

Sl. No.	Name	Designation	Member	Signature
01				
02				
03				

Recommended  
by

HOD

Forwarded  
by

Dean

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**FORM-F**

**APPLICATION FOR APPEARING AT COMPREHENSIVE  
EXAMINATION**

1. Name of the Student :
2. Admission No. :
3. Name of the College :
4. Degree for which enrolled :
5. Whether Full-time or in-service Student :
6. Major Subject/Discipline :
7. Supporting Subject (s) :
8. Semester in which comprehensive examination is proposed to be taken :
9. (a) Total numbers of Credits of course Work assigned as per PPW :
- (b) Number of credits of course work Completed up to the last semester (Excluding the research credits) :
- (c) Percentage of the assigned course Work completed i.e, (b) as % of (a) :
10. Overall Grade Point Average earned :

Date:

Signature of the Student

Recommended  
bySubmitted  
byForwarded  
byAllowed  
byChairman,  
Advisory Committee

HOD

Dean

Dean,  
PGF-cum-DRI

Copy to: Dean, PGF-cum-DRI/ Dean/ Departments/ Advisor/ Student

ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003

FORM-G

REPORT OF Ph. D COMPREHENSIVE WRITTEN EXAMINATION RESULT

1. Name of the Student :
2. Admission No. :
3. Name of the College :
4. Name of the Department /  
Major Subject :
5. Minor/Supporting field (s) :
6. Performance of the student in  
different papers :

(Each paper is of 3 hours duration and carries 100 marks)

Major/Minor paper	Subject (s) of paper	Marks Secured (%)
Major field/subject		
Paper-I		
Paper-II		
Minor field(s)		
Paper-I		
Paper-II		

- 7 Whether the student passed or  
Failed in the examination :
- 8 Whether the above result is of  
the first or any subsequent chance :

Proposed  
by  
  
Chairman,  
Advisory Committee

Submitted  
by  
  
HOD, of the  
Department

Forwarded  
by  
  
Dean

Approved  
by  
  
Dean,  
PGF-cum-DRI

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**FORM-H**

**REPORT OF Ph. D COMPREHENSIVE VIVA-VOCE EXAMINATION**

- 1 Name of the Student :  
2 Admission No. :  
3 Name of the College :  
4 Name of the Department / :  
Major Subject  
5 Minor/Supporting subject (s) :  
6 Report :

The Advisory Committee along with the External Examiner jointly conducted the Comprehensive Viva-voce Examination of the above named student today, the and assessed his/her performance to be satisfactory/unsatisfactory.

Remedial course suggested, if any :

External Committee :

7 Consent of Advisory Committee

Sl. No.	Name of Member	Designation	Member	Signature
01			Chairman	
02			Member	
03			Member	
04			Member	

Proposed  
by

Submitted  
by

Forwarded  
by

Approved  
by

Chairman,  
Advisory Committee

HOD

Dean

Dean,  
PGF-cum-DRI

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**FORM-I**

**APPLICATION FOR SUBMISSION OF Ph. D THESIS**

1. Name of the Student :
2. Admission No. :
3. Name of the College :
4. Name of the Department /  
Major Subject :
5. Approved title of thesis :
6. Whether a full-time or in-service  
Student :
7. Date of passing the comprehensive  
examination (Viva-Voce) :
8. Semester in which the thesis is  
Proposed to be submitted (at least  
one semester/Six months must have  
elapsed from the date of passing the  
comprehensive Examination) :
9. Whether all the assigned courses  
including seminars and research  
credits (as per PPW) have been  
completed. If not how many credits  
remain to be completed and when  
will they be completed :
10. Overall Grade Point Average earned :

Date

Signature of the Student

Proposed  
bySubmitted  
byForwarded  
byApproved  
byChairman,  
Advisory Committee

HOD

Dean

Dean,  
PGF-cum-DRI

Copy to: University/ Dean/ Department/ Advisor/ Student

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**

**FORM-J**

**REPORT OF Ph. D THESIS VIVA-VOCE EXAMINATION RESULT**

1. Name of the Student :
2. Admission No. :
3. Name of the College :
4. Name of the Department /  
Major Subject :
5. Title of the Thesis :

The External Examiners having approved and certified the above mentioned thesis to be a record of scholastics work of requisite standard. The Advisory Committee along with an External Examiner jointly conducted the thesis *Viva-Voce* Examination of the above named student today, the and assessed his/her performance to be satisfactory/unsatisfactory.

External Examiner

6. Advisory Committee

Sl. No.	Name of Committee Member	Designation	Member	Signature
01				
02				
03				
04				

Recommended  
by

Forwarded  
by

Approved  
by

HOD

HOD  
Department

Dean,  
PGF-cum-DRI

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF SCIENCE (AGRICULTURE)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF MASTER OF (AGRICULTURE)**

in \_\_\_\_\_ With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of \_\_\_\_\_ 20\_\_\_\_  
is hereby admitted to the said degree on this \_\_\_\_\_ day of \_\_\_\_\_ in the  
year \_\_\_\_\_ and is placed in the \_\_\_\_\_ Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR



**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF TECHNOLOGY  
(AGRICULTURAL ENGINEERING)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF MASTER OF TECHNOLOGY  
(AGRICULTURAL ENGINEERING)**

in \_\_\_\_\_ With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of \_\_\_\_\_ 20\_\_\_\_  
is hereby admitted to the said degree on this \_\_\_\_\_ day of \_\_\_\_\_ in the  
year \_\_\_\_\_ and is placed in the \_\_\_\_\_ Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF VETERINARY SCIENCE**

This is to certify that \_\_\_\_\_ having fulfilled the requirements for the

**DEGREE OF MASTER OF VETERINARY SCIENCE**

in \_\_\_\_\_ With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of \_\_\_\_\_ 20\_\_\_\_  
is hereby admitted to the said degree on this \_\_\_\_\_ day of \_\_\_\_\_ in the  
year \_\_\_\_\_ and is placed in the \_\_\_\_\_ Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The \_\_\_\_\_ 20\_\_\_\_

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF FISHERY SCIENCE**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF MASTER OF FISHERY SCIENCE**

in With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of 20  
is hereby admitted to the said degree on this day of in the  
year and is placed in the Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF SCIENCE**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF MASTER OF SCIENCE**

in \_\_\_\_\_ in the month of \_\_\_\_\_ 20 \_\_\_\_\_ is hereby  
admitted to the said degree on this \_\_\_\_\_ day of \_\_\_\_\_  
and is placed in the \_\_\_\_\_ Class. \_\_\_\_\_ in the year \_\_\_\_\_

Orissa University of Agriculture and  
Technology, Bhubaneswar

The \_\_\_\_\_ 20 \_\_\_\_\_

**VICE-CHANCELLOR**

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR DOCTOR OF PHILOSOPHY (Ph. D.)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF DOCTOR OF PHILOSOPHY**

in Fishery Science (.....) in the month of  
was this day admitted to the degree.

20

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR DOCTOR OF PHILOSOPHY (Ph. D.)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF DOCTOR OF PHILOSOPHY**

in Agriculture (

) held in

the month of

20

was this day admitted to the degree.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR DOCTOR OF PHILOSOPHY (Ph. D.)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF DOCTOR OF PHILOSOPHY**

in Veterinary Science and Animal Husbandry (

) held in the month of

20

was this day admitted to the

degree.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR

ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003



DIPLOMA FOR MASTER OF SCIENCE  
**(MICROBIOLOGY)**

This is to certify that  
requirements for the

having fulfilled the

DEGREE OF MASTER OF SCIENCE  
**(MICROBIOLOGY)**

in .....With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of 20 and is  
hereby admitted to the said degree on this day of in the year and is  
placed in the Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The 20

VICE-CHANCELLOR



**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF COMPUTER APPLICATION  
(COMPUTER SCIENCE AND APPLICATION)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF MASTER OF COMPUTER APPLICATION  
(COMPUTER SCIENCE AND APPLICATION)**

in .....With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of 20 and is hereby  
admitted to the said degree on this day of in the year and is  
placed in the Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR



**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR DOCTOR OF PHILOSOPHY (Ph. D.)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF DOCTOR OF PHILOSOPHY**

in Agricultural Engineering ( )  
held in the month of

20

was this day admitted to the degree.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR DOCTOR OF PHILOSOPHY (Ph. D.)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF DOCTOR OF PHILOSOPHY**

in Home Science ( )

held in the month of 20 was this day admitted to the degree.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The 20

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF SCIENCE  
(**BIOINFORMATICS**)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF MASTER OF SCIENCE  
(**BIOINFORMATICS**)**

in .....With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of 20 and is  
hereby admitted to the said degree on this day of in the year and  
is placed in the Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF SCIENCE (HORTICULTURE)  
(FRUIT SCIENCE)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF MASTER OF SCIENCE (HORTICULTURE)  
(FRUIT SCIENCE)**

in ..... With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of 20 and is  
hereby admitted to the said degree on this day of in the year and  
is placed in the Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF SCIENCE (HORTICULTURE)  
(**VEGETABLE SCIENCE**)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF MASTER OF SCIENCE (HORTICULTURE)  
(**VEGETABLE SCIENCE**)**

in ..... With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of 20 and is  
hereby admitted to the said degree on this day of in the year and  
is placed in the Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR

**ORISSA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY  
BHUBANESWAR - 751 003**



**DIPLOMA FOR MASTER OF SCIENCE  
(BIOINFORMATICS)**

This is to certify that  
requirements for the

having fulfilled the

**DEGREE OF MASTER OF SCIENCE  
(BIOINFORMATICS)**

in ..... With an Overall Grade Point Average of  
(10 pt. Scale) in the Examination held in the month of 20 and is  
hereby admitted to the said degree on this day of in the year and  
is placed in the Class.

Orissa University of Agriculture and  
Technology, Bhubaneswar

The

20

VICE-CHANCELLOR