



छत्तीसगढ़ कामधेनु विश्वविद्यालय  
कैम्प कार्यालय : दुग्ध प्रौद्योगिकी महाविद्यालय, रायपुर

क्रमांक स्था./15/शैक्ष./2013/

रायपुर, दिनांक: /10/2013

//अधिसूचना//

छ.ग. कामधेनु विश्वविद्यालय के कार्य परिषद् की द्वितीय बैठक में लिये गये निर्णय एवं माननीय कुलपतिजी के अनुमोदन उपरांत विश्वविद्यालय के अधीन संचालित महाविद्यालयों में स्नातक, स्नातकोत्तर एवं पी.एच.डी. प्रोग्राम के लिये शैक्षणिक नियमावली वर्ष 2013-14 से लागू किया जाता है।

कुलपतिजी के आदेशानुसार

कुलसचिव

पृ. क्रमांक स्था./15/शैक्ष./2013/41185 रायपुर, दिनांक: 29/10/2013  
प्रतिलिपि सूचनार्थ प्रेषित :-

1. मान. कुलपतिजी के निज सहायक/तकनीकी अधिकारी, छ.ग. कामधेनु विश्वविद्यालय, अंजोरा दुर्ग।
2. अधिष्ठाता, पशुचिकित्सा एवं पशुपालन महाविद्यालय, अंजोरा (दुर्ग)/दुग्ध प्रौद्योगिकी महाविद्यालय, रायपुर/मात्स्यिकी महाविद्यालय, कवर्धा।
3. निदेशक, अनुसंधान सेवायें/विस्तार सेवायें/ शिक्षण/कामधेनु एवं पंचगव्य अनुसंधान केन्द्र/अधिष्ठाता, छात्र कल्याण, छ.ग. कामधेनु वि.वि., अंजोरा (दुर्ग)।
4. नोडल अधिकारी, पशु चिकित्सा एवं पशुपालन महाविद्यालय, बिलासपुर।
5. निदेशक/प्राध्यापक, एनीमल बायोटेक्नोलॉजी सेंटर/सेंटर फॉर वाईल्ड लाईफ हेल्थ एण्ड फोरेंसिक केन्द्र, छ.ग. कामधेनु विश्वविद्यालय, अंजोरा, दुर्ग।
6. वित्त अधिकारी, छ.ग. कामधेनु विश्वविद्यालय, दुर्ग।
7. परीक्षा नियंत्रक/विशेष कर्तव्यस्थ अधिकारी (शैक्षणिक) छ.ग. कामधेनु विश्वविद्यालय, अंजोरा, दुर्ग।
8. विशेष कर्तव्यस्थ अधिकारी, वेटनरी पॉलीटेक्नीक, महासमुंद।
9. प्राचार्य/सह-प्राध्यापक, वेटनरी पॉलीटेक्नीक, सूरजपुर (अम्बिकापुर), छ.ग. कामधेनु विश्वविद्यालय, अंजोरा, दुर्ग।

  
कुलसचिव

**ACADEMIC REGULATIONS  
FOR  
MASTER DEGREE PROGRAMME**

**EFFECTIVE FROM 2013-14**



**CHHATTISGARH KAMDHENU VISHWAVIDYALAYA  
DURG-491001 (C.G.)**

*Handwritten signatures and initials.*

**Patron:**

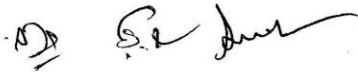
**Dr. U.K. Mishra**  
Vice Chancellor

**Executive Officer:**

**Dr. N.K. Nigam**  
Registrar

**Academic Regulation Committee**

- |    |  |   |          |
|----|--|---|----------|
| 1. | <b>Dr. S.P. Ingole</b><br>Director of Instructions | - | Chairman |
| 2. | <b>Dr. Sudhir Uprit</b><br>Professor and Head      | - | Member   |
| 3. | <b>Dr. S. Pal</b><br>Professor                     | - | Convenor |



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## ACADEMIC REGULATION FOR MASTER DEGREE PROGRAMME

### 1.0 Title

These Academic Regulations shall be called “Chhattisgarh Kamdhenu Vishwavidyalaya Master Degree Academic Regulations 2013” governing Master Degree Programmes for the faculty of Veterinary Science and Animal Husbandry and Dairy Technology under semester system. These rules will come into force from the Academic session 2013-14 and shall be applicable to all the students on roll of the Vishwavidyalaya, uniformly.

### 2.0 Definitions

- 2.01 **University:** The University means Chhattisgarh Kamdhenu Vishwavidyalaya, Durg, Chhattisgarh.
- 2.02 **Academic session:** An academic session is a period during which a cycle of study is completed. It shall commence on or after 1<sup>st</sup> July. There shall be two semesters in an academic session.
- 2.03 **Semester:** A semester shall normally consist of 20-21 weeks with 90 instructional days and 20 days of examination.
- 2.04 **Curriculum:** It is a series of courses offered to provide learning opportunities to meet the requirements for a degree.
- 2.05 **Course:** A course is a unit of instructions, series of classes and work experience extending over a semester. It has specified number, title and credits.
- 2.06 **Credit (Course credit):** It is a measure of quantity of work done in a course. One credit represents one hour of lecture or two to three hours of laboratory or field work per week over a semester.
- 2.07 **Course Load:** It is number of credits a student shall register in a semester.
- 2.08 **Grade:** It is a measure of quantity of work done in a course to meet percentage of marks obtained in a course by 10. It shall be expressed on a 10- point scale up to second decimal place.
- 2.09 **Grade point:** A grade point is a product of credit registered by a student and grade secured in a course, which shall be expressed on 10- point scale up to second decimal place.
- 2.10 **Credit point:** A credit point is a product of grade point obtained by a student and number of credits in a course.
- 2.11 **Grade Point Average (GPA):** It is the measure of performance of a student in all the courses taken during a semester. The GPA is computed by dividing the total grade points earned by a student in a semester by the total number of credits registered. It shall be expressed on 10- point scale up to second decimal place.
- 2.12 **Overall Grade Point Average (OGPA):** It is a measure of cumulative performance of a student on completion of the second and subsequent semesters of the degree programme. It is computed by dividing the total credit points earned by a student up to the end of a particular semester by the total number of credits. It shall be expressed on a 10-point scale up to second decimal place.
- 2.13 The OGPA shall be rounded off to second digit of decimal point on the basis of third digit. If third digit of decimal point is 5 or more than 5, then second digit will be increased by one. If, however, it is less than 5, it will be ignored. This will be done at the end of each semester while calculating the OGPA.
- 2.14 **“S” and “US” grade:** “S” grade means satisfactory performance and “US” grade means unsatisfactory performance.

- 2.15 **Examination:** Examination means practical, theory and all such examinations which are conducted under the semester system.
- 2.16 **Superintendent:** Superintendent means Dean to the College who shall act as Superintendent of Examination.
- 2.17 **Assistant Superintendent:** Assistant Superintendent means the teacher so appointed by the Dean of the College to supervise the Examination.
- 2.18 **Teacher:** Teacher means the Professor, Associate Professor or Assistant Professor or the incumbent appointed on the posts equivalent there to in teaching, research and/ or extension in University and those holding equivalent ranks in affiliated colleges approved as per ICAR/UGC norms.
- 2.19 **Invigilator:** Invigilator means the teacher directly engaged in invigilation work in the examination hall.
- 2.20 **Flying Squad:** Flying squad means a team consisting of teachers/officers constituted by the University to prevent use of unfair means/malpractices in the examination.
- 2.21 **Major courses:** It means the courses of the department in which a student has been admitted.
- 2.22 **Minor courses:** It means the courses which are registered by a student from the department most closely related with his programme of studies and work.
- 2.23 **Supporting courses:** It means the courses which are registered by a student from other departments which may be helpful to the student in his programme of his studies and work.
- 2.24 **New Entrants:** New entrants are those students of first year who have just been admitted through fresh admission process.
- 2.25 **Continuing students:** Continuing are the students other than New entrants.
- 2.26 **Repeat students:** Repeat students are those whose entire previous academic performance of a certain academic session has been cancelled or those who are repeating certain failed course(s) or those who are appearing in certain failed course(s) of some previous class.
- 2.27 **Outgoing students:** Outgoing students are those students of final year who have completed the minimum semester requirements of a degree programme, but not those students who have not cleared some of the failed course(s) even after completing the minimum semester requirements.
- 2.28 **Registration in the courses:** The registration of newly admitted students or continuing students for the postgraduate degree programme means that the students will physically present themselves before the Dean of the College on the scheduled date of registration notified by the University or Dean of the College for registering the requisite courses after depositing fee.
- 3.0 Admission and Registration**
- 3.01 (a) Age limit: Student must not be below the age of 21 years on 31<sup>st</sup> December of the admission year.  
(b) **Common Entrance Test (CET):** Admission of students to Master degree programme shall be made through Common Entrance Test (CET) under the supervision of the Director of Instructions (DI) as per the procedure laid down from time to time by the University.
- 3.02 **Eligibility for CET:** The eligibility of a student for appearing in the Common Entrance Test (CET) for admission to Master degree programme will be as decided by the University.
- 3.03 **Merit list of CET:** The merit list will be prepared category wise on the basis of marks obtained in CET.

- 3.03a. For the reservation category 5% relaxation will be given in qualifying marks prescribed for **minimum admission requirement (SC/ST)**.
- 3.04 Director of Instructions (DI) shall be chairman of the admission committee for all Master degree programmes of the University.
- 3.05 Admission of the nominees of Govt. of Chhattisgarh, ICAR, Govt of India and the University employees shall be regulated as per requirements and procedures laid down separately by the University from time to time subject to fulfilment of minimum admission requirements.
- 3.06 Admission to different courses shall normally be made in the beginning of the academic session.
- 3.07 The admission of a student shall consist of the following steps:  
 a. Payment of fee in person,  
 b. Registration of courses in person.
- 3.08 **Admission and Registration of New entrants:** Selected students must report in person to the Dean of the College on the date of admission prescribed by the University/Dean of the College for payment of fee and for the purpose of registration of courses. The new entrants selected for admission to a Master degree courses of the University shall become enrolled students only on completion of all the formalities prescribed by the University from time to time. Late payment of fee and registration shall be permitted by the Dean of the College up to 03 working days only following the date of registration beyond which there shall be no registration and his/her admission shall automatically stand cancelled.
- 3.09(a) At the end of admission process if some seats are still left vacant, change of subjects can be permitted through counselling of desirous students immediately after the last date of registration (after 02 working days).
- 3.09(b) After the change of subjects, vacant seats(s), if any, will be filled up from the merit list on third working day of completion of registration including late payment fee (06 working days) (i.e. on the 06<sup>th</sup> working day of the scheduled day of registration).
- 3.10 The holder of ICAR fellowship may be eligible to change the subject in which they have been awarded fellowship within the time limit stipulated by the University.
- 3.11 An identity card shall be issued to each enrolled student which should be carried by him at all times and be shown whenever required. The students should always quote the I.D. number, while making correspondence with College/University. The identity card should be renewed every year. In the case of loss, duplicate identity card will be issued from the College on payment of prescribed fee.
- I.D. (Identity) number shall be issued within one month of admission of students. It will be represented by an alphabet 'K' a unique code for Chhattisgarh Kamdhenu Vishwavidyalaya followed by a nine digit code. Each digit of the enrolment number would have following meaning.
- i) First digit= Faculty (1 = Veterinary and Animal Husbandry, 2 = Dairy Technology, 3= Fisheries Sciences)
- ii) Second digit = Degree Programme (2 = UG, 3 = PG, 4 = Ph.D.)
- iii) Third-fourth digits = College (Ten numbers from 01 to 20 to be reserved for constituent colleges under different faculties.
- iv) Fifth-sixth digits = Year of admission (If any student is admitted in the year 2013 then the year of admission will be 13)
- v) Seventh-eighth-ninth digits= Serial number of admitted student (e.g. 001 would indicate the serial number of the first admitted student)

*Example* : The example for the ID Number of the first student admitted in any constituent college in the year 2013 would be as follows :

For UG student at College of Veterinary Sci. & A. H., Anjora, Durg: K120113001

For a PG and Ph. D student the second digit would be replaced by 3 and 4, respectively.

The codes of different colleges are as below:

S. No.	Faculty	Degree programme	College	Year of admission	ID No. of first student admitted
1.	Veterinary & A.H.	UG	Anjora, Durg	2013	K120113001
2.	Dairy Technology	UG	Raipur	2013	K220113001
3.	Fisheries	UG	Kawardha	2013	K320113001
4.	Veterinary & A.H.	PG	Anjora, Durg	2013	K130113001
5.	Dairy Technology	PG	Raipur	2013	K230113001
6.	Veterinary & A.H.	Ph.D.	Anjora, Durg	2013	K140113001
7.	Dairy Technology	Ph.D.	Raipur	2013	K240113001

3.12 The number of seats for admission shall be decided by the Academic Council for each academic session.

#### **4.0 Registration by continuing students**

4.01 Students on roll of the University must report physically to the Dean of the College and pay required fee and register the courses prescribed for the semester on the scheduled date. Payment of fee and registration in absentia shall not be permitted.

4.02 Late payment of fee and registration of courses shall be permitted by the Dean of the College up to 07 working days only, following the date of registration. Late registration fee shall be charged for each subsequent day, subject to maximum of seven working days. For repeat students refer to the relevant subsection in the section entitled "Academic standing, continuance, dropping, re-admission of students, award of Certificate of Distinction and substitution of courses".

#### **5.0 Advisory committee**

5.01 Every student shall have an advisory Committee with a Major advisor as Chairman who will be from his major discipline of studies.

5.02 Head of the Department shall constitute the advisory committee. The advisory committee should be finalized in the first semester by sending the proposal in the prescribed format (**Annexure I**) to the Director of Instructions through the Dean of the College for approval, within one month from the date of registration.

5.03 Normally, a major advisor will not be allotted more than two students.

5.04 The composition of Advisory Committee shall be as below:

<i>S.No</i>	<i>Particular</i>	<i>Number</i>
1.	Major Advisor	1
2.	Member from department	1
3.	Member from minor department	1
4.	Member from supporting/other department	1

The Major Advisor in consultation with the Head of the Department may add one member extra depending upon the nature of the programme of work.

5.05 After admission of student, the Major Advisor will maintain up to date academic record of the student and will keep in touch with the academic progress of the student. The Major Advisor shall render suitable advice regarding programme and progress of the student allotted to him. He shall continue to do so till the completion of degree by



- the student. No authority shall entertain any application of the student unless properly recommended by the Major Advisor through the Head of the department.
- 5.06 If a Major Advisor is out of headquarter for more than three months prior to the date of submission of theses of his/her student(s), the next member of the department from his/her Advisory Committee shall be the Major Advisor. The teacher who is going to retire **within two years**, they will not be allotted students.
- 5.07 In case of any change of Major Advisor or committee member, the Head of Department shall submit a proposal through the Dean of the College to the Director of Instructions for approval.
- 5.08 **Eligibility for Advisors and Advisory Committee Member**
- 5.08.01 Associate Professors or equivalent and above shall be eligible as Major Advisor. However Assistant Professors or equivalent having Ph.D. degree and have cleared the probation period will be eligible for Major Advisor.
- 5.08.02 **Assistant Professor and above will be eligible for advisory committee member.**
- 5.08.03 Generally the Major Advisor shall be from the department where student has been admitted.
- 5.09 **Inter Institutional Programme**
- The student may take research work of the thesis in collaboration with an International/National Institute, CSIR and ICAR Institute(s) and Laboratories, any other university or with other organization having advanced research facilities. In this respect a memorandum of understanding (MOU) between the collaborating Institute(s) and the university must be signed. The ICAR/CSIR/State Government Institutions and Centres/Government of India Institutions and Centres and Universities are exempted from MOU. However for nominating Co-advisor or the persons working in Private Institution/International Institutions, paper to be routed through Dean and Advisory Committee and Synopsis to be approved by the Director of Instructions, a formal MOU would be required. Advisory Committee and Synopsis to be approved by the DI, a format MOU would be required.
- MTA (Material Transfer Agreement) if required to be made on approval from DRS.
- The bio-data of advisors shall be assessed by a committee consisting of Director of Instructions, Dean of the College, Head of Department and the Major Advisor.
- a. The Major Advisor shall help in identifying such institute(s).
  - b. A Co-Major Advisor of the Advisory Committee shall be from the collaborating organization(s).
  - c. If a student completes the course work from this University then the Major Advisor shall be from this University and a Co-Major Advisor from sponsoring University/Institution.
  - d. If a student completes the course work from other University/Institution then the Major Advisor shall be from that University/Institution and Co-Major Advisor may be from this University.
  - e. The cases not covered under these rules may be considered by the Vice-Chancellor.
  - f. Student shall submit the progress report of research to the Head of the department through Co-Major Advisor and Major Advisor.
  - g. No Financial aid shall be provided by the University to the student or to the collaborating organization for this purpose.
  - h. The maximum duration to complete degree will remain same.

## 6.0 Curriculum and programme of study

- 6.01 The students admitted in the university shall be required to follow the curriculum and programme of study as prescribed from time to time by the university.
- 6.02 Programme of course work of a student shall be planned by his/her advisory committee considering field of specialization for thesis research work within one month from the date of registration. Major advisor will submit proposal in prescribed format (**Annexure II**) for Programme of Course Work through the Head of the Department, Dean to the Director of Instructions for approval.
- 6.03 Deficiency Courses: On the recommendation of the advisory committee, the student may also be required to take other courses, in which the committee thinks him/her to be deficient, in addition to those required for the degree programme. Such courses will be said to be deficiency courses for him/her. He/She shall not earn credits for such additional deficiency courses. The deficiency courses should be within the course curriculum for the faculty. Requirement of lectures, laboratory/field work for these non credit courses shall be the same as prescribed for the regular courses.
- 6.03.01 Those students who are not coming from mainstream subject shall have to register required deficiency courses during two semesters, which shall be called as pre-requisite year.
- 6.04 Advisory committee may plan the deficiency courses to be prescribed to newly admitted students. The students may be required to offer these deficiency courses before the regular courses or along with the regular courses during course programme.

## 7.0 Course duration, credit requirements and break in studies.

- 7.01 A student is required to complete the duration and credit requirements for the award of Masters' degree as given below:

Duration requirements prescribed above to complete the degree requirement shall be

Duration Requirement (Semesters)		Minimum Credit Requirement							
Minimum	Maximum	Major	Minor/Supporting	Seminar	Total	Thesis/Research	Total Credit	Compulsory Non-Credit courses	
M.Tech. /M.Sc. (Dairying)									
4	8	20	9	5	1	35	20	55	PGS-501, PGS-502, PGS-503, PGS-504, PGS-505, PGS-506
M.V.Sc. Degree									
4	8	28	11*	1	40	20	60	PGS-501, PGS-502, PGS-503, PGS-506	
* the total credit load for Minor & supporting courses will be 11 credits with the minimum requirement of 6 credits for Minor and 3 credits for supporting courses to be selected from any one of the allied subjects as per ICAR PG Curricula and syllabi 2009.									

subject to observance of regulations under the Section entitled "Academic standing, continuance, dropping re-admission of students, award of Certificate of Distinction and substitution of courses".

- 7.02 The semesters cancelled due to failure to register in time, withdrawal, offering of less than permissible credit load, dropping by student himself, use of unfair means and any other reason shall not be counted towards prescribed minimum duration requirements.

7.03 A student shall be eligible to break his studies only on completion of minimum duration of 2 semesters.

7.04 If semester of a student is discontinued as per subsection 7.03 above he/she shall be entitled to resume his studies in the subsequent academic session.

7.05 The total period of gap or discontinuation, as per subsection 7.03 above, should be with adequate justification. However, it shall not exceed 4 semesters.

### **8.0 Medium of Instructions**

8.01 Medium of instructions for all courses in all the faculties shall be English.

### **9.0 Maximum credits, withdrawal, dropping and substitution of course**

9.01 A student shall normally be permitted to register a minimum of 12 and maximum of 18 credits in a semester. Provided that, in III and IV semester, if sufficient courses are not left to fulfil the minimum requirement, this rule of minimum credit load will not be applicable.

9.02 On the recommendation of Chairman/Advisory Committee/Head of the Department, the credit for research can be registered over and above the limit prescribed for the course work. However, this will not count for determining the minimum and maximum credit load.

9.03 The semester of a student, who has offered less than 12 credits in a semester, shall be treated as cancelled and it will not be counted towards minimum duration requirement for Masters' degree. However, it will not apply in case of students covered under Subsection 9.02 above.

9.04 Withdrawal/dropping of courses may be permitted by the Dean of the College on application made by the students, duly recommended by the Major Advisor/ Head of the Department. Dropping/withdrawal of course(s) shall be permitted only within one week from the date of hourly examination.

### **10.0 Attendance requirements**

10.01 Students are required to attend all the theory lectures and practicals conducted in laboratory or field during the semester. A student is required to attend minimum 75% of the scheduled classes starting from his/her date of registration. For this purpose theory and practical classes will be counted separately. Course teacher will essentially notify the attendance of students in the first week of every month under intimation to the Head of the department/ Dean of the College. The shortage of attendance shall be notified by Head of department/Course teacher under intimation to the Dean 7 days prior to the commencement of examination.

10.02 The Dean of the College may condone the shortage of attendance up to 5 per cent on valid grounds on the recommendation of the Head of the Department.

10.03 The students who have registered only the thesis and falls short of attendance, the registration in the thesis be treated as withdrawn.

10.04 Due to withdrawl of the registration (in the thesis) the semester will also not be counted towards minimum residential requirement.

10.05 If a student registered the total research credits but he/she does not submit the thesis due to any reason (Except PG Acd. Regulation 10.3) in the semester, "deffered" grade be awarded in that semester.

10.06 If all the students of a class remain absent in mass from all the scheduled classes for a continuous period, exceeding 10 days in a semester, the semester shall be cancelled and the fee etc., paid by the students shall be forfeited. It will also not count towards duration requirement.

10.07 Regular teaching shall start from the next day after the scheduled date of registration and attendance shall be counted from that day till 7 days preceding the date of

commencement of theory examination. The students who are required to forego classes due to their participation in sports, athletics and other extracurricular activities at Inter Collegiate, Inter University, Inter State and National/ International level, shall be counted as present for the purpose of calculating percentage of attendance on submission of certificate by Dean Student Welfare/ Officer-in-charge who shall also send a copy of list of participating students to Dean of the College. However, the relaxation of attendance on this account cannot exceed more than 10 days.

10.08 Dean of the college shall notify the non-eligibility of students not to appear in the examination 3 days in advance from the commencement of the final theory examination and a notice to this effect shall be displayed on the notice board of the college.

10.09 A student who has completed attendance requirements and fails to appear in the practical or theory examination or in both shall be treated as failed and be awarded zero marks while calculating OGPA in the Semester Report Card/ mark sheet, however, the same will be indicated as “Ab” (for Absent) there in.

**11.0 Minimum credit requirements for award of degree**

11.01 The students will have to register the courses as per point 7.01 from the major department for major courses and from other departments for minor and supporting courses. In addition to the theory course credits, all the credits as per rule No. 7.01 for respective faculties for research must be earned through research programme approved by the Advisory Committee.

11.02 In addition to above a student will be required to offer other subjects prescribed as compulsory in all faculty.

11.03 Student shall be required to offer minor/supporting courses from other departments as recommended by the advisory committee.

**12.0 Mode of examination and evaluation**

12.01 The academic performance and achievements of the students shall be assessed through examination and evaluation of theory and practical work in laboratory or field.

12.02 Paper setting and evaluation of theory papers and practicals shall be internal in both the semesters in all the faculties.

12.03 Examination schedule in a semester and their distribution of marks shall be as below:

S.No.	Name of examination	Marks
(i)	Theory examination	100
	a) One quiz (to be conducted in regular classes)	5
	b) One assignment	5
	c) One hourly examination (to be conducted in regular classes)	15
	d) Final theory examination(80% subjective & 20% objective)	75
(ii)	Practical examination	50

12.04 Evaluation of a student will be done on 10- point grade scale and he/she need to score minimum 60 % marks to pass the each course.

12.05 Deficiency course of U.G. level, if registered by a P.G. student, get satisfactory grade on obtaining 60% or more marks (applicable to both major and minor courses) and less than 60% marks obtained by the student will be considered as unsatisfactory.

12.06 All deficiency courses shall be evaluated internally (by the course teacher as per P.G. regulations).

- 12.07 PG pre-previous students who have failed maximum in 4 deficiency courses will be allowed to move in PG (Previous) on Academic Probation. If, he/she again fails in more than one deficiency courses he/she will be dropped from the roll of the Vishwavidyalaya. If a PG (Previous) student fails in one deficiency course again, he/she will be allowed to move to PG final subject to fulfilling minimum OGPA and abiding other P.G. academic regulations of Vishwavidyalaya.
- 12.08 Answer books of all quizzes, hourly, assignments, practical examinations should be kept under safe custody with the course teacher and the answer books of final theory examinations be kept with the Dean of the College for a period of one year. The course teachers will submit the results of the courses in the prescribed Instructor Result Slip (**Annexure -III**) through the Head of the Department to the Dean of the college.
- 13.0 Academic standing, continuance, dropping, re-admission of students, award of Certificate of Distinction and substitution of courses.**
- 13.01 Continuance of a student as enrolled student of the University shall depend on the fulfilment of the following conditions:
- Continuous satisfactory academic performance;
  - Satisfactory conduct and disciplined behaviour;
  - Satisfactory health and physical capacity to continue the academic activities;
  - Timely payment of prescribed dues/fee to the University and registration of courses
- 13.02 If a student fails to appear in examination either in theory or practical, he/she shall be deemed to have failed in the theory paper or practical as the case may be and shall be awarded zero marks while calculating OGPA in the Semester Report Card/ Marksheet, however, the same will be indicated as “Ab”(for absence) therein.
- 13.03 If a student fails to obtain the minimum overall grade point average (OGPA) of 6 out of 10 in the first year of Masters’ Degree programme at the end of second semesters, he/she shall have to repeat the same class. Entire performance of a repeat student during the previous academic session shall be cancelled and this period shall not be counted for total maximum duration requirements. The academic regulations, courses and fee structure as applicable to freshly admitted students of that year would be applicable to repeat students also.
- 13.04 A student in the pre-requisite year of degree programme failing/dropped in more than 4 courses (theory & practical separately) at the end of the academic session shall have to repeat in the same class. Entire performance of a “repeat” student, during the previous academic session shall be cancelled and shall not be counted for maximum duration requirement. The academic regulations, courses and fee structure as applicable to freshly admitted pre-requisite year students of that session would be applicable to repeat students also.
- 13.05 If repeat student of first year class of Masters’ Degree programme fails to obtain a minimum 6 out of 10 OGPA in two consecutive sessions, he/she will be dropped from the rolls of the university by the Dean of the college.
- 13.06 A student of first year class of Master Degree programme having a minimum OGPA 6 but less than 6.5 at the end of second semesters or one academic session shall be placed on “Academic Probation” and shall be permitted to register the failed/requisite courses (Theory and practical) as may be necessary to raise his/her OGPA up to 6.5 or above, along with the second year courses, when such courses are available during the regular semester programmes.
- 13.07 A student of second year will continue to be treated on “*Academic Probation*” until he/she obtains a minimum of 6.5 OGPA.

- 13.08 The students who are on Academic Probation will register the requisite courses and also attend the classes along with regular students in the beginning of next available semester when the courses are offered and he/she will be required to pay the examination fee of the failed courses in addition to the full fee for the courses of the regular semester as and when decided by the university.
- 13.09 A student of Master degree programme obtaining OGPA of 6.5 on 10 point scale besides fulfilling other requirements shall be eligible for the award of degree.
- 13.10 A student who has completed the requirements for a Masters' degree programme shall be awarded division as below:

<i>S.No.</i>	<i>OGPA</i>	<i>Description of performance (%)</i>	<i>Division</i>
1.	8.50 and above	85 and above	I (with distinction)
2.	7.00 to 8.49	70 to 84.99	I
3.	6.5 to 6.99	65 to 69.99	II

- 13.11 A student who earns OGPA of 8.50 and above shall be awarded a certificate of distinction.
- 13.12 **CLEARANCE EXAMINATION:** A clearance examination shall be held at the end of fourth semester within 30 days of the declaration of the results for the PG students of all faculties. The students may appear in a maximum of up to two failed courses only.
- 13.12.01 The student who has obtained an OGPA above 6.0 will be eligible to appear in the failed courses.
- 13.12.02 Only examination fee of Rs.300.00 per course or as notified by the university will be charged from the student.
- 13.12.03 The question paper will be of 100 marks in Theory and 50 marks for Practical.
- 13.12.04 There will be no compulsion of attending the classes of failed course(s). However the department will offer the course(s) for the failed students.
- 14.0 Conduct of examination and prevention of unfair means**
- 14.01 The Superintendent of examination shall make proper seating arrangements to ensure prevention of using unfair means. The superintendent should ensure that at least one invigilator is posted for every 10 students. Minimum of two invigilators must be posted in each examination hall in order to make proper invigilation. Seating arrangements may be such that two examinees offering different courses, sit one after another.
- 14.02 The University shall appoint flying squad for smooth conduct of examination.
- 14.03 The flying squad shall have the authority to visit any college under its jurisdiction at any time during examinations. It will have the right to check any student in order to prevent use of unfair means during the conduct of examinations. If any student is found guilty of using unfair means, it will take appropriate decision as per rules.
- 14.04 A student appearing in examination is required to keep and show on demand the Identity Card during the course of examination and obey instructions given by the teachers/ invigilators/ members of the flying squad/ Superintendent/ Assistant Superintendent. Otherwise, he/she may be expelled from appearing in the examination.
- 14.05 Students shall not carry any papers, books, notes or mobile phone etc., which might possibly be of assistance to him/her as unfair means in the examination hall. Every student shall handover to the invigilator(s) such papers, books or notes, or mobile phone etc., which he/she may find in possession of the student before start of the examination. The invigilators as well as member of the flying squad, Superintendent

- and Assistant Superintendent can also search the pockets/ clothes of the examinees for any unfair means.
- 14.06 Any student having in his/her possession or accessible to him/her papers, books, notes or mobile phone etc., which might possibly be of assistance to him/ her as unfair means or found giving or receiving assistance or copying from any paper, book, note, mobile phone or allowing any other student to copy from his/her answer books, writing either on blotting papers or any other paper during the examination or using or attempting to use any other unfair means and not informing the invigilator about the notes or any material pertaining to the examination paper found to have been written on the desk or table, or any part of his/her body, clothes etc. shall be liable for punishment.
  - 14.07 No student shall write answers on any paper other than the supplied to him/her by the College/ University.
  - 14.08 If a student is temporarily incapable and/or unable to write the answers himself/herself, the Superintendent may provide a writer to assist the examinee. The writer will be from the ministerial cadre who shall not be a Veterinary/ Dairy Technology student.
  - 14.09 When the invigilator or member of a flying squad, Assistant Superintendent/ Superintendent notices a student indulging in any act of unfair means, he shall seize the paper or book or material if any, from the student or take search of a student in person and shall invariably demand a written statement of the student concerned for using unfair means.
  - 14.10 If a student refuses to give his/her statement, he/she shall be asked to record in writing his/her refusal to give a statement. If he/she refuses to do even that, fact shall be noted duly witnessed by at least one member engaged in invigilation. The invigilator shall however, write his/her remarks on the answer paper and affix his/her signature and the student shall be sent out of the examination hall and shall not be allowed to take further examination in that course.
  - 14.11 The student, found attempting or using unfair means in the semester (first or second) examination shall be declared failed in all the registered and repeat papers of that academic year (both the semesters). Such student shall have to repeat the whole academic year again. The action will be taken by Dean/ Principal of the college with due information to Director of Instructions and Registrar.
  - 14.12 During the course of evaluation if the evaluator reports to the Dean that the student(s) has /have used unfair means, the student(s) shall be declared as failed in that course and he/she can register that course as and when it is offered.
  - 14.13 Students, who walk out from the examination hall in mass just after they receive the question paper or within the scheduled time of examination or abstain from the scheduled examination shall be treated as failed and be awarded zero marks while calculating OGPA in the Semester Report Card/ mark-sheet, however, the same will be indicated as “Ab” (for Absent) therein.
  - 14.14 If a student threatens invigilator/teacher or Assistant Superintendent/ Superintendent /Officer or member(s) of flying squad while using or attempting to use unfair means, he/she shall be liable to be debarred from examination/ registration for a minimum of 2 semesters by the Dean.
  - 14.15 If a student makes signature on his/her answer book or any kind of identification marks, his/her answer book shall be cancelled and he/she will be awarded zero marks in that course.

- 14.16 If a student resorts to measures to disrupt the examination or indulges in impersonation he/she shall be finally dropped from the rolls of the University.
- 14.17 The Dean of the college shall be final authority to award punishment for unfair means. In case of punishment due to use of unfair means no appeal shall be entertained.
- 14.18 The semester(s), which has been cancelled as a punishment shall not be counted towards the residential requirement.
- 14.19 A student with more than one proven case of using unfair means or act of misconduct of serious nature in the examination hall shall be dropped from the rolls of the University by the Dean concerned.

### **15.0 Retotalling of marks**

- 15.01 There shall not be revaluation of answer books.
- 15.02 Retotalling of marks shall be permitted within 7 days from the date of declaration of results and on payment of fee for retotalling as prescribed by the University from time to time.
- 15.03 No retotalling shall be allowed in case of scripts of practical, field work, sessional work, test and project report etc. submitted as a part of the examination.

### **16.0 Written Comprehensive examination**

- 16.01 Conduction
  - 16.01.01 A written comprehensive examination will be conducted on completion of 75 percent of the approved course work with an OGPA of not less than 6.5. It will be conducted in the first month of the third or subsequent semester as per the above mentioned eligibility.
  - 16.01.02 The student shall be eligible for written comprehensive examination by applying through Head of Department to the Dean of the College in a particular semester by paying the prescribed fee.
  - 16.01.03 The written comprehensive examination will involve written examination to be conducted out of the content of major and minor courses. The question paper shall be so designed that these tests judge the overall comprehension of the student in major and minor field.
  - 16.01.04 There will be one question paper of 100 marks (70 for major and 30 for minor field) of three hours duration. The paper will be set internally by head of the department by taking questions(100% subjective type) from each of the course teachers. The sealed question paper should be submitted by the Head of the Department to the Dean of the college.
  - 16.01.05 The Dean of the college will organize the written comprehensive examination for all disciplines at a time.
- 16.02 Evaluation of answer sheet of comprehensive examination.
  - 16.02.01 Answer sheets of comprehensive examination will be evaluated externally.
  - 16.02.02 The Major advisor shall submit a panels of 5 examiners each for major and minor fields. The examiner should not be less than the rank of Associate Professor/ Senior Scientist.
  - 16.02.03 The major advisor will forward the panels in the prescribed format (Annexure IV) through the Head of the Department, Dean of the College to the Director of Instructions for approval of the external examiner one each for Major and Minor subjects in the last month of the second semester of first year.
  - 16.02.04 The Director of Instructions will get the approval of the external examiners from the Vice Chancellor.



- 16.02.05 The sealed answer books will be sent to the approved external examiners for evaluation, which would be done within 15 days of the receipt.
- 16.02.06 Qualifying marks would be 60% separately in major and minor parts. The external examiner will award “S” or “US” grade accordingly in the confidential result slip (Annexure V). The compiled result tabulation sheet of the students of individual subjects would be forwarded by the Dean of the college to the Registrar through the Director of Instructions (Annexure VI). The result will be notified by the Registrar.
- 16.02.07 A student, who abstains from or fails in the written comprehensive examination, shall have to reappear after at least three months by paying the prescribed fee.
- 12.02.08 A student shall be given a maximum of 03 attempts to clear the written comprehensive examination. If the student still fails to clear the examination, admission of such students shall be cancelled. However, he shall be allowed to seek re-admission.

**17.0 Regulation for submission, evaluation of thesis and conduct of viva-voce examination.**

- 17.01 The synopsis of thesis problem of student should be finalized by the students’ Advisory Committee, in the second semester. It should then be submitted in the prescribed format (**Annexure VII**) to the Director of Instructions through Head of Department and Dean for approval after delivering a synopsis seminar by the student in presence of all members of Advisory committee and teachers of the concerned college. Title of research work and treatments shall be thoroughly discussed. The certificate regarding delivery of the synopsis seminar should also be enclosed in prescribed format (**Annexure VIII**)
- 17.02 As soon as the thesis work is completed and data etc. have been processed, student will deliver a thesis seminar before the advisory committee and teachers of the department. If teachers or other students suggest any improvement in the presentation and interpretation of results, the same may be incorporated with the approval of the major advisor.
- 17.03a. A student who has completed the course work in 3<sup>rd</sup> semester, will be eligible to submit thesis in the subsequent (4<sup>th</sup> semester) semester 30 days prior to the date of registration of next semester to the Head of Department/Dean of the College for further processing to enable them to complete their degree programme within fourth semester.
- 17.03b. A student who has registered the courses in 4<sup>th</sup> semester shall be eligible for submission of thesis within seven working days from the date of notification of results of the courses of 4<sup>th</sup> semester.
- 17.04 The Head of Department after consulting the major advisor must submit, thesis seminar delivery certificate (**Annexure IX**), the detailed information of the student in the prescribed format (**Annexure-X**) with a panel of at least 5 expert examiners with their contact/fax numbers e-mail etc. in the prescribed **format (Annexure- XI)** to the Director of Instructions through Dean for approval, one month before submission of the thesis. It should be accompanied by 2 copies of the thesis abstract to facilitate the appointment of thesis examiner. The proposed examiner for the master degree thesis evaluation and viva-voce examination should not be below the rank of Associate Professor or equivalent.
- 17.05 The Director of Instructions will get approval of the external examiner from the Honourable Vice Chancellor.

- 17.06 Student will submit one copy of loose bound thesis to head of the department on or before the prescribed date.
- 17.07 Thesis should be written and typed as per the Manual of Style of thesis writing prescribed by the university and should be duly signed by student, Major Advisor, advisory committee members and head of the department.
- 17.08 Head of the department will forward the thesis to Director of Instructions through Dean of the college.
- 17.09 The thesis submitted by the student shall be sent, by Director of Instructions, confidentially to one specialist external examiner, outside the University for evaluation. The external examiner shall send his report of evaluation (**Annexure-XII**), confidentially to the Director of Instructions. The Director of Instructions will send the evaluated thesis and the report to the Major advisor through the Dean and Head of the Department for incorporation of the suggestions of the examiner if any.
- 17.10 On the recommendation of the advisory committee and on satisfactory completion of prescribed course work, duration requirements, research and thesis requirement the student shall be eligible to appear in final viva-voce examination to be notified by the Director of Instructions and arranged by the Dean/Head of the department. Final viva-voce examination will be conducted by the examination committee.
- 17.11 The thesis submitted in partial fulfilment of the Masters' Degree of the University, shall be read and examined by the examination committee, consisting of the following members:

a.	Major advisor	Chairman
b.	All members of the Advisory committee	Members
c.	One External Examiner appointed by the Director of Instructions for thesis examination	Members
d.	Head of the Department	Member
e.	Dean of the College and/or Director of Instructions	May also participate

- 17.12 The degree shall be awarded on the unanimous recommendation of the Examination committee, in regard to the thesis and the performance of the student in the final viva-voce examination. The recommendations of the committee shall be forwarded by the Chairman, in the prescribed form (**Appendix XIII**) signed by all members of the Committee, along with 4 copies of thesis in hard bound form (along with soft copies in CDs signed by Major Advisor) with thesis abstracts, Confidential Result Slip for Masters Research Credits (**Appendix XIV**), thesis evaluation report (in two copies) and Certificate from the major advisor and the Head of the Department regarding incorporation of the suggestions in the thesis as per thesis evaluation report of the external examiner(**Appendix XV**), to the Dean of the College for its onward transmission to the Director of Instructions.
- 17.13 The Director of Instructions, after verifying the eligibility of the student, will forward one copy of the signed thesis along with all enclosures to the Registrar for notification of the result of the student. After receiving the copy of notification of the result along with the thesis of the student, the Director of Instructions will retain one copy of the thesis for the Vishwavidyalaya library and return the other three copies to the Dean of the college. The Dean of the college will retain one copy for college library and forward the two copies of the thesis to the Head of the Department. The Head of the Department will retain one copy for the Department and the other will be handed over to the concerned student.

- 17.14 When a thesis is not accepted for the award of a degree, a candidate may be permitted to continue/ review the work and will resubmit the thesis, after at least one semester.
- 17.15 The thesis submitted by a student shall become the property of the University. Whenever, any paper from the thesis or data is published, a footnote shall always have to be given stating that the thesis has been submitted for the award of Masters' degree of the Chhattisgarh Kamdhenu Vishwavidyalaya, Durg as a foot note.
- 17.16 Copies of thesis deposited in the University Library shall not be issued on loan for a period of two years from the date of acceptance of thesis.

### **18.0 Regulations of student conduct and discipline**

- 18.01 The students shall obey the rules, regulations and orders of the University authorities for maintenance of discipline. It shall be presumed that students shall comply with these rules. Failure to comply with these rules will make the students liable for disciplinary action including the student's expulsion from the University/College. The decision of the University authority in this regard shall be final and binding on the students and their guardians. All students shall sign a declaration to the effect that he/she shall submit to the disciplinary jurisdiction of the University authorities and shall observe and abide by the rules and regulations made from time to time in this regard and orders passed by the University authorities.
- 18.02 The following shall constitute the acts of discipline, misbehaviour and misconduct on the part of the students.
- 18.02.01 Keeping any fire arms, lethal weapons in the room or out-side and use of these.
- 18.02.02 Keeping or using intoxicants in any room.
- 18.02.03 Ragging, bullying or harassing of students.
- 18.02.04 Demonstrations in any form including processions and meeting.
- 18.02.05 Abusing
- 18.02.06 Use of violence.
- 18.02.07 Showing or causing to show any disrespect to staff members, (employees/officers) of the University, teachers, hostel management and other authorities of the College/University.
- 18.02.08 Disturbing other students in their studies.
- 18.02.09 Damaging any University property.
- 18.02.10 Disorderly behaviour.
- 18.02.11 Organizing meetings other than those authorized by the college/University authorities.
- 18.02.12 Any act specifically and lawfully forbidden by the officers of the University, teachers, hostel management and other authorities of the University/ college.
- 18.02.13 Any other act intended or calculated to cause inconvenience, annoyance, injury or damage to any other student or the employee of the college or University or a guest or visitor of the college/ university.
- 18.02.14 Obstructing the vehicular traffic on the campus and high-ways, misbehaving with teachers and other citizens, looting shops, picking-up quarrels with other citizens and similar other antisocial activities.
- 18.02.15 Taking part in political activities and organizing themselves in groups or associations, which are against the interest of the University and the nation.
- 18.02.16 Disobedience of the rules framed for management of the mess in the hostel.

- 18.03 Any student involved in the act of indiscipline, misbehaviour or misconduct is liable to be punished for the same after giving him reasonable opportunity of self-defence.
- 18.03.01 The teacher/ warden/ advisor has power to admonish, warn or reprimand the students verbally or in writing. A report of such punishment awarded shall be sent in writing to the Dean of the College for record and use, if needed, in future.
- 18.03.02 Teachers of the University and other officers and employees shall prevent the students from misconduct, misbehaviour, breach of discipline or infringement of rules and shall send report in writing to the Dean of the College concerned for further necessary action, in case the matter is beyond their powers of awarding punishment. The Dean, if required, shall report the matter to the Registrar, if it is beyond his/her power to award the punishment.
- 18.03.03 In reported cases of serious nature of the act of indiscipline, misconduct, misbehaviour by the students shall refer to the college disciplinary committee constituted by the Dean of the College. The chairman of the college disciplinary committee should be the Dean and not any senior Professor/staff of the college. This is essential to maintain strict discipline and take immediate action in the matter. Based on the recommendations of the committee Dean shall issue necessary orders of punishment with copies to all concerned officers of the University. Dean Student's Welfare shall be one of the members of the disciplinary committee of all the college of the University. Dean Student's Welfare shall be one of the members of the disciplinary committee of all the constituent colleges of all the faculties in the University. Before awarding punishment, if desired, the parents /guardian of the students should be informed about the established act of discipline.
- 18.04 **Punishments:** Punishment as under will be awarded on the gravity of the misconduct.
- 18.04.01 Levy of punitive fine, individually or in groups up to Rs. 10,000/- depending upon the gravity of the act of indiscipline including ragging. If the fine is not paid, the registration of the student(s) shall be cancelled.
- 18.04.02 Dismissal from the hostel.
- 18.04.03 Temporary suspension from the University/College.
- 18.04.04 Expulsion from the University/college up to rustication.
- 18.04.05 Placing the student on CONDUCT PROBATION. If the student is involved in the violation of the rules and regulations of the University or found involved in any act of indiscipline as established and reported (with reasons) in writing by the disciplinary committee, he/she may be placed on CONDUCT PROBATION by the concerned Dean for a specific period, which could be for the entire degree programme. During the period of this conduct probation the student shall stand debarred from representing the college or University in any meet, tournament, youth festival, cultural competition, railway concession etc. and shall also remain suspended from any stipend/scholarship/fellowship. In case of conduct probation of the student for entire degree programme, it may be reviewed after one year by the Dean of the College in consultation with the disciplinary committee. If during the conduct probation the student further indulges in the act of indiscipline he/she shall be rusticated by the Dean of the College.
- 18.04.06 The loss or damage to any property/ equipment of the campus as a result of demonstration/strikes resorted to by the students, shall be recovered either directly from the persons specifically identified where possible, or else collectively from

such group of students which are responsible for organizing the demonstrations/strike. The powers of awarding punishment to the students shall be vested with the Deans of the Colleges whose decisions shall be final and binding except in case of expulsion for one full semester or a longer period and rustication from the University. In such cases expulsion or rustication will be effected as per the regulations laid down in the next section.

18.05 **Regulations regarding expulsion or rustication from University**

- 18.05.01 Expulsion implies removal of the student from the college rolls for a period of one semester or more where rustication amounts to permanent removal of the student from the University rolls.
- 18.05.02 Under the existing rules and regulations of the University, expulsion of a student in the first semester or second semester of a year amounts to his/her expulsion for both the semesters. In either of these cases the expulsion amounts to removal of the student from the college for a period of one year. On the other hand, if a student continuing in the second semester of one year is expelled for two semesters, it implies his removal from the college for two years. If such a student is expelled for three semesters, still it will amount to his/her removal from the college for a period of two years.
- 18.05.03 The Dean on the basis of established charges against a student as per report of the college disciplinary committee shall have the powers to expel or rusticate a student for sufficient reasons including acts of indiscipline and misconduct inside or outside the college in consultation with Dean Student's Welfare.
- 18.05.04 The cases of expulsion and rustication shall be communicated to the Registrar by the Dean of the constituent college immediately after expulsion or rustication.
- 18.05.05 The Dean may revise his decision within 15 days of the date of passing order of expulsion or rustication on an appeal by the student(s). The revised decision together with reasons shall be communicated to the Registrar for placing before the Vice-Chancellor.
- 18.05.06 If no revision takes place, the student/students may appeal to the Vice-Chancellor for redressal of the grievances when punishment amounts to rustication from the University.
- 18.05.07 The Registrar should notify the order of expulsion/rustication of the student from the constituent college immediately after the expiry of 15 days period allowed to the Dean for revision of the decision.
- 18.05.08 When facts come to the knowledge of the Vice-Chancellor, which makes him think that the order of the Dean requires revision, the Vice-Chancellor may revise the order of the Dean. The revised decision together with reasons shall be communicated to the Dean. The decision of the Vice-Chancellor shall be final.

## 19.0 Calculation of OGPA\*

Particulars	Symbol	Formula	I	II	III	IV	V	VI	Total
Credits			1(1+0)	1(0+1)	2(1+1)	3(2+1)	4(3+1)	4(2+2)	15
Marks obtained in theory out of 100	A	-	62	-	62	70	56	40	-
Marks obtained as per credit	B	$B = \frac{A \times \text{Theory credits}}{2}$	31	-	31	70	84	40	-
Marks obtained in practical out of 50	C	-	-	30	40	36	28	30	-
Marks obtained as per practical credit	D	$D = \frac{C \times \text{Practical credits}}{\text{Practical credits}}$	-	30	40	36	28	60	-
	E	$E = B + D$	31	30	71	106	112	100	-
	F	$F = 50 \times \text{credits}$	50	50	100	150	200	200	-
	G	$G = E/F$	0.62	0.60	0.71	0.7066	0.56	0.50	-
Percentage	H	$H = G \times 100$	62	60	71	70.66	56	50	-
Grade Point	I	$I = H/10$	6.2	6	7.1	7.06	5.6	5	-
Credit point	J	$J = I \times \text{credits}$	6.2	6	14.2	21.18	22.4	20	89.98
OGPA	K	$K = \frac{\text{total } J}{\text{Total credits offered}}$	-	-	-	-	-	-	5.99

\* Benefit of rounding off does not apply in calculation of OGPA

\* (1+0) : (Theory credits + Practical credits)

**20.0 Receipt of Academic Regulations**

A receipt of Academic Regulations shall be obtained duly signed by each student at the time of admission in a standard format as below:

**RECEIPT TO BE SIGNED BY THE STUDENTS**

I \_\_\_\_\_, S/o \_\_\_\_\_  
Resident of Village /town \_\_\_\_\_ District \_\_\_\_\_  
Now a student of the Class \_\_\_\_\_ of the College of  
\_\_\_\_\_ hereby acknowledge receipt of the  
Academic Regulations 2013 today the \_\_\_\_\_ day of \_\_\_\_\_  
20\_\_.

I also, hereby declare that I shall submit myself to the disciplinary jurisdiction of the College and the University and shall observe and abide by these rules and such other rules, revised/added/ amended from time to time.

Date

Signature of the student

**ANNEXURE- I**

**Department of** \_\_\_\_\_

**College of** \_\_\_\_\_

**To,**

**The Director of Instructions,**

**C.G.K.V., Durg (C.G.)**

Through: Dean, \_\_\_\_\_

Sub: Proposal for advisory committee of Masters Degree Programme

Following advisory committee is proposed for Mr./Ms. \_\_\_\_\_

Roll No. \_\_\_\_\_ admitted during academic session 20 - 20 in the  
subject \_\_\_\_\_

S.No.	Particular	Name of the faculty member	Designation and department
1.	Major Advisor		
2.	Member from major department		
3.	Member from minor department		
4.	Member from supporting/other department		
5.			

Submitted for kind approval.

Date

**Signature of Head of the Department**



**ANNEXURE- II**  
**CHHATTISGARH KAMDHENU VISHWAVIDYALAYA, DURG (C.G)**  
**PROGRAMME OF COURSE WORK FOR POST GRADUATE STUDIES**

To,  
**The Director of Instructions,**  
 C.G.K.V.,  
 DURG (C.G.).

The committee in charge of work of \_\_\_\_\_ admitted to M.V.Sc./M.Tech./M.Sc. programme in the College of \_\_\_\_\_ & majoring in \_\_\_\_\_ after a conference with him, submit the following statement and recommendations:

Field of investigation for thesis:

His Minor & Supporting fields:

ACADEMIC QUALIFICATIONS PRIOR TO JOINING THE UNIVERSITY

Class/Degree	Year of Passing	Division	% Marks	University/Board	Major Subject
X					
XII					
UG					

UNDERGRADUATE PREPARATION FOR THE MAJOR AND MINOR FIELDS

S.No.	Course or Subjects taken	Course No.	Credit	Marks %	
				Theory	Practical
	<u>Major</u>				
	<u>Minor/ Supporting:</u>				

PREVIOUS POST- GRADUATE TRAINING IF ANY FOR MAJOR & MINOR FIELDS

Courses/ Subjects	Course No.	Credit Hours	Marks out of 100

COURSES TO BE COMPLETED BY THE STUDENT TO MEET POSTGRADUATE REQUIREMENT

Classification of courses	Course No.	Titles of the Courses	Credits Hr
1. Deficiencies to be Completed			
2. Major courses			
3. Supporting major courses			
4. Minor/supporting courses			
5. Compulsory non-credit courses			

Total credits

(Major + Seminar + Research)=	
(Minor+Supporting)=	
Grand total	

**ADDITIONAL INFORMATION BIO-DATA**

Name:

Father's Name:

Date of Birth :

Language Profile:

Category:

Extra Curricular Activities:

Training Experience:

Permanent Address:

**ADVISORY COMMITTEE**

**Major Advisor :** \_\_\_\_\_  
**& Chairman**

**Members:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Forwarded in **quadruplicate** to the Director of Instructions, CGKV, Durg (C.G)

\* the student's bio-data must appear on the page of approval.

**Head of Department / Section** \_\_\_\_\_

**Dean** \_\_\_\_\_

Approved / Not Approved and Returned

**Director of Instructions, C.G.K.V., Durg (C.G.)** \_\_\_\_\_

**ANNEXURE III**

**CHHATTISGARH KAMDHENU VISHWAVIDYALAYA**

**COLLEGE OF** \_\_\_\_\_

**DEAN/REGISTRAR**

**INSTRUCTOR RESULT SLIP**

Class: MVSc/MTech/MSc (Previous/Final) Session: 20 - Semester: I/II

Course No. Title: Cr. Hrs.: +

M.M.: Th(100)Pr(50)

S. N.	Roll No.	Marks obtained in Theory(100)										Marks obtained in Practical (50)	
		Quiz (05)		Assignment (05)		Hourly (15)		Final Exam (75)		Total (100)			
		Fig	Words	Fig	words	Fig	words	Fig	words	Fig	words	Fig	words

Name of Examiner:

Date:

**Signature of Examiner**

**Signature of HOD/In-Charge**

(Kindly submit the total marks in round figure only)

**ANNEXURE IV**

Department of \_\_\_\_\_  
College of \_\_\_\_\_  
**Chhattisgarh Kamdhenu Vishvavidyalaya, Durg**

CONFIDENTIAL

To,  
**The Director Instructions**  
**Chhattisgarh Kamdhenu Vishvavidyalaya,**  
**Durg**

Subject : Appointment of the External examiner for Written Comprehensive Examination of  
Mr/Ms \_\_\_\_\_, ID No. \_\_\_\_\_ for MVSc/M.Tech/M.Sc.(Dairying)

In reference to above please find herewith the panel of examiners for approval.

For Major Subject

<b>S.No</b>	<b>Name of the examiner with designation</b>	<b>Postal Address</b>	<b>Phone/Fax/E mail ID</b>
<b>1</b>			<i>Phone (Off)</i> <i>Phone(Res)</i> <i>Fax</i> <i>E mail</i>
<b>2</b>			
<b>3</b>			
<b>4</b>			
<b>5</b>			

For Minor subject

<b>S.No</b>	<b>Name of the examiner with designation</b>	<b>Postal Address</b>	<b>Phone/Fax/E mail ID</b>
<b>1</b>			<i>Phone (Off)</i> <i>Phone(Res)</i> <i>Fax</i> <i>E mail</i>
<b>2</b>			
<b>3</b>			
<b>4</b>			
<b>5</b>			

**Signature and name of the Major Advisor**

**Head of the Department**

**Dean**

**ANNEXURE V**

*Proforma for Confidential Result Slip of Comprehensive Examination (Written)*  
College of \_\_\_\_\_

**CHHATTISGARH KAMDHENU VISHWAVIDYALAYA  
DURG (C.G.)**

**CONFIDENTIAL RESULT SLIP**  
**M.V.Sc./M.Tech./M.Sc. Comprehensive Examination (Written)**  
**Major/ Minor Subject**

**Academic Year** \_\_\_\_\_  
**Majoring Discipline** \_\_\_\_\_

S.No.	Roll No.	Marks obtained Out of 70/30		Result (S/US)
		In figure	In words	

\*60% and above = Satisfactory(S); Less than 60%=Unsatisfactory(US)

\*Strike which ever is not applicable

**Name & Signature of External Examiner**

(Kindly submit the total marks in round figure only)

**ANNEXURE VI**

*Proforma for sending result of Comprehensive Examination (Written)*

College of \_\_\_\_\_

**CHHATTISGARH KAMDHENU VISHWAVIDYALAYA  
DURG (C.G.)**

*Tabulation Sheet*

*M.V.Sc./M.Tech./M.Sc.*

*Academic Session :*

*Semester I/II*

S.No.	Roll No.	Majoring Discipline	Marks secured		Result S/US
			Major Out of 70	Minor Out of 30	

60% and above = Satisfactory(S); Less than 60%=Unsatisfactory(US) separately for major and minor

Prepared by :

Checked by:

**Dean**

**Director of Instructions**

**Registrar**

**ANNEXURE-VII**

**CHHATTISGARH KAMDHENU VISHWAVIDYALAYA, DURG (C.G.)**

**Synopsis of Thesis Problem of Post-graduate (M.V.Sc./M.Tech./M.Sc.) Student**

**Department of** \_\_\_\_\_

**College of** \_\_\_\_\_

**Name of the student** :  
**I.D. No.** :  
**Roll No.** :  
**Permanent Address** :  
**Major Subject** :  
**Minor Subject** :  
**Semester and year of Admission** :  
**Major Advisor** :  
**Title of the Research Problem** :  
**Objectives** :

**Technical Programme of Work:**

**Location of work** : Department of \_\_\_\_\_ College of \_\_\_\_\_

**Experimental Design:**

**Statistical Analysis:**

**Collaboration with other departments:**

**References:**

**ADVISORY COMMITTEE**

**Major Advisor** : \_\_\_\_\_  
**& Chairman**

**Members:** 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

Forwarded in **quadruplicate** to the Director of Instructions, CGKV, Durg (C.G)

**Head of Department / Section** \_\_\_\_\_

**Dean** \_\_\_\_\_

Approved / Not Approved and Returned

**Director of Instructions, C.G.K.V., Durg (C.G.)**\_\_\_\_\_

**ANNEXURE VIII**

**Certificate of delivery of synopsis seminar**

Certified that \_\_\_\_\_ M.V.Sc./M.Tech./M.Sc. student I.D.  
No. \_\_\_\_\_ of \_\_\_\_\_ College of \_\_\_\_\_ majoring  
in \_\_\_\_\_ discipline has delivered his synopsis seminar on  
\_\_\_\_\_ during I/II semester of academic session \_\_\_\_\_

**Major Advisor**



## ANNEXURE IX

### Certificate of Delivery of Thesis Seminar

Certified that Shri/Ku\_\_\_\_\_ M.V.Sc./M.Tech./M.Sc. student I.D. No.\_\_\_\_\_of \_\_\_\_\_ College of\_\_\_\_\_majoring in\_\_\_\_\_ discipline has delivered his thesis seminar on \_\_\_\_\_ during I/II semester of academic session\_\_\_\_\_. All suggestions have been incorporated in the thesis.

Name and Signature

1. Major Advisor and Chairman
2. Member
3. Member
4. Member

## ANNEXURE X

### Details of student to be sent with the Panel of Thesis Examiner and Thesis abstract

1. Name of the student:
2. I. D. Number:
3. College:
4. Date of first registration:
5. Whether regular or in-service student:
6. Title of thesis
7. Major Subject
8. Date of approval of advisory committee:
9. Whether course credit completed or not:
10. The OGPA of course credits
11. Ratio of credits of major and minor/supporting
12. Expected date of submission of thesis:
13. If submitted after due date, whether permitted to that extent:
14. Date of oral comprehensive examination:
15. Result of oral comprehensive examination:

\*14 and 15 relates to Ph.D. students

Major Advisor: Name and signature

Members of advisory committee: Names & Signature

Whether panel of examiner submitted: Yes/No

**Head of the Department**

**ANNEXURE- XI**

**Department of** \_\_\_\_\_

**College of** \_\_\_\_\_

**Chhattisgarh Kamdhenu Vishvavidyalaya, Anjora ,Durg**

**CONFIDENTIAL**

To,

**The Director Instructions**

**Chhattisgarh Kamdhenu Vishvavidyalaya,**

**,Durg**

Subject : Appointment of the External examiner for \_\_\_\_\_, ID No. \_\_\_\_\_  
for M.V.Sc./M.Tech./M.Sc.

In reference to above please find enclosed herewith the details of the student along with 4 copies of the thesis abstract for the appointment of the thesis examiner along with the panel of examiners. The title of the thesis is

---

Signature and name of the Major Advisor

Enclosed :

Detail of the student

4 copies of the abstract

Panel of examiner

**Head of the Department**

**Dean**

**Panel of examiner for thesis Evaluation & Viva-voce**

**Name of the student:**

**I.D.No.:**

**Programme: M.V.Sc./M.Tech./M.Sc. Majoring Discipline** \_\_\_\_\_

<i>Thesis Title</i>			
<b>Major Subject:</b>			
<b>S.No</b>	<b>Name of the examiner with designation</b>	<b>Postal Address</b>	<b>Phone/Fax/E mail ID</b>
<b>1</b>			<i>Phone (Off)</i> <i>Phone(Res)</i> <i>Fax</i> <i>E mail</i>
<b>2</b>			<i>Phone (Off)</i> <i>Phone (Res)</i> <i>Fax</i> <i>E mail</i>
<b>3</b>			<i>Phone (Off)</i> <i>Phone (Res)</i> <i>Fax</i> <i>E mail</i>
<b>4</b>			<i>Phone (Off)</i> <i>Phone(Res)</i> <i>Fax</i> <i>E mail</i>
<b>5</b>			<i>Phone (Off)</i> <i>Phone (Res)</i> <i>Fax</i> <i>E mail</i>

**Head of the Department**

ANNEXURE- XII



CHHATTISGARH KAMDHENU VISHWAVIDYALAYA, DURG

DIRECTORATE OF INSTRUCTIONS

Format for Examiner's Report on M.V.Sc. /M.Tech. /M.Sc. Thesis  
(Report should be submitted in duplicate)

Academic Year.....

1. Name of the Student \_\_\_\_\_
2. Subject \_\_\_\_\_
3. College \_\_\_\_\_
4. Thesis title \_\_\_\_\_

**A. Technical Evaluation of Thesis**

1. Review of Literature \_\_\_\_\_
2. Research Techniques or Methodology \_\_\_\_\_
3. Result and their Interpretation \_\_\_\_\_

**B. Presentation of Data**

1. Clarity of Expression \_\_\_\_\_
2. Tabulation and Summarization of Data \_\_\_\_\_
3. Illustration, Curves, Graphs, Histogram, Photographs etc. \_\_\_\_\_

**C. Language and Grammar**

1. Correctness \_\_\_\_\_
2. Punctuation etc. \_\_\_\_\_
- Suggested Improvements \_\_\_\_\_

**D. General remarks about the thesis including items not covered above like selection of the subject practical application modification and suggestions for further work etc.**

**E. Whether the thesis should be accepted or not:**

1. If accepted whether with modification \_\_\_\_\_
2. If not accepted, suggestions for rewriting, further work, resubmission \_\_\_\_\_
3. Whether this research is a valid contribution toward the betterment of Veterinary Science /Dairy Technology if so, in what respect. \_\_\_\_\_

Name and Address of Examiner

Signature of Examiner

**ANNEXURE XIII**

**Chhattisgarh Kamdhenu Vishvavidyalaya, Durg**

**CERTIFICATE OF THESIS AND VIVA VOCE EXAMINATION OF**

**M.V.Sc./M.Tech./M.Sc.**

This is to certify that the thesis entitled -----  
-----

submitted by Shri/Ku./Smt./-----

student of M.V.Sc./ M.Tech./M.Sc. Final year class in partial fulfillment of requirements of M.V.Sc./ M.Tech./M.Sc. in the Department of ----- has been examined by us. The candidate was examined orally by us on date -----. The thesis and his/her performance in the viva-voce examination has been found satisfactory/Un-satisfactory. We recommend/do not recommend the acceptance of the thesis.

Signature of the External Examiner

Name -----

Address -----

Member's signature

- 1.
- 2.
- 3.
- 4.

**Signature of Major Advisor**

Forwarded to : The Dean for favour of further necessary action.

**Head of Department**

Forwarded to : The Registrar, CGKV, Durg for further necessary action.

**Dean**

College of \_\_\_\_\_

**APPENDIX XIV**

**CHHATTISGARH KAMDHENU VISHWAVIDYALAYA**

**COLLEGE OF \_\_\_\_\_**

**DEAN/REGISTRAR**

**CONFIDENTIAL RESULT SLIP**

Class: MVSc/MTech/MSc (Final) Session: 20 - Semester: I/II

Course No. Title: Masters Research Cr. Hrs.: 0 + \_\_\_\_\_

Majoring Discipline \_\_\_\_\_

S.No.	Roll No.	Title of the thesis	Result S/US

Name:

**Signature of External Examiner**

Date:

**ANNEXURE XV**

**CERTIFICATE FOR INCORPORATION OF SUGGESTIONS IF ANY OF THE EXTERNAL EXAMINER**

DEPARTMENT OF \_\_\_\_\_  
COLLEGE OF \_\_\_\_\_

**CERTIFICATE**

Certified that the thesis viva-voce in respect of \_\_\_\_\_

I.D. No. \_\_\_\_\_ student of Ph.D. in the discipline \_\_\_\_\_

has been conducted by external examiner on \_\_\_\_\_. The necessary corrections have also been incorporated in the thesis as per the comments/suggestions made by the advisory committee and/or external examiner.

Three copies of his/her thesis in hard bound form along with CDs (signed by major advisor) are being forwarded to the Dean through Head of the Department for its onward transmission to the vishwavidyalaya.

Dated:

**Name and Signature**

**Major Advisor**



**FORMAT- 1**

**OFFICE OF THE DEAN**

**COLLEGE OF** \_\_\_\_\_

**CERTIFICATE**

This is to certify that \_\_\_\_\_ I. D.  
No. \_\_\_\_\_ Roll No. \_\_\_\_\_ M.V.Sc./M.Tech./M.Sc. student majoring  
in \_\_\_\_\_ discipline was bonafide student during  
\_\_\_\_\_ of this college.

**Dean**

**(To be enclosed with the thesis submitted in hard bound form during onward transmission to  
the Vishwavidyalaya)**

**FORMAT- 2**

**COURSE COMPLETION VERIFICATION CERTIFICATE FOR**

**MVSc/M.Tech./M.Sc. Student**

1. Name of student (in english) :
2. I.D.No.of the student :
3. Subject of the major study :
4. O.G.P.A. at the end of the course :  
programme (Out of 10.00 Scale )

5. Details

Passed/ earned credit

- A. Credits of Major Courses :
- B. Credits of Minor Courses :
- C. Credits of Thesis work :
- D. Total Credits of Course work : A+B

Thesis accepted or not accepted :

Title of Thesis :

The candidate has completed the M.V.Sc./M.Tech./M.Sc. in \_\_\_\_\_  
in \_\_\_\_\_ semesters.

The total requirements of the programme have been, completed in the I/II semester of the session  
\_\_\_\_\_

Forwarded to: The Registrar, C.G.K.V, Durg for necessary action.

**Dean**

(To be enclosed with the thesis submitted in hard bound form during onward transmission to the Vishwavidyalaya)

**FORMAT- 3**

**CHHATTISGARH KAMDHENU VISHWAVIDYALAYA**

**COLLEGE OF \_\_\_\_\_**

**DEAN/REGISTRAR**

**INSTRUCTOR RESULT SLIP**

Class: MVSc/MTech/MSc (Final) Session: 20 - Semester: I/II

Course No. Title: **Masters Research** Cr. Hrs.: 0 +\_\_\_\_

Majoring Discipline \_\_\_\_\_

S.No.	Roll No.	Result

Name:

Date:

**Signature of Major Advisor**

**Signature of HOD/In-Charge**

**FORMAT- 4**

**CHHATTISGARH KAMDHENU VISHWAVIDYALAYA**

**COLLEGE OF \_\_\_\_\_**

**DEAN/REGISTRAR**

**INSTRUCTOR RESULT SLIP FOR NON CREDIT COURSE**

Class: MVSc/MTech/MSc (Final) Session: 20 -

Semester: I/II

Course No.

Title:

Cr. Hrs.: 0 +\_\_\_\_\_

Majoring Discipline\_\_\_\_\_

S.No.	Roll No.	Result (S/US)

Name:

Date:

**Signature of Major Advisor**

**Signature of HOD/In-Charge**