

# UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOT

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No. R/UHSB/ AC-35/ *43* / 2022-23

Date: 13.04.2023

## NOTIFICATION

- Sub :** Publishing of Post-Graduate Degree Programmes-Academic Information and Regulations 2022-23 as per the BSMA recommendations reg.
- Ref :** 1) Minutes on Item No: 01,31 and 32 of 35<sup>th</sup> meeting of Academic Council held on 10.01.2023  
2) Recommendation of the Dean (PGS), UHS, Bagalkot  
3) Approval of the Director of Education, UHS, Bagalkot  
4) Orders of the Hon'ble Vice Chancellor, UHS, Bagalkot

In pursuance of the above references, the “**Post Graduate Degree Programmes –Academic Information and Regulations 2022-23**” is hereby notified as enclosed in Annexure. These regulations are applicable from the academic year 2022-23 and onwards.

By Order,

  
**REGISTRAR**  
**REGISTRAR**  
**UHS, BAGALKOT.**

### Enclosure: Annexure

- To:** 1. All the members of the Academic Council  
2. All the Deans of UHS, Bagalkot  
3. The Director, SC/ST cell, UHS, Bagalkot  
4. The Controller of Examination, CEEU, UHS, Bagalkot  
5. All Academic Units/ Account Sections of UHS, Bagalkot  
6. The Personal Secretary to the Hon'ble Vice-Chancellor, UHS, Bagalkot  
7. Notice Board- Concerned Colleges, UHS, Bagalkot

**Copy to:** The University Librarian, UHS, Bagalkot with a request to upload the same in the University website

**Copy submitted for kind information to:** The Director of Education, UHS, Bagalkot



# **UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOT**

**POST GRADUATE DEGREE PROGRAMMES**

**ACADEMIC INFORMATION AND  
REGULATIONS – 2022-23**

(Semester System)

**DIRECTORATE OF POST GRADUATE STUDIES,  
UNIVERSITY OF HORTICULTURAL SCIENCES,  
BAGALKOT -587104**

**2022 - 23**

**UNIVERSITY OF HORTICULTURAL SCIENCES,  
BAGALKOT**

**POST GRADUATE DEGREE PROGRAMMES**

**ACADEMIC INFORMATION AND  
REGULATIONS - 2022-23**

<b>Year of publication</b>	<b>:</b>	<b>2022-23</b>
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## **CONTENTS**

<b>Regulation No.</b>	<b>Particulars</b>	<b>Page No.</b>
<b>01</b>	<b>Title</b>	<b>1</b>
<b>02</b>	<b>Definitions</b>	<b>1</b>
<b>03</b>	<b>Postgraduate Degree Programmes</b>	<b>3</b>
<b>04</b>	<b>Eligibility for admission</b>	<b>3</b>
<b>05</b>	<b>Duration of Programmes</b>	<b>5</b>
<b>06</b>	<b>Residential Requirements</b>	<b>5</b>
<b>07</b>	<b>Admission</b>	<b>6</b>
<b>08</b>	<b>Registration and Cancellation of Admission</b>	<b>8</b>
<b>09</b>	<b>Fees</b>	<b>10</b>
<b>10</b>	<b>Credit Requirement and Maintenance of Satisfactory Progress</b>	<b>12</b>
<b>11</b>	<b>Attendance</b>	<b>16</b>
<b>12</b>	<b>Research Topic and Advisory Committee</b>	<b>16</b>
<b>13</b>	<b>Plan of Work</b>	<b>19</b>
<b>14</b>	<b>Programme of Research</b>	<b>19</b>
<b>15</b>	<b>Examination and Evaluation</b>	<b>20</b>
<b>16</b>	<b>Thesis and Final Examination</b>	<b>27</b>
<b>17</b>	<b>Time Limit for Completion of the Degree</b>	<b>31</b>
<b>18</b>	<b>Seminar</b>	<b>31</b>
<b>19</b>	<b>Colloquia</b>	<b>32</b>
<b>20</b>	<b>Merit Scholarship and other Financial Assistance</b>	<b>32</b>
<b>21</b>	<b>Conduct of Examination and Prevention of Malpractices</b>	<b>39</b>
<b>22</b>	<b>Maintenance of Discipline among the students</b>	<b>42</b>
<b>23</b>	<b>Gold Medal</b>	<b>44</b>
<b>24</b>	<b>Approval of Results and Issue of Certificates</b>	<b>45</b>
<b>25</b>	<b>Convocation – Annual and Special</b>	<b>45</b>
<b>26</b>	<b>Amendment or Cancellation of Result</b>	<b>45</b>
<b>27</b>	<b>Savings</b>	<b>46</b>

**UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOT  
POST GRADUATE DEGREE PROGRAMMES  
ACADEMIC INFORMATION AND REGULATIONS – 2022-23**

**1.0 TITLE**

The Academic Regulations shall be called *“The University of Horticultural Sciences, Bagalkot, Academic Information and Regulations 2022-23 Governing Post Graduate Degree Programmes under Semester System”*. These Academic Information and Regulations of University of Horticultural Sciences, Bagalkot 2022-23 shall come into force from the academic year 2022-23 and shall be applicable to the PG students admitted for the academic year 2022-23 and onwards.

**2.0 DEFINITIONS**

**2.1 Academic Year:** An academic year is a period during which a cycle of study is completed. It shall consist of two Semesters.

**2.2 Semester:** A semester shall consist of a minimum of 21 weeks with not less than 120 working days including 110 instructional days and 10 final examination days at the end of each semester.

**2.3 Curriculum:** A series of courses designed to provide learning opportunities to meet the requirements for a Post graduate degree.

**2.3.1** Courses with 500 series are applicable for Master’s Degree Programme and 571 representing Qualifying Examination, 581 Seminar-I, 582 Seminar-II and 591 Research.

**2.3.2** Courses with 600 series are applicable for Ph.D. Degree Programme and 671 representing Qualifying Examination, 681 Seminar-I, 682 Seminar-II, 683 Seminar-III and 691 Research. A Ph.D. student shall register courses with 500 series on recommendation of the advisory committee, provided the student has not undergone similar course during his/her Master degree.

**2.4 Course:** A course is a unit of instruction or segment of subject matter as specified in course calendar to be covered in a semester. It shall have a specific number, title and credit hours.

**2.5 Credit Hours (Course Credit):** A measure of quantity of work done in a course. One credit represents one hour of lecture or 2½ hours of laboratory or field work per week for a semester. Non-credit courses are non load courses where grades are not expressed on 10 point scale and are graded as satisfactory or non-satisfactory.

**2.6 Course Load:** The number of credit hours a student can register in a semester.

**2.7 Grade Point of a Course (GP):** A measure of quality of work done in a course to meet the requirement in a semester. It is computed by dividing the percentage of marks obtained in a course by 10. It shall be expressed on a 10-point scale up to second decimal place.

**2.8 Course Credit Point:** A course credit point is a product of course credit and grade point secured by a student in a course which shall be expressed up to second decimal place.

**2.9 Grade Point Average (GPA):** It is a measure of quality of work done in a semester. It is a quotient between the total course credit points secured by a student in various courses registered and the total course credits registered during that semester. It shall be rounded off to the second decimal place.

**2.10 Cumulative Grade Point Average (CGPA):** It is the cumulative performance of a student in all the courses taken during all the preceding semesters. CGPA is computed by dividing the total credit points earned by a student in all the courses taken from the beginning of the first semester by the total number of course credits registered up to the end of a specified semester. It shall be rounded off to the second decimal place.

**2.11 Overall Grade Point Average (OGPA):** It is a measure of the overall performance of a student on completion of the degree programme. It is computed by dividing the total number of course credit points earned by a student in all the semesters by the total number of credit hours registered in all the semesters by a student and rounded off to the second decimal place.

#### 2.12 Grade point/Symbol for the registered course

Sl. No.	Grade Point/ Symbol obtained	Result	Value
1	6.50 and above for M.Sc. } 7.00 and above for Ph.D. }	Pass	GP as defined above
2	"F" Less than 6.50 for M.Sc. } Less than 7.00 for Ph.D. }	Fail	Zero
3	"SA"	Shortage of Attendance	Zero
4	"IC"	Incomplete	-
5	"S"	Satisfactory	-
6	"US"	Unsatisfactory	-
7	"IQE"	Incomplete Qualifying Examination	-
8	"NST"	Non-submission of Thesis	-

**2.13 Percentage of Marks:** OGPA expressed in percentage, which is obtained by multiplying the OGPA with 10.

**2.14 Academic Management Software (AMS)** is the digital online management system where registration process, grade entry, grade card, PG forms and notifications are managed on timeline involving students, teachers, major advisors, members of advisory committees, PG Coordinators, Head of Department (HODs), councillors, Wardens, Assistant Comptrollers, Assistant Registrars, Deans, ACCOs, Technical Assistants/Officers, Dean Post Graduate Studies (PGS), Director of Education (DOE), Registrar and Honourable Vice chancellor.

### **3.0 POSTGRADUATE DEGREE PROGRAMMES**

The Programmes of Postgraduate education in the University consist of -

- (1) Doctor of Philosophy - Ph.D. (Hort.) / Ph. D in respective disciplines
- (2) Master of Science - M.Sc. (Hort.) in respective disciplines

Master's and Doctoral degree Programmes.

- M.Sc.(Hort.)/ Ph. D. (Hort.) Vegetable Science
- M.Sc.(Hort.)/ Ph. D. (Hort.) Fruit Science
- M.Sc.(Hort.)/ Ph. D. (Hort.) Floriculture and Landscaping
- M.Sc.(Hort.)/ Ph. D. (Hort.) Plantation, Spices, Medicinal and Aromatic Crops
- M.Sc.(Hort.)/ Ph. D. (Hort.) Postharvest Management

Stand Alone Master's and Doctoral degree Programmes.

- M.Sc.(Hort.) in Entomology/ Ph. D. in Entomology
- M.Sc.(Hort.) in Plant Pathology/ Ph. D. in Plant Pathology
- M.Sc.(Hort.) in Genetics and Plant Breeding/ Ph. D. in Genetics and Plant Breeding
- M.Sc.(Hort.) in Molecular Biology & Biotechnology/ Ph. D. in Molecular Biology & Biotechnology
- M.Sc.(Hort.) in Soil Science

“Academic Management Software (AMS) shall be utilized in Post graduate programme curriculum, grade card and all PG forms formalities”.

### **4.0 ELIGIBILITY FOR ADMISSION**

#### **4.1 Qualifications for Admission to Master's Degree Programmes**

Candidates should possess a Bachelor's Degree with a minimum OGPA of 5.50/10.00 or its equivalent and in case of candidates belonging to SC/ST/Category-I, a minimum OGPA of 5.00/10.00 in Bachelor's Degree from any recognized Agricultural / Horticultural University or Deemed University accredited by Indian Council of Agricultural Research (ICAR), New Delhi. Candidates seeking admission to Master's Degree program shall appear for ICAR-All India Entrance Examination for Admission to Master's degree program [AIEEA-PG] conducted by National Testing Agency (NTA).

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

The candidate should possess a Master's degree in the horticulture or in concerned discipline with minimum CGPA of not less than 2.50 / 4.00 (for trimester system) or OGPA of 7.50 / 10.00 or its equivalent and in case of candidates belonging to SC/ST/Category-I, the minimum OGPA is 2.00/4.00 (for the trimester system) or OGPA of a minimum of 7.00/10.00 from a recognized Horticultural / Agricultural / Agri.-Horti University/Farm University. Candidates seeking admission to Doctoral Degree program shall appear for ICAR-All India Competitive Examination for Admission to Doctoral degree program [AICEA-Ph. D.] conducted by National Testing Agency (NTA).

#### 4.3 Domicile requirement (For Master's Degree Programme Only)

In addition to the above prescribed qualifications, candidate for Master's Degree programme should be a citizen of India and must have studied in any educational institution in Karnataka State for a period of seven academic years consecutively at any time up to the Bachelor's Degree, as on 1<sup>st</sup> July of the year in which he/she seeks admission. The domicile requirement is not applicable for admission to Ph.D. programme and deputed candidates.

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

**i.** Children of Defence Personnel, Central Government employees and employees of Statutory Corporation set up, owned or controlled by Central Government or Karnataka State Government serving on duty in the State both on the date of making the application and during a period of at least 12 months immediately before such date.

**ii.** Children of State Government employees including children of Members of the All India Services borne on the Karnataka State Cadre who:

a) Are serving or have served outside the State of Karnataka on deputation during the relevant period.

b) Are in the service of the State on the date of making the application or have retired from the service prior to the date of making the application.

**iii.** Children of working or retired Central Government employees, employees of Central or State Government working in Joint Sector Undertakings where employees:

a) Had declared to the Central Government any place in Karnataka State to be his home town; and

b) Had either studied in any educational institution in the State of Karnataka run or

recognized by the Government of Karnataka for not less than seven years consecutively at any time prior to the last date fixed for receipt of application or has passed Bachelor's degree in Karnataka.

iv. The children of serving defence personnel or the Ex-Service men whose home address at the time of joining the defence service was in Karnataka. Proof of such domicile should be produced either by obtaining the extract from the Record Office of the Defence Units or a Certificate from the Rajya/Zilla Sainik Board.

**4.4 Admission for ICAR Nominees:** The eligibility criteria are as per ICAR norms.

#### **4.5 Admission to overseas candidates**

**4.5.1** A standing committee under the chairmanship of Dean (PGS), UHS, Bagalkot, one College Dean, one concerned Head of the Department as members and Registrar, UHS, Bagalkot as member convener will examine the eligibility of the overseas candidates sponsored by the ICAR / Govt. of India and take a decision in the matter subject to ratification by the Academic Council of UHS. Bagalkot.

**4.5.2** If the basic academic background of a particular overseas candidate is found lacking in some areas, the same may be made up by giving remedial courses and the authorities are informed in advance by the Registrar as recommended by a committee under the chairmanship of Dean (PGS) about the additional time required if any, for completion of the degree programme.

**4.5.3** In case of foreign national students, applied through proper channel (ICAR) and who have been provisionally selected by the university are permitted to take admission during any semester of the academic year (I or II semester).

#### **4.6 Character Certificate:**

Candidates must enclose with the application, a satisfactory character / conduct certificate from the institution where they obtained qualifying degree/the institution last attended.

#### **5.0 DURATION OF PROGRAMMES**

Minimum duration shall be four semesters for Master's programme and six semesters for Doctoral programmes. Maximum duration shall be 10 and 14 consecutive semesters from the date of admission for Master's and Doctoral programmes, respectively. In case a student fails to complete the degree programme i.e., Final thesis submission (submission of Form No. 9) within the maximum duration, his/ her admission shall stand cancelled. There shall be no provision for re-admission.

#### **6.0 RESIDENTIAL REQUIREMENTS**

A minimum of two Academic years or 4 semesters shall ordinarily be required for completion

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

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

### UNDERTAKING

*I.....bearing ID No. .... studying Ph.D. / Master's degree in ....., hereby give the undertaking that I will be a full time student and will not work anywhere during the I / II Semester of ....., failing which my admission be cancelled.*

**Date:**

**Signature of the Student**

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

## 7.0 ADMISSION

All eligible candidates seeking admission to Master's and Doctoral Degree programme, shall apply through online to the university and also appear for **National Testing Agency [NTA]-ICAR examination** and produce score card in the concerned discipline or group of disciplines.

### 7.1 Mode of admission

For admission to Master's and Doctoral degree programs the aggregate of 50 per cent marks obtained in the NTA-ICAR examination plus 50 per cent marks obtained in the qualifying degree will be considered. The ranking of the student is decided by the total score derived after adding the Scores of NTA-ICAR with 50 per cent weightage and marks of qualifying examinations with 50 per cent weightage.

If aggregate or total marks [NTA-ICAR 50% weightage and qualifying exam 50% weightage] of more than one candidate are equal, then these tie[s] is/are resolved in accordance with the following criteria.

- a) The candidate securing more marks in the NTA-ICAR examination is to be put in the higher rank.

- b) In a case where the marks mentioned above are also equal, then the candidate senior in age is to be put in the higher rank.

## 7.2 Admission to Inservice candidates

Inservice candidates also need to apply and appear for a NTA conducted Entrance Examination for ICAR for admission to Masters and Doctoral degree programs in the concerned discipline or core group and subject of specialization.

**For Admission to Doctoral degree programmes, the weightage for Experience, Marks obtained in NTA Entrance Examination and OGPA obtained in Master's Degree Programme will be considered as given below for in-service candidates.**

Sl. No.	Particulars	Weightage
1	Experience in Teaching / Research / Extension (Maximum 30 marks) and for scientific publications (Research papers / Popular articles (Maximum 20 marks)	50 %
2	Marks obtained in the Entrance Examination (NTA-ICAR- AICE - Ph. D)	25 %
3	Final OGPA obtained at Master's Degree programme	25 %

If aggregate or total marks of more than one candidate are equal, then these tie[s] is/are resolved in accordance with the 7.1 (a) and (b) mentioned above.

## 7.3 Reservation of seats

**7.3.1** Reservation of seats for students of Karnataka shall be made as per State Government Order in force from time to time. In addition to the state quota, seats will be filled as per ICAR guidelines as central quota.

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

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

## 7.4 Migration Certificate:

Candidates from other Universities should produce Migration Certificate, failing which their admission shall be cancelled.

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

## 7.5 Application for admission

**7.5.1** Application for admission to Post Graduate Degree Programme should be submitted through online in prescribed form in the farm universities website, complete in all respects.

**7.5.2** Candidates are required to produce the attested copies of marks card/grade card of SSLC, PUC and qualifying degree programme and other required certificates at the time of document verification.

**7.5.3** In-service candidates of UHS, Bagalkot and other organizations need to send their applications through Administrative Office of the Registrar/Head of the Institution, failing which their applications will be rejected. In case of likely delays, advance copy may be sent. However, original copy through proper channel must reach Registrar within 15 days from the last date prescribed for submission of filled-in application. In-service candidates shall also submit application through online in prescribed form in the farm universities website, complete in all respects.

**7.5.4** Candidates belonging to foreign countries / NRIs are required to send their applications through Indian Council of Agricultural Research/GOI. They should produce student / provisional student visa endorsed on their passport at the time of admission.

## **8.0 REGISTRATION AND CANCELLATION OF ADMISSION**

The selected candidates shall pay the prescribed fees on or before the notified date. In-service candidates shall also pay the prescribed fee pending relief from their organizations. Registration should be done in person. However, in genuine cases of hospitalization resulting in immobilization, a student can be exempted from registration in person provided sufficient proof is produced. The genuineness of such cases shall be examined by a Committee consisting of Dean of Postgraduate Studies as Chairman with two Heads of Departments or Professors as members who will recommend to the Director of Education for consideration and approval.

### **8.1 Registration for the First Semester**

**8.1.1** Candidates on downloading the admission card are presumed to be registered for the course in first year of first semester. After downloading the admission card candidates shall submit the original Documents, pay the remaining fees and register in AMS for the relevant courses and start attending the classes otherwise they will lose the attendance as the attendance is counted from the date of downloading the admission card or commencement of semester whichever is later.

**8.1.2** The admitted candidates shall register for courses in AMS in consultation with the Head of the concerned department, failing which their admission stands cancelled.

**8.1.3** In-service candidates shall produce relief order from their organizations at the time of registration or within 30 days from commencement of the first semester failing which their admission stands cancelled, if they are under deputation quota.

**8.1.4** Candidates from waiting list or from subsequent rounds of admission may be admitted on payment of fees and start attending classes immediately. Attendance in respect of such late admitted students shall be reckoned from the date of admission or fee payment.

## **8.2 Registration for the second and subsequent semesters**

**8.2.1** Provisional registration for second and subsequent semesters is open three weeks in advance from the date of closure of the previous semester. The last date for provisional registration for a semester shall be the first day of commencement of the semester. However, students are allowed to register up to a maximum of six working days after the last date for registration on payment of penal fees of Rs. 250/- per day, though the attendance will be counted from the date of commencement of the semester.

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

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

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

## **8.3 Cancellation of admission**

**8.3.1** A candidate admitted to PG programme and registered for the first semester of the programme shall not be permitted to discontinue during the first semester itself, if the student does so, the admission shall stand cancelled.

**8.3.2.** A student who registers for first semester of the Degree Programme should complete a minimum of one course earning a grade point other than “F” or “SA” (Shortage of Attendance) failing which his / her admission shall stand cancelled. This will not be applicable to re-admitted candidates.

**8.3.3** If a student discontinues studies without prior permission of the University, the student’s admission shall stand cancelled.

## **8.4 Re-registration**

The post graduate students who discontinue their studies with the prior approval of the University and while re-registration to complete the remaining parts of their degree programmes within the maximum permissible time limit shall pay the semester wise fees as notified by the University for that academic year in which they seek re-registration along with the re-registration fees.

## **8.5 Adding and dropping of courses**

**8.5.1** A student may be permitted to add a course up to a period of two weeks from the date of commencement of the semester at the student's own risk.

**8.5.2** No student shall be permitted to drop a course after a period of six weeks from the date of commencement of the semester. However, if a student wants to drop the semester as a whole, he/she can do so before the end of the 15<sup>th</sup> week from the date of commencement of the semester. However, this is not applicable to the I Semester of admission.

### **NOTE**

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

## **9.0 FEES**

### **9.1 Semester Fees:**

Every student enrolled for Master's and Doctoral Degree Programmes of the University shall pay the semesters fees as notified by the Registrar from time to time.

### **9.2 Thesis submission fees**

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

### **9.3 Miscellaneous fees**

The students have to pay miscellaneous fees as indicated in the below Table:

Sl.No	Particulars	Amount (Rs.)
1	Migration certificate	500.00
2	Duplicate migration certificate	700.00
3	Duplicate provisional certificate	600.00
4	Duplicate scholarship certificate	300.00
5	Bonafide certificate	200.00
6	Duplicate bonafide certificate	250.00
7	Certificate of academic progress	250.00
8	Duplicate certificate of academic progress	250.00
9	Certificate indicating study expenses	200.00
10	Duplicate certificate indicating study expenses	250.00
11	Duplicate OGPA Card	700.00
12	Duplicate Grade Card	200.00
13	Re-registration	700.00
14	Character certificate	200.00
15	Duplicate character certificate	350.00
16	Any other certificate	200.00
17	Duplicate of such certificate	350.00
18	Convocation fees	
19	A) In-Person	
	i) Master's degree	3000.00
	ii) Doctoral degree	5000.00
	iii) Penal Fee for subsequent Convocation if remained absent	1500.00
	B) In-Absentia	
	i) Master's degree	3500.00
	ii) Doctoral degree	5500.00
	Penalty for late registration per day	250.00
20	Duplicate degree certificate	2500.00
21	Duplicate gold medal/any award certificate	1500.00
22	Qualifying Examination Fee	500.00
23	Missed Examination Fees for each Course*	150.00
24	Verification fees for genuineness PDC/OGPA	1000.00
25	Fees for publication of thesis abstracts	300.00
26	Late thesis submission fees for M.Sc., & Ph.D.	3000 & 4000
27	Equivalent certificate fees	500.00
28	Penal fee for late conduct of final viva- voce examination	500.00

\* There should not be any fee for missed examination for the students who represents the University in Co-curricular activities as per the University order.

#### 9.4 General Instructions

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

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

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

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

**9.4.4** Fee concession extended for SC/ST students shall be reimbursed by the concerned Deans from District Social Welfare Officer. If the income limit exceeds for sanction of GOI SC/ST scholarship, the amount will be reimbursed from District Officer of Backward Class & Minorities office before the end of March every year.

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

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

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

## **10.0 CREDIT REQUIRMENTS AND MAINTENANCE OF SATISFACTORY PROGRESS**

### **10.1 Credit requirements for Master degree programmes**

<b>Sl. No.</b>	<b>Course work</b>	<b>Credit hours</b>
1	Major courses	20
2	Minor courses	08
3	Supporting course(s) Compulsory	06*
4	Common compulsory courses	05 NC*
5	Seminar	02
6	Qualifying exam	02
7	Research	27 NC
	<b>Total</b>	<b>70</b>

\* Compulsory Courses

NC\* - Non Credit Compulsory Courses

NC - Non Credit Courses

**Major Courses:** The courses in the Department/Discipline in which a student takes admission.

**Minor Courses:** The courses closely related to a student's major discipline.

**Supporting Courses:** The courses are not related to the major discipline. It could be any course considered relevant for a student's research work or necessary for building his overall competence. Supporting courses can be basic courses like statistics, biochemistry, biometrics, etc.

#### Supporting compulsory courses for M. Sc. Programs

Course No.	Course Title	Credit Hours
BCM 501	Basic Biochemistry	2+1
HST 502	Experimental Designs	2+1

**Common Compulsory Courses:** The following courses will be offered preferably as e-courses for all students undergoing a Master's degree program.

#### Common compulsory courses for M.Sc. Degree Programs.

Course No.	Course Title	Credit Hours
PGS 501	Library and Information Services	0+1
PGS 502	Technical Writing and Communications Skills	0+1
PGS 503	Intellectual Property and its Management in Agriculture	1+0
PGS 504	Basic Concepts in Laboratory Techniques	0+1
PGS 505	Agricultural Research, Research Ethics and Rural Development Programmes	1+0

#### 10.2 Credit requirements for Doctoral programmes.

Sl. No.	Course work	Credit hours
1	Major courses	12
2	Minor courses	06
3	Supporting course(s)	05
4	Seminar	03
5	Qualifying exam	04
6	Research	70 NC
	Total	100

NC: Non Credit

**Major Courses:** The courses in the Department/Discipline in which a student takes admission.

**Minor Courses:** The courses closely related to a student's major discipline.

**Supporting Courses:** The courses are not related to the major discipline. It could be any course considered relevant for a student's research work or necessary for building his overall competence. Supporting courses can be basic courses like statistics, biochemistry, biometrics, etc.

Note:

- A Ph. D student shall register one credit hour of special problem under special circumstances to meet the total credits under major/minor/supporting courses prescribed.
- In service candidates shall complete all courses credits and qualifying examination before re-joining their post in the university for commencing their study on part time.

### 10.3 Transfer of credits

**10.3.1** A Postgraduate student admitted to Ph.D. degree programme in the University of Horticultural Sciences, Bagalkot may be given the benefit of transfer of credits if he/she has completed equivalent courses from any recognized University or institution in India or abroad as determined by a committee consisting of Dean (PGS), the Dean of the concerned College, concerned HOD, one senior PG teacher from the concerned Department nominated by the university. A written proficiency test as detailed below shall be conducted to decide the

transfer of credits.

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

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

#### **10.4 PERMISSIBLE WORK LOAD**

A student shall not register for more than 18 credits in a semester excluding non-credit courses and not more than 22 credits in a semester including non-credit courses.

#### **10.5 Maintenance of satisfactory progress**

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

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

### **10.6 Academic performance**

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

<b>Sl. No.</b>	<b>Class</b>	<b>Master's</b>	<b>Doctoral</b>
01	First class with Distinction	09.00 - 10.00	09.00 - 10.00
02	First class	08.00 – 08.99	08.00 – 08.99
03	Second class	07.00 – 07.99	07.50 – 07.99

### **11.0 ATTENDANCE**

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

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

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

**11.4** A student who fails to attend 80 per cent of classes prescribed for the course of study shall not be permitted to appear for the final examination of the course and shall be awarded "SA" symbol and shall be required to repeat the course. The concerned Dean may condone, for valid reasons, in writing the deficiency in attendance subject to a maximum of 5 per cent.

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

### **12.0 RESEARCH TOPIC AND ADVISORY COMMITTEE**

#### **12.1 Research Topic**

**12.1.1** Heads of the Department/Major Advisor shall place special emphasis in identifying specific problems that need to be tackled through PG research by periodical consultations

with the Director of Research/Dean PGS, Director of Extension, Dean concerned, the development departments of the State and others concerned.

**12.1.2** Heads of the Department shall notify the priority/thrust areas of research identified for the benefit of newly admitted PG students. The Master's degree students shall be asked to give their choices either from the notified priority areas or from students' own proposal if found suitable by the Major Advisor/HOD/Dean.

**12.1.3** In the case of Doctoral degree, the students may be encouraged to search literature and come out with the appropriate research areas.

**12.1.4** The Heads of the Department/Dean shall identify the Postgraduate teachers and Scientists on the college campuses, research stations of UHS and other research organizations possessing facilities for PG level research and having MOU with UHS, Bagalkot for PG research.

**12.1.5** After allotting the research topic, a meeting of the PG students along with identified PG teachers shall be convened by the Heads of the Department to allot the students to the concerned teachers. While allotting the PG students, at the beginning of each academic year, Head of the concerned department/Dean shall exercise care for an equitable distribution considering the experience of the faculty in the department. Further, in the case of Ph.D. students, the allotment will be made by the HOD/Dean of the respective colleges/centres/Dean PGS in consultation with the head of the department of the concerned discipline of the college.

## **12.2 Advisory Committee**

**12.2.1** There shall be an Advisory Committee for every student consisting of three members (including Co-Advisor) in the case of a candidate for Masters' degree and four in the case of Ph.D. degree in addition to the Major Advisor. However, an additional member can also be incorporated with proper justification and approval by the Dean PGS. The Advisory Committee should have minimum of two members (including Major Advisor/ Co-Advisor) from the admitted department and one member from minor/supporting field.

**12.2.2** Every Postgraduate student shall have an Advisory Committee with a Major Advisor who will be from the field of specialization of the student's research problem. Major Advisor should convene a meeting of the Advisory Committee at least once in a Semester. The summary record should be communicated to the Head of Department, Dean of the College of concerned, Director (Education)/ Dean PGS and Registrar for information.

**12.2.3** The members from the major field shall be chosen to form a closely knit team in the

area of specialization giving a co-ordinated approach to help the student to complete the research work.

**12.2.4** The prior consent of the proposed members to serve on the Advisory Committee shall be obtained by the Major Advisor.

**12.2.5** At any given time, a P.G. teacher shall not be Major Advisor (including Master's and Ph.D. programmes) for more than five students and shall not be Major Advisor for more than three Ph. D. students. Students within the minimum residential period are considered for this count.

**12.2.6** At any given time, a P.G. teacher shall not be a member (including Co-Advisor) of Advisory Committee (including Master's and Ph.D. programmes) for more than twelve students excluding Major Advisor. Students within the minimum residential period are considered for this count.

**12.2.7** While determining the number of PG students under the Major Advisor or Co-Advisor or member of a PG teacher, those students who have completed the residential period or those who have discontinued shall not be counted.

**12.2.8** In case a Master's/ Ph.D. student conducting research away from the admitted college, there shall be provision of a Major Advisor/Co-Advisor from the Research Station/Centre. At least two members of the Advisory Committee shall be from concerned home department/college and one among them should be the Major Advisor/Co-Advisor.

**12.2.9** The Major Advisor shall send the proposal for constitution of the Advisory Committee in consultation with the Head of the Department within eight weeks from the commencement of the first semester to the Dean (PGS) through Dean of the respective College.

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

**12.2.11** Normally, retiring person may not be allotted M. Sc. Student if he/ she is left with less than 2 years of service and Ph.D. student if left with less than 3 years of service. However, in special circumstances, permission may be obtained from the Director (Education)/ Dean PGS, after due recommendation by the concerned Head of the Department. In a situation where the Major Advisor retires/resigns from services or goes on long leave for a long period and/or when declines to guide the student, the allotment of that student has to be made to one of the Advisory committee members concerned with his

research problem. In case there are no members on advisory committee concerned with that research problem, the student may be re-allotted to another faculty member of the discipline.

**12.2.12** The teacher who is registered for his/her Ph. D degree programme shall not be eligible to guide the students either as a Major Advisor or as a Member till he/she completes his/her minimum residential period of Ph.D. Degree programme.

**12.2.13** In case of unavoidable/Special and emergency circumstances, if the major advisor of the advisory committee is on official duty/stationed at other colleges and research stations/institutions he/she shall attend oral qualifying examination and final thesis Viva-voce/advisory committee meetings, colloquium and seminars through SKYPE / Video / Teleconference by obtaining the prior permission from Dean PGS and following the Academic information and regulations in force from time to time.

**12.2.14** In case of unavoidable/Special and emergency circumstances, If the Member of the advisory committee is on official duty/stationed at other colleges and research stations/institutions he/she shall attend oral qualifying examination and final thesis Viva-voce/advisory committee meetings, colloquium and seminars through SKYPE / Video / Teleconference by obtaining the prior permission from Dean PGS and following the Academic information and regulations in force from time to time.

### **12.3 PG Coordinator**

The Dean of the college shall nominate one PG teacher as PG Coordinator for each department, who will be responsible for coordinating PG activities of the department who will be responsible for coordinating PG activities of the College /Department.

### **13.0 PLAN OF WORK**

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

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

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

### **14.0 PROGRAMME OF RESEARCH**

**14.1** The programme of research of the students in the prescribed form as proposed by the

Advisory Committee shall be sent for approval of the Dean (PGS) through the concerned Head of the Department and Dean of the College by the end of the 12<sup>th</sup> week of the Second Semester of first year Degree programme.

## **14.2 Sandwich Ph.D. programme**

**14.2.1** Students admitted to Ph.D. programme can avail the facility of sandwich Ph.D. programme for Research work. Under this programme, students are expected to complete all the course work in the University and join other institution/laboratory within/outside India, which will provide facilities to carry out the research work under the guidance of Co-Advisor/Major Advisor nominated by the University. There shall be no financial commitment from the University in this regard.

**14.2.2** The evaluation of research work shall be made by the Co-Advisor/Major Advisor of the host institution if the entire work in a semester is carried out in the host institute. However, if part of the research in a semester is carried out in the host institute, the Co-Advisor/Major Advisor in the University shall evaluate the research work. The evaluation made by the Co-Advisor/ Major Advisor shall be endorsed by the Major Advisor/Co-Advisor.

**14.2.3** After completion of the research work, the student shall submit the thesis with the approval of the Advisory Committee.

**14.2.4** All other regulations shall be applicable to candidates who avail such facilities.

## **15.0 EXAMINATION AND EVALUATION**

**15.1** The teachers shall be responsible for judging and grading the students performance and their mastery of the topics covered in various courses by a system of examination.

**15.1.1** Evaluation of students' performance shall be made separately for each course for which a student registers and shall be made by the course teacher(s).

**15.1.2** The evaluation of student in each course will be referred to as Grading by assigning course grade point up to second decimal place on a ten point scale. The grade point is derived by dividing the percentage of marks secured in the course by ten.

**15.1.3** Minimum pass for a course in Masters and Doctoral degree programme shall be 6.50 GP and 7.00 GP respectively. A student obtaining a grade point of less than 6.50 in Masters degree and 7.00 in Doctoral degree programme in a course will be declared as 'Failed' (F) in that course. The student shall repeat the course in which 'F' Grade has been obtained till a minimum grade point of 6.50 for M.Sc., and 7.00 for Ph.D., programme is obtained in that course. A student who obtains 'F' or 'SA' grade in any of the courses of study shall repeat the course when it is offered again.

**15.1.4** For the purpose of calculating the GPA and CGPA, the value of 'F' or 'SA' shall be considered as zero.

**15.1.5** Each course shall carry a maximum of 100 marks for the purpose of grading as indicated below.

<b>Particulars</b>	<b>Courses with Theory &amp; Practical Component</b>	<b>Courses with only Theory Component</b>	<b>Courses with only Practical Component</b>
I Examination	20	10	-
II examination	25	25	25
Practical Examination	10	-	40
Final Examination	30	50	10
Class Performance including Practical Records, Submission of Assignments	10	10	20
Attendance	05	05	05
<b>Total</b>	<b>100</b>	<b>100</b>	<b>100</b>

NOTE: A student putting in more than the minimum of 80% attendance shall be awarded marks proportionately out of 5 marks set apart for attendance.

**15.1.6** The schedule of examination in each course shall be notified by the respective course teacher. The first examination in each course will be conducted between 7<sup>th</sup> and 8<sup>th</sup> week and the second examination between 13<sup>th</sup> and 14<sup>th</sup> week. The final examination will be conducted after a minimum of 110 instructional days but before the closure of the semester.

**15.1.7** For the purpose of making up the OGPA, a student is permitted to repeat a course only once in which he/she has successfully completed but had obtained a grade point below 7.00 for Master's degree programme and 7.50 for Ph.D., degree programme, on the recommendation of the Advisory Committee. In case a course is repeated, the grade point obtained in the repeat of the course will be considered for calculating the Overall Grade Point Average.

**15.1.8** The student shall complete all the approved courses with an Overall Grade Point Average (OGPA) of not less than 7.00 out of 10.00 to be eligible for the award of the Master's degree and 7.50 out of 10.00 for the award of Doctoral degree.

## **15.2 Missed examination**

**15.2.1** Students absent from class/examinations with prior permission on official University work shall be given due consideration for taking missed examinations on permission from the concerned Dean of the College, except qualifying examination.

**15.2.2** Students who miss any examination in a course due to unavoidable circumstances, like hospitalization/death of parent/own marriage/attending interview/attending court cases, may be permitted by the Head of the Department to take the missed examination, on the recommendation of the course teacher, by paying prescribed fee to the University for each examination missed. Students who miss the examinations on account of their participation on official University business as specified at section 11.5 are exempted from payment of penal fee.

**15.2.3** The missed examination shall be conducted within 15 days from the date of missing the examination. In the case of final examination, the missed examination shall be conducted within 15 days from the date of commencement of the subsequent semester. The course teacher shall notify the date of missed examination and the students failing to take the missed examination on the notified date and time will have no further claim for another examination in the course even on medical grounds.

**15.2.4** The student is eligible for only one missed examination in a course in a semester on proper grounds. However, a student on official University assignment is eligible for two missed examinations in a course in a semester.

**15.2.5** In the case of absence from examination on medical grounds, a certificate from a Medical practitioner should be produced. Students staying at the campus in the UHS Hostel should produce the medical certificate only from the UHS Medical Officer.

**15.2.6** On ascertaining the genuineness of absence from the examination, the Head of the Department may permit the student to take the missed examination. When permission is refused by the Head of the Department, the student may appeal to the Dean of the College for review, whose decision shall be final.

### **15.3 Submission of Grade Reports**

**15.3.1** The evaluated answer papers of internal examinations shall be returned to the students for their information and guidance. The course teacher has to enter the marks in the AMS system immediately after the evaluation of the answers papers.

**15.3.2** Teachers shall submit the grades in the AMS system and send the Grade report of each student to the Academic Unit within four weeks from the commencement of subsequent semester

**15.3.3** The course Grade report once submitted in AMS system and filed by the teacher with

the Academic Unit shall be final. However, in the case of discrepancy in reporting the grade arising out of genuine mistakes:

- i) The representation either from the teacher or from the student should be submitted to the Dean of Postgraduate Studies or the Dean of the College through the Head of the Department.
- ii) Such representation shall be considered by a Committee consisting of the Dean of Postgraduate Studies, or the Dean of the concerned college as Chairman, concerned Head of the Department and another Professor of the College to be nominated by the Chairman. In case, the Head of the Department himself has offered the course, the Dean shall nominate some other Head of Department.
- iii) The recommendations of the Committee shall be considered by the Director of Education and the decision shall be notified by the Registrar pending ratification of the Academic Council and the grades can be corrected in AMS system

**15.3.4** The various courses taken by a student along with the credits and the grades secured in each semester registered by him shall be indicated in the students Grade Card. Based on the total credits registered, the Cumulative Grade Point Average (CGPA) shall be calculated.

#### **15.4 Qualifying examination**

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

**15.4.1** On completion of 75 per cent of the approved courses with all compulsory major courses, but excluding Research and Seminars and on earning a grade point average of not less than 7.00 for M. Sc. and not less than 7.50 for Ph. D. calculated on the basis of all courses taken, a student is eligible to register for qualifying examination by paying the prescribed fee and on obtaining the permission from the Head of the Department. The qualifying examination shall consist of two parts

- 1) Written qualifying examination for 100 marks (covering all major courses)
- 2) Oral qualifying examination for 100 marks: Evaluated by all the members of Advisory committee, Major Advisor and External examiner who are present during the oral examination of the student.

Written qualifying examination question paper composition is as follows

Part-I (Objective) question paper for 50 marks and each question with 1 mark

- 1. Multiple choice questions for 20 marks
- 2. Fill in the blanks for 10 marks
- 3. Harmonious pair or Match the following for 10 marks

4. True or False for 10 marks.

Part-II (Subjective) shall be set for 50 marks

1. 10 marks for short notes each question carrying 2 marks ( $2 \times 5 = 10$ ) (*The examiner has to set 8 questions of 2 marks each, out of which the student has to answer any 5 questions*)
2. 10 marks for reasoning/justification/definition and each question carrying 1 mark ( $1 \times 10 = 10$ ) (*The examiner has to set 15 questions of 1 marks each, out of which the student has to answer any 10 questions*)
3. 15 marks for descriptive answers each question carrying 3 marks ( $3 \times 5 = 15$ ) (*The examiner has to set 8 questions of 3 marks each, out of which the student has to answer any 5 questions*)
4. 15 marks for descriptive answer/ full length essay type question and each question carrying 5 marks ( $5 \times 3 = 15$ ) (*The examiner has to set 6 questions of 5 marks each, out of which the student has to answer any 3 questions*)

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

**15.4.3** Heads of the Departments can arrange oral qualifying examination by consulting the external examiner after publication of results of written qualifying examination by Dean PGS in AMS. The evaluated answer papers from external examiner are sent to Dean PGS for scrutiny and publication of results in AMS. Normally, the same person who sets and evaluated the answer papers shall be invited as external examiner to conduct oral qualifying examination.

**15.4.4** Panel of five external examiners for Ph. D. and three external examiners for M. Sc. who are specialists in the student's Major field, from outside the Karnataka State shall be proposed by the Head of the Department/Dean of the College. The members who have served as external examiner for qualifying examination in UHS Bagalkot in the last three years shall be excluded. The members of other institutions who have been recognized for PG guidance by the UHS Bagalkot shall be excluded. The Major Advisor of the Students Advisory

Committee shall act as Chairperson of the Examination Committee and shall be responsible for communicating the results of the examination to the Director of Education, through the Head of the Department, Dean of the College and Dean of Postgraduate Studies. After the notification of candidacy declaration from the registrar, Major Advisor shall enter the grades in AMS system and submit the grade report to the Academic unit through HOD.

**15.4.5** Not more than one member, other than the Major Advisor and the External examiner, shall be absent for the oral qualifying examination. External Examiner can attend the oral qualifying examination online by ensuring good net connection.

**15.4.6** Immediately, after the receipt of evaluated answer papers from the external examiner, the Dean (PGS) will constitute the committee for re-totalling of marks secured by the student and announce tentative results of the written qualifying examination in AMS. The students may appeal to the Dean PGS through Dean of the respective colleges to provide photocopy/ re-totalling/ revaluation of answer scripts by paying the prescribed fee (Rs. 150/- for the photocopy, Rs. 100/- for re-totalling and Rs. 500/- for revaluation) within seven days after announcement of the tentative results. In case of revaluation, the answer script shall be sent to another external examiner by Dean (PGS) for revaluation, after taking approval from the Director of Education. After the receipt of re-evaluated answer papers from the external examiner the Dean (PGS) will announce the final results in respect of students who have appealed for re-evaluation in AMS. The decision of the second external examiner after re-evaluation shall be final and binding on all the students. This process should be completed within a fortnight before the scheduled date of oral qualifying examination. The minimum requirement for a pass in the qualifying examination is 70 per cent (aggregate of written and oral examination) or grade point of 7.00, with the stipulation that the student should obtain a minimum of 60 per cent in the written part of the qualifying examination to be eligible for the oral qualifying examination.

**15.4.7** The qualifying examination will be conducted only once in an academic year. However, as a special case the students who remain absent or fail in the qualifying examination shall re-register for the same in the subsequent semester by paying the prescribed fee on the recommendation of the Major Advisor /Head of the Department/Dean of the College and upon approval of the Dean of Postgraduate Studies.

**15.4.7.1** In the case student re-registering for qualifying examination in the second semester (even semester), the second set of question paper set by examiner shall be utilized and same examiner shall be asked to conduct oral qualifying examination.

**15.4.7.2** In the event of questions in the question paper set by the external examiner being

more than 50 per cent outside the syllabus, the Dean PGS shall send the second set of question paper for conduct of examination. If that set also contains more than 50 per cent questions outside the syllabus, then such of the examination shall have to be re-conducted.

**15.4.7.3** In the event of questions in the question paper set by the external examiner being more than 15 and less than 50 per cent outside the syllabus such questions may not be evaluated by the external examiner and he/she may moderate the score made on the evaluated answers and convert it for 100 marks. The committee consisting of Head of Department (HOD) of Head Quarter of the concerned subject as Chairman and two members of the Department of concerned subject, as approved by the Director of Education (DOE) shall assess the extent of questions outside the syllabus in a question paper and submit a report to the University either for moderating or for conducting re-examination.

**15.4.7.4** In the event of loss of answer papers or mutilation of answer papers in transit the Dean PGS shall arrange to conduct re-examination immediately in the ensuing semester prior to Mid-term examination.

**15.4.8** In special and emergency circumstances, when the Major Advisor of the Advisory Committee is unable to be present and conduct the qualifying examination, the Dean of Postgraduate Studies may designate, on the request of the Advisory Committee, either the HOD, or one of the Advisory Committee members of the concerned Department to temporarily act as Chairperson to conduct the qualifying examination.

**15.4.9** In special and emergency circumstances when more than one member of the Advisory Committee are unable to be present and conduct the qualifying examination due to their hospitalization, out of head quarters on official duty or on long leave, the Dean of Postgraduate Studies may designate on the request of the Major Advisor of the Advisory Committee through HOD and Dean of the College, either the HOD or one of the Senior Professors to act temporarily as member to conduct the qualifying examination only.

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

## **15.5 Research**

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

**15.5.2** Student shall not be permitted to register for research credits during the first semester

of admission.

**15.5.3** If the student does not submit the thesis during the last semester, 'NST' grade shall be awarded for these research credits. The student shall re-register for these credits in subsequent semester and shall be on the rolls at the time of submission of the thesis, so that the student will be available for consultation with the Major Advisor.

**15.5.4** Registration for submission of thesis beyond the normal/prescribed period (4/6 semesters, prescribed for M.Sc./Ph.D. programmes) may be done at any time during the subsequent semester but within the prescribed time period on payment of prescribed fee.

**15.5.5** Research credits shall be evaluated and graded **Satisfactory/Non Satisfactory** by the Major Advisor of the Advisory Committee at the end of each semester based on the performance of the student.

## **16.0 THESIS AND FINAL EXAMINATION**

**16.1.1** The topic of the thesis of the student should be of such a nature as to indicate a student's potentiality for conducting research. The thesis shall be on a topic falling within the field of major subject and shall be the result of the student's own work. A certificate to this effect, duly signed by the Chairperson, shall accompany the thesis at the time of submission for evaluation by the External Examiner(s).

**16.1.2** The Advisory Committee shall meet towards the end of each semester for monitoring and evaluation of the research conducted by the postgraduate student.

**16.1.3** The student should submit the thesis for evaluation by external examiner(s) only during or after the last semester. This shall not be applicable in the case of re-admitted candidates.

**16.1.4** A student completing thesis work within the minimum prescribed period may submit his/her thesis through the Major Advisor, HOD and Dean to the Dean (PGS) after the 12<sup>th</sup> week of the commencement of the last residential semester.

**16.1.5** A student is eligible to submit the thesis only after declaration of his/her candidacy by Registrar notification consequence of passing the qualifying examination. Student should submit the thesis within two years of declaration of his/her candidacy, otherwise he/she has to pass the qualifying examination again to submit the thesis.

**16.1.5** Both Master's and Doctoral degree programme students shall compulsorily enclose the anti-plagiarism certificate issued by the University Librarian, UHS, Bagalkot before submitting the thesis for external evaluation.

## **16.2 Master's Degree Programme**

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

by the Advisory Committee and evaluated by an external examiner nominated by the Director of Education on the recommendation of the Dean of Postgraduate Studies. The external examiner shall be a specialist in the student's major field of study and shall ordinarily be appointed by the Dean of Postgraduate Studies confidentially on the recommendation of the Major advisor through the Head of the Department, from a panel of three names of specialists in the particular field in India but outside the Karnataka state and shall exclude the members of other Institutions who have been recognized for PG guidance in the University. The Dean of Postgraduate Studies however, has the discretion of selecting the External Examiner from outside the panel of specialists suggested with the approval of Director of Education. The external examiner shall send the report and the thesis to the Dean of Postgraduate Studies. A *viva voce* examination will be held by the Advisory Committee after the thesis is recommended by the External Examiner (within one month from the date of receiving the evaluated thesis and report). With the permission from the Dean of Postgraduate Studies under extraordinary circumstances the student is allowed to complete final viva-voce within six months of receipt of evaluated thesis and report on payment of prescribed penal fee. In special and emergency circumstances when the Chairperson of the Advisory Committee is unable to be present and conduct the Thesis *Viva voce*, either the Co-chairperson or one of the Advisory Committee Members could be officially deputed by the Dean of Postgraduate Studies on the recommendation of the HOD to act as Major Advisor to conduct the thesis *viva voce* examination. In special and emergency circumstances when more than one member of the Advisory Committee are unable to be present and conduct the thesis *viva- voce* examination due to their hospitalization/out of headquarters on official duty/on long leave, the Director of Education/Dean PGS may designate, on the request of the Major Advisor of the Advisory Committee and HOD, either the HOD or one of the Senior Professors to act temporarily as member to conduct the thesis *Viva-voce*. At the time of final *viva voce* examination, the student shall present the salient features of the research work through audio-visual aids and defend the thesis. Further, for awarding Master's Degree a student should prepare at least one research paper fit for publication in a refereed journal based on the thesis work and submit the letter of acknowledgement for having submitted the paper from the editor of any refereed journals. The Major Advisor shall send the recommendations of the Advisory Committee to the Dean of Postgraduate Studies through the Head of the Department. On the unanimous recommendation of the Committee, the degree shall be awarded. If the external examiner does not recommend the thesis for acceptance, Dean of Postgraduate Studies may refer the thesis for scrutiny and independent judgement to a second

External examiner chosen and nominated by the Director of Education. If the second External Examiner recommends the thesis for acceptance, this shall be accepted. If the opinion of the second Examiner is also negative, the degree shall not be awarded. In such cases, the student shall have the option to continue the work, rewrite the thesis and submit it once again after a lapse of at least one semester. If it is not accepted the third time also, the thesis is not eligible for resubmission. The student shall have to work with new research problem.

### **16.3 Ph.D. Degree Programme**

The thesis submitted in partial fulfilment of the Ph.D. degree shall be read and examined by the Advisory Committee and evaluated by two External examiners nominated by the Dean of the Post Graduate Studies. The External examiners shall be from outside the Karnataka State and shall exclude the members of the Institutions who have been recognized for PG guidance by their respective University/Institute. They shall ordinarily be chosen by the Director of Education on the recommendation of the Dean of Postgraduate Studies from a panel of at least five names of specialists in the particular field, which is submitted to the Dean of Postgraduate Studies by the Major Advisor through the Head of the Department/Dean confidentially. The Dean of Post Graduate studies / The Director of Education has the discretion of selecting the external examiners from outside the Panel. The External examiners shall send their reports of the thesis along with the thesis directly to the Dean Post Graduate Studies. If the thesis is not accepted by both the external examiners, the thesis shall not be considered for the award of the degree. In the case of a single dissenting note and on the recommendations of the Advisory Committee through the Dean of Post graduate Studies, the Director of Education may refer the thesis for scrutiny and independent judgment by a third external examiner chosen and appointed by the Director of Education. If the third external examiner recommends the thesis for award, the recommendations may be accepted provided at least one of the two original external examiners who have read the thesis also agrees with this recommendation. If not, the thesis shall not be considered for the award of the degree. When a thesis is not accepted for award of the degree, a candidate may be permitted to continue the work, rewrite the thesis and submit it once again after a lapse of at least one semester. If it is not accepted the second time also, the Thesis is not eligible for resubmission. The student shall have to work with new research problem. The thesis shall be finally accepted for the award only after the student satisfactorily completes the final *viva-voce* examination. This final *viva-voce* examination will be conducted by the student's Advisory Committee with the addition of one of the external examiners within one month from the date of receiving the permission letter along with the copies of the two reports from Dean

Postgraduate Studies by the HOD. One of the external examiners on recommendations from Dean PGS can attend the final viva-voce examination through online or offline. Under extraordinary circumstances with the permission of the Dean Post Graduate Studies, the student is allowed to complete the viva-voce within six months on payment of prescribed penal fee. The chairperson of the Advisory Committee shall be the Chairperson of the examination Committee. In special and emergency circumstances when the chairperson of the Advisory Committee is unable to be present and conduct the thesis *viva-voce*, either the co-chairperson or one of the Advisory Committee member could be officially deputed by the Director of Education on the recommendation of the HOD and Dean of Postgraduate Studies to act as Chairperson to conduct the thesis viva-voce. Likewise, if more than one member of the Advisory Committee is unable to be present and conduct the thesis viva-voce examination due to their hospitalization/out of head quarters on official duty/on long leave, the Dean of Postgraduate Studies may designate, on the request of the Major Advisor of the Advisory Committee and HOD, either the HOD or one of the Senior Professor to act temporarily as member to conduct the thesis *viva voce*. At the time of final *viva voce* examination, the student shall present the salient features of the research findings through audio-visual aids and defend the thesis. Further, for awarding Doctoral degree student should prepare at least two research papers fit for publication in any refereed journals based on the thesis work and submit the same for publication and get the acceptance letter from the editor of the refereed journals. The Degree shall be awarded on the unanimous recommendation of the examination Committee in the final viva-voce examination. The recommendations of the Committee shall be forwarded by the Major Advisor of the Advisory Committee to the Director of Education through the Head of the Department, Dean of the College and the Dean of Post graduate Studies.

**16.4** The thesis copies of the PG student should be typewritten and bound as specified. Each student should submit three hard copies of the thesis and four set of soft copies of the thesis. Out of which, one soft copy of thesis shall be submitted to the Dean of Postgraduate Studies, a copy of the hard and soft form of thesis would be deposited in each of the University Central Library, Department Library and the Major Advisor.

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

**16.4.2** The Thesis submitted by a student shall be the property of the University. Whenever an extract from the Thesis is published, a footnote shall always have to be given saying that the Thesis has been submitted for the Post-graduate degree of the University of Horticultural

Sciences, Bagalkot.

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

## **17.0 TIME LIMIT FOR COMPLETION OF THE DEGREE**

**17.1** The candidate admitted for the Master's degree may be declared qualified for the degree provided the candidate completes all the prescribed requirements within 10 consecutive semesters from the date of admission to the Master's Degree programme irrespective of his/her registration, failing which the student's admission shall be deemed to have been cancelled and there is no provision for re-admission.

**17.2** A candidate admitted for Ph.D. degree may be declared qualified for the degree provided the student completes all the prescribed requirements within 14 consecutive semesters from the date of admission to the Ph.D. degree programme, irrespective of his/her registration, failing which the student's admission shall be deemed to have been cancelled and there is no provision for readmission.

## **18.0 SEMINAR**

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

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

**18.1.3** A Post Graduate student shall register for only one seminar in a semester after

completion of the first year.

## **19 COLLOQUIA**

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

**19.1** First colloquium shall be given before the submission of programme of research to the Dean (PGS) for approval. It will include title and significance of the research topic, objectives, review of literature, methodology/material and methods, and references.

**19.2** The thesis colloquium shall be given before final submission of the thesis, for external evaluation which shall include entire thesis with emphasis on result, discussion, conclusions and future line of work. A PG student should deliver his/her thesis colloquium 5 days (including holidays) prior to the submission of the thesis for external evaluation, so as to enable the student to incorporate all the suggestions made during thesis colloquium.

**19.3** Advisory Committee members, faculty, Master's and Ph. D. students of the concerned and related departments shall be invited to attend the colloquium, who may give suggestions for improvement of the quality of research/ thesis. Minor modifications of thesis title, objectives, methodology etc., shall be allowed, without affecting the approved theme of the research topic.

## **20.0 MERIT SCHOLARSHIP AND OTHER FINANCIAL ASSISTANCE**

### **20.1 Merit scholarship**

**20.1.1** The value of merit scholarship for students of Master's and Doctoral degrees shall be Rs.1000/- and Rs.1500/- per month, respectively, plus full 'free-ship' and it shall be tenable for 12 months.

**20.1.2** One merit scholarship for every 10 students or part thereof (excluding JRF/SRF and sponsored candidates drawing salary) shall be awarded in each subject at every College for Master's as well as Doctoral degree programmes.

**20.1.3** A student in a given subject, if eligible for the merit scholarship but is not awarded since the student is receiving some other fellowship, shall be issued a notional certificate to the effect that the student was eligible for the merit scholarship.

**20.1.4** The merit scholarship for the first year post-graduate students shall be decided on the basis of CGPA/OGPA in the qualifying examination. In case of a tie, the performance of the previous degree programme / public examination (PU or equivalent in case of M. Sc student) shall be considered.

**20.1.5** A student who has secured less than 60 per cent of marks or 8.00/10.00 OGPA or equivalent in the qualifying examination with only internal evaluation and 7.50/10.00 OGPA

with partly external examination shall not be eligible for the award of merit scholarship during I<sup>st</sup> year degree programme. If a student rejects the scholarship awarded, the same may be awarded to the next student in the order of merit. The scholarship will be awarded without affecting the interest of Karnataka students, i. e. if the merit scholarship goes to a candidate belonging to other state, the top most student in the class from Karnataka, will also be awarded the merit scholarship.

**20.1.6** The award of scholarship during the second and subsequent years shall be on the basis of the cumulative grade point average secured at the end of the previous academic year for second and consecutive years. However, the minimum eligibility shall not be less than 8.50/10.00 for Master's and 9.00/10.00 for Doctoral degree programme.

**20.1.7** If a student who is awarded merit scholarship discontinues the course or surrenders the scholarship or the scholarship is withdrawn for any reason, the scholarship may be awarded to the next eligible student for the remaining part of the year.

**20.1.8** The concerned Deans of the colleges shall prepare the list of merit students in accordance with the above said regulations for each of the departments of M.Sc. (Hort.) and Ph.D. and send the list of eligible students to the Registrar through the Dean (PGS) every year within stipulated date.

## **20.2 Graduate Assistantship**

**20.2.1** Graduate Assistantship may be instituted in all the Departments of the University where postgraduate programmes are offered.

**20.2.2** Two Graduate Assistants may be appointed against one clear vacant post of Assistant Professor in the Department.

**20.2.3** The value of a Graduate Assistantship shall be as follows:

- i) Master's programme Rs. 3000 per month
- ii) Ph.D. programme Rs. 4000 per month

**20.2.4** The Registrar shall notify the number of vacancies of Graduate Assistantship as and when required.

**20.2.5** The award of Graduate Assistantship shall be made in the order of merit for the students studying in second or subsequent years. An applicant shall have secured a minimum CGPA of 8.00/10.00 for Master's degree or 8.50/10.00 for Doctoral degree at the end of the previous Academic year and shall not be in receipt of any other financial assistance.

**20.2.6** Duration of Graduate Assistantship shall normally be one year and tenable for extension. However, the Vice Chancellor may permit extension of term of appointment of

Graduate Assistants in genuine cases beyond the period mentioned above at his discretion on the recommendation of the concerned Head of Department/Dean and the Director of Education. A Graduate Assistant may be permitted to register for a maximum of eight credits in a semester.

**20.2.7 a)** The continuance of Graduate Assistantship shall be subject to satisfactory performance in academic programme and the conduct of the Graduate Assistant. The conduct shall be certified by the Head of the concerned Department and Dean (PGS).

**b)** If a Graduate Assistant fails to maintain a CGPA of at least 7.50/10.00 in the Master's programme and 8.00/10.00 in the Doctoral programme in any semester, the student shall automatically lose the Graduate Assistantship.

**c)** The Vice Chancellor may terminate the award of Graduate Assistantship of any postgraduate student on one month's notice or on payment of one month's Graduate Assistantship amount in lieu of notice without assigning any reason.

**d)** If the awardee discontinues studies before completion of the degree, he/she shall repay the scholarship/fellowship amount for the availed period otherwise his/her original certificates shall not be returned by the concerned Academic units. If an awardee wants his/her original certificates, he/she has to deposit/repay the entire amount drawn from the University.

**20.2.8 a)** All Graduate Assistants shall give a written undertaking that they shall put in at least 12 hours of work in a week in Teaching/Research as assigned by the Department concerned during the tenure of their appointment as Graduate Assistants.

**b)** In case, the Graduate Assistant is awarded fellowship/scholarship from any outside agency, the student shall refund the amount of Graduate Assistantship paid by the University for the period the student receives the outside fellowship/scholarship.

**c)** Ph.D. students holding Graduate Assistantship may apply for ICAR or any other fellowship, as and when advertised and may compete for the same.

**20.2.9 a)** A Graduate Assistant shall be assigned work in Teaching/Research for at least 12 hours per week by the Department concerned.

**b)** In teaching, a Graduate Assistant shall be assigned practical classes in a particular course.

**c)** A full time staff member of the Department concerned shall be in charge of the Graduate Assistants to guide and supervise the work of the Graduate Assistants and also to certify the same.

**d)** In research, a Graduate Assistant shall be assigned research work in an approved research project.

**20.2.10** Each Graduate Assistant shall maintain a work diary wherein full details of the work

done every day shall be recorded, which shall be verified by the Project Leader concerned in case of research work and by course in charge /Head of the Department concerned in case of teaching work.

### **20.3 Work Assistantship to Ph.D. students**

**20.3.1** Ph.D. students with the knowledge of the Head of the Department may work in the University campus in teaching, research, extension, library and do field work preferably outside his own Department after office hours.

**20.3.2** The Value of the Work Assistantship shall be limited to Rs. 1000/- per month at the rate of Rs. 40/- per hour not exceeding two hours per day.

**20.3.3** The work Assistantship will be provided to the II and III year Ph.D. students. Such of the students who are in receipt of any other kind of financial assistance / scholarship / fellowship etc., are not eligible for the assistantship.

**20.3.4** Each student desirous of getting Work Assistantship shall apply to the Registrar through concerned Head of the Department, Dean concerned and Dean (PGS), UHS Bagalkot in the prescribed form.

**20.3.5** The Work Assistantship shall be terminated at any time if the work, conduct, progress and attendance of the awardee are found to be unsatisfactory.

**20.3.6** Each year before commencement of the Academic year, the officers of the University shall provide the requirement of the Work Assistantships to the Registrar through Dean (PGS) in prescribed proforma indicating the type of work, duration etc. for notification.

### **20.4 Fellowship/Assistantship allowances to SC/ST students.**

#### **20.4.1 Distribution of Laptop for the M.Sc. and Ph.D students.**

This facility shall be extended to PG students {M.Sc/Ph.D} once in his/her PG Studies. The students those who have availed this facility in other farm universities during their B.Sc/ M. Sc Program or from the Municipal Corporation of their respective districts, are not eligible during their Ph.D study in UHS, Bagalkot. However, the students are eligible for this facility subject to the following conditions.

- 1) Production of certificate from their parent Universities stating that he/she has not been provided laptop in B.Sc/M.Sc degree. Hence, this facility shall be extended during Ph. D degree.
- 2) Whose family income is below Rs. 5.00 lakhs.
- 3) In-service candidates and ICAR (JRF & SRF) awarded students are not eligible.

- 4) Registrar, UHS, Bagalkot will call applications from eligible SC/ST students every year looking into the availability of fund.
- 5) Eligible students have to download prescribed application from university website and send the application through their respective College Dean to the Registrar, UHS, Bagalkot with relevant documents.
- 6) Applications will be scrutinized by the committee constituted by the University and will be notified by the Registrar UHS, Bagalkot.

#### **20.4.2 Zero Mess bill concept for PG students**

Zero mess bill concept is introduced for both M.Sc & Ph.D. students belonging to the SC/ST communities to meet-out the hostel expenditure in excess of GOI Scholarship, (to those who get GOI Scholarship from GOK) to ensure that student do not face hardship in payment of their monthly mess bill. However there is no exemption for guest charges. If SSP portal maintenance amount is sanctioned as day-scholar instead of hosteller without any input or approval error from either by student or by college then such of the cases may be considered under zero mess bill with suitable documents,

- Note. 1 The Ph. D students who awarded the Assistantship Allowances of Rs. 10,000 per month are not eligible for above facility.
- 2 Outside State ICAR Allotted students are not eligible.

#### **20.4.3 Fees concession for the PG students**

i) Difference Amount of Fees. : Fees concession concept shall be extended for both M.Sc. & Ph.D. students belonging to the SC/ST communities to meet out the college fees in excess of GOI Scholarship (student who get GOI Scholarship from GOK)

ii) Fee concession: Fees concession concept shall be extended for both M.Sc. & Ph.D. students whose family income is between Rs. 2.50 to 10.00 lakhs as per University fee notification.

- Note. 1) Ph.D Students who awarded the Assistantship Allowances of Rs. 10,000/month are not eligible for above facility
- 2) Outside the State ICAR Allotted students are not eligible
- 3) Convocation fees, Migration fees and caution money deposit must be borne by the Students.

#### 20.4.4 Assistantship Allowances to the Ph.D students

University of Horticultural Sciences Bagalkot is providing Assistantship allowance to SC/ST students studying in Ph. D @ Rs 10,000 per month through SC/ST Cell under SCSP and TSP budget from the academic year 2022-23 with the following conditions.

- 1) The Students whose parental income is less than Rs. 2.50 Lakhs will be extended the above facility with a condition that they should compulsorily apply for GOI scholarship and can avail Assistantship in addition to GOI scholarship. However, the students have to pay difference of fees to college and Hostel Charges.
- 2) The Students whose parental income is between Rs 2.50 lakhs to Rs. 10.00 lakhs are not eligible to apply for the GOI scholarship, such of the students will be extended Assistantship. However, the students have to pay Hostel Charges and college fees compulsorily.
- 3) The Students whose parental annual income is more than Rs. 10.00 lakh are not eligible to apply for GOI scholarship such of the students will be extended Assistantship, but student have to pay college fees and Hostel Charges compulsorily.
- 4) The Registrar, UHS, Bagalkot will invite the applications from eligible SC/ST students every year looking in to the availability of fund.
- 5) The Students have to download prescribed application format from the university website and submit the application through admitted College Dean to the Registrar, UHS, Bagalkot with relevant documents.
- 6) Applications received will be scrutinized by the committee constituted by the University and the Registrar, UHS, Bagalkot will issue the notification.

#### 20.4.5 Contingency Allowances for the PG students

The contingency facility has to be extended to all the SC/ST PG students for their study materials/text book/stationary/ thesis preparation etc., @ Rs.6000 per year per student during I& II year of M.Sc. programme and @ Rs.10,000 per year per Ph. D student during their course of study (3 years) **(Ph. D Student awarded with Assistantship Allowances are not eligible for this facility)**

Eligible candidates have to submit the bills to SC/ST Cell, UHS, Bagalkot with a certificate by student and Guide along with the counter signature of respective Head of the Department (HOD).

#### **20.4.6 Participation in National and International Seminar/workshop/skill development programmes/ etc**

The PG students of M.Sc. & Ph.D may be permitted/ allowed to participate in the seminar/ workshop at National level twice in a year and the Ph. D students are also eligible to attend one International Seminar during the course. The expenditure incurred by the students towards registration fees, second class railway fare/bus fare/ air fare( for International seminars only) and dearness allowance may be reimbursed with the following conditions.

1. The student should be first author of research paper to be presented in the National Seminar/Workshop. The research paper should have been prepared out of his own research.
2. The student is not eligible for drawing any advance
3. The PG student has to submit the proposal through proper channel to the committee constituted for the purpose and the said Committee will scrutinize the same.

The SC/ST students may be provided training/coaching in English language& computer education and other necessary training through some identified institutes decided by the Director, SC/ ST cell for the benefit of the students in collaboration with pioneering institutes.

#### **20.5 Students Aid fund**

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

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

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

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

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

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

**20.5.7** The Major Advisor/Professor/HOD shall have to recommend the books to be purchased.

## **20.6 Extra boarding and lodging charges.**

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

## **20.7 Donors Scholarship**

- a) The per month scholarship is Rs. 900 or based on the interest accrued on the particular deposit.
- b) The Donors scholarship shall be awarded as per the conditions specified by the Donors
- c) Awardees should maintain minimum CGPA of 7.50 for M.Sc. and CGPA 8.00 for Ph.D. at the end of each semester. The continuation of the scholarship is based on student's good conduct and character.
- d) Awardee should maintain required merit.
- e) Student should take up studies on a full time basis and does not take up any job even on part time basis.
- f) If the awardee student does not accept the scholarship, the same shall be awarded to the next meritorious student of that batch.

## **20.8 Post Graduate Incentives**

- a) Those students who have not been awarded any scholarship/ fellowship from Government / ICAR /Donors /Private etc. are eligible for award of PG incentives.
- b) The application should be submitted through Dean of the concerned college to the Registrar with the recommendation of Dean PGS
- c) The scholarship committee will review the applications received and recommend the names of the students.
- d) Incentive amount is Rs. 800/- per month for M.Sc. and Rs. 1000/- per month for Ph.D.

## **21.0 CONDUCT OF EXAMINATION AND PREVENTION OF MALPRACTICES**

### **21.1 For teachers/authorities**

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

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

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

**21.1.4** The course teacher, Head of the Department and the PG coordinator concerned shall

make proper seating arrangements.

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

**21.1.6** The invigilator/teacher has to ensure that no student has in possession or accessible to papers, books, notes and mobile phones which might possibly be of assistance or found giving/receiving assistance or copying from any paper, book or notes or allowing other student to copy his answer sheets, writes either on any papers, or any part of the body during the examination or using or attempting to use any other unfair means including any sign, symbol etc.

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

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

a) The invigilator/teacher shall seize the answer papers along with unfair means, if any, from the student and shall invariably demand the explanation or statement of the student concerned.

b) If student refuses to give the statement, the student shall be asked to record in writing his refusal to give a statement. If the student refuses to do even that, the fact shall be noted, duly witnessed by at least one more invigilator/teacher.

c) The invigilator/teacher shall, however, write the remarks on the answer paper and affix duly witnessed by another invigilator/teacher and the student shall be sent out of the hall.

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

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

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

**21.1.12** The Committee may recommend to the University to debar the student for a period

not exceeding two semesters, which shall be notified by the Registrar. However, if the student is found guilty of misconduct of serious nature along with the malpractice, then, the committee may recommend to debar the student for a period up to four semesters.

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

## **21.2 For Students**

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

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

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

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

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

**21.2.6** No student shall write answers on any paper other than the one supplied by the invigilator/teacher.

**21.2.7** Any student found guilty of an offence referred above shall give a written explanation or statement to the invigilator/teacher in charge of the examination hall, if demanded. If the student refuses to give the explanation or statement, he should record the refusal in writing.

**21.2.8** Any student who does not comply with the procedure indicated in the above said regulations, may be deemed to have committed an offence and shall bear consequent penalty.

## **22.0 MAINTENANCE OF DISCIPLINE AMONG THE STUDENTS**

**22.1** Every student of the University shall conform to the rules of good conduct and respect the authorities of the University.

**22.2** Every student of the University shall have an identification card (ID card) with a recent photograph affixed, with information on blood group and signed by the concerned Dean and shall show to the University officials on demand. The student's identification card shall be valid for one year and shall be renewed every year.

**22.3** Students shall do everything possible to protect and make proper use of the University property and other public property. Any student who attempts to deface/destroy the University property or other public property shall be liable for appropriate punishment. In addition, the cost of damaged property (as assessed by the University) or other public authority shall be recovered from the student(s), as ordered by University.

**22.4** Proper decorum shall be maintained by all the students in the class room, fields, hostels, library, educational, cultural and sports activities, tours, transport vehicles both on and off the college campuses.

**22.5** No student shall disturb normal work of the University by disorderly conduct, boisterous behaviours, and unauthorized assembly both on and off the college campus.

### **22.6 Ragging**

Ragging is a serious offence, amounts to crime and students involved in ragging can be suspended/removed from the college permanently.

**22.6.1** The University shall constitute every year an Institutional Supervisory Committee under the Chairmanship of Dean of the concerned College, which shall have overall responsibility of preventing the ragging in the respective colleges. The Committee would submit weekly report to the University in this regard.

**22.6.2** Each constituent college shall constitute an anti-ragging squad headed by a senior Professor/ teacher with other three to five members from the College. This squad shall make surprise visits to the hostels, canteens, student's experimental plots and such other places where there are possibilities of ragging. Though, the timings of the surprise visits are left to the choice of members of the Anti-Ragging squad, it is suggested that, such surprise checks should be taken more frequently during evening, early morning and late-night hours. If any untoward incidence comes to notice of the Squad members, the same shall be reported to the college authorities for appropriate action.

**22.6.3** The College will arrange to display through posters/banners and handbills at important places, the penalty for ragging in order to create awareness among the students about

consequences of ragging.

**22.6.4.** The Dean of each college shall inform in writing to the parents/guardian of each senior student of the college about the consequences, if their wards are found indulging in any kind of ragging to the fresh students. The parents shall also be requested to advise their wards not to indulge in any kind of ragging.

**22.6.5** The teacher counsellor for all the fresh students shall be allotted and announced during the Orientation programme.

**22.6.6** Soon after the Orientation programme, a meeting of the fresh students and senior students shall be called by the college Dean and all the students shall be advised to maintain ragging free environment in the college campus. During this meeting, each fresh student shall be assigned to a senior student preferably of the final year who shall work as local guardian and safeguard the students from ragging. In spite of this arrangement if any fresh student is ragged by any one, the senior student assigned to such fresh student shall report the matter immediately to the Counsellor of the fresh student and other authorities of the college /hostel.

**22.7** Every student shall be punctual to the classes. Coming late to the class shall be avoided and the class teacher shall have the right to refuse attendance and entry to the class to such late comers in the interest of class discipline.

**22.8** Absenting to a class or examinations in mass, for whatever reason shall be considered as an act of indiscipline.

**22.9** No student shall be in a class during the assigned hours unless the student has registered for that course or has the written permission of the course teacher and the head of the department.

**22.10** Possession and consumption of alcoholic drinks, drunkenness, smoking, drug addiction or gambling on or off the campus is strictly prohibited.

**22.11** Celebration of festivals on days other than authorized ones and rude/unruly behaviour on such occasions shall be considered as an act on indiscipline.

**22.12** Violation of anyone of the above regulations shall be considered as an act of indiscipline and it shall be brought to the notice of the concerned Dean.

**22.13** The concerned Dean shall enquire into the act of indiscipline of the student(s) and shall take immediate action such as administering a warning, fine, expulsion from the hostel and suspension from attending the classes for a period not exceeding a month.

**22.14** Further, in serious cases, disciplinary proceedings may be initiated through a disciplinary committee consisting of the concerned Dean as Chairman, three senior faculty members of the College and Chief Warden/Warden as members, which may recommend to

the University for taking further action.

**22.15** The student(s) recipients of any concessions or other benefits from the university or from other institution with the approval of the University shall lose these concessions and benefits, if they are found involved in any serious acts of indiscipline.

**22.16** The Vice Chancellor shall be an appellate authority. In case an appeal is made by the concerned student, the Vice-Chancellor, if need may get the matter reviewed by a Review Committee constituted by him consisting of five members including Officers and Senior Professors, excluding the members of the disciplinary committee. The Vice Chancellor may reduce or enhance the punishment based on the recommendations of the Review Committee. The decision of the Vice Chancellor shall be final.

### **23.0 GOLD MEDAL**

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

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

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

**23.1.3** The student should have completed all the requirements including submission of thesis except thesis Viva-voce examination, within the minimum stipulated duration of degree programme, i.e. four consecutive semesters from the date of admission in case of M.Sc. and six consecutive semesters from the date of admission for Ph.D. degree programme.

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

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

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

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

**23.5** At the time of applying for convocation, the students should fill in the application and

pay the prescribed fee and exercise their option whether they are taking their degree in person or in absentia.

**23.6** If a student has applied for a particular convocation to take the degree in person but fails to attend the convocation, the student has to apply again by paying the prescribed fee.

**23.7** In case of death of a student before taking degree at the convocation, the nearest relative can apply for getting the degree at the convocation. In such cases university may consider confirming the degree on the candidate and award gold medals if any posthumously.

## **24.0 APPROVAL OF RESULTS AND ISSUE OF CERTIFICATES**

The Vice Chancellor shall approve the results provisionally on the recommendation of the concerned Dean, Dean Post Graduate Studies and the Director of Education. The Registrar shall issue provisional degree certificates, transcripts etc., to the successful candidates subject to clearance of all dues and surrender of ID card. However, the final results shall be approved by the respective Board of Studies, Academic Council and the Board of Management.

## **25.0 CONVOCAATION-ANNUAL AND SPECIAL**

**25.1** A convocation for conferring degrees shall be held once a year and special convocation, if any, as directed by the Chancellor.

**25.2** The Registrar shall issue a notification every year prescribing the last date for receiving applications for conferment of degrees during ensuing convocation from the graduating candidates who have completed their degree programmes in that year.

**25.3** If a candidate who had applied for a particular convocation to receive the degree "IN PERSON" fails to attend the convocation, he/she shall pay a penal fee of Rs. 1500/- + Bank processing fee in addition to the prescribed fees and get the certificate as "IN ABSENTIA" from the office of the Registrar after the convocation. Such students shall give an undertaking, indicating the reason for absence to the Registrar.

**25.4** Name of the students in OGPA cards, provisional degree certificates and degree certificates shall be as spelt out in the qualifying degree certificate.

**Note:** Change in the name of the students, if any made in the qualifying examination certificates by the respective bodies, even after the issue of the provisional degree certificate (PDC), OGPA, Migration & Convocation certificate by the University shall be considered and reissued.

## **26.0 AMENDMENT OR CANCELLATION OF RESULT**

If it is found that the result of a candidate has been vitiated by malpractice, fraud or other improper conduct whereby the student has been benefitted, the Academic Council and the

Board of Management have the power at any time, notwithstanding the award of degree to amend the result of such Candidate and to pass appropriate order as may deem fit.

#### **27.0 SAVINGS**

**27.1** No regulation made by the Academic Council, concerning the Postgraduate studies shall limit or abridge the powers of the Academic Council to deal with any cases of any student or students of the Postgraduate studies in such a manner as it may appear to be justifiable and equitable.

**27.2** Any modification in these regulations made from time to time by the Academic Council shall be effective from the dates as may be decided by the Academic Council and applicable to all the students who shall be on roll on that date and / or subsequent dates, unless stated otherwise.

**27.3** In the event of any difficulty arising at any time in the implementation of the regulations or in interpretation thereof, the decision of the Academic Council shall be final and binding on all the concerned.

  
**REGISTRAR  
UHS, BAGALKOT.**

**UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOT**

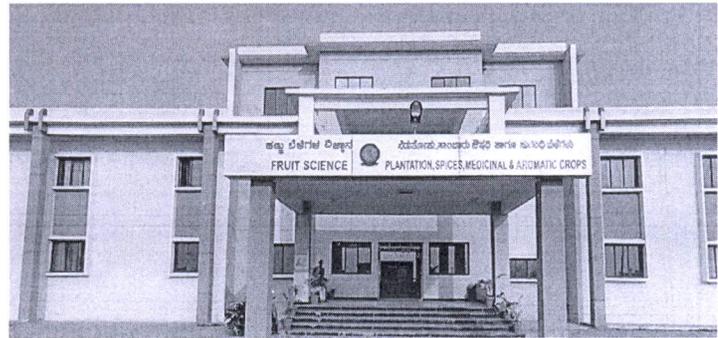


**Post Graduate Centres**



**KRCCH, Arabhavi**

**COH, Bagalkot**



**COH, Bengaluru**