

ACADEMIC INFORMATION AND REGULATIONS GOVERNING UNDER-GRADUATE DEGREE PROGRAMMES UNDER SEMESTER SYSTEM

SEMESTER SYSTEM

1.0 TITLE : The Academic Information and Regulations shall be called "University of Agricultural Sciences, Bangalore, Academic Information and Regulations Governing Under-graduate Degree Programmes Under Semester System." These shall come into effect from the Academic year 2018-19.

2.0 DEFINITIONS

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

2.2 Semester

2.2.1 Semester Duration : Each semester shall consist of 115 working days including the examination days (95 full working days as instructional days and 20 full working days for practical exam and final theory external examination days).

2.3 Curriculum: A series of courses designed to provide learning opportunities to meet the requirements for awarding a 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 has a specified number, title and credits.

2.5 Credit Hours (Course Credits) : A measure of quantity of work done in a course. One credit represents one hour of lecture or two hours of laboratory or field work per week through a semester.

2.6 Course Load per Semester: Normally, a student shall register for a minimum of 18 credits and a maximum of 26 credits. However, the Minimum / Maximum course load may be exempted by the concerned Dean when the student has only a few courses to complete. In addition, the student shall be permitted to register a maximum of extra 13 credits as supplementary course credits. However, the total credits including supplementary course credits shall not exceed a maximum of 39 credits.

The supplementary credits shall be registered along with the regular courses at the time of registration. The students are permitted to add supplementary courses till the end of 6 weeks from the start of the semester.

2.6(a) Post final year UG students may register the courses along with I, II, III or IV year students or in combination with any of these batches, however, the total number of credit hours should not exceed 26 in a semester.

2.7 Grade Point of a Course: 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 ten. 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 of the total course credit points secured by a student in various courses registered divided by the total course credits during that semester. It shall be expressed up 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 a period covering all the preceding semesters. CGPA is computed by dividing the total course credit points by the total number of credits completed up to the end of a specified semester. It shall be expressed up to the second decimal place.

2.11 Overall Grade Point Average (OGPA): It is a measure of 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 over the semesters by the total number of credit hours rounded off to the second decimal place.

2.12 To qualify for the degree, the students shall complete all the prescribed courses with an Overall Grade Point Average (OGPA) of not less than 6.00 out of 10.00.

3.0 UNDERGRADUATE DEGREE PROGRAMMES

	Degree Programme		Duration	Place
1.	Agriculture	B.Sc. (Agri.)	4 years/ 8 semesters	Bangalore Mandya Hassan Chintamani
2.	Agricultural Engineering	B.Tech. (Ag. Engg.)	4 years/ 8 semesters	Bangalore
3.	Agricultural Marketing & Co-operation	B.Sc. (Ag.Maco.)	4 years/ 8 semesters	Bangalore
4.	Agricultural Biotechnology	B.Sc. (Agri. Biotech.)	4 years/ 8 semesters	Hassan
5.	Food Science & Technology	B.Tech. (Food Sci. & Tech.)	4 years/ 8 semesters	Hassan
6.	Sericulture	B.Sc. (Seri.)	4 years/ 8 semesters	Chintamani

3.1 Medium of Instruction

- 3.1.1 The medium of instruction in the University of Agricultural Sciences, Bangalore shall be English.
- 3.1.2 B.Sc.(Agri.) degree programme will also be offered in Kannada medium at Bangalore Campus only provided a minimum of 10 students opt for Kannada medium.
- 3.1.3. Students shall give their option for medium of instruction at the time of admission to B.Sc. (Agri.) degree course at G.K.V.K Campus.
- 3.1.4 All the examinations including the supplementary examinations shall be in the same medium of instruction in which the student had taken the course.

3.2 Eligibility for Admission:

- 3.2.1 **Candidates to be eligible for admission to all the undergraduate programmes in the University should satisfy the following requirements:**

A pass in two years PUC examination of Karnataka State or an equivalent examination with the combination/s as given.

B.Sc. (Agri.) / B.Sc. (Agri. Biotech.) / B.Sc. (Seri.)	} PCMB or Inter (Agri.)
B.Tech. (Ag. Engg.)	
B.Sc. (Ag. Maco) / B.Tech. (Food Sci. & Tech.)	

Remedial courses in Mathematics and /or Biology need to be completed during the course of the study, if Mathematics and / or Biology is / are not taken in the qualifying examination.

- Note : 1) In respect of Jammu & Kashmiri Migrants Seeking admission, the directions of Government of Karnataka will be followed, proof of which should be obtained and produced from the jurisdictional "District Magistrate and Deputy Commissioner" of any state in India.
- 2) In case of candidates selected by ICAR, the directions of ICAR will be followed.

3.2.2 Domicile Requirements:

- a) In addition to the qualifications prescribed under 3.2.1, the candidate should be a citizen of India and must have studied in any Educational Institution in Karnataka State for a minimum period of seven academic years at any time upto PUC or its equivalent as on 1st July of the year in which the Entrance Test is held. Further, the candidate should have appeared and passed SSLC or its equivalent or PUC or its equivalent examination from Karnataka State. In proof of this, certificate(s) issued only by the Head(s) of Institution(s) where the candidate studied is to be enclosed.
- b) The candidate should have studied and passed I and II Year Pre-University examination or its equivalent examination within the State of Karnataka from an Educational Institution run or recognised by the State Government and that either of his parents should have born and studied or resided in Karnataka for a minimum period of seven years.

3.2.3 **Exceptions:** While eligibility qualification prescribed under 3.2.1 above remains same, the provisions prescribed above under 3.2.2 shall not apply in case of candidates who fulfill any one of the following, provided appropriate certificates of proof are furnished in support of their claim. In what follows, 'children' means only 'natural born' children and not 'adopted ones'.

- i) Persons applying for seats reserved for children of defence personnel and children of ex-service personnel;
- ii) Children of Central Government employees and employees of Statutory Corporation set up, owned or controlled by the Central Government or the 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 and during the two years period of study of candidate in PUC.
- iii) Children of State Government employee 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 period corresponding to candidates study outside the State from I standard to II PUC or 12th standard can be added to make up the seven years of study within Karnataka.
 - 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.
- iv) Children of working or retired Central Government employees, employees of Central or State Government working in Joint Sector Undertakings where such employees:
 - a) had declared in 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 recognised by the Government of Karnataka for a minimum period of seven years in Karnataka and such candidate has studied and passed the qualifying examination from any Government or Government recognised educational institution located in the State of Karnataka.

- v) The children of serving defence personnel or Central Armed Police Force Service or the Ex-servicemen whose home address at the time of joining the defence service was in Karnataka or in the case of a candidate who is son or daughter of defence personnel who has worked continuously in Karnataka for a minimum period of one year in Karnataka during the two year period of study of candidate in PUC or its equivalent in Karnataka, proof of such domicile should be produced either by obtaining from the office of the Defence units/CAPF units/AG's branch (Army HQs)/respective branch of integrated HQ of MoD for officers and respective Record Offices for JCOs or a certificate from the Deputy Director, Department of Sainik Welfare and resettlement.
- vi) The candidate and either of his/her parents' mother' tongue is Kannada, Tulu or Kodava and either of parents was domiciled in the State of Karnataka, such candidate should have passed qualifying examination from a University or a Board or any other Institution located outside Karnataka, and should be residing outside the State of Karnataka as on 1st May may also seek admission, provided the student shall undergo a simple test conducted by KEA to prove his ability to speak, read and write Kannada when he / she attends counseling. In proof of this, a certificate issued by the concerned Revenue or Municipal authorities regarding place of their residence outside the Karnataka State as on 1st May of the year in which the candidate seeking admission is to be enclosed.
- vii) A candidate whose mother tongue is Kannada, Tulu or Kodava should have resided and studied for a period of 7 years between 1st and 12th standards in disputed Kannada speaking area of South Sholapur or Akkalakot or Jath or Gandhi Galanj Taluks of Maharashtra State or Kasargod or Hosadurga taluks of Kerala state may also seek admission, provided the student shall undergo a simple test conducted by KEA to prove his / her ability to speak, read and write Kannada when he / she attends counselling. In proof of this, a certificate issued by the concerned Tahsildar regarding the residence in the disputed Kannada speaking area is to be enclosed.

3.3 Reservation of Seats:

3.3.1 Admission to the University is made subject to reservation of seats for

- a) Agriculturists or children of Agriculturists as defined in the Act of University of Agricultural Sciences, Bangalore.
- b) Children of Defence Personnel, Ex-Servicemen and Freedom Fighters (Political Sufferers).
- c) SC/ST and other Backward Communities [Category-I, II (a), II (b), III (a) and III (b)] as may be directed by the State Government on this behalf from time to time.
- d) Nominees of Government of India through ICAR, New Delhi.
- e) Foreign Nationals and NRIs as per regulations.
- f) Special category candidates, Reserved category candidates, Rural candidates, Kannada Medium candidates, Jammu & Kashmiri Migrants and Hyderabad Karnataka region candidates on merit and roaster as prescribed by the Government of Karnataka from time to time or as per Norms of ICAR, New Delhi.

3.3.2 Foreign Nationals shall send their applications through the Indian Council of Agricultural Research (ICAR), New Delhi.

3.3.3 There is also provision for admitting Non-resident Indians (NRIs) / Children of NRIs under the special quota irrespective of the place where they had their previous education, details of which can be obtained from the Office of the Registrar, University of Agricultural Sciences, GKVK, Bangalore.

3.3.4 Candidates claiming reservation under any of the above categories or for any other benefits in the matter of admission should satisfy certain conditions and produce evidence in support of their claim as specified below:

- i) In respect of category under Agriculturist or children of Agriculturist, including Agricultural labourer should furnish the certificate duly certified by the Revenue Tahsildar of the area affixing the signature, seal and date in application format itself. In case of candidates whose parents draw salary, they are required to produce a salary certificate. In case of candidates whose parents have income from sources other than Agriculture and Salary, they are required to produce

an Affidavit. However, if the land is not divided to the name of the parent but is in the name of the candidate's grand parent, the candidate shall produce additional certificate from the Tahasildar / PDO of the concerned Gram Panchayat indicating that the candidate belongs to a undivided family and that the parents of the candidate are not drawing salary from any source and depend solely on agriculture for their livelihood.

- ii) Defence personnel means Commissioned Officers, Junior Commissioned Officers, Non-Commissioned Officers, other ranks and Junior non-combatants (enrolled) in the Indian Army and Officers holding corresponding ranks in the Indian Navy and Indian Air Force.

Note: Children of Defence personnel will be counted against seats reserved for children of Defence Personnel, if the parent has been working at present continuously for a period of 12 months in Karnataka at the time of making the application for the year and who has a minimum of years of active service in Defence or a person from Karnataka who at the time of entry into Defence Service, had declared as his home town any place in Karnataka and who has a minimum seven years of active service, anywhere in the country or abroad.

- iii) Ex-Servicemen means a person from Karnataka discharged from Defence Service who at the time of his entry into Defence Service had declared his home town as any place in Karnataka and who has served for a minimum period of seven years of active service before his retirement/ discharged from Defence Service.

- iv) Freedom Fighter (Political Sufferer) means a person:

- a) who prior to 15th August, 1947 participated in the Freedom Movement of India.
- b) who even after 15th August, 1947 participated in the struggle in any princely State for securing accession of such State to the then dominion of India, viz., Mysore Chalo Movement which continued upto October, 1947 in the Ex-Mysore Area and the Hyderabad Freedom Struggle which continued up to 18th September, 1948.

- c) who on account of participation in the movement referred to at (a) and (b) above.
 - i) has suffered imprisonment as under trial or has been kept under detention even for a day, or
 - ii) was sentenced to death, or
 - iii) had died while undergoing sentence or detention, or
 - iv) was killed or became permanently incapacitated by Police or Military firing or lathi charge, or
 - v) lost his / her job, property or other means of livelihood.

Where certificates of imprisonment are not available due to records being destroyed etc., an affidavit by the parent of the applicant about his imprisonment supported by a Certificate from an MP or a Member of the State Legislature, past or present who had been in Jail with him, specifying the period of imprisonment or C.P.C.'s from two prominent Freedom Fighters who had undergone imprisonment of not less than one year and are in receipt of State and Central Pension would be accepted.

- d) a person who remained underground but did not suffer imprisonment provided he was
 - i) proclaimed offender; or
 - ii) one on whom a warrant for arrest was issued but not arrested; or
 - iii) one for whose detention order was issued but served.

In the case of proclaimed offenders and those who remained underground, documentary evidence by way of Court / Government order is required.

- e) A person who had participated in the activities of Indian National Army (INA).

The freedom fighter referred to at items (a) to (e) must have been domiciled in the State of Karnataka for a period of not less than seven years immediately preceding the date on which such person claims the benefits.

3.4 Application for Admission

- 3.4.1 Application for admission shall be made to the Karnataka Examination Authority (KEA), Bangalore in the prescribed form which may be obtained from the KEA as and when the notification is issued.
- 3.4.2 Candidates belonging to foreign countries shall send their applications through the Indian Council of Agricultural Research (ICAR), New Delhi or Agencies (Consultants) nominated by the ICAR/GOI, New Delhi through their embassies.
- 3.4.3 Candidates from States other than Karnataka need to seek admission only through ICAR, New Delhi as and when called by ICAR, New Delhi.

3.5 Mode of Admission

Admission for the seats which are not reserved, shall be made strictly according to the merit, which shall be determined as under.

- 3.5.1 Fifty Percentage of marks secured in optional subjects of the second year of the Karnataka Pre-University examination or its equivalent and fifty percentage of marks secured in CET, Karnataka.
- 3.5.2 The admission of candidates is subject to the following conditions;
 - a) Seats being vacant,
 - b) Verification of original marks card and other details furnished in the application,
 - c) Payment of prescribed fee to the Karnataka Examination Authority, Bangalore on or before the notified date,
 - d) Production of Medical Fitness Certificate at the time of Registration.
- 3.5.3 In respect of seats set apart for Agriculturists / children of Agriculturists, admission shall be made strictly according to category-wise merit based on 25 per cent marks each, secured in PCMB combination in II year PUC Science and KEA-CET, Karnataka and 50 per cent marks secured in the Practical Test. The Maximum marks for Pre-University and practical test shall be 400 and 200, respectively. The candidates who fail to appear for Practical Test will be considered as 'Not Eligible'. Those candidates

who attend the Practical Test and score less than 100 marks will also be considered as 'Not Eligible' for claiming seat under this quota.

Note: If there are any reserved seats unfilled, such seats shall be transferred to the general pool and filled up.

4.0 REGISTRATION

4.1 Registration for the First Semester After Selection

- 4.1.1 Candidates on receipt of admission notice from the University, shall pay the prescribed fee on or before the last day specified in the admission notice and shall attend the classes from the first day of the semester / from the day of admission.
- 4.1.2 Admission is incomplete without registration of required courses relevant to the degree programme. Hence, all students admitted to different degree programmes should go through the process of Registration in Person on the notified date. After the notified date, the students are allowed to register upto a maximum of six working days with prescribed penal fee. After the sixth working day, the Dean of the respective College may permit the students to register within another six working days on genuine grounds and on payment of prescribed late fee notified by the University from time to time.
- 4.1.3 Orientation programme shall be conducted by the concerned Dean for the benefit of newly admitted students.
- 4.1.4 Candidates admitted to Under-graduate programme shall not be permitted to discontinue the semester. The admission of such candidates shall stand cancelled automatically.
- 4.1.5 Student who registers for first semester should complete at least one gradial course for which grade is done on 10 point scale earning a grade point of at least 5.00 out of 10.00 other than SA (Shortage of Attendance) or F (Fail), failing which his / her admission shall be cancelled. Non-credit courses wherein grading is done as 'S'(Satisfactory) or 'NS' (Not-Satisfactory) are excluded from the purview of this regulation. However, in genuine cases of hospitalization resulting in immobilization, a student can be exempted provided he / she produces sufficient proof. The genuineness of such cases shall be examined by a Committee comprising of the concerned Dean as Chairman with two Heads of University / Departments / Professors as members who will recommend to the Director of Education for final approval.

4.2 Registration for Second and Subsequent Semesters

- 4.2.1 Registration shall commence two weeks in advance of the date of the closure of the current semester.
- 4.2.2 The last date for registration for the semester shall be the first day of that semester. However, the students intending to register only for supplementary examination are allowed to register for the semester and then register for supplementary examinations. In case, in the subjects where the announcement of results is delayed, the students shall be permitted to register upto one day prior to the date of supplementary examination with the permission of the concerned Dean (Applicable from 2006-07 and onwards)
- 4.2.3 After the last date, students are allowed to register up to six working days on payment of prescribed fee for late registration. After the sixth working day, the Dean of the respective College may permit the students to register within another six working days on genuine grounds and on payment of prescribed late fee notified by the University from time to time.
- 4.2.4 The attendance shall be counted from the date of commencement of the semester.
- 4.2.5 Students failing to register for courses in a semester within the time allowed shall be deemed to have discontinued during that semester.
- 4.2.6 A student shall produce the Identity Card at the time of registration. Only under exceptional circumstances a student may be permitted by the concerned Dean to register in absentia.
- 4.2.7 Students shall clear all the dues to the Hostel(s) and Library before registration.
- 4.2.8 A student may be permitted to add a permissible course in the registration card within 15 days from the date of commencement of the semester at student's own risk provided the total number of credits is within the prescribed limit.
- 4.2.9 No Student shall be permitted to drop a course after a period of six weeks from the date of commencement of the semester.

5.0 STUDENT COUNSELLING

- 5.1 Students on their admission shall be divided into convenient batches by the Dean concerned and each batch is assigned to one of the teachers, who is designated as Counsellor.
- 5.2 The Counsellor shall maintain the record of the student in the format prescribed by the University.
- 5.3 The Counsellor will establish and foster close personal relationship with students assigned to him by periodical meetings with individual batch of students, in order to understand their problems and to provide remedial actions as may be necessary in consultation with the course teacher(s) and the Dean concerned. It is compulsory that the student on his own behalf should meet the Counsellor from time to time in a semester failing which the Counsellor shall not sign the Registration Card for the next semester.
- 5.4 Among other things the counsellor shall help the students in planning their academic programmes.
- 5.5 Only the designated Counsellor shall sign the Registration Card of the student. However, the concerned Head of Department / Dean can sign under genuine cases.
- 5.6 All representations from the students should be routed through their respective Counsellor.
- 5.7 The Counsellor shall report the progress of the Counsellee to the Parent / ward in the prescribed format.

6.0 FEE STRUCTURE

- 6.1 The student shall be required to pay the prescribed fee in each semester as notified by the University from time to time.
- 6.2 Fee collected from the student shall be adjusted in case the student is admitted to any other under-graduate programme in the University during the same Academic year.
- 6.3 Fee once paid by the student shall not be refunded.
- 6.4 Caution money is refundable after deducting dues if any, on successful completion of the degree programme for which a candidate is admitted or on leaving the degree programme in the middle. The student shall claim the caution money after furnishing No Due Certificate from all the concerned.

- 6.5 Students belonging to Scheduled Caste / Scheduled Tribe / Category-I are required to pay the Registration and other fee which are not reimbursable by the Government.
- 6.6 All SC / ST students are required to compulsorily apply for Government of India Scholarship. In case of SC/ST students whose parents' income exceeds Rs. 2.5 lakhs per annum are not eligible for GOI scholarship but eligible for fee concession to be awarded by the university as notified from time to time. Cat-I students whose parents income exceeds Rs. 2.50 lakhs per annum are not eligible for fee concession. Students belonging to IIA, IIIA & IIIB whose parents income exceeds Rs. 1.00 lakh are not eligible for fee concession.

6.7 Miscellaneous Fee*

Rs.

1. Migration Certificate	740/-
2. Duplicate Migration Certificate	740/-
3. Duplicate Provisional Certificate	740/-
4. Bonafide Certificate	155/-
5. Duplicate Bonafide Certificate	230/-
6. ID Card Charges	155/-
7. Search Charges per year	40/-p.a.
8. Certificate of Academic Progress	155/-
9. Duplicate Certificate of Academic Progress	230/-
10. Certificate indicating study expenses	155/-
11. Duplicate Certificate indicating study expenses	230/-
12. Duplicate OGPA/CGPA/PDC Card	1470/-
13. Duplicate Grade Card	155/-
14. Character Certificate	155/-
15. Certificate of Equivalent Percentage of Marks (Semester System)	155/-
16. Attestation of Transcripts	155/-
17. Any other Certificate (Medium of Instruction / Study Certificate / Eligibility Certificate / Official Transcripts)	155/-
18. Duplicate Convocation Degree Certificate	1470/-

6.8 Other Fee*

1.	Convocation fee - In person	1470/-
	- In Absentia	1840/-
2.	Supplementary Examination Fee (for each course)	500/-
3.	Fee for missed examination in a Course	405/-
6.	Penal Fee for late registration (per day) (upto six working days after the last date)	45/-
7.	Penal fee for late registration (per day) from seventh to twelfth working day (with permission of the Dean)	300/-
8.	Re-Registration Fee	1,110/-
9.	Fee for Re-totalling of marks (final external)	155/-
10.	Xerox copies of Answer Booklets	300/-
11.	Revaluation of Answer Booklets	740/-
12.	Conversion of Grade into Equivalent Percentage Trimester to Semester System	
	General	5,860/-
	SC / ST / Cat-I	2,935/-

* Subject to revision from time to time.

7.0 CURRICULA

An enrolled student in order to earn the Bachelor's Degree shall complete the prescribed credits, with a minimum OGPA of 6.00 out of 10.00. The total credits, courses and course contents are as prescribed by the University from time to time.

- Major subjects relevant to the degree programme.
- Basic courses.
- Related subjects.
- Internship / Placement Training / In-plant Training / RAWEP / EL or HoT/Student Ready Programme.

8.0 EXAMINATION AND EVALUATION

- 8.1 The evaluation of student's performance shall be made separately for each course registered by the student.
- 8.2 Each course shall carry a maximum of 100 marks. There shall be an external examination to the extent of 50 per cent of marks as detailed in regulation 9.0
- 8.3 The evaluation of the student in each course will be referred to as grading under ten point scale and shall be measured by the quality of performance in that course by assigning course grade points.
- 8.4 Student obtaining grade point of less than 5.00 in a course will be declared as failed in that course. The grade of such student will be indicated as F. The courses with Grade Point of 5.00 or more will be treated as cleared, except as in regulation 11.0
- 8.5 The student shall repeat the course(s) in which he / she has obtained grade till a minimum grade point of 5.00 is obtained either by registering as a regular course or by taking supplementary examination as laid down under regulation 11.0

(Applicable for the students admitted from the Academic year 2007-2008 and onwards)

8.6 Attendance

One hundred per cent class attendance is expected in each course registered by the student in a semester. A student, who fails to attend 80 per cent of the classes conducted in a course (theory and practical put together) shall not be permitted to appear for the final examination in the concerned course. However, 10 per cent condonation may be granted, under exceptional circumstances by the Dean concerned.

- 8.6.1 For calculation of attendance, the number of classes attended during the instructional period shall be considered. In case of newly admitted students, the attendance is calculated from the date of registration.

A student putting in more than the minimum of 80 per cent attendance, shall be awarded marks proportionately out of 5 marks set apart for attendance.

The grade of the student who fails to attend 80 per cent of the classes in a course shall be indicated as "SA" and such student shall be required to repeat the course.

8.7 Distribution of Marks

Each course shall carry a maximum of 100 marks. The distribution of marks is as indicated below:

8.7.1 Courses with Theory and Practical Components

1. Mid-term	*30
2. Practical Examination	10
3. Assignments / Reports / Records	05
4. Final Examination (Externals)	50
5. Attendance	05
Total	100

* (Five marks may be allocated for collection / submission of specimens in the courses wherever necessary).

8.7.2 Courses with only Theory Component

1. Interim Examination	20
2. Mid-term Examination	25
3. Final Examination (External)	50
4. Attendance	05
Total	100

8.7.3 Courses with only Practical Component

1. Practical Work	60
2. Records and Assignment	10
3. Final Examination	25
4. Attendance	05
Total	100

Note:

1. All the examinations included under 8.7.3 are internal examinations.
2. The scheme of evaluation for practical work will be decided by the respective Heads of Departments.

8.7.4 All the examinations will include syllabi covered from the beginning till the date of respective examination. The schedule of both theory and practical examinations in each course shall be notified by the respective Dean.

8.8 Evaluation of Internal Examinations

8.8.1 The course Teacher shall set the question papers for all the internal examinations and evaluate the same.

8.8.2 The valued answer paper(s) shall be returned to the students within three weeks from the date of examination and the student shall collect the valued answer papers within this period.

8.9 Conducting of Missed Internal Examination

8.9.1 Student absenting from examination by prior permission on official University business shall be given due consideration in completing attendance requirements and may be permitted by the Dean concerned to make up examination that is missed.

8.9.2 Students who miss examination in a course due to unavoidable circumstances like hospitalisation / death of parents / own marriage / attending interview / attending court cases may be permitted on production of proof, by the concerned Dean to take the missed examination, on the recommendation of the course teacher and the Head of the Department on payment of prescribed fee to the University for each missed examination. Students who miss the examination(s) on account of their participation on official University business as specified under 8.9.1 are exempted from payment of prescribed fee. A student who deliberately misses the examination shall not be allowed to appear for the missed examination.

8.9.3 There shall be no missed examination for final (external) theory examination except for the students who go on University nomination for sports / cultural events. For such students, the prescribed missed examination fee is exempted and the final external theory examination shall be conducted by the University Examination Centre, within a period of 45 days. The Dean of Students Welfare after taking university approval shall inform the Controller of Examinations to facilitate him / her to obtain three question papers pertaining to such course/s and to make arrangements to conduct the examination/s within time.

8.9.4 Portion for the missed examination will include all the portions covered upto the date of the missed examination.

8.9.5 The student who misses an examination should fulfill the requirements as under 8.9.1 and 8.9.2

8.9.6 Missed examination shall be conducted within three weeks from the date the regular examination was scheduled. 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 with medical certificate.

- 8.9.7 A student is eligible to get only one missed internal examination in a course in a semester. However, any student who represents University for sports / cultural events is eligible to take the internal / external examination/s missed by him / her due to the aforesaid reasons, without payment of missed examination fee.

9.0 MODALITIES FOR CONDUCTING EXTERNAL EXAMINATIONS

The existing staff pattern for External Examination Cell at the College level shall be continued and they shall be entrusted with the responsibility of Coordinating with the University Examination Centre and also conducting External Examinations for UG Students.

There shall be commonality in offering courses in each semester for respective degree programmes at different Campuses in the University.

Course No., Course Title, Credit Hours, Syllabus and Extended Lecture Outlines pertaining to common courses of all UG degree programmes shall be finalized. The University Heads of each subject/discipline shall discuss the same in the Annual Technical Meet of each subject group and propose to the BoS (UG).

The Assistant Registrar of the College concerned shall provide the list of students registered in each semester to the CE, UEC, GKVK through the Dean immediately after the completion of the process of registration.

The Dean/Coordinator concerned shall provide the panel of External Examiners/Question Paper Setters (at least 3 names) for each course within one month from the commencement of the Semester to the CE, UEC, GKVK.

The CE shall appoint the External Examiners/Question Paper Setters course wise, with the approval of the Director of Education.

The External Examiners shall be requested to provide key answers for objective type questions and important points around which the answers revolve around for subjective type questions, while obtaining question papers.

One teacher each for every course from each campus shall be deputed as evaluator. However, additional evaluators may be drawn from the main campus, if required. In case of shortage of Internal Evaluators, the COE has the discretion to appoint External Evaluator/s for such of those courses. Only thirty five answer booklets per day shall be provided to every evaluator for evaluation.

The Dean/Coordinator concerned shall make arrangements to conduct the External Examinations in the College concerned with intimation to the CE, UEC, GKVK.

The CE shall finalize and notify the Schedule of External Examinations at least three weeks before the commencement of the External Examinations.

The Dean/ Coordinator concerned shall appoint invigilators (teachers) and supporting staff and intimate to the CE at least three weeks before the commencing of the External Examination.

The CE shall obtain the question papers from the External Examiners/Question Paper Setters and make required number of copies of question papers, bundle and seal them. Also, the CE shall keep ready the required number of blank answer booklets and attendance sheets.

The CE shall handover sealed covers containing question papers, blank answer booklets, blank additional sheets, attendance sheets and other examination materials, at the UEC, GKVK, to the respective Dean/Coordinator one week before the commencement of the External Examinations. The Dean concerned shall provide transport facilities for shifting all the materials concerned to the External Examinations.

The External Examinations shall be conducted simultaneously at all the constituent colleges from 10.30 AM to 12.15 PM or 1.30 PM to 3.15 PM on the specified date. The invigilators and the supporting staff shall collect the examination material at 10.05 AM from the Dean (of out-station campus)/the COE (at GKVK campus) and be present at the venue of the Examination before

10.15 AM / 1.15 PM and make necessary arrangements. The students shall enter the Examination Hall at 10.25 AM / 1.25 PM and complete the formalities of filling the face page of answer booklet by 10.30 AM / 1.30 PM. The Invigilators shall distribute the question papers / OMR sheets exactly at 10.30 AM / 1.30 PM. The students shall not be allowed to enter the Examination Hall 10 minutes after the start of the examination. Similarly, the students shall not be permitted to leave the venue of the examination before 11.00 AM / 2.00 PM.

Note: The duration of final external examinations is 105 minutes (i.e., 50 minutes for Part-A and 55 minutes for Part-B of question paper).

Discrepancies in question paper, if any, shall be verified by the Dean / Coordinator concerned in presence of the course teacher and the HoD concerned and shall be reported to CE, who in turn shall examine and intimate the Deans / Coordinators of other Colleges. The discrepancies shall be mitigated as per the UG Academic Regulations that are in vogue in the University.

The invigilators shall conduct the examinations as per the existing guidelines/academic regulations. After the examination, the invigilators shall hand over the answer booklets arranged ID No.-wise (as per the attendance sheet) to the Dean/Coordinator of the College.

The Co-ordinator shall seal the answer booklets along with the attendance sheet and OMR sheets course wise and degree programme wise and shall be preserved in a secured place.

The Co-ordinator shall handover the sealed bundles of answer booklets to the UEC within three working days after the last External Examination.

The answer booklets shall be bar coded, shuffled and bundled @ 35 booklets / bundle by the Controller of Examinations and shall be kept ready for centralized evaluation.

The answer booklets shall be centrally evaluated at the UEC, GKVK campus by the teachers nominated by the Dean concerned/ External Evaluator appointed by the CE with the approval of the Director of Education. The schedule of centralized evaluation shall be notified by the CE.

Arrangements shall be made by the UEC to accommodate the internal evaluation of outstation campuses wherever the accommodation is available. The evaluators are entitled for TA / DA and remuneration as per the approved rates.

After the evaluation, the answer booklets shall be decoded and arranged ID No.-wise, course wise and degree programme wise at the UEC.

The internal marks of each course shall be collected by the Co-ordinator concerned from the course teacher concerned and sent to the UEC through the Dean concerned within one week from the commencement of the next semester. The internal marks shall also be submitted to Controller of Examinations through UGAM Software using specific user ID and password. Similarly, the grade point obtained by each student in the courses specified under 8.7.3 and also for NSS, PED, Kannada, Educational Tour, Remedial courses, etc., shall be sent to Controller of Examinations through UGAM software for generation of semester progress cards and OGPA cards.

The Internal and the External Examination marks shall be compiled at the UEC and the results shall be finalized by the commencement of the next semester.

Students intending to apply for re-totalling of marks, obtain photocopies of evaluated answer booklets and re-evaluation, shall pay the prescribed fee within the stipulated time as per the existing academic regulations and shall register their request for the same with the Coordinator concerned. After the registration of the request, the Coordinator concerned shall prepare the list of students who have requested for the above mentioned cause course wise and shall intimate the UEC once in 15 days through the Dean concerned for processing further.

The supplementary examinations shall be conducted along with the final external examinations as and when the later courses are offered, (This shall be applicable for the students admitted for 2011-12 and onwards).

- 9.1 There shall be a final external examination in each course covering the theory and practical component to the extent of 50 marks as per the Guidelines issued by the University from time to time (excluding courses with only practical component and non-gradual courses).

- 9.2 The external examinations shall be scheduled during the last 20 days of the semester and shall be notified by the COE.
- 9.3 Mitigation of the problem 'Setting of Questions outside the Syllabus by the External Examiners'; in the event of setting questions outside the course syllabus by the External Examiner. The Dean concerned shall constitute a committee consisting himself/herself as the Chairperson with the concerned HOD, the course teacher and another nominee of Dean concerned as Members and the Controller of Examinations / Coordinator (EEC) as member convenor.

The above Committee shall examine the extent of questions set outside the course syllabus.

It is mandatory on the part of both the course teacher and Head of the Department of concerned to scrutinize the question paper immediately after commencement of the final external examination of UG courses.

Discrepancy in objective type questions and answers choices of the MCQs/True or False/Match the columns in Part-A of the question paper shall be given weightage @ 0.5 marks for that question, when indicated by the course teacher and the Head of the Department.

Discrepancy in the question paper (Part-B), wherein if the question paper contains questions outside the syllabus accounting to less than 50% of the maximum marks on the question paper, it shall be set right by borrowing the questions from the unused II set of the question paper sent by the question paper setter and available at UEC.

In the event of the question paper containing questions outside the syllabus accounting to 50% or more of the maximum marks of the question paper, the Controller of Examinations concerned shall arrange for re-examination in the concerned course after obtaining a separate question paper either from the same Examiner or another Examiner.

10.0 FINALISATION OF GRADES AND SUBMISSION OF GRADE REPORTS

- 10.1 The Controller of Examinations shall announce the grades. The Controller of Examinations will arrange for sending the grade report of each student to the Academic Unit duly signed by

the Assistant Controller of Examinations, Deputy Controller of Examinations and Controller of Examinations within four weeks from the commencement of the next semester.

- 10.2 The course grade report once filed by the teacher with the Academic Unit shall be final. However, in case of discrepancy in reporting the grade point arising out of the genuine mistake, the course grade shall be revised within a period of one year.

10.3 Revision of Grade Point

- i) The representation either from the teacher or from the student, should be submitted to the Dean of the College through the Head of the Department concerned within one year from the date of filing of the grade report in the Academic Unit.
- ii) Such representation shall be considered by a committee consisting of the concerned Dean, COE or Coordinator / Head of the Department and another Professor of the College to be nominated by the Dean. In case, the Head of the Department himself / herself has offered the course, the Dean shall nominate some other Head of the Department. The recommendations of the committee shall be submitted to the Director of Education.
- iii) The recommendations of the Committee shall be considered by the Director of Education whose decision shall be final and the same will be implemented by the University:

- 10.4 The various courses taken by a student along with the credits and the grade points obtained shall be shown on the transcript. Based on the total credits completed the Cumulative Grade Point Average (CGPA) shall be calculated and indicated.

11.0 FAILURE (FAIL, 'F' GRADE) AND CONDUCT OF SUPPLEMENTARY EXAMINATION

- 11.1 Students with Grade Point of less than 5.00 in a course will be declared as Failed (F).
- 11.2 Students who score less than 20 out of 50 marks in the external examination will also be declared as 'Failed'. Such students only are eligible for supplementary examination.
- 11.3 Students who clear the external examination by securing a minimum of 20 marks out of 50, but fail to secure a minimum Grade Point of 5.00 in a course will also be declared as 'Failed'.

- 11.4 Students who fail in a course are eligible to take supplementary examination or shall register for the course as a regular course whenever offered.
- 11.5 Students who are eligible and opt to register for supplementary examination in a course(s) shall pay the prescribed fee for each course.
- 11.6 The supplementary examination will be conducted as and when notified by the COE.
- Supplementary examinations shall be conducted along with the final external examinations as and when the later courses are offered. (This shall be applicable for the students admitted from 2011-12 and onwards).
- 11.7 The supplementary examination shall carry a maximum of 50 marks with duration of 1 hour and 45 minutes. However, the marks earned by the students for attendance/Internal examination / class performance as part of the regular course will be carried over for finalizing the grade point.
- 11.8 Students who secure F Grade in the main examination shall clear the course through supplementary examination, or by repeating the course again as regular course.
- 11.9 If a student misses the supplementary examination, no missed examination shall be given.
- 11.10 No supplementary examination will be conducted in courses having only practical components. Such of the courses having practical component and non-gradual courses shall be repeated as regular courses.
- 11.11 Students should clear a Supplementary Course through Supplementary Examination in three (3) attempts.

11.12 Registration of Supplementary Examinations by the Post Final Year Students

The Post final year students can register any course/courses offered in any semesters (odd or even) for supplementary examinations during 1st semester. However, while registering during 2nd semester of the Post final year, students shall register for supplementary examining for the courses offered during even semesters.

- 11.12.1 The calendar of events of final year students of I Semester shall be applicable to post final year students. Hence, post final year students shall be allowed to register for Supplementary Examinations along with final year students.
- 11.12.2 The post final year students shall register for Supplementary Examinations within three weeks of commencement of I Semester for final year students.
- 11.12.3 The Supplementary Examinations for post final year students shall be conducted only during I Semester of every academic year as special one time provision. However, such students who could not complete in the onetime provision can take Supplementary Examinations along with regular final external examinations during subsequent Semesters as specified in academic regulation No. 9.0.
- 11.12.4 The post final year students may register for a maximum of 26 credit hours in a Semester as specified in academic regulation No. 2.6 (a).
- 11.12.5 The fee for each Supplementary Examinations is Rs. 275/- for the students admitted up to 2014-15; while it is Rs. 500/- for the students admitted up to 2015-16 and onwards.
- 11.12.6 The Supplementary Examinations for post final year students shall be scheduled between 8th and 10th week of the semester depending upon the number of students and courses.
- 11.12.7 The number of attempts to complete a course through Supplementary Examinations is four for the students admitted up to 2014-15; while it is three attempts for the students admitted during 2015-16 and onwards
- 11.12.8 There shall be no missed examinations for supplementary courses registered by post final year students.
- 11.12.9 The academic regulations pertaining to declaration of results and other guidelines remain unchanged for post final year students.

12.0 RURAL WORK EXPERIENCE PROGRAMME RAWEP/RIWEP / RWEP (SERI.)

Rural Work Experience Programme shall be carried out as mentioned in the respective course curriculum of Undergraduate Degree Programme/s (upto 2015-16).

12.1 The seventh semester of the Degree Programme is set apart for rural Work Experience/Placement Training/In-plant Training/ Practical Training in villages.

12.2 Students who have completed all the courses till the end of VI Semester with a minimum CGPA of 5.00 and without securing shortage of attendance (SA) Grade in any of the courses are eligible to register for RAWEP/RIWEP/RWEP/Placement Training /In plant Training Courses.

Note : Students who register for the above courses in anticipation of obtaining the eligibility at the end of VI Semester may do so at their own risk.

Registration of RAWEP and similar courses will automatically be cancelled if the student is found ineligible, subsequently and the fee paid for the Semester shall be forfeited.

12.3 Rural Work Experience Programme shall be carried out as & mentioned in the respective Course Curriculum of Undergraduate

12.4 Degree Programme/s.

Schedule of Activities

Sl.No.	Activities	Period
1.	On campus orientation-General	1 Week
2.	Data collection using PRA tools & secondary sources	2 Weeks
3.	On campus orientation-Subject matter areas	2 Weeks
4.	Placement in RSKs	12 Weeks
5.	ABI Placement	2 Weeks
6.	Group discussion and Final Examination	2 Weeks

12.5 Orientation

The Dean of the respective college will organise the orientation before the placement training involving Heads of Departments and teachers in-charge of the programme. The Research and Extension staff on the campus will also be involved.

12.6 Advisory Committee

There shall be an Advisory Committee consisting of Dean of the concerned college as Chairman and Heads of Departments/ teachers as members. The Committee is responsible to guide

the teachers in-charge of the programme and the students for effective implementation. The committee shall meet periodically and review and monitor the programme.

12.7 Supervision and Guidance

A team of teachers drawn from all the Departments of the college are responsible for providing day to day guidance to all students, supervise the work and evaluate their performance. Each Department will nominate atleast one teacher exclusively for this programme.

12.8 Placement Training

The unit of operation and modalities of implementation shall be decided by the concerned Advisory committee.

12.9 Practical Extension work

As a part of this programme, the students will camp for twelve weeks at one RSK in one central village and work in satellite villages. The detailed modalities shall be worked out by the concerned Advisory Committee.

12.10 Evaluation Pattern

The performance of the students in each of the courses shall be evaluated as under:

Sl.No.	Particulars	Marks
1	Attendance / Diligence	05
2	Work diary	05
3	Practical Record / Project Reports	20
4	Performance during Placement	20
5	Group Discussion / Presentation	20
6	Final Examination	30
	Total	100

12.11 a) A student shall obtain a minimum of 50 marks to pass the course.

b) The procedure for evaluation of the students' performance in respect of Educational tour outside Karnataka and the Study tour as part of the Rural Work Experience programme / In-plant training programme shall be as specified at Regulation 13.

- c) Since RWE programme consists of only practical components, there shall be no supplementary examination. The failed student can register for the course whenever it is offered.

Note : Rural work experience programme for UG degree programmes from academic year 2106-17 and onwards shall be carried out as approved by the University.

13.0 EDUCATIONAL TOUR

- 13.1 One Educational Tour for 15 days during break period after the V Semester shall be conducted and grading shall be done as Satisfactory / Non Satisfactory.
- 13.2 Any student who fails to complete educational tour, shall repeat the tour at his own cost.

14.0 MAINTENANCE OF SATISFACTORY STANDING IN COURSES

- 14.1 An enrolled student, in order to earn a Bachelor's Degree in the concerned field shall creditably have completed the prescribed course credits in the University including approved transfer of credits, as specified in regulation 15 and shall have earned a minimum OGPA of 6.00. In addition, the student shall, in the judgement of the faculty, possess good moral character and a high standard of honesty.
- 14.2 A student who completes the prescribed number of course credits for a particular degree programme, but fails to obtain an OGPA of 6.00 shall be required to improve the OGPA by repeating the course(s) wherein the student has secured a grade point of less than 6.00, either by registering as regular course(s) or by taking supplementary examination in such course(s) with the permission of the Dean concerned, subject to the following conditions:
- a) A student may be permitted to repeat the course(s) where he/she has obtained grade point(s) of less than 6.00 when it is certain that the student will not be able to make the minimum OGPA of 6.00 even after it is assumed, that the student will secure the highest grade point in the remaining courses the student has to complete. This shall be done only on the request of the student and at the student's own risk.
- b) If a student repeats a course in which the student had secured a Grade Point of less than 6.00, the Grade Point obtained by the student earlier gets cancelled.

- c) On repetition, if a student gets 'F' Grade in any course(s), the student shall repeat the course either as a regular course or take supplementary examination in the course(s) as per the regulations provided therein.
- d) Irrespective of the improvement in the OGPA, consequent upon repetition of the course(s), the OGPA of the student shall be restricted to 6.00 only.
- e) In the transcript, only the repeat grade will be mentioned but with 'RE' symbol indicating that the course was repeated by the student.

15.0 TRANSFER OF COMPLETED CREDITS

If an under-graduate student after getting admission in the University completes a few courses and subsequently gets fresh admission to a different under-graduate degree programme, the student is eligible to get the completed credits transferred if the courses(s) is/are common to the degree programme in which the student has completed the courses(s) with a Grade Point of 6.00 or more.

16.0 TIME LIMIT FOR COMPLETION OF DEGREE PROGRAMME

A student admitted to an under-graduate degree programme in the University should complete the degree programme within a maximum time limit of an equal number of academic years over and above the normal period prescribed (i.e. within a period of 16 semesters) for completion of a given under-graduate programme in the University failing which the admission of the student shall stand cancelled automatically.

17.0 UNIVERSITY SCHOLARSHIPS

- 17.1 The Scholarships to be awarded to Under-graduate students of the University shall be classified into two categories:
- a) Merit Scholarships
- b) General Scholarships

The regulations governing the award of these scholarships for each of the colleges are mentioned here under:

17.2 Merit Scholarships

17.2.1 Number :There shall be two annual Merit Scholarships for each class at each of the Colleges.

17.2.2 Value: Each Merit Scholarship will be of the value as specified from time to time and will be tenable for a period of 12 months.

17.2.3 Procedure for the Award

i) Merit Scholarships for the first year UG students shall be decided on the basis of marks secured in Part-II of the qualifying examination for admission.

ii) The award of Merit Scholarship for the students of second and subsequent years shall be on the basis of the Cumulative Grade Point Average (CGPA) secured by the students upto the end of the previous academic year. In case of two or more students securing the same CGPA, 3rd decimal of CGPA shall be considered for awarding scholarship.

17.3 General Scholarships

17.3.1 Number :The total number of General Scholarships awarded for each class, in each of the colleges, shall not be more than 12.5 per cent of the total regular students registered during first semester of the academic year minus the number of merit scholarship holders/Government of India/ICAR (other than SC & ST) Scholarship holders and other Scholarship holders, fractions being ignored.

17.3.2 Value: Each General Scholarship will be of the value as specified from time to time and will be for a duration of 12 months.

17.3.3 No student, the income of whose parents or guardians is more than Rs. 1,00,000 per annum, shall be eligible for General Scholarship. The applicant should have obtained CGPA of 6.00 and above.

17.3.4 Procedure for the Award

General Scholarships for the first year under-graduate students shall be awarded on the same basis as prescribed for the award of Merit Scholarships vide para 17.2.3. The Scholarship will be awarded afresh each year, for second and subsequent years students based on the Cumulative Grade Point Average (CGPA) obtained by the students at the end of the previous academic year as also the need, conduct and character of the student.

17.3.5 Whenever General Scholarship cannot be awarded for want of eligible student, then "The Un-awarded UG General scholarship in a given year of a degree in a given college, it/they shall be awarded to those eligible un-awarded students of the same year of degree by considering pooled merit list of students of different colleges" (2010-11 and onwards).

17.4 Other Guidelines for the Award of Scholarships.

17.4.1 No student holding a Scholarship shall remain absent for any period without permission. Absence for any period will count for the absence of the day and the student will forfeit the scholarship amount for the number of days he/she remains absent without permission.

17.4.2 The scholarship will be terminable at any time, if the conduct, progress of attendance of the student is found to be unsatisfactory and if he / she commits indiscipline or indulges in malpractice in examination or deliberately stays away from the class or other University activities except for reasons considered as valid by the University.

17.4.3 No student shall be eligible to hold more than one of the following Scholarships:

- a) University Scholarship
- b) Govt. of India Scholarship
- c) Govt. of Karnataka Scholarship
- d) ICAR Scholarship

17.5 Fee Concession

17.5.1 No student, the income of whose parents/guardians is more than Rs 1.00 lakh per annum in case of IIA, IIIA & IIIB and Rs. 2.50 lakhs in case of Cat-I shall be eligible for fee concession (Income limit is subject to modification by Govt. of Karnataka from time to time).

17.5.2 A student who is awarded fee concession is exempted / reimbursed from payment of Examination, Tuition, Laboratory, Sports and Library fees from the Govt. through online in case of Cat-I and Examination, Tuition and Laboratory fees from the Govt. through online in case of others.

17.5.3 All University Scholarships will also carry fee concession.

17.6 A student desirous of availing general scholarship or fee concession not through online shall apply to the Registrar through the Dean of the College in the prescribed form on or before the notified date.

17.7 Student Aid Fund

17.7.1 The aim of the Scheme 'Student Aid Fund' is to provide financial assistance to the needy students in the Agricultural Universities not as Scholarship and Fellowship but in the form of reimbursement of expenditure towards (a) Tuition/Hostel/ Examination Fee and (b) Purchase of Books/clothing/medical expenses/boarding etc. provided their needs are considered genuine.

17.7.2 Students whose parents/guardians annual income is more than Rs. 15,000/- are not eligible (Income limit is subject to modification by Govt. of Karnataka from time to time).

17.7.3 The UG students whose CGPA is less than 6.00 are not eligible.

17.7.4 For first year UG students the aid shall be decided on the basis of marks secured in Part-II of the qualifying examination for admission.

17.7.5 Students may exercise option to choose anyone of the financial assistance (Scholarship/Fellowship/Fee concession/Student Aid Fund) whichever is advantageous for them.

17.7.6 The Student Aid Fund awarded shall be given directly to the hostel to meet the hostel charges, if the student is a boarder of any of the UAS Hostels.

17.7.7 If the student desires to purchase Text Books, it shall be given in the form of coupons, provided he/she produces 'No Dues' certificate from the concerned hostels.

17.7.8 In case of non-boarder, it shall be given in the form of coupons to purchase Text books.

17.8 The student aid shall also be given for the re-imburement of medical charges of students limited to Rs. 25,000/- who have been admitted Hospitals as inpatient for Medical Treatments and limited to Rs. 50,000/- who have undergone Surgical Operations.

17.8.1 Re-imburement of Medical Claims shall be extended only to the students covered under Compulsory Group Health Insurance by paying an amount of Rs. 34.00 from each students as premium for risk coverage of the students upto Rs. 1.00 lakh in the event of death. To this, the University will add Rs. 1.5 lakh out of the student Aid Fund and thus a total of Rs. 2.5 lakh will be paid to the aggrieved family.

Other conditions and procedures for repayment will be as laid by Committee constituted for the purpose.

Note: Income certificate submitted by the Candidates at the time of admission alone be considered for award of Scholarships/ Fellowships/Students fee concessions etc., for the students of all the years irrespective of the degree programme in which they are studying and to maintain uniformity.

18.0 CONDUCT OF EXAMINATIONS AND PREVENTION OF MALPRACTICES

18.1 In these Regulations, unless the context otherwise requires:

- a) 'Examination' means and includes all internal Examinations, External Examinations and Supplementary Examinations under the semester System.
- b) 'Co-ordinator of Examination' means the teacher nominated by the Dean of the College.
- c) 'Assistant Co-ordinator of Examination' means the teachers nominated by the Dean to assist the Co-ordinator of examination in conducting the External examinations.
- d) 'Authorities' means the Professor, Associate Professor, Assistant Professor or a person of equivalent cadre.
- e) 'Teacher' means the Professor, Associate Professor, Assistant Professor or a person of equivalent cadre.
- f) 'Invigilators' means the teachers directly in-charge of invigilation work in the examination hall.

18.2 For Teacher

18.2.1 The Scheme of evaluation in each course shall be as specified in 9.0. The schedule of examinations will be notified by the Dean of the College.

18.2.2 Whenever examination papers for internal examinations have got to be typed, one member of the teaching staff of the concerned Department shall be personally present with the typist and also at the time of duplicating. All care should be taken to safeguard the secrecy of the question papers.

18.2.3 The Co-ordinator of Examinations/Assistant Co-ordinator of Examinations/Invigilator shall make proper seating arrangements in the examination hall to ensure prevention of malpractices.

18.2.4 Students coming 10 minutes after commencement of the examination shall not be allowed to enter the examination hall. No student shall be allowed to leave the examination hall within 10 minutes from the time of commencement of the examination.

18.2.5 The Invigilators shall announce that no student should have in his/her possession or accessible to papers, books, notes, electronic gadgets (including mobile phones, tablets, iPods, MP3 players, bluetooth, digital notepads, pen cameras, spectacle cameras, button cameras, smart electronic watches etc.) which might possibly be of assistance to him / her or found giving or receiving assistance or copying from any paper, book or note or allowing another candidate to copy from his/her answer books, writes either on blotting paper or any other unfair means.

18.2.6 The Invigilator shall direct the students to search their pockets, desks and benches and hand over to him / her any paper, book, notes, electronic gadgets (including mobile phones, tablets, iPods, MP3 players, bluetooth, digital notepads, pen cameras, spectacle cameras, button cameras, smart electronic watches etc.) which which may be found therein, before commencement of the examination.

18.2.7 i) When the Invigilator notices any student indulging in anyone or all of the malpractices indicated in the aforesaid regulations he shall invariably demand a written explanation or statement from the concerned student.

ii) If the student refuses to give his/her statement, the student shall be asked to record in writing his/her refusal to give the statement, if the student refuses to do even that, the fact shall be noted and reported to the concerned Dean by the Invigilator/Teacher.

iii) The invigilator shall, however, write his remarks on the answer paper and affix his/her signature and the student shall be sent out of the hall and shall not be allowed to take further examinations in that course during the semester.

18.2.8 All cases of malpractices should immediately be brought to the notice of the Dean concerned who shall send a report thereon to the Authorities for such necessary action as they deemed fit.

18.2.9 All cases of malpractices referred to the Authorities shall be examined by a Committee constituted by the Vice-Chancellor for the purpose. The decision of the Committee shall be subject only to the review of the Vice-Chancellor.

18.2.10 The committee may debar the guilty candidate for a period not less than one semester.

18.3 For Students

18.3.1 The student shall bear in mind that all the examinations under semester system are University Examinations and should conduct himself/herself accordingly.

18.3.2 The student shall produce the Identity Card issued by the concerned Dean whenever demanded by the Invigilator.

18.3.3 No student shall enter the examination hall with papers, books or notes or electronic gadgets (including mobile phones, tablets, iPods, MP3 players, bluetooth, digital notepads, smart electronic watches etc.) which might possibly be of assistance such other material which might possibly be of assistance in writing answers.

18.3.4 Carrying or using of electronic gadgets by students (including mobile phones, tablets, iPods, MP3 players, bluetooth, digital notepads, smart electronic watches etc.) during examinations is strictly prohibited. If the above said electronic gadgets are brought to the examination halls with or without any ulterior motive, even in switch off mode, such gadgets shall be confiscated and treated as malpractice.

Any student possessing or having access to papers, books, notes which might be of assistance in the examination or allowing any other student to copy from his/her answer book, writes either on blotting papers or any other paper, the answer to questions set in

the paper during the examination or using or attempting to use any other unfair means and not informing the Invigilator about the notes or points pertaining to the examinations found to have been written on the desks or tables or any part of his/her body, shall be debarred for a period of not less than one semester.

- 18.3.5 Any student found guilty of misconduct in the examination hall shall be debarred for a period of not less than two semesters.
- 18.3.6 Every student shall search his/her pockets, desks and benches and hand over to the Invigilator any paper, book or notes which the student may have therein, before starting of the examination.
- 18.3.7 No student shall write answers on any paper other than the one supplied to him/her.
- 18.3.8 Any student found guilty of an offence as referred in the above regulations shall give a written explanation or statement to the Invigilator in-charge of the examination hall when demanded. If the student refuses to give the explanation or statement, the Invigilator should record in writing the student's refusal to give such an explanation.
- 18.3.9 Any student, who does not comply with the procedure indicated in the above said regulations shall be deemed to have committed an offence referred to in regulation 18.3.5 and shall bear the consequent penalty.

19.0 CONDUCT OF TEACHING AND MAINTENANCE OF DISCIPLINE AMONG THE STUDENTS IN THE UNIVERSITY CAMPUSES

- 19.1 Every student of the University shall conform to the rules of good conduct and respect the authority of the constituted bodies of the University.
- 19.2 Every student of the University shall have a Student Identification Card with a recent photograph affixed and duly signed by the Dean of the college. The same shall be shown to the University officials on demand. The Student Identification Card is valid for a semester. The validity of the Identification Card shall be renewed every semester.
- 19.3 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 or other public property shall be liable for appropriate punishment. In addition, the cost of the damage (as assessed by the University) so caused by the student(s) to the University or other public property shall be recovered from the Caution Deposit fund of the student(s) or as ordered by the University.

- 19.4 Proper decorum shall be maintained by all the students in the classroom, hostels, library, farms, in the transport vehicles, during the education and sports tours and on and off the University campus. No student shall disturb the normal work of the University by disorderly conduct, boisterous behaviour and unauthorised assembly.
- 19.5 Ragging in any form in the University premises is strictly prohibited. Students found guilty of ragging are liable for disciplinary action.
- 19.6 Every student shall be punctual to the classes. Coming late to the class should be avoided and the Class Teacher has the right to refuse admission to late-comers in the interest of class discipline.
- 19.7 Absenting to a class or examination en mass for whatever reason shall be considered as an act of indiscipline.
- 19.8 No student shall be in a class during the assigned hour unless the student has registered for that course or has the express permission of the Class Teacher.
- 19.9 Possession and consumption of alcoholic drinks or drunkenness or drug addiction or gambling on the campus is strictly prohibited and the same shall be considered as an act of indiscipline.
- 19.10 The recipients of the scholarships/fee concession/other benefits from the University or from other institutions with the University's approval will lose the benefits if they are found to involve in any of the acts of indiscipline cited above.
- 19.11 Celebration of festivals on days other than the authorised days and unruly behaviour on such occasions will be considered as an act of indiscipline.
- 19.12 Violation of any of the above regulations is an act of indiscipline and it shall be brought to the notice of the Head of the College/ Institution/Campus.

- 19.13 The Head of the College/Institution/Campus shall examine the act of indiscipline of the student and shall take immediate action such as administering a warning, fine, expulsion from hostel or suspension from attending the classes for a period not exceeding one month pending enquiry by a disciplinary committee.
- 19.14 The disciplinary proceedings may be instituted through the Disciplinary Committee which can recommend punishment in the form of a warning/expulsion from the college for a semester/year or for good.
- 19.15 A student who has been found guilty by the Head of the College/institution/Campus or the Disciplinary Committee and has been fined/suspended/expelled from the College or Hostel shall not be permitted to hold any office, elective or otherwise, of student associations for a period of two years from the date of completion of the punishment.
- 19.16 If a student is taken into police custody on a criminal or other complaint for a period of 24 hours or more, he/she shall be deemed to have been suspended from the College for a period of one month from the date on which he/she was taken into Police custody without causing enquiry.
- 19.17 The UG students shall not carry or use electronic gadgets like mobile phones, tablets, iPods, MP3 players, bluetooth, digital notepads, smart electronic watches etc., during the class hours and practical classes. If found such gadgets, even in switch mode, such things shall be confiscated by the teachers / Deans concerned with a penalty of Rs. 2000 per student per incidence.
- 19.18 The Vice-Chancellor will be the appellate authority.

20.0 SCHEME OF HONOURING STUDENTS FOR OUTSTANDING MERIT

The students of each of the degree programmes of each College securing the highest OGPA at the end of their degree programme may be honoured with a Gold Medal and Certificate of Merit, to be awarded at the time of Convocation. The other conditions are as follows:

- 20.1 The student should have obtained an Overall Grade Point Average (OGPA) of not less than 8.50 out of 10.00 in the degree programme.

- 20.2 The student should not have obtained either 'F' grade or 'SA' symbol in any of the course(s) registered.
- 20.3 The student should have completed the respective degree programme within the normal duration prescribed under regulation 3.0.
- 20.4 In case of tie in the OGPA, all the eligible students will be awarded a Gold Medal each.

21.0 GOLD MEDALS/AWARDS INSTITUTED BY DONORS

In addition to the terms and conditions specified by the donors, the following conditions shall be applicable for award of Donor's Gold Medal:

- 21.1 The students to be eligible for Gold Medal/Awards Instituted by Donors should have secured an Overall Grade Point Average (OGPA) of not less than 8.50 out of 10.00 in the subjects/degree for which the award is instituted.
- 21.2 The student should not have obtained 'F' Grade or 'SA' symbol or Transfer of Credit in any of the courses(s) registered as a part of the degree programme in the subject for which the award is instituted.
- 21.3 The student should have completed the respective degree programme within the normal duration as under regulation 3.0.
- 21.4 If the award is to be made for a particular subject which is prescribed for more than one degree programme where the Bachelor's degree programme where the highest number of credits in the concerned subject are prescribed may be considered for the award.
- 21.5 In case of a tie between two or more students, the student securing the highest OGPA shall be awarded the Gold Medal by considering third / fourth / fifth decimal.

22.0 CONVOCATION

- 22.1 The University shall confer degree to all the students who complete their degree requirements in all respects in a particular academic year. However, at the time of taking their transcript and provisional degree certificate, they should fill in the convocation

application and pay the prescribed fee and exercise their option whether they will be taking the degree in the Annual Convocation In Person or In Absentia. In case a candidate desires to change his option, he may do so within one month from the date of notification of the Convocation.

22.2 If a person has applied for a particular Convocation to take the degree In Person: but fails to attend the Convocation, he/she has to apply again by paying the penal fee in addition to the prescribed fee.

23.0 EXPERIENTIAL LEARNING / HANDS ON TRAINING COURSES

23.1 The eighth semester of the UG degree programme is set apart for Experiential Learning / Hands on Training component.

23.2 Students who have completed all the scheduled and registered courses till the end of VI semester with a minimum CGPA of 5.00 and without securing Shortage of Attendance (SA) Grade in any of the subjects are eligible to register for EL / HoT courses.

23.3 The student shall complete 20 credits of EL/HoT courses (except the students of BTech. (Agri. Engg.) degree programme who shall undergo inplant Training for 25 credits) to be eligible for the award of the degree.

23.4 B.Sc. (Agri), B.Sc. (Sericulture) and B.Sc. (Agri. Biotech.) degree students have to register for 20 credits with the major load (15 credits) being from one module and the rest of the credits (05) from another Module among the courses offered in different Modules. B.Tech. (Food Science and Technology) degree students have to register for anyone of the Modules, each of which has courses totalling to 25 credits. B.Tech. (Ag. Engg.) and B.Sc. (Ag. Maco) degree students have to register for all the courses totalling to 25 credits and 20 credits and 20 credits respectively, in the single Module.

23.5 The student who registers for EL/HoT courses (20 or 25 credits) is not permitted to register for any other course, except the supplementary examination.

23.6 There shall be an Advisory Committee at the college level with the concerned Dean as Chairperson and Heads of Department/ course teachers as members for addressing the problems and issues, if any that may arise, for effective functioning of the EL/ HoT courses.

Two Co-ordinators, one from crop sciences another from social sciences group will be nominated by the Dean (Agri.) to oversee implementation of the programme.

23.7 There will be no external examination in the EL / HoT courses. The student has to secure 50 percent marks for a pass in the course.

23.8 Evaluation: The performance of the student is evaluated separately in each of the EL/HoT courses. The marks allocated for different activities are as under:

Sl.No.	Particulars	Marks
1	Attendance	05
2	Practical work & work done report	35
3	Class presentations	05
4	Project Reports & its presentation	25
5	Final Examination	30
	Total	100

Note: The scheme of evaluation for practical work shall be notified by the course teacher(s) in the beginning of the semester.

23.9 The last week of the semester is devoted for presentation of project report and final examination.

23.10 The student has to secure a minimum of 80 percent attendance for a pass in the course.

23.11 Since EL/HoT courses consist of only practical components, there shall be no supplementary examination. A student who fails in a course shall register for the same whenever it is offered.

23.12 Missed Examination.

23.12.1 Students absenting from the examination in the EL / HoT courses by prior permission of the concerned Dean, on official University business, shall be given due consideration in completing attendance requirements and be permitted to make up the examination that is missed.

23.12.2 Students who miss examination in a course due to unavoidable circumstances like hospitalization/death of parents/ own marriage/ attending interview/attending court cases may be permitted on production of proof, by the concerned Dean to take the missed examination, on the recommendation of the course teacher and the Head of the Department on payment of prescribed fee to the University for each missed examination. Students who miss the examination an account of their participation on official University business as specified under 23.12.1 are exempted from payment of prescribed fee. A student who deliberately misses the examination shall not be allowed to appear for the missed examination.

23.12.3 Missed examination shall be conducted within three weeks from the schedule date of the regular examination. 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 with medical certificate.

23.13 The evaluated answer scripts, reports and assignments shall be returned to the students. The course teacher(s) shall file the grade report to the Examination Co-ordinator/ Assistant Registrar of the college within 4 weeks from the closure of the semester.

Note : From academic year 2016-17 and onwards the students shall complete EL/HoT courses and credits as approved by the University pertaining to respective degree programmes.

MODALITIES FOR ALLOTMENT OF EL/HoT COURSES

- The modules and the courses in each degree programme, as major and/or minor, will be notified by the Dean of the College, depending on the availability of facilities and the felt need.
- There shall be a maximum of 20 students per course, with a maximum of 15 students who take the course as a major and a maximum of 5 students who take it as a minor course. However, number of students per course is subject to change based on the total number of students under each degree programme.
- In case of limitation of infrastructure and facilities, the maximum number may be restricted to 15 students per course, with the proportion of students for major and minor to be retained as above.
- The student will be permitted to choose a module and course (both as major and minor) based on his/her preference and CGPA.
- The process for allotment of EL/HoT courses shall start in the last month and completed before the closure of the VII Semester.

NOTE : THE STUDENTS ADMITTED TO THE UNIVERSITY SHALL ABIDE BY THE RULES AND REGULATIONS PRESCRIBED / AMENDED BY THE UNIVERSITY FROM TIME TO TIME.



University of Agricultural Sciences
GKVK, Bengaluru-560 065

Undergraduate Degree Programmes

Academic Information and Regulations

Semester System - 2018

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