



संचालनालय (शिक्षण) तथा अधिष्ठाता (पशुवैद्यक व पशुविज्ञान विद्या शाखा) यांचे कार्यालय  
DIRECTORATE (INSTRUCTIONS) & OFFICE OF THE DEAN, FACULTY OF VETERINARY & ANIMAL SCIENCES

महाराष्ट्र पशु व मत्स्य विज्ञान विद्यापीठ,

फुटाला तलाव मार्ग, नागपूर - ४४० ००१

**MAHARASHTRA ANIMAL AND FISHERY SCIENCES UNIVERSITY,**

Futala Lake Road, NAGPUR - 440 001.

Ph. (O): + 91712-2053707 Website: www.mafsu.in email : didvmafsu@gmail.com

डॉ. ना. पु. दक्षिणकर,

एम.व्ही.एस.सी., पी.एच.डी., एफ.एन.ए.व्ही.एस., एफ.आय.एस.व्ही.एम., एफ.आय.एस.ए.सी.पी.,  
एम.आर.एस.एच.

संचालक (शिक्षण) व अधिष्ठाता (पशुवैद्यक व पशुविज्ञान विद्या शाखा)

**Dr. N. P. Dakshinkar,**

M.V.Sc., Ph.D., FNAVS, FISVM, FISACP, MRSH

Director (Instructions) & Dean (Faculty of Veterinary & Animal Sciences)

No. MAFSU/DV/F.No.135/1164/2016

Date : 29 /12/2016

**Subject:** Implementation of 5<sup>th</sup> Deans Committee Recommendations for Bachelor of Technology (Dairy Technology) course curriculum and Minimum Standards for Higher Education-Dairy Technology from the academic year 2016-17 and approval to the Academic Regulations B.Tech. (DT) as per 5<sup>th</sup> Deans Committee report..

**Ref'nce:** No. MAFSU/69<sup>th</sup> E.C. Meeting/552/2016, Dtd. 29.10.2016  
[Hon'ble Executive Council Resolution No. 115/2016]

With reference to the subject cited above, the undersigned is pleased to communicate that the Hon'ble Executive Council, MAFSU in its 69<sup>th</sup> meeting held on October 26<sup>th</sup>, 2016 vide resolution no. 115/2016 has resolved to implement V<sup>th</sup> Deans Committee Recommendations for Bachelor of Technology (Dairy Technology) course curriculum and Minimum Standards for Higher Education-Dairy Technology from the academic year 2016-17 and also accorded its approval to the MAFSU Academic Regulations for B. Tech (Dairy Technology) Degree Course 2016.

**Encl.:** As above

(N. P. Dakshinkar)

**Copy for information & n. a. to:**

1. The Director of Research, MAFSU, Nagpur.
2. The Director of Extension & Training, MAFSU, Nagpur
3. The Dean (Dairy Technology), MAFSU, Nagpur
4. The Registrar, MAFSU. Nagpur

**5. The Associate Deans -**

- Dairy Technology Colleges - Warud/Udgir
6. The Controller of Examination, MAFSU, Nagpur

**Copy to:**

1. The Personal Secretary to Hon'ble Vice-Chancellor for the information of Hon'ble Vice-Chancellor, MAFSU, Nagpur
2. The Technical Officer (Meeting), MAFSU, Nagpur





**MAHARASHTRA ANIMAL & FISHERY SCIENCES UNIVERSITY**  
**FUTALA LAKE ROAD, NAGPUR - 440 001**

Phone: 0712-2511784/85. Fax: 0712-2511273  
Email: registrar@mafsu@yahoo.com

No. MAFSU/69<sup>th</sup> E.C. Meeting/552/2016  
Nagpur, dated - 29/10/2016

To,

Hon'ble Executive Council Members of Maharashtra Animal & Fishery Sciences University, Nagpur (All)


**Subject: - Proceedings of 69<sup>th</sup> Executive Council Meeting held on 26<sup>th</sup> October 2016**

Sir/Madam,

The proceedings of 69<sup>th</sup> Executive Council Meeting held on 26<sup>th</sup> October 2016 at Maharashtra Animal and Fishery Sciences University, Nagpur are enclosed herewith for kind perusal please. Suggestions/remarks, if any may kindly be communicated to the University within 10 days, for consideration during confirmation of minutes in the next meeting.

Encl: Proceedings of the Meeting



  
Secretary, Executive Council  
& Registrar  
Maharashtra Animal & Fishery  
Sciences University, Nagpur

Copy to:

Private Secretary to Vice Chancellor, for information of Hon'ble Vice Chancellor, MAFSU, Nagpur

Copy for information and necessary action on the decisions of the concerned subjects, of the proceedings, if any

- 1) The Director of Research, MAFSU, Nagpur
- 2) The University Engineer, MAFSU, Nagpur
- 3) The Comptroller, MAFSU, Nagpur
- 4) Controller of Examinations, MAFSU, Nagpur
- 5) Deputy Registrar (Academic), MAFSU, Nagpur
- 6) Deputy Registrar (Establishment), MAFSU, Nagpur

STATE OF NEW YORK  
IN SENATE  
January 15, 1914.

REPORT OF THE COMMISSIONERS OF THE LAND OFFICE  
IN RESPONSE TO A RESOLUTION PASSED BY THE SENATE  
MAY 15, 1913.

ALBANY: J.B. LIPPINCOTT COMPANY, PRINTERS.  
1914.

THE COMMISSIONERS OF THE LAND OFFICE  
HONORABLE SENATOR  
JAMES C. HENNING

ALBANY, N. Y., JANUARY 15, 1914.

SIR: I have the honor to acknowledge the receipt of your letter of the 10th inst., and in reply to inform you that the same has been forwarded to the proper authorities for their consideration.

I am, Sir, very respectfully,  
Yours obediently,  
J. B. LIPPINCOTT



Very respectfully,  
J. B. LIPPINCOTT

ALBANY, N. Y., JANUARY 15, 1914.

Very respectfully,  
J. B. LIPPINCOTT

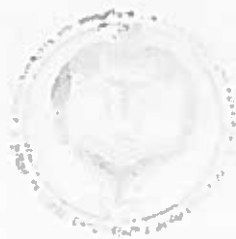
**Subject No. 115/2016**

**Implementation of 5<sup>th</sup> Deans Committee Recommendations for Bachelor of Technology (Dairy Technology) course curriculum and Minimum Standards for Higher Education-Dairy Technology from the academic year 2016-17 and approval to the Academic Regulations B.Tech. (DT) as per 5<sup>th</sup> Deans Committee report**

**Resolution No. 115/2016**

**The Executive Council resolves to implement 5<sup>th</sup> Deans Committee Recommendations for Bachelor of Technology (Dairy Technology) course curriculum and Minimum Standards for Higher Education-Dairy Technology from the academic year 2016-17 and also accords approval to the Academic Regulations B. Tech (DT) 2016. (Action: Dean. DT)**







**MAHARASHTRA ANIMAL AND  
FISHERY SCIENCES UNIVERSITY,  
FUTALA LAKE ROAD, NAGPUR**

**ACADEMIC REGULATIONS**  
**FOR**  
**BACHELOR OF TECHNOLOGY (DAIRY TECHNOLOGY)**  
**DEGREE COURSE – 2016**

**DIRECTORATE (INSTRUCTIONS) &  
OFFICE OF DEAN, FACULTY OF VETY.  
SCI. MAHARASHTRAANIMAL & FISHERY  
SCIENCES UNIVERSITY, NAGPUR**





## CONTENTS

REGULATION NO.	TITLE	PAGE NO.
	<b>PART - I: PRELIMINARY</b>	
1	Short title and commencement	03
2	Definitions	03 - 05
	<b>PART - II: COURSE OF STUDY</b>	
3	Degree Course	06
4	Duration of Academic Year	06
	<b>PART -III: ADMISSION TO BACHELOR OF TECHNOLOGY (DAIRY TECHNOLOGY)DEGREE COURSE</b>	
5	Criteria for Admission	06 - 07
6	Registration	07 - 09
7	Late Registration	10
8	Eligibility Certificate	10
9	Migration Certificate	11
	<b>PART -IV: DAIRY TECHNOLOGY CURRICULUM - STRUCTURING AND ORGANIZATION OF COURSE CURRICULUM</b>	
10	Dairy Technology Curriculum	11
11	Subjects to be covered in the Bachelor of Technology (Dairy Technology) Degree Course	12
12	Transfer of Student	12
13	Re-admission	12
14	Courses, credits, curriculum system of teaching and evaluation	12 - 13
15	Counseling System	13
16	Student READY Programme	13 - 15
17	Examination and Evaluation	15 - 20
18	Attendance	20 - 21
19	Unfair Means	21 - 22
20	Student' s responsibilities	23
21	Maintenance of discipline.	23
22	Saving	23
Annexure-I	Rules for Securing Good Behaviour and for Prevention of Misconduct by students of the MAFSU, Nagpur.	24 - 28



**MAFSU ACADEMIC REGULATIONS FOR BACHELOR OF TECHNOLOGY**  
**(DAIRY TECHNOLOGY) DEGREE COURSE – 2016**

- READ: (I) Maharashtra Animal and Fishery Sciences University Act, 1998.  
(II) Maharashtra Animal and Fishery Sciences University Statutes, 2002.  
(III) ICAR Fifth Deans' Committee Report, Agricultural Education Division, ICAR, New Delhi, Dtd. 01.07.2016  
(IV) MAFSU Academic Regulations for Bachelor of Technology (Dairy Technology) Degree Course: 2005 -2006

**PART – I: PRELIMINARY**

**1. Short title and commencement:**

- (i) These regulations may be called the MAFSU Academic Regulations for Bachelor of Technology (Dairy Technology) Degree Course (2016): 'The Maharashtra Animal & Fishery Sciences University Academic Regulations for the award of Bachelor of Technology (Dairy Technology) Degree Course (2016)'. (EC/115/2016)
- (ii) These Regulations shall be in accordance with the recommendations of the ICAR Fifth Deans' Committee Report, Agricultural Education Division, ICAR, New Delhi, Dtd. 01.07.2016
- (iii) They shall come in force from the academic year, 2016 - 2017 and shall be applicable to all the students getting admission from the year 2016 - 17 and onwards.

**2. Definitions:** In these regulations unless the context otherwise requires:

- (a) **'College/Institute'** means the constituent college(s) established/may be established under university with the objective to impart Dairy Technology education.
- (b) **'Competent Authority'** means the Authority of the Maharashtra Animal and Fishery Sciences University, Nagpur and/or its constituent Colleges/ Centres. Depending upon the context, it may include the Vice-Chancellor, the Dean(s), Associate Dean(s), the Head(s) of the Institute, the Registrar, the Deputy Registrar(s), the Controller of Examinations, Director of Student Welfare, the Hostel Warden(s) and/or Head(s) of the Teaching Departments of the University and/or such other authority connected with the affairs of the University as may be designated by the Vice-Chancellor to be such Competent Authority;
- (c) **'Contact Hours'** means the total clock hours per week per semester for theory and practicals in respect of a course;
- (d) **'Course'** means a course is a unit of instruction or segment of subject matter as specified in the course curriculum to be covered in a semester. It has a specified code number, title and credits, which may be determined by the appropriate authority of the University;

- (e) **'Course content'** means a concise outline of the subject-matter of a course.
- (f) **'Counselor/Advisor'** means an academic staff member who will help a batch of students assigned to him/her in planning of their studies, offer guidance and foster close personal relationship;
- (g) **'Credit'** means one clock hour of lecture per week or 2 clock hours of laboratory or fieldwork per week;
- (h) **'Credit load'** means the quantum of credits registered by a student in a semester;
- (i) **'Cumulative Grade Point Average (C.G.P.A.)'** means the cumulative performance of a student in all the courses taken during a period covering all the preceding semesters. It is computed by dividing the total credit points earned by a student in all the courses from the beginning of the first semester by the total number of credits up to the end of a specified semester. It shall be expressed up to the third decimal place.
- (j) **'Degree Course'** means the course of study in Dairy Technology, namely B. Tech. (Dairy Technology) [Bachelor of Technology (Dairy Technology)] ;
- (k) **'Department'** means a department designated as such by the Statutes of the University with reference to a subject or group of subjects;
- (l) **'Grade Point (GP)'** in a course will be the percentage of marks obtained by a student divided by 10;
- (m) **'Grade Point Average (G.P.A.)'** means the sum of total credit points earned divided by the sum of the credit hours passed in the semester.
- (n) **'Head of the Department'** means the academic staff member principally responsible for teaching, research and extension education in the Department of the University;
- (o) **'Head of the Institute'** means the Associate Dean of the College or Institute principally responsible for the administration of the College or the Institute;
- (p) **'Head of the Section'** means the academic staff member who is working as in-charge of the section and is responsible for teaching, research and extension activities of his/her section at the institute/ college.
- (q) **'ICAR'** means Indian Council of Agricultural Research, New Delhi;
- (r) **'ICAR Fifth Deans' Committee Report'** means the Indian Council of Agricultural Research Fifth Deans' Committee Report, Agricultural Education Division, ICAR, New Delhi, Dtd. 01.07.2016;
- (s) **'MAFSU Act 1998'** means the Maharashtra Animal and Fishery Sciences University Act, 1998;

- (t) **MAFSU Statutes 2002** means the statute made under the Maharashtra Animal and Fishery Sciences University Act, 1998.
- (u) **'Overall Grade Point Average (O.G.P.A.)'** means the cumulative performance of a student in all the courses taken during a period covering all the preceding semesters. It is computed by dividing the total credit points earned by a student in all the courses successfully completed from the beginning of the first semester by the total number of credits successfully completed up to the end of a specified semester. It shall be expressed up to the third decimal place.
- (v) **'Qualifying Examination'** means Higher Secondary (10+2) examination or equivalent conducted by a State Board of Education or Central Board of Education;
- (w) **'Section'** means a unit of teaching and/or research and/or extension education and/or Pilot Dairy of institute/college.
- (x) **'Semester'** means a period of instructions from the date of commencement of classes till the end of instructions, a period normally consisting of minimum 95 instructional days excluding the period of semester end examination.
- (y) **'Student'** means a person who is enrolled in a constituent college of the University for the award of B. Tech.(Dairy Technology) Degree;
- (z) **'Student READY'** means 'Rural and Entrepreneurship Awareness Development Yojana' for students to reorient graduates of Dairy Technology for ensuring and assuring employability and develop entrepreneurs for emerging knowledge of Dairy Technology. It is an essential prerequisite for the award of degree to ensure hands on experience and practical training.
- (aa) **'Syllabus'** and **'curriculum'** means the syllabus and curriculum for courses of study as specified in the ICAR Fifth Deans' Committee Report;
- (ab) **'Term'** means approximately half of an academic year, which includes the period from registration of the semester till the declaration of result;
- (ac) **'Threshold Courses'** means such number of courses of a particular semester that comprise at least 40% of the total credits in that semester.
- (ad) **'University'** means The Maharashtra Animal and Fishery Sciences University, Nagpur (MAFSU, Nagpur);

Words and expressions used in the MAFSU Act 1998, MAFSU Statutes 2002 and ICAR Fifth Deans' Committee Report and not defined in this Regulation shall have the meaning assigned to them in the Act, Statutes and ICAR Fifth Deans' Committee Report as the case may be.



## **PART - II: COURSE OF STUDY**

### **3. Degree Course**

- 3.1 A degree course of Bachelor of Technology (Dairy Technology) shall comprise of a course of study consisting of curriculum and syllabus specified in ICAR Fifth Deans' Committee Report spread over four years (eight semesters) including Student READY programme undertaken as prescribed in the syllabus.
- 3.2 The Degree programme offers intensive education and training in processing and marketing of milk and milk products, their chemistry, microbiology, quality assurance, engineering aspects of dairy equipments & machineries and dairy business management, entrepreneurship development, management of dairy plant operations, and computer applications therein.
- 3.3 A student admitted to the B.Tech. (Dairy Technology) Degree programme in the University should complete the degree programme within a maximum time limit of eight academic years from the date of first registration i.e. within a total consecutive period of 16 semesters, failing which he/she shall have to discontinue his/her studies and the admission of the student shall stand cancelled.

### **4. Duration of Academic Year**

- 4.1 A period of academic program shall normally commence in the month of July/August in the calendar year and ending in the month of June/July of the following calendar year. It shall normally consist of two terms each comprising of one semester.
- 4.2 The Academic Year shall consist of two semesters of instructions, the period of two semester end examinations and two semester breaks.

## **PART -III: ADMISSION TO BACHELOR OF TECHNOLOGY (DAIRY TECHNOLOGY) DEGREE COURSE**

- 5 **Criteria for admission** - A candidate shall not be admitted to Bachelor of Technology (Dairy Technology) Degree Course unless,
- (a) he or she has completed the minimum age of 17 years on or before the 31st December of that year of his or her admission to the 1st year of Bachelor of Technology (Dairy Technology) degree course;
- (b) he or she shall pass XII<sup>th</sup> Std. in 10+2 pattern from Maharashtra State Board of Higher Secondary Education or an equivalent examination with minimum **50% marks in Physics, Chemistry, Mathematics and English** taken together for **unreserved category** and **40% marks** in case of **reserved category** candidate.

#### **Note:**

- i) The candidates who have passed the XII Std. Examination /qualifying examination from out of Maharashtra State should have offered Physics, Chemistry, Mathematics and English subjects separately of 100marks each.
- ii) In case percentage, marks (converted out of 100) in the subjects

Physics, Chemistry and Mathematics and English added together at HSSC (Std. XII), comes in fraction then percentage of marks shall be rounded off as explained in the example for the purpose of deciding the eligibility of the candidate.

**Example :**If the percentage of marks comes out to be 49.50% to 49.99% then it shall be rounded to 50% and if the percentage of marks comes out to be 39.50% to 39.99% shall be rounded to 40%.

**6 REGISTRATION:**

**6.1 Registration for the First Semester after Admission:**

- (a) A student admitted by the University shall become an enrolled student of the university only when he/she reports for his/her registration on the due date mentioned in the admission letter.
- (b) Admission is incomplete without registration of required courses relevant to Degree programme. Hence, all students admitted to the Degree programme should go through the process of Registration in person on the notified date.

**6.2 Registration for Third and Subsequent Semesters:**

- (a) Registration for the third and higher semesters requires that the student has successfully completed the semester and the threshold courses as below:

For registration to the semester:		The student must have successfully completed:	
		A] The semester	B] Threshold courses of the semester
	III	--	I & II
	IV	I	III
	V	II	IV
	VI	III	V
	VII	IV	VI
VIII	Course work Including experiential learning Student READY program	All courses up to VII	----
	Course work Excluding experiential learning Student READY program (Ref. Regulation 16.11)	V & VII	----

- (b) A student who fails to clear the threshold courses for the semester specified in the Regulation 6.2.(a), but who applies for verification of marks of such courses may be provisionally registered after payment of required fees, to the relevant semester pending declaration of the result of verification of marks. Provisional registration of such student will stand cancelled after the declaration of the result of verification of marks, if he/she still fails to clear the threshold courses.
- (c) Eligible students enrolled in the University and desirous of registration must report to the Head of the Institute and register the courses running in that semester on the scheduled date notified by the Competent Authority(s) and pay the prescribed fee for the semester. The student shall produce the Identity Card at the time of registration.
- (d) The date of registration shall be notified in the Academic Calendar.
- (e) Attendance shall be counted from the date of commencement of the class the semester.
- (f) Students shall clear all the previous dues of the Hostel(s) and Library etc. before registration.
- (g) Before a student registers for any number of courses in a semester, he/she shall have to first register for all such courses of the previous semester of the corresponding term, that were either not registered in the relevant semester or are to be repeated for any reason, including shortage of attendance. He/she shall have to necessarily attend the classes of all such courses, and undertake all examinations and the criteria for attendance etc. as for regular courses shall be applicable.
- (h) The total number of courses that can be registered in any semester shall be limited to a maximum of 24 credits excluding the credits of Student READY programme of II & IV semester.
- (i) A student who fails in a course as specified in Regulations 18.8,17.25 (a) & (b) and19.7,after having fulfilled the attendance criteria for that course, shall be required to register for repeat Internal Examination(s) and the Semester-End Examination(s) in that course, when the course is next offered. The marks earned by the student for Assignments and Practical Record will be carried over. He/she shall not be required to attend classes. The maximum number of such attempts shall be subject to observance of the stipulated maximum duration of the Degree course specified in Regulation 3.3.The credits of such courses shall not be counted towards maximum credit load for that semester as specified in 6.2 (h).
- (j) Registration of all repeat and regular courses as well as the registration for repeat Internal Examination and Semester-End Examination, shall be necessarily done by the student in consultation with his/her counselor/advisor.
- (k) The registration of the student for repeat courses, registration for repeat Internal Examination and Semester-End Examination shall be at the time of regular registration only.
- (l) Registration shall consist of:
- (a) Payment of University/ College/ Hostel fees and other fees/ charges shall be made by student himself/herself to the Associate Dean. *In absentia* registration is not permitted in any case except if the student is officially representing university/college at State / National Level event.
  - (b) The submission of Roster Form indicating the subjects duly signed by the student and his/her counselor.
  - (c) (i) Medical examination shall be compulsory for all the students



admitted during the first year and the same should be got done from the Civil Surgeon/Medical Officer /Registered Medical Practitioner as directed by the University / Associate Dean within 03 months of commencement of first semester. If a student is medically unfit, the Associate Dean will inform the concerned student and his/her parents/ guardian for rectification of the defects. If a student is found medically unfit, he/she is liable to be discontinued from the University. Such cases would be reported to the Registrar for taking necessary action. Refund of fees shall not be applicable in such cases.

If a student fails to appear for the medical examination arranged by the University/Head of the Institute, he/she will have to get himself/herself medically examined from the above-mentioned medical authority at his/her own expenses and produce examination report within the period specified by the college authorities. In case, he/she fails to produce the medical examination report within one month from the date of last medical examination conducted by the college, his/her admission shall stand cancelled.

(ii) At any time during the course of the degree programme, the student may be directed to get himself/herself medically examined by the competent authority(s) as & when it may deem fit.

- (m) The enrolment forms, duly filled in by the students should be submitted by the Associate Dean of the college to the Registrar within 45 days from date of commencement of classes along with the list of students.
- (n) Fees levied on account of enrollment, tuition, hostel, students' council, examination and other items shall be such as determined by the University from time to time.
- (o) Fees once paid by the student shall not be refunded, except as provided under Regulation 6.2 (p) & (q).
- (p) A student shall get 50% refund of tuition fees, 100 % caution money and 100 % examination fees paid by him/her, if he/ she desires to cancel his/her admission for bonafide reasons and applies within one month after admission of first semester. However, no refund except caution money will be admissible after cancellation of admission any time during the degree course or completion of the degree course. Such refund will however be materialized only on production of the original receipts / satisfaction of the concerned authority. If a student does not claim the caution money within one month after completion of degree course, the amount shall be deposited to the college gymkhana.
- (q) The student who has been provisionally registered to the higher semester in accordance with Regulation 6.2 (b) and whose registration is cancelled after declaration of the result of verification of marks shall get refund of fees paid towards provisional registration provided he/she applies within one month after result declaration.

**7. Late Registration:**

- (i) A student seeking admission to semester other than the first shall be permitted by the Associate Dean on payment of a late fee of Rs. 200/- per day or as prescribed by the University from time to time up to a period of 03 working days excluding the day notified for registration.
- (ii) A late registration for a period of up to 07 working days excluding the day notified for registration shall be permitted by Dean Faculty on recommendation of the Associate Dean of the college on payment of Rs. 200/- per day.
- (iii) No registration shall ordinarily be permitted on the expiry of this period. However, for genuine reason with the permission of Hon'ble Vice Chancellor and payment of late fees Rs. 200/- per day or as prescribed by the University from time to time for additional maximum 03 working days.

After the last day of registration (excluding the period specified for late registration), the student shall not be permitted to register for that semester. However, within two months from the last date of registration, he/she shall have to obtain written permission from the Head of the Institute / Associate Dean for the registration to that semester during the next academic year, whenever due, provided he / she shall pay the fees of the semester in which he / she did not register. If he / she fails to do so, his/her name shall be removed from the University roll and his/her admission shall stand cancelled.

**8 Eligibility Certificate:**

Students who are provisionally admitted in this University shall have to apply in the prescribed form along with the true copies of the testimonials for eligibility immediately on his/her registration.

Students migrating from the Universities or statutory examining bodies other than the Maharashtra State and seeking admission in this University shall be required to pay the fee as prescribed by the University for issue of eligibility certificate. No student from other University or statutory examining body shall finally be admitted to any institution/college constituent to this University without production of an eligibility certificate signed by the Registrar of this University.

While applying for an eligibility certificate, the applicant shall have to attach with his/her application, the attested true copies of the following documents.

- A statement of marks/grade card/transcript of the last qualifying examination passed.
- A passing certificate of the last qualifying examination.

9

**Migration Certificate:**

- (a) A migration certificate for the students outside Maharashtra State - a student already enrolled in a University/board other than the Maharashtra State shall have to produce a migration certificate, within 03 months from the date of his first registration, failing which he/she shall not be enrolled and the admission shall stand automatically cancelled.
- (b) In the case of students coming from Board/Universities outside India, the examinations conducted by such Universities or examining bodies shall be given general equivalence according to the rules prescribed for standard of passing and after verifying the course catalogues/syllabus, etc. as per ICAR Fifth Deans' Committee Report. In absence of this, students possessing qualifications of such Universities/ Boards, etc. shall be deemed to have been provisionally admitted on merit of each individual case. Such provisional admission shall be finally confirmed only after the issue of an eligibility certificate by the Registrar of the University before the end of three months. If he/she fails to submit the certificate, his/her result will not be declared and will not be permitted to register for the next semester.

**PART -IV: DAIRY TECHNOLOGY CURRICULUM - STRUCTURING AND ORGANIZATION OF COURSE CURRICULUM**

10 **Dairy Technology Curriculum:**

The following shall be the Dairy Technology curriculum, namely:-

- (a) (i) Core Courses; and  
(ii) Student READY Programme;
- (b) the curriculum shall provide adequate emphasis on cultivating logical and scientific habits of thought, clarity of expression, independence of judgment, ability to collect information and to correlate them and develop habits of self-education;
- (c) Medium of instruction for B. Tech. (Dairy Technology) degree course shall be English;
- (d) Efforts shall be made to encourage students to participate in group discussions and seminars to enable them to develop personality, character expression and other abilities which are necessary for a dairy technology graduate to function either in solo practice or as a team member when he or she begins his or her independent professional career and an appropriate time slot for this activity be provided in the student study time table.

**11 Subjects to be covered in the Bachelor of Technology (Dairy Technology) Degree Course:**

The following shall be the subjects for B. Tech. (Dairy Technology) degree course, namely:-

- a. Dairy Technology
- b. Dairy Engineering
- c. Dairy Chemistry
- d. Dairy Microbiology
- e. Dairy Business Management

**12 Transfer of Student:**

Student studying in a constituent Dairy Technology college may be transferred to another constituent Dairy Technology college under the university subject to the following conditions:

- (a) The transfer may be allowed after successful completion I & II semesters of B. Tech (Dairy Technology) course within one month of the start of academic session of III semester of the receiving college.
- (b) The number of students transferring from one college to another college during the period of one academic year will be kept to the maximum limit of 5% of the intake capacity of each college in one year.
- (c) Selection of student for transfer will be based on merit. (OGPA at the time of transfer)
- (d) The desirous student should apply to the Registrar through the Head of the Institute / Associate Dean at the time of registration to the third semester.
- (e) Such transfer will not be permitted in case of student who has been expelled by the authority of the university or constituent college.

**13 Readmission:**

A student who leaves the college with the prior permission of the Head of the Institute after completing two semesters may be readmitted by the Registrar of the University on request of the student within two years of leaving the College and on recommendation of the Head of the Institute, provided that the said curriculum of studies is in vogue and fees of the gap period is paid by the student at the time of registration. Such permission shall be granted only once during the degree programme. However, the student shall have to complete his/her studies within the period stipulated in Regulation 3.3.

**14 Courses, Credits, Curriculum System of Teaching and Evaluation:**

- (1) The details of the courses, credits and curricula of the degree courses, shall be as per ICAR Fifth Deans' Committee Report.
- (2) Students admitted to the degree course will be taught and



evaluated through the course-credit system as prescribed by ICAR Fifth Deans' Committee Report.

**15 Counseling System:**

- a. The Head of the Institute shall group the students after their admission into convenient batches. Each such batch of students shall be assigned to an academic staff member of the college who shall be designated as their Advisor/Counselor, normally for the entire duration of their education at the College.
- b. The Advisor/Counselor shall maintain record of student in the proforma provided by the Institute.
- c. The Advisor/Counselor will interact with the students assigned to him through periodical meetings, either with the entire batch of students or with each student separately, as often as may be necessary and shall endeavor to identify their problems and provide remedial actions/solutions thereof in consultation with the course teacher(s) and the Head of the Institute concerned.
- d. The Advisor/Counselor shall help the students in planning their academic programmes. The Advisor/Counselor should conduct the quarterly meeting to review the academic progress and overall performance of the students and submit the report to the Head of the Institute and inform his/her parents, if necessary.
- e. In order to have overall development of a student, the Advisor/Counselor shall also advise him in personal difficulties. The student should meet the Advisor / Counselor at least once in a month.
- f. Only the designated Advisor/Counselor shall sign the Registration Card of the student. However, the concerned Head of Section/Department or the Head of the Institute can sign under genuine cases.
- g. Any representation from the student should be routed through their respective Advisor/Counselor to the Head of the Institute.

**16 Student READY (Rural and Entrepreneurship Awareness Development Yojana) Program:**

16.1 The students shall undergo four trainings under student READY program.

- a) Rural dairy work experience program-I (5 weeks duration at the end of II semester)
- b) Rural dairy work experience program-II (5 weeks duration at the end of IV semester)
- c) In-Plant training (24 weeks duration in the VII semester)
- d) Experiential learning module (10 weeks duration in the VIII semester).

To be eligible for registration to Experiential learning module, the student should have completed all previous courses successfully.

The minimum attendance required for these programs is 85%. Successful completion of all these Student READY programs is essential for the award of the degree.

16.2 The students will be required to work under the supervision or guidance of Student READY Programme Co-ordinator.

16.3 The students will be required to submit a periodic report, as may be

decided by the Student READY Programme Co-ordinator. At the end of the training, the student shall submit a final consolidated report to the Student READY Programme Co-ordinator of the College for evaluation.

16.4 In addition to intensive practical training, lectures and class room discussions at periodic interval may be arranged on milk procurement, village survey, plant operation and management aspects.

16.5 At the end of each training, the performance of students shall be evaluated as follows:

**Rural dairy work experience programs - I and II**

Sr. No.	Method of Evaluation	Weightage
1	Attendance	20%
2	Assignment/ Daily diary	30%
3	Presentation and Viva-voce	30%
4	Evaluation of Training Report	20%

Final result to be graded as **Satisfactory (S)/ Unsatisfactory (US)**  
The performance in Rural dairy work experience programs - I and II shall not be counted towards the eligibility of registration of semesters as specified in Regulation 6.2 (a)

**In-plant training:**

Sr. No.	Method of Evaluation	Weightage
1	Attendance	20%
2	Day to day evaluation by plant In-charge / Daily diary	30%
3	Presentation and Viva-voce	30%
4	Evaluation of consolidated Training Report	20%

**Experiential learning module:**

Sr. No.	Method of Evaluation	Weightage
1	Attendance	20%
2	Quiz	20%
3	Day to day evaluation by plant In-charge / Daily diary	30%
4	Presentation and Viva-voce	20%
5	Evaluation of consolidated Training Report	10%

16.6 The viva-voce examination shall be conducted by a committee constituted by the Head of the Institute for this purpose.

16.7 The conduct of student during the training courses at commercial

- dairy plant and other establishment shall be governed by the rules and regulation of university.
- 16.8 The Head of the Institute/concerned Head of the Section/Department, upon being informed by the Plant authorities and/or the Student READY Programme Co-ordinator of any act of indiscipline / misbehavior / misconduct by the student during his training period, may impose penalties, based on the report submitted by the concerned authorities.
- 16.9 In case of exigency, non-functioning of the Students' Dairy Plant or the plant to which the trainee was allotted etc. the Head of the Institute shall have the powers to reschedule the training courses in part or full with alternative arrangement.
- 16.10 A student who secures 'US' grade in any of the Rural dairy work experience programs shall repeat the said Rural dairy work experience program, whenever next offered. Rural dairy work experience program-I will have to be necessarily completed with ' S 'grade prior to registration for Rural dairy work experience program-II.
- 16.11 The students who were not eligible to register for the experiential learning Student READY program in the VIII semester due to non-completion of courses up to VII semester shall register for the experiential learning program in the first term of next academic year if they are otherwise eligible.

**17 EXAMINATION AND EVALUATION:**

- 17.1 The evaluation of student's performance shall be made separately for each course registered by the student.
- 17.2 Evaluation of a student will be done on 10-point scale.
- 17.3 For Semester-End Theory Examination, the examination papers shall normally be set by an external examiner, covering the entire syllabus prescribed in the semester and evaluated by teacher other than course teacher nominated by Head of the Department/Head of Section, if available.
- 17.4 The GP requirement for passing (clearing) a course shall be 5.00 in the 10-point scale. i.e. A minimum of 50% marks (the theory and practical percentage marks) should be secured in a course to be declared as passed in that course subject to the condition that the minimum passing marks in the Semester-End Theory Examination of a course shall be 40%. Else the student shall be declared failed in that course
- 17.5 Student obtaining GP 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'.
- 17.6 The OGPA requirement for completing the degree programme shall be **5.000** in 10-point scale
- 17.7 For clearing a non-credit course ( Rural Dairy work experience program-I & II), the student is required to earn 'S' (Satisfactory) grade. If the 'US' (Unsatisfactory) grade is obtained, he/she shall have to repeat the training.



- 17.8 The mode of evaluation and the weightage of internal evaluation and external Semester-End Examination shall be as under:

Sr. No.	Nature of evaluation	Weightage
1. Internal	Evaluation through mid-semester Theory examination, Semester End Practical Examination, Assignments and Practical Record by the course teacher(s)	50%
2. External	Semester-End Theory examination	50%
<b>Total</b>		<b>100%</b>

- 17.9 **Distribution of Marks:**

a. The distribution of marks in a course having both Theory and Practical components shall be a total of 100 marks, as indicated below:

Component	Evaluation	Weightage
Theory	Semester End External examination	50
	Mid-term Internal Examination	30
	Assignments	05
Practical	Semester End Internal Examination	10
	Practical Record	05

b. The distribution of marks in a course having only Theory component shall be a total of 100 marks, as indicated below:

Component	Evaluation	Weightage
Theory	Semester End External examination	50
	Mid-term Internal Examination	40
	Assignments	10

c. The distribution of marks in a course having only Practical component shall be a total of 100 marks, as indicated below:

Component	Evaluation	Weightage
Practical	Semester end Internal Examination	80
	Assignments & Practical Record	20

- 17.10 The Internal examination for Theory shall be conducted after the completion of approximately 50% syllabus of the course. However Semester end Internal practical examination shall be conducted after completion of syllabus.



- 17.11 The Competent Authority(s) shall notify the schedule of Mid-Semester, Practical and the Semester-End Examination(s) (Theory) for all courses.
- 17.12 Evaluation for Internal Examinations:
- a. The course Teacher shall set and evaluate the question papers for all the Internal examinations.
  - b. The evaluated answer book(s) shall be submitted to the respective Head of the Section(s)/Department(s) and the result of the Internal examination shall be displayed on the notice-board of the College within two weeks from the date of examination.
- 17.13 There shall be no repeat examination for Internal or External Semester-End Examination(s) in the same semester except for Special Semester End Examination in accordance with Regulation 17.26
- 17.14 Evaluation of Semester-end theory answer book(s) shall be done by the faculty other than course teacher, if available. The Semester-end theory paper will be set by the external paper setter from the entire course syllabus. The question paper of the Semester-End Examination(s) shall be of two hours duration. Internal examiner shall conduct the Semester-end Practical Examination with the assistance of the teacher nominated by Head of Department/Head of Section.
- 17.15 The University reserves the right to forward the question paper set by the external paper setter for moderation to the respective Head of the Department/Head of the Section in the Faculty.
- 17.16 The performance of a student will be evaluated in terms of two indices, viz., the grade point average (GPA) and overall grade point average (OGPA).
- 17.17 There shall be no provision of re-evaluation of answer book(s). However, there is a provision for verification of marks, as per Regulation 17.28.
- 17.18 GP for the course = Percentage marks obtained in the course ÷ 10  
 CP for the course = (Percentage marks obtained in the course ÷ 10) x Course Credits
- 17.19  $GPA = \frac{\text{Total points scored}}{\text{Total credits}}$  (for 1 semester)  
 $CGPA = \frac{\sum \text{Total points scored}}{\text{Course credits}}$   
 $OGPA = \frac{\sum \text{Total points scored (after excluding failure points)}}{\text{Course credits cleared}}$   
 % of Marks =  $OGPA \times 100 / 10$   
 The GPA and OGPA shall be rounded off to the third decimal place.
- 17.20 The GPA for the semester shall be calculated in the same manner as specified in Regulation 17.19, only when all the courses in that semester are cleared. Otherwise, the student shall be said to have **Failed** in the semester.
- 17.21 In order to obtain the Bachelor's Degree, an enrolled student shall successfully complete all the credits as prescribed in the syllabus, with a minimum OGPA of 5.000 out of 10.000.  
 The OGPA at the end of the Degree course when multiplied by 10 will give the equivalent marks in percentage in the Degree course. The award of class will be based on the OGPA obtained by the candidate, as

under:

OGPA	Division
5.000 to 5.999	Pass
6.000 to 6.999	II Division
7.000 to 7.999	I Division
8.000 and above	I Division with Distinction

- 17.22 The credit grade points, GPA, OGPA, percentage of marks and division obtained by the student shall be indicated in the transcript.
- 17.23 A student who fails to appear in any of the examinations either in Theory and/or Practical shall be marked absent (**Ab**) and the value of '**Ab**' shall be taken as zero.
- 17.24 Facility of writer:
- If a student is temporarily incapable and/or unable to write the answers himself/herself at the time of any examination, the Head of the Institute may provide a writer to assist the examinee.
  - The writer so provided shall be preferably a non-graduate of other faculty.
  - The expenses incurred for the services of the writer shall be borne by the student concerned.
- 17.25 FAILURE ('F' GRADE):
- A student who secures '**F**' grade in a course shall register for the course for repeat Internal Examination and Semester-End Examination, whenever next offered. The marks secured by the students for Assignments and Practical Record work will be carried over. He/she shall pay the prescribed fees for registration of each such course. The repeat examination shall be conducted along with the regular examination of the course, in the corresponding term of next Academic Year. The number of attempts taken for successful completion of the course will be indicated by the letter '**R**' subscripted by the number of attempts.
  - No supplementary examination shall be conducted except the Special Semester End examination as detailed in Regulation 17.26.
- 17.26 SPECIAL SEMESTER END EXAMINATION:
- Special Semester End Examination shall be exclusively for such student(s) who have cleared all courses up to and including those in the **VII** semester but failed in a single course out of the **VIII** semester courses and who fulfills the minimum requirement of 75% attendance and has not failed due to unfair means. The University shall conduct the Special Semester End Examination(s) within 30 calendar days from the date of the declaration of the results of the **VIII** semester. The result of Special Semester End Examination(s) shall be declared within 15 days after the examination is conducted.

17.27 RECORD OF COURSES:

The Registrar/Controller of Examinations of the University shall be responsible for maintaining the permanent record of the academic performance of the student registered for the Degree programme including the courses taken, results of semester-end examinations, answer books, grade obtained, award of Degree, medals and other distinctions earned and any other items pertaining to their academic performance. To enable the Registrar to discharge this responsibility effectively, the Head of the Institute, Heads of the Department(s)/Section(s), the Officer Incharge (Academic) and the Course teacher(s) shall maintain such records and furnish the information to the Registrar in the proforma and by such dates, as may be determined from time to time by the Registrar.

17.28 VERIFICATION, AMENDMENT AND CANCELLATION OF RESULT:

- a. If after forwarding to the Head of Section/Department the result of Internal examination(s), a teacher/student discovers any omission, mistake or any discrepancy, he/she shall immediately request the Head of the Section/Department to effect appropriate correction in the result. Such corrections shall normally be reported by the teacher to the Head of the Section/Department and later to the Head of the Institute within seven days of display of result of such examination(s).
- b. A student may within a period of three working days from the date of announcement of the results of Semester-End Examination, upon payment of fee, as prescribed from time to time on per course basis, request the Registrar/Controller of Examination through the Head of the Institute for verification of the marks obtained in the Semester-End Examination(s) of such course(s) as he/she deems fit. The Controller of Examination/Registrar shall inform the change in marks, if any, to the Head of the Institute.
- c. If after the declaration of the result of a student, at any time in the future it is discovered that the result of that student has been vitiated by an error, malpractice, fraud or other conduct, whereby the said student has been benefited and that he/she has, in the opinion of the Vice Chancellor, either been a party or has connived at the malpractice, fraud or improper conduct, notwithstanding the award of the Degree, the Vice Chancellor retains the authority to amend the said result of such student and to pass such order as he may deem fit. Such an order by the Vice Chancellor shall be final and binding on the concerned student and all concerned.
- d. On an order being passed by the Vice-Chancellor under Regulation 17.28 (c), the Registrar shall notify the same as early as possible.
- e. A student desirous of seeking photo copy of the solved answer book of Semester-End Examination under Right to Information Act may be supplied the copy of the answer book provided the student



himself/herself submits applications in the prescribed format within one month of the declaration of the result.

**17.29 ELIGIBILITY FOR DEGREE:**

A student is deemed to have completed the requirement for graduation and is eligible for the award of B.Tech. (Dairy Technology) Degree if :

- a. He/she has undertaken all the courses as required in each semester and has obtained at least the minimum required grade points in the concerned courses.
- b. He/she has satisfied the requirements of the Student READY program.
- c. He/she has paid all fees prescribed by the University.
- d. There is no case of indiscipline pending against him/her.

**17.30 DECLARATION OF RESULT:**

On satisfactory completion of the requisite courses, the Vice-Chancellor on being satisfied shall approve the result and thereupon, the Registrar shall declare the same and issue the provisional Degree certificate, transcript etc. subject to the payment of requisite fees by the student. The final documents shall be provided/issued only upon the issue of the result notification.

**18 ATTENDANCE**

- 18.1 Every student shall attend all lectures, practicals, library work, extension education, trainings, visits, study tours and have meetings with teacher, counselor/advisor etc.
- 18.2 Each teacher shall maintain a record of students' attendance in a roster for each course taught by him/her in a semester. Such record of attendance should consist of number of lectures/practicals held and number of lectures/practicals attended by a student. The report of attendance should be submitted to Head of the Institute at the end of each semester.
- 18.3 Every student should complete a minimum of 75% attendance of the total number of theory lectures and laboratory practicals separately in each course. However, for Student READY program a minimum of 85% attendance is compulsory.
- 18.4 A student having less than 75% attendance in either of the total number of theory lectures or laboratory practicals held and/or deemed to have been held during the semester, irrespective of his/her date of registration during the semester, shall not be eligible to appear in Semester-End Examination(s) of the concerned course and shall be awarded ' F ' grade (Failure on account of shortage of attendance). Such a student shall repeat the course when next offered. The maximum number of such attempts shall be subject to observance of the stipulated maximum duration of the Degree course specified in Regulation 3.3.
- 18.5 The Head of the Institute, may condone the shortage of attendance up maximum of 10% of the total under special circumstances:
  - a. Authorized absence under official directives

- b. Serious illness, indoor hospitalization, death of parents, siblings, spouse. Certificate of illness must be produced from registered medical practitioner.
- 18.6 The Head of the Institute will consider the attendance of a student participating in extra/ co-curricular activities at National/State/University/College level approved by the University, during the period of participation upon submission of a certificate by the student from the concerned Competent Authority.
- 18.7 The shortage of attendance shall be notified by the Head of the Section/Department and/or the Course Teacher to the students under intimation to the Head of the Institute, 7 days prior to the commencement of the semester end examination. The Head of the Institute shall notify the non-eligibility of a student to appear in the examination 3 days prior to the commencement of the theory Semester-End Examination and a notice to this effect shall be displayed on the notice board of the College.
- 18.8 A student who has completed attendance requirements but fails to appear in the Semester-End Examination (Theory and/or Practical) in any course(s) shall be treated as failed and be awarded ' F ' grade in such course(s). Such a student shall be required to register for repeat Internal Examination and Semester-End Examination (Theory and Practical), in such course(s), when the course(s) is next offered. The marks earned by the student for Assignment and Practical Record will be carried over. He/she shall not be required to attend classes.

## **19 UNFAIR MEANS**

- 19.1 The Head of the Institute shall have the primary responsibility of preventing and dealing with the cases of preparation, attempt, abetment and use of unfair means in the examination(s).
- 19.2 The concerned teacher or invigilator who during the course of examination notices or to whose notice it has been brought that student is preparing, attempting, abetting in use of or is actually using or has used unfair means in any of the examinations, shall seize all the incriminating material, including answer script from the student and shall issue fresh answer book to the student asking him to solve the remaining question(s) within the rest of the examination time.
- 19.3 The teacher or invigilator concerned shall on the very day of the alleged preparation for or attempt or abetment in use or actual use of unfair means by a student in the examination(s) report to the Head of the Institute. The occurrence of the said alleged preparation, attempt, and abetment should be reported with records (including both the answer scripts) and evidence, if any, in support of the same.
- 19.4 On receipt of the report referred to in Regulation 19.4 above, the Head of the Institute shall himself hold enquiry into the alleged preparation, attempt, abetment or actual use of unfair means in the examination within three days. The concerned student shall be given an opportunity to be heard by the Head of the Institute. If student fails to appear for enquiry, ex-party decision will be final and binding on student.

- 19.5 Pending the said enquiry, the student shall be permitted to appear at the remaining part of the examination, but his result shall not be declared till a final decision in the said case is taken by the Head of the Institute.
- 19.6 On the completion of the enquiry referred to in the clause above, if the Head of the Institute holds that the student is not guilty of the charge of preparation, attempt, abetment or the actual use of unfair means, he shall direct to evaluate both the answer books and the result be declared accordingly.
- 19.7 If the Head of the Institute holds that the student is guilty of the charge of preparation, attempt, abetment or actual use of unfair means, he shall award punishment to such student as per details given below:

Sr. No.	Examination	Punishment
1	Internal examination (Theory or Practical)	The student shall be given 'zero (0)' mark in the particular examination. He/she shall be eligible to appear in the Semester End Theory examination in the said course.
2	External Semester-End Examination (Theory)	The student shall be declared to have Failed ('F' grade) in the concerned course.
3	Special Semester End Examination (Theory or Practical)	The student shall be given 'zero (0)' mark in the particular examination.

- 19.8 Occurrence of any other incident and use of unfair means not covered above shall be dealt with by the Head of the Institute as per the 'Maharashtra Animal and Fishery Sciences University Students' Discipline & Conduct Rules, 2003'.
- 19.9 The Head of the Institute shall report to the Controller of Examination and/or Registrar each such case of unfair means immediately by an order in writing and order shall be binding on student and all other concerned.
- 19.10 A student with more than one proven case of using unfair means or act of misconduct of serious nature in the examination may be expelled/rusticated from the College by the Registrar, on recommendation of the Head of the Institute and with the approval of the Vice-Chancellor.

20 **STUDENTS' RESPONSIBILITIES:**

Every student undergoing the instructions in the course leading to the award of the Degree is expected to know the general academic requirements to qualify himself/herself for the award of the said Degree and to assume the full responsibility for the same. He/she is also expected to remain constantly in touch with his/her counselor/Advisor and the Course teachers so that they may watch his/her progress and can guide him/her along the right lines. In no case shall the requirements of these regulations be waived or exception made on the grounds of the student pleading ignorance of the same. The student shall familiarize himself / herself regarding the UGC Anti Ragging provisions, as amended from time to time and shall abide by the same.

21 **MAINTENANCE OF THE DISCIPLINE:**

The discipline of students of the University will be maintained as per the 'Maharashtra Animal and Fishery Sciences University Students' Discipline & Conduct Rules, 2003'(Academic Council Resolution No. 31/2003 dated 1/2/2003 and Executive Council Resolution No. 65/2003 dated 29/8/2003).

22 **SAVING:**

Any changes or modifications in these Regulations made from time to time by the appropriate authorities would be effective from the date, as may be decided by the Maharashtra Animal and Fishery Sciences University, Nagpur/Competent authority(s), to all the students who are on roll on that date and on subsequent date. Similarly, in the event of any difficulty arising at any time in the implementation and interpretation thereof, the decision of the Vice-Chancellor, shall be final and binding on all concerned.



**ANNEXURE – I**

**RULES FOR SECURING GOOD BEHAVIOUR & PREVENTION OF  
MIS-CONDUCT BY STUDENTS OF  
MAHARASHTRA ANIMAL & FISHERY SCIENCES UNIVERSITY,  
NAGPUR**

**Reference:** Academic Council Resolution No. 31/2003 dated 01.02.2003 &  
Executive Council Resolution No. 65/2003 dated 29.08.2003

In exercise of the powers conferred by Section 56 of Maharashtra Animal and Fishery Sciences University Act 1998, the Vice-Chancellor, Maharashtra Animal and Fishery Sciences University, Nagpur is hereby pleased to make the following Rules namely-

**Rule No. 1            Short title, application and commencement:**

- i) These Rules may be called the Maharashtra Animal and Fishery Sciences University, Nagpur. (Maintenance of discipline and good conduct by students) Rules, 2002.
- ii) They shall come into force from the 27<sup>th</sup> day of August 2004.
- iii) Except as otherwise provided by or under these Rules, these Rules (and also any Rules and orders in relation to students covered by these Rules, duly approved by the Vice-Chancellor from time to time and not inconsistent with the provisions of these Rules) shall apply to all students enrolled in any constituent College or Institution under the control of Maharashtra Animal and Fishery Sciences University or any College or Institution affiliated to or recognized by the University.

**Rule No. 2.            Definitions:** In these Rules, unless the context otherwise requires,

- i) '**College**' means and includes a constituent College or affiliated College and includes a unit or division of the University responsible for imparting instructions and providing teaching, research or extension education programme to the students for any degree or diploma or certificate awarded by the University.
- ii) '**Competent authority**' means and includes, the Vice-Chancellor / Dean / Associate Dean / Principals / Registrar / DSW / Hostel Warden / PTI / Librarian of Colleges and Institutions / Controller of Examinations and Heads of the Teaching Departments of the University and such other authority connected with the affairs of the University as may be designated by the Vice-Chancellor to be such competent authority.
- iii) '**Department**' means the department designated as such by the Statutes of the University with reference to a subject or group of subjects.
- iv) '**Head of Institution**' means and includes, the Associate Dean and Principal of College or Principal of College or Institution or Principal of Training Centre.



- v) **'Head of Department'** means and includes the academic staff member principally responsible for teaching, research and extension education in a Department.
- vi) **'Head of Teaching Department'** means and includes all Heads of Departments of the various Faculties in the University.
- vii) **'Institution'** means and includes any Institution under the control of or recognized or which may be recognized hereafter, by the University, which is responsible for imparting instructions and providing teaching, research or extension education programme to the students for qualifying for any degree, diploma or certificate awarded by the University.
- viii) **'Student'** means and includes person who is enrolled as such by the University or College or Institution for receiving instructions and qualifying for any degree or diploma or certificate awarded by the University.
- ix) **'Rules'** means, the Maharashtra Animal and Fishery Sciences University, Nagpur (Maintenance of discipline and good conduct by students) Rules, 2002.
- x) **'Vice-Chancellor'** means the Vice-Chancellor of the Maharashtra Animal and Fishery Sciences University, Nagpur.
- xi) **'University'** means, the Maharashtra Animal and Fishery Sciences University, Nagpur.

**Rule No. 3.** Every student enrolled in the University or College or Institution as defined in these Rules shall, at all times:

- (1) conduct himself/herslf properly;
- (2) maintain good behavior;
- (3) observe strict discipline both within the campus of the University or College or Institution or Hostel, as also outside and
- (4) ensure that no act of his/her consciously or unconsciously brings the University, College, Institution or any establishment or authority connected therewith into disrepute.

**Rule No. 4.** Any act of a student which is contrary to the provisions of Rule 3 of these Rules will constitute misconduct and / or indiscipline, which terms shall mean and include, among others, anyone or more of the acts jointly or separately, mentioned hereafter, namely -

- i) Any act that directly or indirectly causes or attempts to cause disruption in the smooth functioning of the University or College or Institution;
- ii) Habitual un-punctuality in attending lectures or practical;
- iii) Repeated absence from lectures or practical;
- iv) Canvassing for or accepting contributions or otherwise associating himself with the raising of any fund or any collections in cash or in kind in pursuance of any object whatsoever, without the previous sanction of the competent authority of the University or College or Institution;
- v) Occupation of any building such as, hostel room, residential quarter or such other accommodation in the premises owned or hired by the University or College or Institution without prior

- permission from an authority competent to grant such permission;
- vi) Permitting any person or conniving at any person not authorized to occupy any hostel room, residential quarter, or any accommodation in any premises owned or hired by the University or College or Institution;
  - vii) Securing admission to the University or College or Institution by fabrication or by suppression of facts or information as would constitute a barrier to such admission to any undergraduate or postgraduate programme;
  - viii) Obstruction to any student or group of students in his / her or their legitimate activities as such students whether in the classroom, laboratories, fields, play- grounds, gymnasias, or places of social and cultural activity within the campus of the University;
  - ix) Supply false information to the University or College or Institution for seeking any privileges while securing admission to the University or College or Institution or Hostel;
  - x) Possessing or using any fire arms, lethal weapon, explosive, explosive substances or-dangerous or corrosive substance in the premises of College or Institution or Hostel or on the University campus;
  - xi) Possessing or consuming any poisonous or stupefying drug or intoxicant in any form in the College or Institution or Hostel or University campus;
  - xii) Ragging, bullying or harassing any student in a College or Institution or Hostel or University campus or outside thereof;
  - xiii) Indulging in any act as would cause annoyance or embarrassment to any other student, employee or staff member of the University, College or Institution or to any member of the family of such employee or staff member or would outrage or tend to outrage the modesty of any female student, employee or staff member of the University, College or Institution or a female member of the family of any such employee or staff member;
  - xiv) Indulging in any act of violence, assault, intimidation or rioting in the College or Institution or Hostel or University campus or outside thereof;
  - xv) Destroying or attempt to destroy or tamper any official record or document of the University or College or Institution or Hostel;
  - xvi) Conduct unbecoming a student at any meeting or social functions or sports and cultural activities arranged by the University or College or Hostel or at any other public place;
  - xvii) Stealing or damaging any farm produce or any property belonging to the University or University Library or Laboratory 'or College or Institution or Hostel or of any University employee or any other student;
  - xviii) Instigating violence or participating in demonstrations or agitation or strike in College or Institution or Hostel or on the University campus;

- xix) Instigating or participating in any gherao in College or-Institution or Hostel or on the University campus;
- xx) Violation of any of the University or College or Institution Rules and Regulations or orders of the competent authority;
- xxi) Any act of copying or impersonation at any examination and use of any unfair means in any of the examinations conducted by the College or Institution or University or by any member of the academic staff or any of these;
- xxii) Gambling in any form on the University campus or in any premises belonging to or hired by the University, College or Institution;
- xxiii) Disorderly behavior in any form or any act specifically forbidden by a competent authority of the University;
- xxiv) Any act involving moral turpitude;
- xxv) Any act violating any provision of the Maharashtra Animal and Fishery Sciences University Hostel Students' Conduct and Discipline Rules, which provision has not been specifically included in these rules;
- xxvi) Any other act not specifically mentioned here-to-before, which, whether, by commission or omission, as would in the circumstances of the case, be considered by a competent authority as an act of misconduct and / or indiscipline.

**Rule No. 5.** The Vice-Chancellor may, in the exercise of his powers, by order, direct that any student or students found guilty of any misconduct or indiscipline be expelled or rusticated for a specified period, not exceeding five years or be not admitted to a course or courses of study in a College, Institution or Department of the University for a specified period not exceeding 5 years, or be punished with fine, not exceeding Rupees Five One Thousand or be debarred from taking an examination or examinations conducted by the University, College, Institution or Department for a specified period, not exceeding five years, or that the result or results of the student or students concerned in the examination or examinations in which he/she has or they have appeared be postponed or cancelled.

**Rule No. 6.** Without prejudice to the power of the Vice-Chancellor, Dean / Associate Dean / Principals /DSW /Hostel Warden / PTI /Librarian of Colleges and Institutions and Heads of the Teaching Departments of the University shall have authority to exercise such powers over the students in their respective charges, as may be necessary for the maintenance of proper discipline.

**Rule No. 7. Procedure for imposing Penalties:**

No order imposing any penalty on any student shall be made except after (a) holding an enquiry into the alleged act of misconduct and / or indiscipline; (b) taking into consideration the representation, if any, submitted by the student after having been given a reasonable time for making such



representation; (c) recording a finding on each imputation of misconduct or indiscipline; (d) giving the student an opportunity to show cause, within a reasonable time, why the punishment proposed to be imposed on him/her should not be imposed; and (e) giving' the student a personal hearing before passing any order of such punishment.

Provided that it shall not be incumbent on the Vice-Chancellor or any other competent authority to follow the procedure prescribed in any such case of misconduct or indiscipline, where, in the opinion of that authority a punishment of fine not exceeding Rs. 5000/- is sufficient.

- Rule No. 8.** The Associate Dean and Principal of a College or Institution, shall maintain in respect of each student admitted to his College or Institution, a record of each punishment imposed on each such student for the complete period of the student's enrolment in the College or Institution, in the form as prescribed in Schedule-1.
- Rule No. 9.** In case of ragging the provision of Maharashtra Prohibition of Ragging Act No. XXXIII of 1999 be followed.
- Rule No. 10.** The Associate Dean and Principal of a College or Institution shall, on each occasion of any punishment being imposed on any student intimate by a letter to be sent under a Certificate of Posting, the fact of such imposition to the parent or guardian of such student ..
- Rule No. 11.** Every. punishment of expulsion or rustication or debarring from taking an examination prescribed in Rules No.5 and 6 shall among other things, form a part of the College Leaving Certificate that may be granted to a student by the University or the Associate Dean and Principal of a College or Institution.
- Rule No. 12.** A copy of these Rules shall be supplied to each student at the time of his admission to the University, College or Institution, and a receipt accepting such supply shall be obtained from the student. This receipt shall form a part of the record of admission of the student to the University.
- Rule No. 13. Saving:**  
If any question arises relating to the interpretation of these Rules, the decision of the Vice-Chancellor shall be final.



