



SRI VENKATESWARA VETERINARY UNIVERSITY

**Administrative Office: Dr.Y.S.R.Bhavan,
TIRUPATI - 517 502**

Post Graduate Studies Regulations 2021

INDEX

S.No.	Name of the Concept	Page No.
1.	Short Title, application and commencement	4
2.	Definitions	4
3.	Major Fields of study	5
4.	Eligibility for Admission	5-6
5.	Procedure for Admission	7-11
6.	Advisory System	11-18
7.	Research Problem	19
8.	Credit requirements	20-31
9.	Student evaluation and examinations	31-35
10.	Attendance	35-36
11.	Unfair means in examinations	36-37
12.	Grading System	37-38
13.	Withdrawal or change of courses	38
14.	Inter Institutional Transfer of Credits	38
15.	Prequalifying examination for Ph.D	39-40
16.	Monitoring the progress of P.G. Students work	40-43
17.	Payment of TA/DA to External Examiners and Members of the Advisory Committee	43
18.	Master's Degree Thesis	43-45
19.	Ph. D Degree Thesis	46-51
20.	Anti-plagiarism	51-53
21.	Eligibility for Degree	54
22.	Authorities to approve the results and issue pass certificate transcripts	54
23.	Award of Diploma	55

24.	Amendment or Cancellation of Result	55-56
25.	Guidelines to prevent unethical practices in publication of articles etc.,	56-57
26.	Guidelines to start new PG Programmes	57-58
27.	Learning through online optional courses	58
28.	Teaching Assistantship for Doctorate students	59
	APPENDIX:	
	i. PG Forms 1, 1A, 1B, 2, 2A, 3, 3A, 4, 5, 6, 7 &9, 8, 10, 11, 12, 12A, 12B, 13, 14, 16, 17, 18, 18A, 19, 92	62-128
	ii. Antiplagiarism Certificate	129-130
	iii. Certificate for Teaching Assistantship for Doctorate Students	131
	iv. Bond to be executed by the post graduate who is studying M.V.Sc/ M.F. Sc / M. Tech / Ph. D under Sri Venkateswara Veterinary University.	132-133
	v. Bond to be executed by the PG student of SVVU, Tirupati who wish to opt for temporary discontinuation.	134-135
	Annexure - 1: Biodata for accreditation of teachers for PG/ Ph. D teaching / Guidance	136-138
	Annexure - 2: Rules governing the sanction of stipend to post graduates and Ph. D students in Sri Venkateswara Veterinary University.	139-142

SRI VENKATESWARA VETERINARY UNIVERSITY

Post Graduate Studies Regulations 2021

In exercise of the powers conferred by clause (d) of sub section 2 of Section 22 of Sri Venkateswara Veterinary University Act, 2005 (Act No. 18 of 2005) read with Statute No. 19 of section 41 (a) of the First Statutes made by the Government of Andhra Pradesh, the Academic Council of Sri Venkateswara Veterinary University hereby makes the following Post Graduate Studies Regulations 2021 keeping in view of the Common Academic Regulations, Restructured and revised syllabi for PG programme 2021as prescribed by ICAR, New Delhi for Postgraduate (Masters' and Doctoral) Education in Agriculture and allied sciences.

REGULATIONS

1.0	Short title, application and commencement.
1.1	Short title: These regulations shall be called as the Sri Venkateswara Veterinary University Post Graduate Studies Regulations – 2021.
1.2	Application: They shall govern the post-graduate studies leading to award of Degree of Master of Veterinary Science/Fisheries Science/M.Tech (Dairy Technology/ Dairy Microbiology) and Doctor of Philosophy in the Faculties of Veterinary, Fisheries and Dairy Science, for the students admitted from the academic year 2021-22
1.3	Commencement: They shall come into force with effect from the academic year 2021-2022 in case of Faculties of Veterinary/ Dairy / Fishery Sciences.
2.0	DEFINITIONS
	In these regulations, unless the context other-wise requires;
2.1	Academic Year means an academic year of the University which Shall be normally from July to June of the following calendar otherwise required under special conditions. The academic year consists of two semesters
2.2	Course means a unit of instruction or segment of subject matter (as specified in the course catalogue) to be covered in a semester, having aspecific number, title and credits.

2.3	Credit hour, semester credit or credit means each credit hour representing one hour lecture or two to three hours of laboratory or field practicals each week in a semester.
2.4	Grade point (GP) of a course means the value obtained by dividing the percentage of marks earned in a course by 10 and the Grade Point is expressed on a 10 point scale up to second decimal place.
2.5	Credit point of a course means the Grade point multiplied by the number of credits of the course, expressed and rounded off to second decimal place.
2.6	Grade Point Average (GPA) means the quotient of the total credit points obtained by a student in various courses at the end of each semester divided by the total credit hours taken by the student in that semester. The grading is done on a 10 point scale and the GPA has to be corrected to second decimal place.
2.7	Overall Grade Point Average (OGPA) means the quotient of cumulative credit point obtained by a student in all the courses taken by the student from the beginning of the first semester of the degree course divided by the total credit hours of all the courses which he/she had completed up to the end of a specified semester from the first semester and it determines the overall performance of a student in all the courses taken during the period covering more than a semester. The OGPA has to be corrected to second decimal place.
2.8	Semester means an academic term consisting of 110 instructional days Including quizzes midterm examinations and excluding semester final theory examinations.
3.0	Major Fields of Study: Major Fields of study shall be as decided by the Academic Council from time to time. These will be listed in the prospectus to be issued every year for admission into PG courses.

4.0

Eligibility for Admission

4.1 Master's Programme

a) A Bachelor's degree in Veterinary Science and Animal Husbandry for MVSc., a four years Bachelor of Fisheries Science (BFSc) for MFSc., B.Tech (Dairy Technology) for M.Tech. from SVVU/ANGRAU or from any institution accredited by ICAR/VCI.

b) OGPA of 6.00/10.00 or 2.5/4.00 OGPA or 60% marks in the qualifying degree in the traditional system in case of general category candidates and 5.00/10.00 or 2.00/4.00 OGPA or 55% marks in traditional system for SC/ST/PH category candidates. The minimum OGPA / marks is relaxable in case of nominees of state Government/Industry.

c) The upper age limit shall be 40 years as on 1st July of the year of admission. For in-service candidates upper age limit shall be 45 years.

d) Only residents of A.P. are eligible for admission except in case of ICAR quota. 25% seats over and above the seats allocated for residents of A.P. are earmarked for ICAR quota. The 15% of seats are open for candidates of both Andhra Pradesh and Telangana provided the latter appear for Entrance Test conducted by SVVU till the rules are in force. However candidates from Telangana are not eligible for stipend.

e) Candidates with PG qualification are eligible for admission into second Postgraduate Degree but such candidates are not eligible for stipend.

f) Candidates who are already prosecuting PG are eligible to apply for PG admission in subsequent year for another discipline after recovery of stipend with interest and they are then eligible for stipend. However his/her earlier admission shall stand cancelled irrespective of standing.

Four MVSc seats, one each in MFSc and M.Tech over and above the regular seats are allotted to candidates sponsored by industry in all the PG disciplines put together not exceeding one in each discipline. If these seats are not filled up they shall not be converted into fresh or in-service quota. An additional fee of Rs.50000/-per semester will be collected besides fee applicable to regular candidates. Each industry can sponsor only one candidate. They are exempted from appearing entrance test. The applicant should have minimum of 2 years experience in sponsoring industry and evidence of salary particulars with bank statement and proof of filing IT

	returns should be enclosed. The basic qualification shall remain as BVSc/BFSc/B.Tech (Dairy Technology).
--	--

	<p>4.2 Doctoral Programme</p> <p>a) Master's degree in respective/related subject from SVVU/ANGRAU or from an institution accredited by ICAR.</p> <p>b) OGPA of 6.5/10.00 or 2.7/4.00 or 70% marks in traditional system for general category candidates and 6.00/10.00 or 2.5/4.00 or 60% marks in traditional system for SC/ST/PH category candidates at Master's Degree Level.</p> <p>c) The upper age limit shall be 50 years as on 1st July of the year of admission including ICAR junior research fellowship holders.</p> <p>d) In-service/fresh candidates belonging to other states shall be treated as fresh candidates and seats for them shall be over and above the allotted seats limited to one seat in each discipline. However they will not be eligible for stipend.</p> <p>e) Two Ph. D seats in Veterinary Science and one Ph. D seat in Fisheries Science over and above the regular seats are allotted to candidates sponsored by industry in all the subjects put together where Ph. D is offered not exceeding one in each subject. If these seats are not filled up they shall not be converted into fresh or in-service quota. An additional fee of Rs.60000/-per semester will be collected besides fee applicable to regular candidates. Each industry can sponsor only one candidate. They are exempted from appearing entrance test. The applicant should have minimum of 2 years experience in sponsoring industry and evidence of salary particulars with bank statement and proof of filing IT returns should be enclosed. The basic qualification shall remain as BVSc/BFSc and MVSc/MFSc</p> <p>f) 25% seats in doctoral programme subject to at least one seat for each discipline shall be earmarked for ICAR Quota and such ICAR-JRF (PG) qualified candidates are exempted from appearing entrance test.</p>
<p>5.0 5.1</p>	<p><u>Procedure for Admission</u></p> <p>Applications for admission shall be made in the prescribed form obtainable from the Registrar of the university after the notification is issued to this effect. The admission shall be regulated and made in accordance with the rules and regulations in force.</p>

<p>5.2</p> <p>5.3</p>	<p>Reservations</p> <p>5.2.1 Reservations for admissions including EWS category shall be as per Government of A.P. rules for different social categories and also for women and differently abled.</p> <p>5.2.2 If seats reserved for ST are not filled up they shall be open to SC students and vice versa. If candidates from SC & ST are not available, then these seats shall be allotted to the candidates under open competition.</p> <p>5.2.3 If qualified candidates belonging to a particular group of BC category are not available, then the left over seats will be adjusted for the candidates of next group of BC category. Even after that, if qualified candidates belonging to BC category are not available to fill up the seats reserved for them, then the left over seats shall be treated as under open competition.</p> <p>5.2.4 If a local candidate in respect of a local area is not available to fill any seats reserved or allocated in favour of local candidates in respect of that local area, then such seats shall be filled in as if they were not reserved for local candidates.</p> <p>5.2.5 If differently abled category candidates are not available, those seats shall be filled as per Government orders.</p> <p>5.2.6 One seat shall be earmarked on rotation basis in case of M.V.Sc. for Defence personnel (CAP), Games & sports and NCC. If a candidate belonging to particular category is not available same shall be allotted to next category.</p> <p>Criteria for selection</p> <p>5.3.1 Masters Programme</p> <p>5.3.1.1 The admission for Masters Degree shall be based on the previous academic record with 30% weightage of marks obtained in B.V.Sc & A.H/B.F.Sc/B.Tech (DT), 65% weightage of marks in entrance test and 5% to ICAR PGS Awardees. Based on the marks a merit list shall be prepared and displayed.</p> <ul style="list-style-type: none"> • The admissions for the year 2022-23 will be purely on the basis of ICAR-JRF, SRF rankings only <p>5.3.1.2 The in-service candidates sponsored by Government or Industry sponsored candidates are exempted from appearing in entrance test. The</p>
-----------------------	--

	<p>ICAR seats shall be over and above allocated seats and any unfilled ICAR seats shall not be converted into A.P. State seats.</p>
	<p>5.3.1.3 There shall be counselling purely on merit on first come first served basis for the purpose of filling seats and allotment of candidates to colleges. Seats available and roaster points shall be displayed well in advance.</p> <p>5.3.1.4 Claims of candidates shall not be considered, if they are absent when called at the time of counselling but they can appear for subsequent counselling if any, to fill up the seats remaining vacant at the end of main counselling.</p> <p>5.3.1.5 The entrance test of two hours duration shall be comprehensive with only 200 multiple choice questions covering all relevant subjects prescribed for the concerned Bachelor degree requirements of this University. The candidates getting 40% or more marks in entrance test only are eligible for admission. There shall be no minimum qualifying marks for SC/ST/PH candidates. However this is applicable only to the extent of seats reserved for these categories. SC/ST/PH candidates claiming seats under general category have to obtain at least 40% marks in the entrance test.</p> <p>Note: In case of a tie, marks in entrance test shall be considered for tie breaking. For further tie breaking, performance in qualifying degree shall be taken into consideration. In case of further tie, date of birth shall be considered and older candidate shall be preferred.</p> <p>5.3.1.6 The candidates applying for admission should appear for entrance test and counselling at their own expenses. Intimation shall be sent to the selected candidates.</p> <p>5.3.1.7 Selected candidates shall have to produce necessary certificates, pay fee and register the courses at the concerned college (to which they are allotted) on the prescribed date. Failure to do so entails forfeiture of claim for seat.</p>

5.3.2. Ph.D Programme

Entrance test	50
Masters Level	20
JRF/ NET	03
Publication(@2.5 each)	05
Awards/gold medals/Sports & Games at University level	05
Interview performance	20
Total	100

5.3.2.1 The entrance test of one hour duration shall consist of 100 multiple choice questions covering Post Graduate courses listed in respective disciplines with 600 series. The qualifying marks in the entrance test shall be 50%. In case of SC/ST/PH candidates, there are no qualifying marks to the extent of seats reserved for them. Industry sponsored candidates are exempted from appearing in entrance test and interview.

5.3.2.2 In case of a tie, the candidates who secure higher marks at PG level shall be preferred. For further tie breaking date of birth shall be considered and older candidates shall be preferred.

The ICAR seats shall be over and above allocated seats and any unfilled ICAR seats shall not be converted into A.P. State seats.

5.3.2.3 Selection Committee

Selection of candidates for admission to Ph.D courses shall be made by a selection committee consisting of Faculty Deans and Directors. The candidates applying for admission should appear for entrance test and interview at Sri Venkateswara Veterinary University, Tirupati at their own expenses.

From 2022-23 the admission of Ph.D. courses will be based on ranking of candidates in ICAR-AIEE-JRF/SRF(Ph.D) Examination

5.4

The fee for applications, semester fee, special fee, examination fee and other fee shall be such as may be prescribed by the University from time to time. The payment of semester fee as well as all other arrears due to the Department /college and the hostel shall precede registration of courses at the beginning of every semester. The registration of courses shall be allowed on the production of a "No Dues Certificate" by the student. All PG and Ph.D students who have completed all the course work and research requirements and yet to submit thesis and who are residing in university

	<p>hostels beyond 4th or 6th semesters respectively to submit thesis have to pay hostel room rent till completion of the course. The in-service Masters students shall pay tuition, laboratory, library and examination fee on par with the fresh students. The advance fee paid by the ICAR students at the time of counselling shall be retained by the University. The colleges in turn collect the balance of fee from ICAR students by deducting the advance fee paid at the time counselling. The difference of fee collected (in the college) towards university funds will be transferred to the University.</p> <p>The PG and Ph.D students of A.P. domicile other than those deputed by State Government on deputation are paid monthly stipend as per rates in vogue as guidelines annexed and they have to execute bond as annexed.</p>
5.5	<p>Location of work Post-graduate students should necessarily complete the post-graduate programme in the college where they joined. However, they can conduct the research work elsewhere (other locations recognized by the University for this purpose) with the prior permission of the University.</p>
5.6	<p>Admission No candidate fresh/nominees sponsored by Government/Industry/ICAR shall be admitted to the programme after 15 working days of the commencement of semester.</p>
5.7	<p>Late Registration During the second and the subsequent semesters, PG students may be permitted to register with late fee, of Rs. 100.00 per day (prescribed from time to time) up to 10 working days commencing from the next day of date of registration. Registration shall not be permitted after 10th day. The attendance will, however, be reckoned from the day the instruction commences as per the academic calendar.</p>
6.0	<p>Advisory system</p>
6.1	<p>Advisory Committee</p> <p>6.1.1 Masters Programme</p> <p>Student advisory committee shall have minimum 3 members (2 from major subject including Chairperson and one from minor subjects) but not exceeding 4 in all including extra members, if any, to be constituted before end of the 1st Semester.</p> <p>6.1.2 Ph.D Programme</p> <p>i) Minimum 4 members including Chairperson (2 from major subject</p>

and one each from minor and supporting subjects) but not exceeding 5 in all including extra members, if any, to be constituted before completion of the 1st Semester.

ii) An advisor from the major field (Major Advisor) shall be assigned to each PG student by the concerned Head of the Department in consultation with the University Head of the Department. In addition, there shall also be an Advisory Committee for each student which shall be appointed by the Dean of the Faculty on the recommendation of the advisor through the Head of the Department. Proposals for the formation of the Student's Advisory Committee in accordance with the Form- I along with Form 1B shall be submitted to the Faculty Dean before completion of 1st Semester.

iii) The criteria for allotment of major advisor shall be based on seniority and on rotation among the accredited teachers. The criteria for members of the advisory committee from the same department shall be based on seniority and rotation.

iv) Equal opportunities shall be given to scientists working in research/other stations in allotment of major advisor. If a student is allotted a topic of research to be conducted in a research station, the major advisor shall be necessarily from that research station provided an accredited scientist is available in the concerned discipline.

NOTE: To give equal opportunity to all the teaching staff in the University irrespective of the place of work, the University Heads and Heads of departments should see that while allocating Ph D students to teachers, accredited teachers /scientists working in other institutions of the University from same discipline are to be taken into consideration and not to restrict to institute / region- wise / zone-wise. Further, if a teacher has already guided two Ph D students or two Ph D students are on hand it is necessary that the new Ph D students shall be allotted to the other accredited teachers from same discipline based on seniority, either working in the same or the other institutions of the University.

v) The University Head and concerned Head of the Department shall take into consideration seniority and rationality and furnish relevant information in Form 1B and submit the same to university along with form -1. The Faculty Dean may modify the proposals so as to rationalize the allotment of major advisor/advisory committee with information furnished in form 1-B.

The University Officers and Associate Deans shall not be proposed to be on Advisory committee of PG and Ph.D students either as Chairman or member

After the approval of the Advisory Committee is intimated, the programme of studies (in accordance with the Proforma prescribed) shall be submitted by the end of the first semester.

vi) In case of sponsored project work, the Advisory Committee shall include two internal members and one accredited external member from the industry where the student takes up project work. The name of external member (representative of industrial unit) shall be submitted along with the synopsis/project proposal at the end of 2nd / 3rd semester for Masters and Ph.D programmes, respectively.

vii) The Student's Advisory Committee shall guide the student in the choice of courses in the major and minor field, in the selection of research problem for thesis and in all other matters relating to student's academic and research activities.

6.1.3 Additional Members in the Advisory Committee

- a) The members of the Advisory committee may be restricted to the limits prescribed in the regulations (6.1). If more members are required, approval of Faculty Dean may be obtained by giving proper justification. The Heads of Departments shall submit PG 1 form limiting the advisory committee members as per the above regulations and furnish justification, if any additional member is proposed without which PG form 1 will not be approved. If justified, Dean of Faculty may approve the same.
- b) The Heads of the departments and university Heads of the departments should ensure that equal opportunities are given to teachers of that discipline working in the department and also in all other institutions of university. The Heads of the departments are responsible for overall monitoring of teaching and research activities of department including PG programmes. However the chairperson/Major Advisor is responsible for the research work of PG student.
- c) If any candidate is allotted to research station (including in-service) for thesis work, major advisor may be allotted from research station. In advisory committee of PG student, Scientists from other organizations may be limited to only one person. The Scientists (Asst. Professors), Senior Scientists (Associate Professors) and Principal Scientists (Professors) from ICAR/other National Institutes and other organizations may be included as Co- Chairperson / Minor Guides in the Advisory Committee of PG students provided they satisfy accreditation criteria of the university and without any financial commitment to the university. The proposals will be sent through university Head of the department for accreditation of the concerned in the format prescribed by the university. Only after accreditation by the university the proposals for including the concerned scientist in the advisory committee of the students shall be sent to university
- d) Major Fields of members may be decided keeping in view the

	<p>discipline in which their degrees were awarded. If the student conducts research in other campus / research stations and if teacher / scientist from that place are included in advisory committee to guide / monitor the progress locally, such member may participate in Final Thesis Viva-voce Examination with the approval of the competent authority who sanctions other tour programmes. The TA/DA etc. shall be drawn from the office in which he/she is working Substitutions of members of Advisory Committee may be done only in case of ill health or foreign tour or other unavoidable circumstances. Approval of Faculty Dean shall be taken by providing proper justification. Substitution/changes in advisory committee may be considered only in case of long leave/illness/retirement/transfer/resignation etc. Substitution of Chairperson shall be considered, with the approval of the Vice Chancellor in exceptional cases.</p> <p>e) All Heads of the Departments of Colleges where PG programmers are offered, have to allot the PG students to accredited teachers/scientists in consultation with the University Heads of the concerned Departments. The approval of University Head has to be obtained before finalizing the allotment of PG students and submitting the synopsis to the Faculty Dean.</p>
6.2	<p>Change in Advisory Committee:</p> <p>a) i. If the Chairperson of the Advisory Committee of the student has got the plan of research work on PG 3 form approved, he/she may be allowed to guide the student irrespective of where he/she is located, provided he continues in SVVU service.</p> <p>ii. If the Chairperson of the Advisory Committee proceeds on deputation to another organization, substitution shall be done.</p> <p>iii. In case the Chairperson of Advisory Committee of a student gives up his assignment by resignation or retirement, he may continue to guide the student provided thesis is completed and submitted within a period of 3 months.</p>

	<p>iv. Otherwise or in the event of death, the concerned Head of the Department shall recommend to the Dean of the Faculty for suitably reconstituting the Advisory Committee of the candidate.</p> <p>v. Whenever, the chairperson of the Advisory Committee is transferred or is away from the student for longer period, he/she should inform the concerned Head of the Department (before leaving the Head Quarters) about the feasibility and willingness to guide the student effectively from the new location, so that Head of the Department could recommend changes in the Advisory Committee, if needed.</p> <p>b) Whenever a member of the student's Advisory Committee is away from duty for more than three months, or is transferred from the campus in which the student is located, or leaves the University, the Head of the Department shall recommend to the Dean of the Faculty to substitute the member of the Student's Advisory Committee. Such substitute arrangement shall be made immediately and the new member shall continue even after the return of the original member. No last minute substitution in the Advisory committee of a student shall be made for conducting examination, except in special cases and with the prior approval of the Dean of the Faculty.</p> <p>c) If it is essential to continue the Chairperson of the Advisory Committee beyond 3 months after retirement, approval of the Vice Chancellor shall be obtained</p>
6.3	<p>Co-chairperson from other Institutes:</p> <p>a) While constituting an Advisory Committee of a student, if the Chairperson, Advisory Committee feels the requirement of involving of a faculty member/ scientist of such partnering university/ Institute/ Organization having MOU with SVVU, he/ she may send a proposal to this effect to Dean Faculty along with the proposal for consideration of Student's Advisory Committee (SAC).</p> <p>b) Accreditation of the Scientist: The proposed faculty member from the partnering institution can be allowed to act as CO-chairperson/ Co-guide/ Member, SAC, by mutual consent, primarily on the basis of intellectual input and time devoted for carrying out the research work at the particular</p>

	<p>institution. The faculty member/ scientist of partnering institutions in the SAC shall have accredited by the University by following the procedure approved by the Academic Council.</p>	
6.4	Accreditation of Teachers	
	a.	<p>Assistant Professor with Ph.D and two years of research/extension/teaching post Ph.D experience can only teach Masters courses. Such candidates can also be members of the advisory committee for Masters students.</p> <p style="text-align: center;">OR</p>
	b.	<p>Assistant Professor with Ph.D and National awards like young Scientist award of INSA/ISCA/Jawaharlal Nehru award and 3 publications can teach and be a member of the Masters' advisory committee.</p>
	c.	<p>After two years of teaching Masters students, the candidate can be the Chairperson of advisory committee for Masters students and teach Ph.D students. Such candidates can also be members of the advisory committee for Ph.D students.</p> <p style="text-align: center;">OR</p>
	d.	<p>Any Assistant Professor with 5 years of relevant experience can teach and guide Masters students</p>
	e.	<p>Assistant Professors who have guided two PG students successfully , Associate Professors with 3 years of experience and professors can guide PhD students.</p>
6.5	<p>Number of Students</p> <p>Normally, not more than 4 (Four) students (total of Masters, Ph.D and external students) including those on temporary discontinuation and those submitted thesis but yet to complete Thesis Viva shall be guided by any teacher at any given point of time.</p>	

6.6	<p>Authority for accreditation</p> <p>a) The teachers/scientists of SVVU/other organizations who fulfil the eligibility criteria have to apply to the Faculty Dean in the proforma prescribed (Annexure-I) for accreditation to teach / guide Masters / PhD students.</p> <p>b) If relaxation in criteria is required due to shortage of qualified teachers etc. or for accreditation of scientists/teachers of ICAR and other organizations, then the proposal for accreditation may be sent to the University in the Annexure-1 the university Head shall furnish his/her specific remarks and certify the criteria under which the candidate may be accredited.</p> <p>c) The Faculty Dean will accredit the teacher/scientist based on the recommendations of University Head.</p> <p>d) Faculty from other organizations/institutions with specialization in fields other than relevant faculties shall be accredited based on remarks of an expert in the concerned field.</p> <p>e) The faculty of SVVU are permitted to act as members of Advisory committee of students of other universities/institutions without insisting on the MOU and without prejudice to the regular duties of the concerned faculty member and without any financial commitment to the university provided the request is addressed to the university by the outside university/institute.</p>
6.7	<p>Allotment of students to the retiring persons</p> <p>Normally, retiring person shall not be allotted M. Sc. Student if he/ she is left with less than 2 years of service and Ph.D. student if left with less than 3 years of service. However, in special circumstances, permission may be obtained from the Dean of the Faculty after due recommendation by the concerned Head of the Department.</p>

Dr
20

Ma

7.0

Research Problem:

a) **Synopsis** of Research problem formulated in consultation with the Advisory Committee shall avoid duplication. A colloquium has to be conducted in presence of University Head of the Department and Advisory Committee members before approval of the synopsis. The approved synopsis shall be forwarded by the Chairperson of the Advisory Committee to the Faculty Dean through the Head of the Department and the Associate Dean concerned in the second semester for both Masters and Doctoral Programmes. Before conducting colloquium the concerned Head of the Department and Chairperson shall forward the tentative synopsis to University well in advance.

b) **Time** gap between submission of synopsis and thesis shall be one semester in case of Masters' Programme and three semesters for Doctoral Programme. Normally, the work on thesis problem shall not commence before the approval is communicated by the Faculty Dean. Students who have registered research credits should submit a report on the progress of research in PG form 11 which will be evaluated by the Advisory Committee and submitted to the Associate Dean through the Head of the Department at the end of the concerned semester. Only the research credits which were satisfactorily completed shall be incorporated in GPA report. If progress is not satisfactory, research credits should be re-registered proportionately. If all the research credits are completed, it is deemed that the entire thesis work is completed.

c) **change in approved synopsis/ title:** Proposal should be submitted to the Faculty Dean for approval (PG form 3A) for any change in approved synopsis/title. However maximum time limit prescribed under PG Regulation 8(f) remains unchanged.

8.0

a. **Credit requirements for Masters Degree Programme:** The minimum requirements for Masters Degree shall be as follows:-

(i) Master of Veterinary Science (M.V.Sc):

Subject	Credits
Major	20
Minor + Supporting * Out of 14 credit hours for minor and supporting subjects, courses with a minimum of 8 credit hours should be taken from minor subject and courses with a minimum of 6 credit hours from supporting subject should be taken.	14
Common Courses	05
One Credit Seminar (Major subject)	01
Research	30
Total Credits	70

Compulsory Credit Courses

1) Common Courses

S. No	Course Number	Course Title	Credits	Department which offers the Course
1	PGS 601	Library and Information Services	0+1	Department of Veterinary and Animal Husbandry Extension shall offer by engaging the experts
2	PGS 602	Technical Writing and Communications Skills	0+1	
3	PGS 603	Intellectual Property and its management in Agriculture	1+0	
4	PGS 604	Basic Concepts in Laboratory Techniques	0+1	Department of Veterinary Biochemistry
5	PGS 605	Agricultural Research, Research Ethics and Rural Development Programmes	1+0	Department of Veterinary and Animal Husbandry Extension

2) Supporting Courses: (As per committee recommendations)

S. No	Course No.	Course Title	Credits	Department which offers the Course
1	AGB 600	Statistical method for Animal Sciences	2+1	Department of Animal Genetics and Breeding
2	AGB618	Experimental Designs	2+1	Department of Animal Genetics and Breeding
3	AGB619	Basic sampling Techniques	2+1	Department of Animal Genetics and Breeding
4	AGB620	Applied regression analysis	2+1	Department of Animal Genetics and Breeding
5	AGB 621	Data analysis using statistical packages	2+1	Department of Animal Genetics and Breeding
6	EXT 613	Information Technology in Agriculture	2+1	Department of VAHE
7	BCT600	Basic Biochemistry	2+1	Department of VBC
8	BCT614	Techniques in Biochemistry	1+2	Department of VBC
9	VSR 614	Clinical Oncology	2+1	Dept. of Vet. Surgery & Radiology
10	LPT 600	Meat and Poultry Plant Practices	2+1	Department of LPT
11	LPM 600	Biosecurity of Livestock Farms	2+1	Department of LPM

ii) The minimum requirements for Master of Fisheries Science (MFSc) & M.Tech(Dairy) Programmes:

Sl. No.	Item	Credits
1.0 Course Work		
1.1	Major Courses	20
1.2	Minor Courses	08
1.3	Supporting Courses	06
1.4	Common Courses	05
1.5	Seminar	01
	Sub total	40
2.0	Research	30
3.0	Comprehensive Examination	--
	Grand Total	70

(iii) Every Masters student should register for all the compulsory courses (Marked with *) offered by the major departments.

(iv) In each field of specialization, the set of courses required to be taken by all the students in the concerned department shall be as prescribed by the Academic Council from time to time. No change, addition or deletion in the prescribed courses is permissible without the approval of the Academic Council .The advisory committee shall decide whether all minor courses shall be registered in one subject or in more than one subject.

- Compulsory credit courses for M.F.Sc and M Tech (Dairy)

i) Common courses

S. No	Course Number	Course Title	Credits	Department which offers the Course
1	PGS 501	Library and Information Services	0+1	
2	PGS 502	Technical Writing and Communications Skills	0+1	
3	PGS 503	Intellectual Property and its management	1+0	

		in Agriculture		
4	PGS 504	Basic Concepts in Laboratory Techniques	0+1	
5	PGS 505	Agricultural Research, Research Ethics and Rural Development Programmes	1+0	

ii) Supporting courses

S. No	Course No.	Course Title	Credits	Department which offers the Course
1	STAT 502	Statistical Methods for Applied Sciences	2+1	
2	STAT 511	Experimental Designs	2+1	
3	STAT 512	Basic sampling Techniques	2+1	
4	STAT 521	Applied Regression analysis	2+1	
5	STAT 522	Data analysis using statistical packages	2+1	
6	MCA 511	Introduction to communication technologies, computer networking and internet	1+1	
7	MCA 512	Information technology in Agriculture	1+1	

b	Credit requirement for Ph. D programme: The minimum course/research requirements for Ph. D programme shall be as follows:																																													
	i. Veterinary Science																																													
	Subject	Credits																																												
	Major	12																																												
	Minor + Supporting Out of 11 credit hours for minor and supporting subjects, courses with a minimum of 6 credits should be taken from minor subjects and courses with a minimum of 5 credit hours from supporting subject should be taken.	11																																												
	Two Credit Seminar (Major subject)	02																																												
	Research	75																																												
	Total Credits	100																																												
	Supporting Courses: (As per committee recommendations)																																													
	<table border="1"> <thead> <tr> <th>S. No</th> <th>Course No.</th> <th>Course Title</th> <th>Credits</th> <th>Department which offers the Course</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>RPE 700*</td> <td>Research and Publication Ethics</td> <td>1+1</td> <td>Expert from outside</td> </tr> <tr> <td>2</td> <td>VSR 714</td> <td>Biomaterials & Tissues Engineering</td> <td>2+1</td> <td>Department of VSR</td> </tr> <tr> <td>3</td> <td>VSR 715</td> <td>Nanotechnology & Stem Cell Therapy in Veterinary Practice</td> <td>2+1</td> <td>Department of VSR</td> </tr> <tr> <td>4</td> <td>EXT 714</td> <td>Technology Commercialization and Incubation</td> <td>2+1</td> <td>Dept of VAHE</td> </tr> <tr> <td>5</td> <td>EXT 700</td> <td>Farm Journalism and Public Relations</td> <td>2+1</td> <td>Dept of VAHE</td> </tr> <tr> <td>6</td> <td>LPT 700</td> <td>Advances in Poultry Products Technology</td> <td>2+1</td> <td>Dept of LPT</td> </tr> <tr> <td>7</td> <td>VPE-700</td> <td>Advances in Veterinary Epidemiology and Disease Forecasting</td> <td>2+1</td> <td>Dept of VPHE</td> </tr> <tr> <td>8</td> <td>BCT 700</td> <td>Methods in Protein Analysis</td> <td>2+1</td> <td>Dept of VBC</td> </tr> </tbody> </table>		S. No	Course No.	Course Title	Credits	Department which offers the Course	1	RPE 700*	Research and Publication Ethics	1+1	Expert from outside	2	VSR 714	Biomaterials & Tissues Engineering	2+1	Department of VSR	3	VSR 715	Nanotechnology & Stem Cell Therapy in Veterinary Practice	2+1	Department of VSR	4	EXT 714	Technology Commercialization and Incubation	2+1	Dept of VAHE	5	EXT 700	Farm Journalism and Public Relations	2+1	Dept of VAHE	6	LPT 700	Advances in Poultry Products Technology	2+1	Dept of LPT	7	VPE-700	Advances in Veterinary Epidemiology and Disease Forecasting	2+1	Dept of VPHE	8	BCT 700	Methods in Protein Analysis	2+1
S. No	Course No.	Course Title	Credits	Department which offers the Course																																										
1	RPE 700*	Research and Publication Ethics	1+1	Expert from outside																																										
2	VSR 714	Biomaterials & Tissues Engineering	2+1	Department of VSR																																										
3	VSR 715	Nanotechnology & Stem Cell Therapy in Veterinary Practice	2+1	Department of VSR																																										
4	EXT 714	Technology Commercialization and Incubation	2+1	Dept of VAHE																																										
5	EXT 700	Farm Journalism and Public Relations	2+1	Dept of VAHE																																										
6	LPT 700	Advances in Poultry Products Technology	2+1	Dept of LPT																																										
7	VPE-700	Advances in Veterinary Epidemiology and Disease Forecasting	2+1	Dept of VPHE																																										
8	BCT 700	Methods in Protein Analysis	2+1	Dept of VBC																																										
* The course RPE 700 is a mandatory course for all Doctoral students as per D.O. No.F.1-1/2018 (Journal/CARE) dated December, 2019 of The Secretary, UGC, MHRD, Govt. of India, New Delhi.																																														

The advisory committee shall decide whether all minor courses shall be registered in one subject or in more than one subject.

ii. Fisheries Science/Dairy Science

	Item	Credits
	Course Work	
1.1	Major Courses	12
1.2	Minor Courses	06
1.3	Supporting Courses	05
	Seminar	
2.1	Major Subject	02
	Sub total	25
	Research	75
	Comprehensive Examination	--
	Grand Total	100

The advisory committee shall decide whether all minor courses shall be registered in one subject or in more than one subject.

c Credit Load per semester

i) Masters' Programme

As per the recommendations of the Chairman and Advisory Committee, a full time PG student can register for a maximum of 18 credit hours of course and/or research work in a semester. During the first two semesters of admission, the PG students shall register for a minimum of 8 course credits excluding research and put in minimum of 75% attendance prescribed and shall also maintain minimum GPA/OGPA as prescribed under the relevant regulations.

ii) Doctoral Programme

Course work: Student can register a maximum of 15 Theory credits per semester during the first two semesters, fulfilling 25 theory credits

Research credits: Student can register a maximum of 18 research credits per semester for Veterinary and Dairy Faculty, whereas for the Fishery Faculty the maximum allowed research credit load is 20 during the

		semester
	Note: Failure to register courses/research during consecutive semesters shall be deemed as discontinuation.	
	d.	Courses proposed to be offered: All the Heads of the Departments have to prepare a list of courses proposed to be offered during a particular semester and communicate to other Heads of Departments and Associate Dean at least 15 days in advance of the commencement of the concerned semester so as to avoid last minute inconvenience to students.
	e.	Reports of the courses handled: A Report duly indicating the courses offered, no. of classes held and dates of examination etc., are to be sent by Head of departments to the Associate Dean who will send a consolidated list to the Faculty Dean (PG-92) at the end of each semester.
	f	Audit courses: With the consent of the Head of the Department and the Chairperson of the Student's Advisory Committee, students enrolled for Ph.D Degree programme may audit courses not included in their regular programmes. It is not essential to register for such courses but permission shall be obtained from the teacher who offers the courses. Auditing a course shall not entitle a student to earn credit for the course.

	g	<p>Seminar:</p> <p>i. A student of Master’s Degree Programme shall be required to give at least one seminar of one credit hour in the major field while Ph.D student shall be required to give two seminars of one credit hour each in the major subject. If a student registers for seminar during a particular semester but abstains, it shall be treated as shortage of attendance (such credit should be re-registered)</p> <p>ii. Seminar(s) shall be treated as a part of course work, since it is included in the 40 course credits prescribed for Master degree programme and 25 course credits prescribed for Ph.D programme. The student who registers for seminar during a particular semester shall attend the seminars delivered by other students also.</p> <p>iii. Seminar coordinator for each college where PG programmes offered has to be identified</p>		
	h	<p>Minimum residential requirement and Maximum time limit: The minimum residential requirements and the maximum time limit for completing the PG programme (from the date of registration) shall be as follows:</p>		
		<p>Course</p>	<p>Minimum residential requirement</p>	<p>Maximum time limit</p>
		<p>Masters’</p>	<p>2 Academic years (4 Semesters)</p>	<p>5 Academic years (10 Semesters)</p>
		<p>Ph. D</p>	<p>3 Academic years (6 Semesters)</p>	<p>7 Academic years (14 Semesters)</p>

		<ul style="list-style-type: none"> i. If a P.G. student fails to complete the graduation requirements within the maximum time limit prescribed (*10 semesters for Masters level course and *14 semesters for Ph.D course), his/her admission shall stand cancelled. ii. A Post Graduate student may submit thesis after securing 75% attendance in the final semester of study provided the research credits only are registered during that semester and has completed all the courses prescribed for award of degree are successfully by the end of the previous semester. iii. The PG students should be on the rolls of the University duly paying the fee till the time of thesis submission. PG students who fail to submit thesis after completing the residential requirement and research work, shall pay the 'Registration Fee' and one time 'Late Fee for Thesis' of Rs.2000/- and register for 'thesis writing' without any credits during subsequent semester. The student may submit thesis as soon as it is ready without waiting for completion of 75% attendance. iv. If Ph.D thesis is not submitted within three years after the comprehensive examination, the student should appear for a fresh comprehensive examination
--	--	--

	i	<p>Temporary discontinuation and resumption of studies:</p> <p>i. If a PG student has to discontinue studies temporarily or take long leave, he/she may be permitted by the concerned Associate Dean to do so after completion of two semesters of without insisting for completion of oral comprehensive examination in case of Ph.D Programme. Such temporarily discontinuing Masters/Ph.D students have to execute a bond as annexed. In case of permanent discontinuation the original certificates shall be returned to the candidates only after recovering the entire amount of stipend paid to him/her. Temporary discontinued Ph.D students shall be permitted to appear for oral comprehensive examination on being granted leave for the same by concerned in case they are employed along with other continuing students during third semester if they have completed 75% of the course in the both major & minor subjects and obtained an OGPA of 6.5 failing which they shall appear for the same after resuming studies.</p>
		<p>ii. If after completion of the two semesters a student discontinues and fails to seek approval of the Associate Dean concerned within 30 days of discontinuation due to genuine reasons like serious illness/domestic problems, such student may be accorded permission by the Associate Dean on payment of late fee of Rs.1000/- per month or part thereof, up to 5 months. The student who is permitted to temporarily discontinue studies should necessarily complete all the requirements within the time limit prescribed under regulation 8h. Students who discontinue without the permission of the Associate Dean, shall not be permitted to resume studies. The Associate Dean shall not send proposals for readmission/ resumption of such studies to the university, if the student discontinues studies without permission.</p>

		<p>iii. The student with such approval may be permitted to resume studies within 5 semesters (from the semester of discontinuation) in case of Master's Degree Programme or 7 semesters (from the semester of discontinuation) in case of Ph.D programme, by the Associate Dean concerned under intimation to the University.</p> <p>*Note: If a student discontinues in the middle of semester he/she is deemed to have discontinued from the beginning of that semester.</p>
		<p>iv) The discontinuation is allowed only once in a P.G. Programme. The maximum time limit prescribed for the completion of graduation requirements, however shall remain unchanged. For Ph.D students if duration of break is longer than 5 semesters, the advisory committee will be required to conduct fresh oral comprehensive examination to decidedeficiencies if any and suggest suitable remedial courses.</p> <p>v) Discontinuation of studies without prior permission, discontinuation before completing two semesters(regulation 8 i), shortage of attendance even on medical grounds during first two semesters of study (regulation 10.1) and failure to maintain the prescribed GPA/OGPA shall lead to cancellation of admission. The 5 months period for taking permission todiscontinue studies with late fee shall be reckoned after excluding initial 30 days.</p>
	<p>j.</p>	<p>Employment during study: The PG students should not be on the active rolls of employment in Government or University or any other</p>

	<p>k. organization-private or public- during the period of fulfilling minimum residential requirements for the course.</p> <p>PG Students may be permitted to join jobs subject to the following conditions.</p>
	<p>i. The student should have completed all the courses and research and only thesis writing should remain incomplete.</p> <p>ii. The student should be on the rolls of the University by paying requisite fee till the submission of thesis.</p> <p>iii. The student should execute a bond with adequate sureties to refund the whole amount of stipend / financial assistance received if he/she fails to submit the thesis within the prescribed time limit</p>
9.0	<p>Student evaluation and examinations</p> <p>Theory – Internal Practical – Internal</p>
9.1	<p>i. During the semester, teacher in charge of a course shall hold a number of different kinds of tests and also assign to the students laboratory, library or field work. The students may also have to participate in seminars and submit term paper or similar exercises. Taking into consideration, the performance of the students in all the different kinds of tests and other exercises, the teacher shall allot the student a grade at the end of the semester.</p> <p>ii. The tests shall consist of First test in the form of Quiz (10 marks for ½ hr with objective questions), midterm examinations (40 marks for 2 hours duration with 50% objective questions and 50% subjective type questions and the marks shall be reduced to 20).The subjective questions will be 8 out of which 6 have to be answered (each question carrying 5 marks) and final theory examination of 3 hours duration for 100 marks with 12 subjective type of questions out of which 10 have to be answered (each carrying 10 marks).</p> <p>iii. Each tests, term paper and examination, laboratory and other assignments, seminars etc. will carry weightage. The marks to be allotted between the theory and practical work shall be in the proportion of their respective credit hours.</p> <p>iv. The weightage for theory and practical examinations may be as follows and total in theory and practicals have to be reduced to their respective</p>

	weightage.			
	Theory	weightage of Marks	Practical	Weightage of Marks
	Assignments/term papers/seminars etc.	20	Record and Class work	50
	First Test-Quiz (Objective questions of 1/2 hr duration) conducted in the department	10	Final Practical Examination	50
	Mid-term examination of 2 hours duration (50% objective questions)	20		
	Semester final examination of 3 hrs duration	50		
	Total	100	Total	100
	<p>Note: Each course may be evaluated @ 50 marks for each credit (theory/practical) which may finally be reduced to 100 for awarding grade. Practical evaluation should be conducted by the course teacher and one more teacher nominated by the Head of the Department.</p> <p>v. In order to pass in a course a PG student should secure a minimum of 50% of marks in both theory and practical in semester final examination.</p> <p>vi. The common and supporting credit courses shall be evaluated with a similar weightage.</p>			
9.2	<p>The schedules for First test (Quiz), mid-term examination and semester final examination shall be indicated in the academic calendar of each semester and mid term test/Final semester examinations to be conducted on the dates as prescribed therein in a common examination hall. The examination schedules shall conform to the following program, viz.,</p> <p><i>i. First test (Quiz) examination after 30 days, Mid-term examination after about 90 working days from the commencement of the semester.</i></p> <p><i>ii. Semester Final theory examination after the end of the semester and semester final practical examination during the last practical class schedule.</i></p>			
9.3	It shall be the responsibility of the Head of the Department to ensure			

	proper conduct of examinations in all the courses offered in the Department.
9.4	The Head of the Departments shall constantly exercise supervision and control to see that the syllabus listed under each course is adequately covered and assessment of student is done strictly in accordance with the regulations.
9.5	All answer scripts shall be shown to the students by the teachers as soon as evaluation is completed. Final examination answer scripts shall be retained by the Head of the Departments concerned till the end of 10 semesters and 14 semesters in case of Masters and Ph.D respectively.
9.6	Students registering for a particular course shall take all the examinations conducted during the period of the course, viz., First test (Quiz), midterm and final semester examination both in theory and practicals. No condonation for absence shall be given in the case of First test (Quiz) & midterm examination in a course. However re- examination shall be arranged by the concerned teacher for first test (Quiz). But for midsemester re- examination shall be arranged by the concerned teacher with the approval of Associate Dean in genuine cases based on the recommendation of the Head of the department of concerned subject in which re-examination is sought and a fee of Rs.1000/- per subject shall be collected from candidates who have missed the midterm examinations. This only repeat examination shall be held within two weeks from the date of regular examinations so missed and shall be a common examination for all the students who have missed that midterm examination. The Heads of institutions are authorized to allow scribe for PG students in case of their incapability of using hands due to accident/illness and also in case of dyslexia and also in case of blindness if supported by medical certificate with a condition that scribe should not belong to or should not be qualified in similar course of study.
9.7	If a student absents himself/herself for the semester final examination (Theory/Practical) in a course or courses, zero marks shall be awarded. The grade in that course(s) shall be computed on the basis of performance in previous tests/examinations in that course.

9.8

In the case of students deputed to represent the University in Inter-

	<p>Collegiate or Inter-University meets in NCC/NSS/Sports and Games/Cultural activities due consideration shall be given in regard to missed examinations so that the students may not suffer while on absence on University directive. In all such cases, make-up examination shall be given for the missed examination (except semester final examination) within two weeks of the return of the students from the event. The names of the students deputed for such programmes to be intimated in advance to the concerned teacher through the Head of the Department concerned.</p>
9.9	<p>A post graduate student getting a grade less than 6.00/10 in any course will be deemed to have failed in that course and that he/she should necessarily secure better grade with 6.00 and above. However, he/she may not be required to study that course by repetition but he/she may appear for all tests and examinations including semester final examination in that course when conducted next according to regular schedule in the concerned department. However all the examinations in the failed course be conducted even though the said course is not offered in the next semester. Whenever re-examination in a course is conducted, the students of other departments who have registered for such course may also be permitted for the examination. Re-examination fee of Rs.1000/- per subject shall be collected from students for conducting all examinations in concerned subject for PG students getting a grade less than 6.00/10. In case of students who have successfully completed all courses except one failed course, the Associate Dean may permit re-examination during final semester (4th semester for PG. students/6th semester for Ph.D students) or any subsequent semester in consultation with the concerned teacher and the Head of the Department.</p>
9.10	<p>In case of students referred to in the clause (9.9), the credits of the course(s) shall be counted only once for the graduation requirements and for computing the Overall Grade Point Average (OGPA), the original grade shall be ignored and the grade obtained by the students after taking re-examination/test, in that course(s) shall be taken into account. However, both the grades shall be mentioned in the semester reports and permanent record with a letter 'R' written above the grade which he/she obtained after</p>

<p>9.11</p>	<p>taking re-examination/test; but till such time, the original grade and credits shall be used to compute OGPA.</p> <p>Scrutiny of answer scripts, etc: Heads of Departments have to scrutinize the evaluation, totalling and posting of marks in the Master performance Register. The dates of examination shall be indicated in Master Performance Register. Each course may be evaluated @ 50 marks for each credit (theory/practical) which may finally be increased or reduced to 100 for award of grade.</p> <p>The results should be declared before the commencement of next semester.</p>
<p>9.12</p>	<p>In order to enable the students to pay the re-examination fee (PG-16) within time, result should be declared before the commencement of next semester.</p> <p>Re-examination in failed courses: A student who wants to take re-examination in a course in which he/she has failed should submit an application duly paying re-examination fee within 25 days from the commencement of that semester. The student should make a request in PG form 16 to the Associate Dean through the concerned course in-charge, Head of the Department (in which the candidate is admitted) and pay the fee specified. It is the responsibility of the students to ascertain the dates of examination during subsequent semester.</p>

<p>10.0</p> <p>10.1</p>	<p>Attendance</p> <p>i. Ordinarily the student is required to attend all the classes in a course. The minimum attendance required is 75% to be counted separately for theory and practical both at Masters & Ph. D levels.</p> <p>ii. If any student falls short of 75% of attendance, he/she shall not be permitted to appear for semester final examination and no grade be awarded in that course and the fact be recorded in his/her Semester Report/Transcript. When the course is repeated, a letter 'R' be recorded against that course, in his/her semester report/transcript.</p> <p>iii. However, on the recommendation of the Associate Dean, absence up to 20% of the total classes (over and above the 25% of absence permissible) can, however, be condoned by the University in case of participation of students in Inter-Collegiate or Inter-University meets, in NCC/NSS/sports and games/Cultural and literary events.</p>
<p>10.2</p>	<p>Notwithstanding anything contained in clause (10.1), the minimum limit of attendance prescribed shall be reckoned for theory and practical, separately.</p>
<p>10.3</p>	<p>If a full time student is absent for the registered courses including research credits or falls short of attendance in the registered courses including research credits, he/she should re-register such course/research credits.</p> <p>Note: During the first two semesters of study, PG students shall register a minimum of 8 course credits, maintain prescribed attendance (75%) and OGPA prescribed under relevant regulations, failing which the admission shall stand cancelled.</p>

11.0**Unfair means in examination:**

i. The Associate Dean of the college shall be responsible for dealing with all cases of "Use of unfair means" in the various examinations. The phrase, "Use of Unfair means", includes possession of any information or material by the student, talking to other students, copying from other students or from printed or written materials etc. The invigilator concerned, on finding the use of unfair means by any student may take the answer scripts of the student and the material evidence, if any and the explanation from the student. The student may also be sent out of the examination hall immediately. The invigilator concerned shall report each case of unfair means directly to the Associate Dean with full details of the incident, answer scripts, the available evidence and explanation of the concerned student, if any.

ii. The Associate Dean, on receipt of the report, may give an opportunity to the concerned student to represent his/her case. Considering all the available evidence, the Associate Dean shall take appropriate action immediately. The penalty shall be as indicated below;

(a) A student found using unfair means during First test (Quiz), Midterm examination shall be deemed to have failed in that course and shall not be permitted to appear for Semester final Examinations in that course in that semester.

(b) A student found using unfair means during the semester final

	<p>examination shall be deemed to have failed in all the courses he / she has registered in that academic year and / or in such of those course in which he appeared for final examination in that semester. In such cases, the student shall not be permitted to take the remaining examinations, if any, in that semester and shall also be deemed to have attempted and failed in those examinations.</p> <p>(c) The Associate Dean shall report each case falling under (a) and (b) above immediately, after passing orders to the Dean of the Faculty.</p> <p>iii. For using unfair means of a serious nature such as ignoring the repeated instructions of invigilator or abusing or threatening or assaulting the invigilator, warranting higher penalties than those indicated in clauses (a) and (b) above, the Associate Dean, besides treating the students as failed in all the courses he registered in that semester may further debar the students for the succeeding year and the fact informed to the Dean of the faculty.</p> <p>iv. If further or more severe punishment is felt necessary, the Associate Dean shall immediately inform the University about the full details of each case together with all the material evidence, if any, and his/her recommendation. The explanation or representation of the student, if any, may also be enclosed. The Vice-Chancellor after examining the case, may debar the student for further period or permanently. The decision of the Vice-Chancellor is final in this regard.</p> <p>(d) The parent or the guardian of the concerned student shall be informed of any punishment awarded to the student and the reason therefore. The student shall be debarred from the University.</p>
12.0	Grading system
12.1	Grading The final grading of students shall be done on a 10 point scale. The Grade Point shall be obtained by dividing the total percentage of marks earned in a course by 10. The grade point shall be expressed in this scale up to second decimal place.
12.2	In order to pass , a student of Masters / Doctoral Programme shall secure a minimum passing grade of 6.00/10.00 in a course and the minimum OGPA to continue and obtain degree shall be 6.50/10.00.
12.3	Scholastic probation A post graduate student, who secured GPA/OGPA

	between 6.00 and 6.49 in a particular semester, shall be placed on Scholastic probation during the subsequent semester. If a post graduate student who is on scholastic probation during a semester again fails to secure the minimum OGPA of 6.50 (required for pass), the Faculty Dean may decide whether to allow the student to continue on scholastic probation for the second time or to withdraw the student from the University. PG students whose GPA/OGPA is less than 6.50/10.00 may be permitted to appear for re-examination in such courses in which the grade is less than 6.50 so as to enable them to improve the GPA/OGPA to 6.50/10.00 or above, only once in a course.
12.4	If a post graduate student fails to secure minimum OGPA of 6.50/10.00, his/her admission shall stand cancelled and the student is deemed to have been withdrawn from the University.
13.0	Withdrawal or change of courses
13.1	A student shall normally register only for the load which he/she can carry efficiently. The Chairman of the Student's Advisory Committee shall, as far as possible, discourage the student from carrying a greater load even though a maximum of 18 credits are prescribed for each semester.
13.2	The Associate Dean of the college may permit a student to withdraw (temporarily) from a course within six weeks or change a course (temporarily) within two weeks from the date of commencement of that semester, under intimation to the University. (The student shall study such courses later. For permanent changes in PG Form 2, approval of Faculty Dean is required). For addition of courses in PG form 2, approval of Faculty Dean, should be obtained before the end of II semester. For substitution/deletion of course in PG form 2, the approval of Faculty Dean shall be obtained within 15 days of the commencement of II semester of study. Courses registered without the approval of Faculty Dean shall be treated as audit courses and grade shall not be computed for such courses.
14.0	Inter Institutional Transfer of Credits
14.1	Migration of PG / PhD students from or to other Universities during the PG/PhD programme is not permitted.

<p>15.0 15.1</p>	<p>Qualifying (comprehensive) examination (Prequalifying examination for Ph. D)</p> <p>After completion of 75% course work separately in major and minor subjects, an oral Prequalifying /comprehensive examination shall be conducted for Ph. D students. In order to be eligible to appear for the oral Precomprehensive/qualifying examination, the student should have secured an OGPA of 6.50. As the students are already tested in course examinations, the comprehensive examination should be based on oral examination by an external expert and the evaluation should cover both the research problem and theoretical background to execute the project. This shall assess the aptitude of the student and suitability of the student for the given research topic. The successful completion of comprehensive examination is to obtain the “Satisfactory” remark by the external expert.</p> <table border="1" data-bbox="345 825 1463 877"> <tr> <td data-bbox="345 825 667 877">Grading in viva voce</td> <td data-bbox="667 825 1463 877">Satisfactory (S)/Un satisfactory (US)</td> </tr> </table> <p>NOTE: Failed candidates need to take reexamination again as per the existing rules but not earlier than 3 months.</p>	Grading in viva voce	Satisfactory (S)/Un satisfactory (US)
Grading in viva voce	Satisfactory (S)/Un satisfactory (US)		
<p>15.2</p>	<p>The Head of the Department shall take action in consultation with the Chairman of the student’s Advisory Committee, (if he/she is not Chairman of the said committee) to conduct the oral Prequalifying examination of the concerned student after completion of 75% of the prescribed course work in Major and Minor subjects except Seminar.</p>		
<p>15.3</p>	<ol style="list-style-type: none"> i. The qualifying examination shall be held for all the students majoring in that discipline at the same time. These examinations shall be held twice during an academic year. ii. The Head of the department shall invite an external examiner from outside the university only from out of the list of examiners approved and communicated by university for conducting comprehensive oral examination. iii. The oral qualifying examination shall cover both the major and minor and other courses prescribed and shall be conducted by the student’s Advisory Committee. The Head of the Department shall be co-opted as a member of the examination committee (if he/she is not already a member of student’s Advisory Committee) for viva-voce examination. 		

15.4	The Chairperson of the Student’s Advisory Committee shall be responsible for communicating the results of the qualifying examination to the Faculty Dean in the prescribed form with the signatures of all the members of the committee.
15.5	The student’s performance in the oral qualifying examination may be considered “satisfactory” on the unanimous recommendation of the examination committee. It shall be within the competence of the committee to indicate deficiencies in the student’s course work and research problem at this stage and the committee may recommend that the student makes up these deficiencies in any suitable manner.
15.6	<p>i. A student failing in the oral Prequalifying examination shall apply, for permission to appear for a second or third time, to the Faculty Dean with the recommendation of the Chairperson of the Advisory Committee. Permission to appear for a second or third time may be given, but re-examination shall not take place earlier than three months after the first or second examination. Re/examination for a fourth time shall not be permitted and a student failing for a third time shall not continue as a student in the University or qualifying for a degree in the University.</p> <p>ii) PG form 4 needs to be filled in by the chairperson of the Advisory Committee and submitted to the Head of the Department before conduct of oral Prequalifying examination. The Head of the Department will first scrutinize the PG form 4. After satisfying that the student fulfilled all the criteria laid down in regulations, permission for conduct of qualifying examination will be accorded. The PG form- 5 shall be completed and sent to the University along with PG form 4 immediately after conducting the oral examination</p> <p>iii) It is desirable to examine 4-5 students per day in oral Examination so that sufficient time is available for examining the students in all the courses. However, in case of exigencies like shortage of time etc., more number of students in any case not exceeding six, may be examined making sure that sufficient time is provided for examining the students in all aspects.</p>
16.0	MONITORING THE PROGRESS OF P.G. STUDENTS WORK:
16.1	Scrutiny of Registration Cards

	<ul style="list-style-type: none"> i. The Associate Dean shall get the Registration cards of all the P.G. students scrutinized by the Officer In charge Academic matters (PG) immediately after registration. In case of deviations from Regulations or discrepancies in registration, scholastic probation, etc., the Officer In charge Academic matters (PG) shall render suitable advice to the concerned students/teachers immediately in about 2-3 days of registration. ii. PG form 17 is prescribed for monitoring the academic progress of P.G. students which shall be maintained by the department. The Head of the Departments have to record information in separate forms for Master’s and Doctorate students each year and preserve the same in the Department for verification by the Faculty Dean during visit to the Department
16.2	<p>Submission of Grade Report The teacher-in-charge of a course shall send grade cards (Grade Point Report) of all students to the Head of the Department in which the students are admitted. This will help the Head of the Department in determining whether the students have secured the prescribed OGPA in all the registered courses before permitting next registration for next semester. Besides, the grade report for each course (pertaining to all students who have registered that particular course) shall continue to be sent to the Associate Dean.</p>
16.3	<p>Scrutiny of GPA Reports: The Associate Deans have to get the GPA reports of the P.G. students scrutinized and signed by the Officer In charge Academic matters (PG) before they are submitted to the University for approval. To avoid discrepancies/typographical errors etc in the GPA reports, the Associate Deans have to get the copies of typed G.P.A reports verified in the concerned Departments in which the P.G. students are prosecuting studies. After verification at the Department level, the G.P.A. reports may be sent to the University so that errors can be avoided. The G.P.A. reports shall be sent to the University within a month after the completion of the concerned semester.</p>

16.4	<p>Evaluation of Research Credits</p> <p>i. All the P.G. students who have registered research credits during any semester should furnish the progress of work in the P.G. form No. 11 before last working day of the semester to the Associate Dean through the Advisory Committee and Head of the Department concerned. The Advisory Committee may apportion some of the credits to each of the activities, i.e. planning the study & literature collection, collection of experimental material, conduct of experiment, recording observations, analysis etc and evaluate the progress accordingly. While preparing the GPA report, only the research credits which were satisfactorily completed shall be incorporated and not all the research credits registered. The P.G. students have to re-register the unsatisfactory portion of the research credits during subsequent semesters.</p> <p>ii. The Major Advisors should inform the Associate Dean in PG-11 whether the progress of research work is satisfactory or not before the GPA report (of the semester during which research credits are registered) is finalized so as to make necessary entries in the GPA reports of the concerned students.</p>
16.5	<p>Verification of Course/Research Credits The Heads of Departments have to ensure that the research credits registered are verified with reference to the PG form -11 and correction, if any, shall be made in the “Registration Cards” in the Department and Associate Deans Office at the end of each semester before the G.P.A. reports are prepared and submitted to the</p>
16.6	<p>University.</p>
16.7	<p>Failure to register courses/research during consecutive semesters shall be deemed as discontinuation.</p> <p>Tours to Monitor PG Student Research: The tour proposals of the Chairpersons of the Advisory Committee to monitor the progress of student research are to be sent to the authorities who are competent to sanction the other tour programmes of the concerned teacher/scientist. All proposals involving financial commitment should be routed through the concerned Associate Dean/Head of the Office who will indicate the availability of budget provision under the relevant Head of Account. The request of students for certificates of academic status etc to apply for</p>

	<p>ARS/UGC/CSIR/NET and for forwarding applications for fellowships etc. (Through the University) should be routed through concerned college.</p> <p>The Heads of the Departments shall keep one copy of PG forms no.4, 5, 7, 9 & thesis in the files of the students concerned so that they can be of use in case of exigencies.</p>
17.0	<p>Payment of TA/DA to external Examiners and Members of the Advisory Committee</p> <p>When scientists of other organizations are included in the advisory committee of PG students, the Associate Deans are authorized to pay the TA/DA to the external members of the Advisory Committee of the PG students as per the eligibility as per rates applicable to SVVU teachers.</p>
17.1	<p>Payment of TA/DA to External Examiners: External Examiners from outside the state shall be paid TA/DA at the rates that are applicable to the University teachers/Officials when they perform journeys outside the state. They may be requested to travel only by train and limit themselves to II AC. However, if necessary proposal for sanction of Air fare may be sent to the University for consideration/approval of the Vice-Chancellor.</p>
17.2	<p>Payment of T.A. to the Major Advisors after Retirement: The Major Advisors of P.G. students will continue to be the Chairperson of the Advisory Committees and can guide the students up to a period of 3 months even after their retirement. In such cases, if the thesis is approved by the External Examiner, the final viva-voce examination has to be conducted by the Major Advisor along with the Advisory Committee Members. The major advisors retired from the service are eligible to receive T.A & D.A as per their status at the time of retirement for conducting Final <i>Viva-voce</i> examination of P.G. students but not to the other members of Advisory Committee.</p>
18.0	<p>Master`s Degree Thesis</p>
18.1	<p>i. A student shall submit the thesis for Master`s Degree after he/she has completed his/her Course work requirement, the required number of research credits and has passed the qualifying examination successfully. The thesis shall be typewritten and temporarily bound as specified and submitted in duplicate along</p>

	<p>with a “no dues certificate” and a certificate in the prescribed form by the Advisor. The students shall submit thesis only after a thesis seminar and one research paper must have been submitted for publication in a peer reviewed journal. In PG. thesis, students must demonstrate familiarity with the tools of research, scholasticity in their major field and ability to present the results of their investigation effectively.</p> <p>ii. A postgraduate student may submit thesis after securing 75% attendance in the final semester of study provided that research credits only are registered during that semester and that all the courses prescribed for the award of degree are successfully completed by the end of the previous semester.</p>
18.2	<p>i. After approval by the Advisory Committee, the thesis submitted by the student shall be sent to an external examiner for evaluation who shall be required to send a detailed report on the thesis preferably within three weeks to the Faculty Dean. In case the external examiner recommends acceptance of the thesis, the report will be forwarded to the Chairperson of the student’s Advisory Committee who shall arrange for the conduct of final Viva Voce by the advisory committee. The Head of the Department shall also be a co-opted member of the final Viva-voce examination committee, even if he is not a member of the student’s Advisory Committee for the purpose of conducting the thesis final Viva Voce examination. The Advisory Committee while conducting this examination, shall take into account, the remarks of the external examiner and may suggest changes if any to be made in the thesis. A certificate regarding performance of the candidate in the final viva-voce examination on the thesis in the form prescribed, duly signed by all the members of the committee, shall be forwarded to the Faculty Dean by the Chairperson of the student’s Advisory Committee through the Head of the Department. After the certificate is sent, the thesis shall be bound as specified after effecting changes if any suggested by the Advisory Committee and it shall be submitted by</p>

the student in quadruplicate to the Chairperson of the student's Advisory Committee. Unless final thesis copies are bound by the student concerned and handed over to the Chairperson of the student's Advisory Committee, his/her final result shall not be declared.

- ii. Six copies of thesis abstracts of about 150-200 words shall be submitted (2 copies for the Department, 1 for the Associate Dean's office and three for the University) along with bound copy certificate (PG form 9). The PG students should submit two CDs of thesis (one each to Library and Head of the Department) along with bound copies of thesis and antiplagiarism certificate.
- iii. If a student is not successful in the final Viva Voce examination, he/she shall be examined again after a period of three months. There shall be no re-examination in final viva-voce for the third time and a student who fails for a second time shall not continue as student in the University
- iv. In case the external examiner suggests major modifications to be made before acceptance, the thesis shall be forwarded to another examiner for evaluation.
- v. A candidate shall not be permitted to submit his/her thesis for the degree on more than two occasions and if the thesis is not approved on the second occasion, the candidate shall not be awarded the degree.
- vi. If the student who has been directed to resubmit the thesis after carrying out the corrections indicated by the external examiner, does not do so within six months from the date of issue of orders by the University, his/her admission shall be deemed to have been cancelled.
- vii. PG student should appear for the final thesis viva-voce examination and submit a certificate of having submitted bound copies of thesis within a maximum period of six months from the date of issue of orders by the University, failing which the admission shall be deemed to have been cancelled.

19.0	Ph.D. Degree Thesis
19.1	A student shall submit thesis for Ph.D degree after he/she has completed his/her course work requirements and the required number of research credits and has passed the qualifying examination successfully. The thesis shall be submitted after thesis seminar and one research paper must have been accepted/published in a peer reviewed journal / or one patent filed out of thesis work. The thesis should be typewritten and temporarily bound and submitted in triplicate.
19.2	The thesis for Ph.D shall indicate that the candidate possesses the ability and imagination necessary to do independent constructive thinking and it shall be of the nature of definite contribution to the subject and the results and the conclusions presented shall be of sufficient importance to merit publication. The thesis shall be on a topic falling within the field of the major subject and shall be the result of the student's own work. A certificate to this effect duly endorsed by the Chairperson of the Advisory Committee shall accompany the thesis.
19.3	<ul style="list-style-type: none"> <li data-bbox="396 1012 1474 1150">i. The viva voce examination may cover the field of study (research). Every candidate shall defend the thesis submitted by him/her at the examination. <li data-bbox="396 1163 1474 1686">ii. The thesis shall be typewritten and temporarily bound as specified and submitted in quadruplicate along with a 'No Dues Certificate' and a certificate in the prescribed proforma by the Advisor. The thesis submitted for the Ph.D degree shall be sent for evaluation to two external examiners from outside the university will be selected by the Dean of Faculty from the panel of the examiners (PG form 10). In case both the examiners recommend acceptance of the thesis, the final viva voce shall be held by the student's Advisory Committee with the participation of one of the two external examiners appointed for the evaluation of

	<p>the thesis. If for any reason both the examiners express their inability to participate in the conduct of the thesis final viva voce examination, after sending the thesis examination reports, the Faculty Dean is authorized to appoint an alternate examiner from the panel of examiners, to conduct the final viva voce examination based on the earlier thesis evaluation reports received from the originally appointed two examiners. The Head of the Department, if he/she is not already a member of the Advisory Committee, shall act as a member of the examination committee for the final viva voce examination.</p> <p>iii. Six copies of thesis abstracts of about 300 words shall be submitted (2 copies for the Department, 1 copy for the Associate Dean's office and 3 copies for the University) along with bound copy certificate (PG form 9). The student should submit two CDs of thesis (one each to library and Head of the Department) along with bound copies of thesis and antiplagiarism certificate.</p>
19.4	<p>In case both the examiners do not recommend acceptance of the thesis, then the thesis shall not be considered for the award of the degree. In case of only one unfavourable report, the thesis shall be referred to the third examiner from outside the university. If the third examiner recommends the thesis for its acceptance, recommendation may be accepted, if not, the thesis shall not be considered for the award of the degree.</p>
19.5	<p>i. When the thesis is not accepted for award of the degree, a candidate may be permitted to continue the work, re-write the thesis and submit once again after a period of at least six months. After the student's thesis for the Ph.D degree is evaluated as indicated above and if recommended for its acceptance, the thesis shall be finally accepted for the award only after the student satisfactorily completes final viva-voce examination.</p> <p>ii. A failure at the second attempt shall debar a candidate from any further opportunity to submit thesis.</p> <p>iii. If the student who has been directed to resubmit the thesis after</p>

	<p>carrying out the corrections indicated by the external examiner, does not do so within six months from the date of issue of orders by the University, his/her admission shall be deemed to have been cancelled.</p> <p>iv. PG student should appear for the final thesis viva-voce examination and submit a certificate of having submitted bound copies of thesis within a maximum period of six months from the date of issue of orders by the University, failing which the admission shall be deemed to have been cancelled.</p> <p>v. If the external examiner recommends resubmission of thesis after 6 months, the candidates should resubmit thesis within six months thereafter i.e. between 6 months and 1 year from the date of issue of orders by the University</p>
19.6	<p>The recommendations of the examination committee shall be forwarded to the Faculty Dean by the Chairperson, through the Head of the Department in the prescribed form which shall be signed by all members of the committee. If a student fails in the final viva-voce examination, he/she shall be examined again after a period of six months. There shall be no re-examination in final viva-voce for the third time and a student who fails for a second time shall not continue as a student in the University.</p>
19.7	<p>Whenever any material from the thesis is published, a footnote shall always be given saying that the work is part of thesis that has been submitted to the PG degree of "Sri Venkateswara Veterinary University", Tirupati.</p>
19.8	<p>Preparation of Thesis</p> <p>i. In order to avoid grammatical/spelling mistakes, typographical errors, citation defects in the thesis, the members of the Advisory Committee shall read the thesis carefully before it is submitted to the University.</p> <p>ii. A column shall be inserted for Signature, Name and Designation of the External Examiner who conducts final viva-voce examination in the Certificate of Advisory committee of Ph.D students.</p> <p>iii. The date of final viva-voce examination shall be taken into</p>

	<p>consideration and said month shall be indicated on cover page and same date (final viva-voce date) shall be indicated in certificates of all copies by replacing the pages of first one (PG) or two (Ph.D) copies submitted for external evaluation.</p> <p>iv. ID Numbers of PG and Ph.D students shall be indicated on cover page and certificate inside of the thesis.</p>
19.9	<p>Thesis Submission</p> <p>i. Time Period: After receiving the thesis at the university, about 1 to 3 months time period is required for receiving the evaluation report from the experts for Masters and Ph.D thesis, respectively. More time may be needed if the examiner is preoccupied with other work. Hence, students are requested not to pressurise the authorities for pursuing, to receive the report earlier.</p> <p>ii. Maintenance of work book: In order to make PG /Ph.D students pay more attention to the thesis work, they may be advised to record the work done during each week in a work book. The work done should be equivalent to research credits registered during that semester (i.e., assuming that for each credit, the duration of Practical shall be about 2-3 hours, a student registering 15 research credits may have to devote a minimum of 30 hours for research work during that week). The work turned out by the student may be regularly monitored by the Chairperson and evaluated by the Advisory Committee at the end of each semester and reported to the Associate Dean in PG form-11 for incorporation in GPA reports.</p> <p>iii. Presenting Seminar before Thesis submission: In order to minimize mistakes and improve quality of thesis, Masters and Ph.D students shall present thesis work in a form of Seminar, prior to thesis submission, in the presence the Advisory Committee, Head of the Department, University Head of the Department & other staff members and students.</p> <p>iv. Delay in thesis submission: PG students may be permitted to join jobs after completing residential requirement, all courses and</p>

research but only thesis writing remains incomplete. Such students should be on the rolls of the University by paying the requisite fee till thesis submission. If thesis is not submitted, after completion of all research work, in order to be on the roll of the university student should pay registration fee and late fee for thesis.

- v. **Degree Completion time requirements:** The 5 Academic years (10 Semesters) for Master's Programme and 7 Academic years (14 Semesters) for Doctorate Programme are taken in account for reckoning the maximum time-limit to complete requirements.
- vi. **Extension of Time for Submission of Thesis:** The facility of extension beyond the prescribed time-limit is not available to Masters level students. Hence, they should necessarily submit theses within 5 academic years and 7 academic years from the date of admission for P. G and Ph. D respectively. Chairpersons/Head of Departments/Associate Deans shall not forward any request for any extension of time.
- vii. **Reckoning the maximum time-limit:** The following dates shall be considered for reckoning the maximum time-limit to complete graduation requirement (5 academic years for Masters Degree and 7 academic years for Ph.D). The date of thesis submission to the Head of the Department shall be considered for reckoning the maximum time-limit. If any student has joined late (II list/III list), the date of his/her admission may be considered as joining date. The student should be in constant touch with the concerned authorities, ascertain dates and complete the work within the stipulated time failing which the admission shall stand cancelled. Those Ph.D students who are employed and seek extension should be continuously on leave till thesis submission and should not join duty during semester break/holidays.
- viii. **Copying of thesis:** Copying of thesis/research work of others amounts to malpractice/fraud. As per PG regulation 24.2, if the result of candidate is vitiated by malpractice or fraud or improper conduct, the Vice-Chancellor has powers, at any time

notwithstanding the award of diploma/certificate, to cancel the result of the candidate, which will adversely affect the career of the candidates. Besides, the members of the Advisory Committee will also be held responsible. If a candidate resorts to copying and if it is detected at a later date, the relevant degree will be cancelled. The Chairperson/members of the Advisory Committees shall check periodically the observations/data recorded by the students and monitor the progress as frequently as possible. The thesis shall be approved by the Advisory Committee after comparing the thesis with the corrected manuscript. The Heads of Departments have to ensure that no research topic is allotted by the Chairperson of advisory Committee of a student unless the Chairman has sufficient expertise on the subject.

20.0

Anti-plagiarism Policy

I. Hierarchical structure

- i. **Administrators:** The Administrator has the overall control of the operations of the software. He/she creates the Instructors and has access to instructors as well as users accounts. Librarians, SVVU will be the overall Administrators of TURNITIN.
- ii. **Instructor:** Administrators will create 10 instructors as per details given below:

Table: Details of the Instructors and the Users of TURNITIN

Name of College/Office atPAU	No. of Instructors	No. of Users
College of VeterinaryScience, Tirupati	05	54
NTR College of VeterinaryScience, Gannavaram	05	54
College of VeterinaryScience, Proddatur	01	18
College of Dairy Technology, Tirupati	01	15
College of Fishery Sciences,Muthukur	01	15
Director of Research	01	02

Deans of faculties	03	06
Total	17	164

- i. **Users** : The users of a college will create on an average 03 Users in each Department of major colleges. The number may be increased/decreased depending on the size of the Department. The Associate Dean of each college shall have the liberty to decide on the number of users, in consultation with respective Heads of Departments. In each Department Head of the Department as well as the incharge post graduate studies must be one of the Users.
- ii. **Students:** Each User can create as many as students as required to generate similarity for each.

II. Percentage of Similarity Permitted

The similarity of PG research will be checked at two stages i.e. at the synopsis stage and at the time of the submission of the final thesis.

- i. **At the synopsis stage** : Before the submission of the final draft of synopsis the proposal may be run through the software. The maximum permissible percentage of similarity in the synopses of PG students is as follows:

Introduction	20%
Review of Literature	50%
Complete synopses	30%
- ii. The first and last two pages of the report of the synopsis and the thesis in PDF format generated using this software shall be duly signed by the student, the concerned Advisor and the Head of the Department. A soft copy of these reports in PDF format may also be submitted to the o/o Dean of faculties along with the final synopsis.
- iii. **At the time of final submission of thesis:** The final draft of the thesis shall be run through the software before its submission to check for similarity. The permissible percentage of similarity shall be as follows:

Introduction	30%
Review of literature	50%
Materials & Methods	25%
Results & Discussion	10%
Summary	10%
Complete thesis	20%

The first two pages of the report generated using this software shall be duly signed by the student, the concerned Major Advisor and the Head of the Department. A CD of the report in the PDF format shall also be submitted to the o/o Dean, of faculties along with the final thesis. Any thesis/ project report having similarity more than the prescribed percentage shall be reviewed by the researchers and the concerned advisor till it reaches the permissible percentage.

- v. Any synopsis having similarity more than the prescribed percentage needs to be reviewed by the student and the concerned advisor in TURNITIN.

The bibliography, definitions, operational definition and formulae shall be excluded from the plagiarism check. Text in quotes and less than 1% similar text shall also be exempted in the synopses and thesis.

- iv. **Timeline:** This policy shall come into force on the synopses proposals from 2021-22 admitted batch.

The antiplagiarism certificate (PG Form 93) should be enclosed along with thesis.

<p>21.0</p>	<p>Eligibility for Degree</p> <p>i. The students of Master’s /Doctoral Degree programme shall be eligible for award of degree after he/she successfully completes the course requirements with a minimum OGPA of 6.5 or above and completes the qualifying and viva-voce examination satisfactorily.</p> <p>ii. Post Graduate students who secure OGPA of 8.00 and above shall be placed in First class and others who secure an OGPA of 6.50 and above but less than 8.00 shall be classified under second class.</p>
<p>22.0</p>	<p>Authorities to approve the results and issue pass certificate, transcripts, etc:</p> <p>i. The Vice-Chancellor shall approve the results on the recommendation of the Faculty Dean and the Registrar shall issue Provisional Pass Certificates, Transcripts, etc. to the successful candidates.</p> <p>ii. The final results of the PG student will be processed after receipt of P G Form - 7 (Report of Final Thesis Viva Voce) and P G Form -9 (certificate of having submitted bound copy of thesis), if all the academic records and GPA reports are in order.</p> <p>iii. The Associate Deans are permitted to return the original certificates of previous courses studied to the respective PG students after final thesis viva-voce is satisfactorily completed and bound copies of theses are submitted to the library/other authorities and on production of “No Dues certificate” from the Library/College/Hostel, etc.</p> <p>iv. Provisional Certificate from the University is not a requirement for taking original certificates from the College.</p>

23.0	<p>Award of Degrees, Medals, Prizes:</p> <p>i. Award of Degree: A Diploma under the seal of the University and duly signed by the Officers authorized in this behalf shall be presented at Convocation, to each candidate who has successfully completed the graduation requirements for the award of the degree. Degree of the candidates who have successfully completed graduation requirements for the award of the degree and are admitted 'In Absentia' to a degree, at Convocation, shall be sent by post. The Degree shall set forth the name of the candidate, mother's name, father's name, name of the degree, month and year of successful completion of the graduation requirements, etc.</p> <p>ii. Submission of Photographs/Convocation form: In order to facilitate affixing photographs on provisional and degree certificates, all Masters/Ph.D. students shall submit 4 passport size color photographs (duly indicating the Name & I.D. No. on the back side of photos) and convocation application along with P.G.-6 form.</p> <p>Note: If any candidate who submitted "<i>In Absentia</i>" application for convocation desires to take the degree "<i>In Person</i>" he/she shall send a request before the last date prescribed in the respective Convocation Notification.</p> <p>iii. Award of Medals/Prizes to P.G. Students: At Masters level, the students admitted during a particular academic year only are considered for the award of medals/prizes, whereas at Ph.D. level all the students who complete the requirements for the award of Ph. D degree up to prescribed date (irrespective of the year of admission) are considered.</p>
24.0	<p>Amendment or Cancellation of Result:</p>
24.1	<p>If the result of a candidate is discovered to be vitiated by error, malpractice, fraud, improper conduct or any other reason, the Vice-Chancellor shall have power to amend the result in such a manner as to accord with the true position and to make such a declaration as he (the Vice-Chancellor) may deem necessary in that behalf.</p>

24.2	If it is found that the result of a candidate has been vitiated by malpractice, fraud or other improper conduct whereby he has been benefited and that he has, in the opinion of the Vice-Chancellor, been a party to or connived at the malpractice fraud or improper conduct, the Vice-Chancellor has power, at any time, notwithstanding the award of a diploma or a certificate or a prize or a scholarship, to amend the result of such candidate and to make such declaration as he may deem necessary in that behalf, including debarring of the candidate from the University for such period as may be specified, and the cancellation of the result of the candidate in such manner as he may decide.
------	---

25.0. Guidelines to prevent unethical practices in publication of articles, etc.

To prevent unethical practices by unauthorizedly circulating the articles/manuals etc. prepared by the faculty and changing the order of priority in the authorship of research publications, the following guidelines are issued for strict adherence by students and Teachers, while preparing the research articles, etc. for publication or their subsequent use.

- i) For all the research papers prepared on the basis of student research, the authorship should be in the order of student, Chairperson, Co-chairperson and members of advisory committee who have put in considerable efforts in the research work. It is a mandate to publish the research article with affiliation cited as "Sri Venkateswara Veterinary University"
- ii) In respect of papers prepared on the basis of student research work conducted at research station, the authorship may be in the order of the quantum of contribution made by each research worker.
- iii) The first author should certify that due weightage was given to all those who contributed for the research work and also clearly indicate the source of material for the research article/publication i.e student research/scheme work etc. and the period of conduct of such research work. If any part/whole of the article/paper/manual of others is used by the students/staff, acknowledgement should invariably be made with regard to its original author to give a kind of gratification.
- iv) All the research papers (along with one extra copy) should be routed through the Head of the Department / Research Station / Scheme where the work was

carried out. The Heads of Research Stations/Departments shall maintain a record of all extra copies so received. The Heads of the Departments/Research Stations shall forward the articles to the authorities, after recording the following details in a **“Register of Publications”** shall be shown to the superior officers during their visit/office inspection.

1. Date of Dispatch
2. Title of the article / Bulletin
3. Names of Authors
4. Source of material for publications

NOTE: All the authors are equally responsible to prevent plagiarism and ensure that similarity level beyond 10% does not occur in the proposed publication before submitting to the publication

26.0. Guidelines to start new PG Programme

- i. The proposal to start a new PG course shall be sent by the concerned Head of the Department through the University Head and Associate Dean to the University in the prescribed proforma (PG Form 19).
- ii. The proposal for starting new PG Programmes shall be sent only if at least two accredited Teachers are on rolls in that subject in case of Masters Programme and two accredited Teachers out of which one should be at least in Associate Professor cadre in case of Ph.D programme. Same principle shall also be applicable in case of allotment of seats for admission on year to year basis
- iii. A Committee consisting of Dean of the concerned faculty, University Head of the concerned/related department and one more member from outside the university nominated by the Vice-chancellor shall visit the departments and examine the proposals and submit recommendations which shall visit the department and examine the proposals and submit recommendations which shall be placed before the Faculty Board and Academic Council for approval.
- iv. After approval of Academic Council, the proposal for starting new PG programme shall be placed before the Finance committee (if financial commitment is involved) and the Board of Management for approval.
- v. If the Academic Council and Board of Management approves the starting of new PG programme with additional staff and huge amount of funds, the programme shall be started only after obtaining the sanction of state Government.
- vi. If posts are to be redeployed, such posts need to be identified by the concerned

Faculty Deans/Directors. New programmes involving new posts may be started after filling up of at least 50% of the posts.

- vii. The teacher identified/redeployed to run the programme shall prepare the syllabus/courses and do the needful for creating infrastructure facilities like laboratories, field facilities, etc.
- viii. If new posts and large amounts of funds are required, the proposal/request shall be sent to the Government / Funding agencies.
- ix. If the Academic Council approves the starting of the New PG Programme without any additional staff and budget, the programme can be started immediately if it is extension of an existing programme to a new campus.
- x. In case of new programmes, the syllabus shall be referred to 2 or 3 outside experts and after incorporation of suggestions of the experts, the courses/syllabus shall be placed before the Faculty Board and Academic Council. If the programme has to be started with additional staff and infrastructure facilities, the syllabus shall be put up to Board of Faculty after the required sanctions are received.
- xi. The proposals/issues pertaining new PG courses/Syllabus are referred to experts from outside Universities and hence require about 4 months time. Hence such proposals may be submitted to the Dean of the faculty concerned studies well in advance as and when visualized, even if the date of Faculty Board meeting is not scheduled.

27. Learning through Online optional courses (e-Courses, MOOCS, SWAYAM etc)

- i. University Head of the Departments shall identify available online courses and a student may select from the listed courses. The interested students may provide the details of the on-line courses to the University Heads.
- ii. **Common Courses:** A Postgraduate student may take up to a maximum of 20% credits in a semester through online learning resources.
- iii. **Grade Points:** The host institute offering the course does the evaluation and provide marks/grades in the scale of 10.0 or the academic/Exam division shall develop the conversion formula for calculation of GPA and it may do appropriate checks on delivery methods and do additional evaluations, if needed.

28. Teaching assistantship

- The fulltime doctoral students of the University with or without fellowship maybe considered for award of Teaching Assistantships in their respective Departments. The Teaching Assistantship shall be offered only to those doctoral students who have successfully finished their course work. Any consideration for award of Teaching Assistantships must have the consent of the major advisor concerned.
Teaching Assistantships shall be awarded on semester to semester basis on the recommendation of a screening/ selection committee comprises of University Head of the department, Head of the department, Associate Dean with approval of Dean faculty. All classes and assignments given to the Teaching Assistants, including tutorials, practicals and evaluation work shall be under the supervision of a faculty member who would have otherwise handled the course/ assignment.
- Each Ph.D. student may be allowed to take a maximum of 16 classes in a month to UG/ Masters students.
- No additional remuneration shall be paid to the students who are awarded ICAR JRF/ SRF.
- At the end of each term, Teaching Assistants shall be given a certificate by the concerned Head of the Department, countersigned by the Associate Deans of the college, specifying the nature and load of assignments completed.

APPENDIX

Schedule of forms and other information to be furnished

PG Form 1 &1A, B	Before the end of the first semester: Proposals for formation of advisory Committee (PG form No.1) along with PG form - 1B. Subsequent changes to be sent in triplicate whenever required in PG Form No.1A
PG Form 2 &2A	End of the first semester: Programme of course work in PG Form No.2. Proposals for subsequent permanent changes (in PG form 2) to be sent in triplicate in PG form No.2-A to the Faculty Dean. Associate Dean may permit temporary change/withdrawal of an approved course registered during a semester in PG form 2A and send a copy to the University

PG Form 3 & 3A	End of II Semester (PG)/III Semester (Ph.D): Synopsis of Research – PG-3. For any subsequent change in title/programme of work PG form 3A (triplicate)
PG Form 4 & 5 (Ph. D only)	During III/IV semester: The Chairman of the advisory Committee shall submit PG form 4 to the Head of the Department for action to conduct oral prequalifying examination. After conduct of the prequalifying (oral) Examination for Ph.D only forms 4 & 5 should be sent to the Faculty Dean. <i>One copy to be retained in the Department.</i>
PG Form 6	Proposal for submission of thesis for --- degree
PG Form 7& 9	After the conduct of final viva-voce Examination PG form No.7: one copy to be preserved in the Department. Bound Copy certificate (PG.9) along with Abstracts of thesis (3 copies & CDs) along with antiplagiarism certificate.
	Within a month from the commencement of the semester: G.P.A. reports pertaining to the previous semester.
PG Form 8	Report on Ph.D Thesis and final viva- voce Examination
PG Form 10	Two months before submission of thesis (for Ph.D. students only): Academic information (PG forms No. 10) Panel of Eight Examiners (PG Form 13)
	Along with thesis (One extra copy of thesis shall be preserved in the Department) <ul style="list-style-type: none"> ✓ PG form No.6 (Proposals for submission of thesis) ✓ Colour Photographs – 4 (with name & I.D. No. On back side) ✓ Course completion & Non- employment certificates ✓ G.P.A. reports (if not sent earlier) ✓ Copy of Degree certificate of qualifying examination ✓ Convocation application form (In person/absentia) ✓ Evidence of leave sanction (for Ph.D students on extension) ✓ Certificate about publication ✓ Antiplagiarism certificate
PG Form 11	Before end of each semester: proposal for evaluation of research credits in PG form 11 should be submitted to the Assoc. Dean by all PG students through the Chairman and Head of the Department.

PG Form 12:	Memo of Assoc. Dean permitting temporary discontinuation of studies by PG. Students
PG Form 12A:	Request of the PG students for resumption of studies after temporary discontinuation
PG Form 12B:	Orders of Assoc. Dean on the request of student seeking permission to resume studies
PG Form 13	Proforma for sending panel of names for evaluation of Ph.D thesis
PG Form 14	Proposal for extension of time limit for PhD thesis submission to be submitted at least 3 months before the Expiry of maximum time limit prescribed under the Regulations.
PG Form 16:	Proposal for re-examination in failed course (Within 25 Days of commencement of semester)
PG Form 17:	Academic progress of PG students - (to be maintained in the Department).
PG Form 18	Registration Card / GPA Report of PG courses
PG Form 18A	Registration Card / GPA Report of PG courses
	PG Grade Point Average Report
PG Form 19	Proforma for introduction of New PG Programme
PG Form 92	Information regarding the courses handled, No. of classes conducted etc, by each teacher to be sent by Heads of Departments (PG.92) to Faculty Dean through the Associate Dean.
PG Form 93	Anti-plagiarism Certificates
	Bond to be executed by the Post Graduate who is Studying M.V.Sc / M.F.Sc / M.Tech / Ph.D under Sri Venkateswara Veterinary University, Tirupati
	Bond to be executed by the Post Graduate who is Studying M.V.Sc / M.F.Sc / M.Tech / Ph.D under Sri Venkateswara Veterinary University, Tirupati who wish to opt for temporary discontinuation
PG Form 94	Teaching Assistant ship for Doctorate students



SRI VENKATESWARA VETERINARY UNIVERSITY
ADMINISTRATIVE OFFICE : DR.Y.S.R.BHAVAN : TIRUPATI
PROPOSAL FOR CONSTITUTION OF ADVISORY COMMITTEE
 (To be submitted in QUADRUPLICATE to the Dean of Faculty)

Name of the student :
 I.D. No. :
 Degree : Major Filed :
 College :
 Date of Admission : Academic Year &:
 Semester of Admission:

State whether Fresh/ In-service / Nominee of Govt./ ICAR /Foreigner

Advisory Committee (Masters programme-2 from Major field and 1 from minor field/Supporting Field, Ph.D -2 from major and 1 each from minor &Supporting subjects. If extra members are needed request with proper justification in a separate letter should be sent to the Dean of the Faculty)

Field	Name	Designation	Department/	Signature
-------	------	-------------	-------------	-----------

Chairperson

Member

Member

Member

Certified that

- 1) The Chairperson is eligible / accredited to guide Masters / Ph.D students
- 2) Details of PG guidance by proposed Chairperson of the Advisory Committee are as follows:

	MVSc/MFSc/ M.Tech	Ph.D	Total
No. of students on hand as Chairperson including those submitted thesis but yet to complete their viva-voice			
No. of students now proposed for Chairpersonship			
Maximum 4 students including those who submitted thesis but yet to complete the final viva-voce			

2) Date of commencement of 1st semester:

3) Date of submission of PGForm-1 :

Whether submitted in stipulated time : Yes/No

Note: As per PG regulations the PG form-1 should be submitted within 3 months from the commencement of the first semester. If there is any deviation from regulations, furnish reasons and justification

Academic Advisor (PG)

Head of the Department

Associate Dean

(Name & seal)

(Name & seal)

(Name & seal)

To

The Dean of the Faculty of _____ Science, SVVU, Tirupati.

(For use in P.G Section, Administrative Office)

Endt. No. _____

Dated:

Approved / Returned with remarks.

DEAN OF THE FACULTY

Signature and seal

To

The Associate Dean, College of -----

(for distribution among Associate Dean, Head of the Department and
Chairperson)



SRI VENKATESWARA VETERINARY UNIVERSITY
TIRUPATI

Proposal for change of Advisory Committee

(to be submitted in Quadruplicate to the Dean, Faculty of----- Science)

1. Name:
2. I.D.No.
3. Full time/ Inservice
4. Degree Major field of study
5. College
6. Advisory committee (Proposal for change of Chairperson / Member):

Existing Chairperson / Member	Proposed Chairperson / Member	Reasons for change

7. Whether the synopsis was approved : Yes /No
8. If the change is proposed due to transfer of Chairperson within SVVU indicates whether he/she is not willing to guide the student from the new location or any reason. :
9. Progress of research (eg. Literature collection, study conducted, data collection, analysis, thesis writing etc. :

SIGNATURE OF THE CHAIRPERSON

(if the change pertains to Chairperson Head of the Dept. of may sign)

Signature of the Chairperson /Member who is proposed to be changed

Recommendation /Returned with remarks.

HEAD OF THE DEPARTMENT

ASSOCIATE DEAN

To

The Dean, Faculty of ----- Science

Sri Venkateswara Veterinary University, Tirupati

.....

Endt.No. _____

Dated: _____

APPROVED/Returned with remarks

DEAN OF ----- SCIENCE

To

The Associate Dean, College of -----

(for distribution among Associate Dean, Head of the Department and
Chairperson)



SRI VENKATESWARA VETERINARY UNIVERSITY
TIRUPATI

Particulars of Accredited Teachers and PG / Ph.D
Guidance

S. No.	Names of Accredited Teachers in Department / discipline in colleges / Research station/ KVK's / AHP's/ SLDL etc. of entire University	No. of PG students already guided by teacher	No. of PG students on hand including those who submitted thesis but yet to complete final viva Voce	No. of Ph.D students already guided by teacher	No. of Ph.D students on hand including those who submitted thesis but yet to complete final viva
1.					
2					
3					

Specific Recommendations and Signature of University Head

Signature of HOD

Signature of Associate Dean



**SRI VENKATESWARA VETERINARY UNIVERSITY
TIRUPATI**

PROPOSED PROGRAMME OF STUDIES FOR POST GRADUATE STUDENTS

(to be submitted in Five sets to the Dean of the Faculty)

Name:

I.D.No.

Degree:

Major Field:

College:

Fresh/In-service of Govt/ICAR nominee:

Courses proposed to be completed by the student to meet graduation requirements:

Course No.	Title of the course	Credits (Th+Pr)
I. Major Courses		
II. Minor courses		

III. Supporting Courses		
IV. Common Courses		
V. Credit Seminar		
VI. Research		

No. of credits:

1. Major: 2. Minor: 3. Supporting: 4. Common

5. Seminar 6. Research:

Total:

Note: Courses registered without the approval of Dean will not be counted for computation of grade. Temporary change may be permitted up to 2 weeks of the commencement of the semester of withdrawal of a registered course may be permitted up to six weeks from the date of commencement of that Semester by the Associate Dean (PG form 2A)

Time limit for permanent changes in PG form 2(to be got approved by Faculty Dean): Addition of courses is allowed up to the end of II Semester for PG and up to the end of I semester for Ph.D. Deletion/Substitution of courses is allowed up to 15 days in II semester.

Maximum time for completion of PG Programme including thesis submission: PG.:5 Years, Ph.D.: 7 Years (from date of admission)

SIGNATURE OF THE STUDENT

ADVISORY COMMITTEE

Advisory Committee	Name	Designation	Major Field/ Department	Signature
Chairperson				
Member				
Member				

Forwarded (5 copies) to the Dean, Faculty of _____ Science, SVVU, for approval.

Head of the Department Academic Advisor(PG) Associate Dean

(For use in the office of the Dean)

Endt.No. _____

Date:

Approved /Approved with Corrections / Returned with remarks

DEAN FACULTY OF -----

To

The Associate Dean, _____ (w.e.) (for distribution among the Associate Dean, Head of the Department, Chairperson and Student)



**SRI VENKATESWARA VETERINARY UNIVERSITY,
TIRUPATI**

Proposal for change in Programme of Course Work

(To be sent in triplicate and got approved before registering the courses)

1. Name of the Student: I.D. No.
2. Degree Department
3. Full time/in-service/nominee of Government/ICAR/Foreign Student
4. (a) Year & Semester of admission
(b) Year & Semester of Change
(c) Date of commencement of semester in which changes is proposed
5. State whether the proposed change / withdrawal/addition/deletion of Courses is temporary / permanent

Existing Course			Proposed Course		
Course No.	Title	Credit Hours	Course No.	Title	Credit Hours

Reasons for the change

SIGNATURE OF THE STUDENT

Date

Advisory Committee

	Name	Designation	Department	Signature
Chairperson				
Member				

Member				
Member				

HEAD OF THE DEPARTMENT

(For Office use only)

Ednt. No.

Date:

The proposal was received within the prescribed time limit

The proposal does not involve any change in the courses in PG form2 and hence approved.

The student shall study all course approved in PG form2 during subsequent semesters.

Copy is sent to Dean of faculty for information

OR

Permanent change in PG form2 is contemplated. Hence, forwarded (TRIPLICATE) to the Dean of faculty for approval.

(Strike off whichever is not applicable)

ASSOCIATE DEAN

To
The Dean, Faculty of _____ Sciences,
Sri Venkateswara Veterinary University,
Tirupati

Use in the office of the Dean of Faculty,

Ednt. No. _____

Dean of Faculty

To
The Associate Dean

Note: PRESCRIBED TIME LIMIT

Temporary Change
(Without change in PG form 2)

Permanent Change
(With change in PG form 2)

Change	- 2 weeks*
Addition of courses	- before end of II semester for MVSc, I semester for PhD
Withdrawal	- 6 weeks*
Deletion /substitution of courses	- upto 15 days in II semester

*from the commencement of semester



**SRI VENKATESWARA VETERINARY UNIVERSITY
ADMINISTRATIVE OFFICE : DR.Y.S.R.BHAVAN : TIRUPATI**

Original synopsis of thesis/Dissertation problem(For revision of synopsis PG form 3A should be furnished) (To be submitted in Five Sets to the Dean of Faculty)

Name _____

I.D. No. _____

Degree

Major Field

College

Fresh / In-service/ Nominee of Govt. or ICAR etc _____

Date of submission of PGForm-3 _____ :

Whether submitted in stipulated time _____ Yes/No

Note: As per PG regulations PG form 3 should be submitted by end of II semester in case of MVSc /MFSc/M.Tech and III semester incase of Ph.D. If there is any deviation from regulations, furnish reasons and justification

1) Title of the Research Problem:

2) Objectives of Investigation:

3) Brief resume of work in India & abroad

Note : Time gap between submission of synopsis & thesis is one semester for M.V.Sc/M.F.Sc./M.Tech. & three semesters for Ph.D for any change in title / synopsis, furnish details in PG form 3A

4) Bibliography:

5) Technical programme of work (including details such as location of work, collaboration with other Departments etc)

6) Certificate

Proposed research work is not a copy of other's research work

Note: Whenever research credits are registered, the progress PG research should be furnished in PG form 11 for evaluating research credits. If progress is unsatisfactory, research credits should be re-registered proportionately. Completion of all research credits means entire research work is completed.

Date: _____

SIGNATURE OF THE STUDENT

Advisory Committee: (Should confirm to that in PG form 1/1-A)

	Name	Designation	Department	Signature
Chairperson				
Member				
Member				
Member				

University Head of the Department

Head of the Department

(or) ref. through which University Head

Approved the synopsis

Submitted to the Dean of the Faculty for approval

ASSOCIATE DEAN

To

The Dean of the faculty

SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI.

(For use in University Office)

Endt.No. _____

Date: _____

Approved/Approved with Corrections /Returned with remarks

DEAN OF THE FACULTY

To

The Associate Dean _____

(for distribution among Associate Dean, Head of the Department, Chairperson and student)



SRI VENKATESWARA VETERINARY UNIVERSITY
TIRUPATI

Proposals for change in Approved Synopsis / Title
(to be submitted in Five Sets to the Dean, Faculty of-----Science)

1. Name of the student
I.D No.
2. Course
Major Field
3. College
4. State whether the change is in respect
of title of technical programme or both
5. For change in title, please furnish
Approved title

Proposed title

6. Whether the proposed change involves any
Major alteration in the approved technical
Programme (If 'Yes', revised synopsis in PG
Form 3 should be enclosed)
7. Reasons for change
(attach separate sheet if needed)
8. a) Date of initiation of research work
b) Date of change

- c) Total research credits programmed
- d) No. of research credits completed
- e) Whether the work already done is useful even after change
(If 'Yes' indicate the weightage in terms of research credits claimed for the work done)
- f) No. of research credits proposed to be cancelled & Re-registered.

Semester during which registered	No. of Research Credits to be cancelled	Semester during which proposed to be re-registered	No. of research credits

9. Whether the GPA report in which the completed research credits were indicated was approved by the University. (If 'Yes', furnish details and enclose all copies including the student's copy for cancellation of research credits)
10. State whether all the requirements for PG Programme including thesis submission could be completed within the time limit stipulated even

after change in synopsis

Date:

SIGNATURE OF THE STUDENT

ADVISORY COMMITTEE

Name	Designation & Department	Signature
Chairperson		
Members		

HEAD OF THE DEPARTMENT

Endt.No. _____

Dated: _____

Forwarded

Remarks (if any)

ASSOCIATE DEAN

To
The Dean, Faculty of -----Science
SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI.

(For use in the O/o Dean of-----Science)

Endt.No. _____

Dated: _____

Approved/Approved with Corrections /Returned with the remarks

DEAN OF ----- SCIENCE

To

The Associate Dean, College of-----

(for distribution among Associate Dean, Head of the Department, Chairperson and Student)-

Note: Fresh GPA reports pertaining to the semester during which the research credits are re-registered should be sent after satisfactory completion of re-registered research credits.



SRI VENKATESWARA VETERINARY UNIVERSITY

Proposal for Ph. D Prequalifying(Comprehensive Examination)

(To be completed before oral exam in triplicate)

1. Name of the Candidate
2. I.D.No.
3. Degree Major field
4. Name of the College
5. Date of Joining
6. Period of discontinuance if any From.....To.....
Duration.....
7. Total credits programmed for the Degree, percentage completed and OGPA obtained

Nature of Credits		Total Credits programmed	Credits completed so far	Percentage of credits completed	OGPA
a)	Course Credits				
	Major				
	Minor				
	Supporting				
b)	Research Credits				
	Total				

8. Number of Semesters studied

9. Whether completed 75% of prescribed course work in major subjects
10. Whether completed 75% of prescribed course work in minor subjects
11. Whether the student have secured an OGPA of 6.50
12. State whether change/substitution in Advisory Committee (if any) is approved by
13. State whether he/she is eligible for qualifying examination

CHAIRPERSON OF THE ADVISORY COMMITTEE

HEAD OF THE DEPARTMENT

Note: This form should be filled by the Chairperson and sent along with P.G. 5 after oral examination in a sealed cover to the Dean immediately after the Examination. If there is any change in the Advisory committee prior approval of Dean is necessary.

(For use in the office of the Dean)

Endt.No. _____

Date:

Approved/Returned with following remarks

**DEAN FACULTY OF ---
--- SCIENCE**

To

The Associate Dean, (w.e) (for distribution among the Associate Dean, Head of the Department and Chairperson)



SRI VENKATESWARA VETERINARY UNIVERSITY

Result of the Prequalifying Examination (oral) (Ph D)

This is to certify that performance of _____(ID. No._____) student of _____at the college of _____in oral qualifying examination held on _____ was (*) _____at the oral _____

* Satisfactory/Not Satisfactory
Deficiencies, (if any)

Name	Designation & Department	Signature
External Examiner		
Chairperson		
Member		
Member		
Member		
Head of the Dept. (Co-opted member)		

Forwarded to the Dean of Faculty of ----- Science

CHAIRPERSON

To

The Dean, Faculty of -----Science

SRI VENKATESWARA VETERINARY UNIVERSITY, Tirupati.

(For use in P.G. Section, Admn. Office)

Endt.No._____

Date:_____

APPROVED/ Returned with Remarks

DEAN OF ----- SCIENCE

To

The Associate Dean, College of -----

Note:1. The result whichever of the following is applicable should be written by hand using BLOCK LETTERS in the space provided.

***SATISFACTORY/NOT SATISFACTORY**



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

Proposal for submission of Thesis for _____(Degree)

(To be submitted along with two pass port size photographs)

College:

Department/Major Field:

1. Name of the student

(as indicated in the qualifying examination)

- a) Father's Name: _____ b) Mother's Name _____
c) Permanent Address with PIN Code : _____

2. I.D. No. _____ :

3. a Whether full time/in-service _____ :
student

b Date of Joining duty (inservice) _____ :

4. Year & Semester of admission _____ :

b Date of Admission _____ :

c Date of thesis submission in the _____ :
Dept.

5. a State whether the thesis is being submitted within the stipulated time
(5 years for PG/7 Years for Ph.D)

b If No, indicate the ref. through which extension of time (only for Ph.D) was
granted (enclosed copy of leave sanction order)

c Whether the fee paid for transport _____ :
of Academic Record – cum –
Provisional Certificate in the final
semester

d Whether Convocation form is
submitted

6. Credits prescribed & completed

	Major courses	Minor courses	Common Courses	Supporting courses	Seminar	Total Credits	Research Credits	Grand Total
Approved (PG form 2) Completed								

7. Semester wise academic record

8.

Year & Semester	Credits completed			OGPA	Remarks
	Course	Research	Total		

8. State Whether 'F' grade (if any) was cleared:

9. a) Period of discontinuance (if any) :

b) Reference through which permitted to rejoin :

10. a) Dates of passing qualifying examination (Ph. D only) : Oral_____

Titles of the approved thesis

(if there is any change in title/ synopsis indicate ref. through which change was permitted.

11. Time gap between submission of synopsis & thesis is one semester for M.V.Sc/MFSc/M.Tech & three semesters for Ph.D)
12. State whether change in advisory committee/ approved programme of course / research was approved by Dean Faculty of ----- Science (if no change, indicate the same)
14. Give the details of research paper sent for publication sent/ accepted /published (enclose proof)

Certificate

Certified that the information in the thesis is not a duplication / copy of the research work of others. I was not on the active rolls of employment in Government of any Private/ Public Sector Organization during the period of fulfilling the minimum residential requirement

(or)

I am employed in_____I have availed leave / deputation when I was a full time student in the University

SIGNATURE OF THE STUDENT

Course completion Certificate

Certified that the above student has completed.....Course credits.....

Seminar credits and Research credits

Head of the Department

Signature & Name of the
Chairperson of the Advisory
Committee

For use in Associate Dean's Office

Endt. No. _____

Date: _____

Certified that the Bachelor's/ Master's Degree certificate of the candidate has been verified.

GPA reports of all the semesters have been checked with reference to the Registration Cards, PG form 1 and PG Form2/2A and sent to the University. The Thesis (..... Copies / are FORWARDED along with photographs and leave sanction order (For Ph.D. Students on extension)

To

The Dean, Faculty of ----- Science, Sri Venkateswara Veterinary University,
Administrative Office, Tirupati 517 502


SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI
Report on P.G. Thesis and Final Viva-Voce Examination

1. Name of the Student: _____ I.D. No: _____
2. (a) Degree of Examination _____
(b) Department _____
3. College _____
4. Venue of Examination _____
5. Date of Viva-Voce _____
6. Title of Thesis _____

The Examination Committee hereby certify that they have examined the above-mentioned thesis and after going through the report of the External Examiner(s) on its adjunction have conducted the Final Oral Examination. In the judgement of the Examining Committee, the candidates thesis has been accepted and he / she is * _____ in the Final Oral Examination held on _____.

S.N	Name	Designation & Department	Signature
1.	External Examiner (for PG)		
2.	Chairperson		
3.	Member		
4.	Member		
5.	Member		
6.	Head of the Department (Co- opted Member)		

Certified that the typographical and other errors/omissions pointed out by the External Examiner in his / their assessment of the thesis as also by the Examining Committee at the Final Viva-Voce have been corrected by the candidate and the thesis is approved by the Advisory Committee.

CHAIRPERSON

To
The Dean, Faculty of _____ Sciences

Note: * **Successful / Not Successful** whichever is applicable shall be hard
written



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

Report on Ph. D Thesis and Final Viva-Voce Examination

1. Name of the student : _____
 2. I.D. No. : _____
 3. Degree of Final Viva-voce Examination : Ph. D
 4. Discipline : _____
 5. Date of Final Viva-Voce Examination : _____
 6. Venue of the Examination : _____
 7. Title of the Thesis : _____
-

The Examining Committee hereby certify that they have examined the above mentioned thesis presented by the above named candidate and after going through the report(s) of the External Examiner (s) on its adjudication, have finally conducted a viva-voce. In the judgment of the Examining Committee, the candidate has:_____ the requisite standard of performance in these respects for the award of Ph.D Degree

External Examiner

Chairperson Member

Member

Member

Certified that the typographical and other errors/omissions pointed out by the External Examiner(s) in their assessment of the thesis as also by the Examining Committee at the Final Viva – voce have been corrected by the candidate and the thesis approved by the Advisory Committee.

Signature of the
Head of the Department

(Chairperson of Advisory Committee)

To

The Dean, Faculty of ----- Science, SVVU, Tirupati.

“Satisfactorily Met” or “Failed to Meet Satisfactorily” as the case may be has to be written by the External Examiner and he has to attest the same.



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

Certificate Regarding Submission of Bound Copies of Thesis

I have carried out all the corrections as pointed out by the Examination committee in my thesis and I have submitted three bound copies, i.e. one copy to the Head of the Department and **two copies of thesis and two C.Ds to the Library**. Six copies of abstracts (2 for the Department, 1 for Associate Dean's office and 3 to the University) are also submitted.

Address

Signature of the student

Name of the student

I.D.No.

Degree

COUNTER SIGNED

Major Field

College

Signature of the Chairperson

Designation and Date and Stamp

Received two bound copies of the thesis and two CDs submitted by the student

SIGNATURE OF THE LIBRARIAN

Endt.No. _____

Dated: _____

Submitted along with 3 copies of Abstracts to the Dean of -----
Science

HEAD OF THE DEPARTMENT/ MAJOR ADVISOR

Encl: Thesis Abstracts (3 copies)

Convocation form (if not submitted earlier)

To

The Dean of ----- Science, Sri Venkateswara Veterinary University,
Tirupati

Note: 1. Only after receipt of this Certificate, the result of the student will be processed.

2. Students should submit two bound copies of thesis at respective libraries from where subsequently 1 copy shall be sent to University Library.



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

Information in respect of Ph.D Students before Submission of thesis

(To be Submitted to the Dean Faculty of _____ Science two months before Submission of thesis)

1. Name of the Student :
2. I.D. No. :
3. Major Field :
4. College :
5. Whether admitted as the in- :
service/fresh candidate
6. Date of admission :
7. Likely date of thesis :
submission
8. Whether thesis will be :
submitted within 7 years
from date of admission. If no
indicate reference through
which extension of time was
granted.
9. Credits Registered (Semester :
-wise)

Semester	Fulltime/in-service	Course credits	Research Credits	OGPA

10 Date of rejoining duty in case of :
in-service candidate periods
to be specified.

11. Period of discontinuance if :
any Semester of re-
admission/rejoining
Reference through which
Permitted to rejoin

12. Date of passing the :
Qualifying Examiantion

13. If discontinued for more than :
5 semesters Whether
oral prequalifying exam was
conducted a fresh
14. State Whether :
- a. The GPA reports of all semesters were sent :
 - b. Deficiencies pointed out in Qualifying
Examination were cleared/seminars have
been completed
7. Title of the thesis approved (if :
there is any change in the
synopsis the same should be
got approved in PG 3A)

SIGNATURE OF THE CANDIDATE

CONFIDENTIAL

Forwarded to the Dean Faculty of _____ Science along with the
panel of 8 examiners (in sealed cover)

CHAIRPERSON

Note: The student should submit the form to the Chairperson of the advisory
Committee who in turn will send it ot Dean Faculty of _____
Science in a sealed cover along with panel of examiners.



**SRI VENKATESWARA VETERINARY UNIVERSITY
TIRUPATI**

Proposal for Evaluation of Research Credits

(To be sent to the Associate Dean through the Head of the Department before the last working day of each semester. One copy may be retained by the Head of the Department)

COLLEGE: _____ ACAD
EMIC YEAR _____ SEMESTER _____

1. Name of the Student
I.D.No.
2. Course Major field
3. Whether admitted as Fresh/In-service candidate
4. Date of Admission
5. If in-service, date of joining duty
6. Total credits proposed and completed so far upto the end of previous semester

Approved in P.G form 2

Completed so far

Course Credits

Research Credits

7. Research Credits registered :
during the semester just

completed

8. Research work done during the semester(indicate thesis title & the activities i.e., literature collection, sowing, observations analysis, etc., :)
9. State whether the progress is in accordance with the research credits registered. If there are any problems, i.e., non-availability of chemicals, failure of crop/experiments etc., specify the same.
10. If there is any deviation in the approved synopsis, state whether the change was approved by the Dean of Veterinary Science, in PG form No. 3A

Date:

SIGNATURE OF THE STUDENT

EVALUATION BY THE ADVISORY COMMITTEE

(Strike off whichever is not applicable)

1. The research work equivalent to all the research credits registered during current semester i.e., _____ credits was completed satisfactorily.

OR

2. Research work done is not in tune with the registered credits. Of the total of _____ credits registered during current semester _____ credits were satisfactorily completed which may be incorporated in the GPA report. The remaining _____ credits should **be re-registered**.

Signatures of the members of the Advisory Committee with names & designations.

Chairperson OF THE ADVISORY COMMITTEE

Forwarded to the Associate Dean for incorporation in GPA report.

HEAD OF THE DEPARTMENT

To

The Associate Dean, College of -----

Note: Research credits may be apportioned to different activities to thesis work i.e., literature collection and collection of experimental material, conduct of experiments, record of observations/data, analysis, etc.



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

COLLEGE:

Memo.No.

Dated: _____

Sub: P.G Students – Discontinuation of studies – Permission – Accorded

Ref: Representation of Sri/Miss..... dated... ..

* * * * *

With reference to the letter cited, Sri/Miss
 I.D.No. student of
 course majoring in
 is hereby informed as follows.

1. He/she joined the course on _____
 during _____ semester of _____ (Academic
 Year) and completed _____ semesters of study. He/she is
 permitted to discontinue studies temporarily with effect from
 _____ semester of _____ (Academic Year).
 (Those who discontinued in the middle of a semester shall be deemed to
 have discontinued from the beginning of that semester).
2. He/she should apply for permission to resume studies in the prescribed
 form well in advance of the commencement of 5th semester (for Masters
 students)/7th semester (for Ph.D students) of discontinuation through the
 Chairperson of the Advisory Committee and Head of the Department.
3. If the duration of break is more than 5 semesters (for Ph.D students), fresh
 comprehensive examination shall be conducted.

4. The maximum time limit prescribed for completing the graduation requirements (including thesis submission) i.e., 5 years (for Masters) or 7 years (for Ph.D) from the date of original admission remains unchanged.
5. If the student does not resume studies within 5 semesters of discontinuation (for Masters) or 7 semesters of discontinuation (Ph.D students) his/her admission shall be treated as cancelled.

ASSOCIATE DEAN

To

Sri/Miss.....

Cc to Dr..... (Chairperson)

Cc to the Head, Department of

Cc to the Dean, Faculty of -----Science, Sri Venkateswara Veterinary
University, Tirupati.



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

REQUEST FOR PERMISSION TO RESUME STUDIES (READMISSION)

(To be submitted in triplicate after final orders the Associate Dean may send one copy to the Dean of----- Science with PG form No.12-B)

1. a) College :
- b) Name of the student :
2. Course : Major field :
3. Date & Semester of original admission _____ (Date) _____ (Sem. & Year)
4. Date & Semester of discontinuation _____ (Date) _____ (Sem. & Year)
5. Date & semester from which resumption of studies is proposed _____ (Date)
_____ (Semester & Year)
6. No. of semesters discontinued (If discontinued in the middle of a semester that should be counted as discontinued) _____ :
7. Reasons for discontinuation _____ :
8. Reference of the Associate Dean permitting discontinuation _____ :
9. Whether permission to resume of studies is being sought before the prescribed _____ :

time limit i.e., **before 5th semester (for Masters)/7th semester (for Ph.D)** of discontinuation

10. Credits registered and OGPA secured so far :

Semester No.	Semester & Acad. year	Credits registered	OGPA
--------------	-----------------------	--------------------	------

11. Credits to be completed : _____(Course)_____ (Research)
_____ (Total)

12. Course Nos. of failed courses :

13. Date of passing Qualifying Examination : Written: _____ Oral: _____

14. Whether this is the First discontinuation : _____

15. a) Date of expiry of maximum time limit for completing the graduation requirements (**5 years for Masters or 7 years for Ph.D** from the date of original admission

- b) State whether thesis could be submitted before the above date, if permitted

Date

SIGNATURE OF THE STUDENT

REMARKS

(Strike off whichever is not applicable)

1. The student has discontinued after studying for _____ semesters with/without the permission of the Associate Dean
2. This is the FIRST discontinuation
3. The 5th (for Masters)/7th for Ph.D semester of discontinuation has /has not commenced.
4. The student has to further register a total of _____course and research credits for which _____semesters is/are required. If permitted to resume studies from _____semester of _____commencing on _____(date) he/she can/cannot complete all requirements within the prescribed time limit.

SIGNATURE OF THE
HEAD OF DEPARTMENT

SIGNATURE OF THE CHAIRPERSON
OF THE ADVISORY COMMITTEE

ORDERS OF THE ASSOCIATE DEAN

Endt.No. _____

Dated: _____

The student has/has not fulfilled the requirements for discontinuation and resumption of studies. He/She may be permitted to resume studies from _____(date) semester of _____ commencing on _____(date).

OR

The request may be negatived

ASSOCIATE DEAN

Copy to the Dean of ----- Science with P.G Form 12-B



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

COLLEGE:

Memo.No.

Dated: _____

Sub: PG Studies – Permission to resume studies after discontinuation –
Reg.

Ref: Request in PG Form No. 12-A of Sri/Miss _____

* * * * *

With reference to the request for permission to resume studies (PG Form 12-A). Sri/Miss _____ I.D.No. _____ student of _____ (course) majoring in _____ is hereby informed as follows.

A) He/she is permitted to resume studies from the _____ semester of _____ commencing on _____ subject to the following conditions.

1. He/she should complete all the graduation requirements for the above degree within the prescribed time limit (**5 years for Masters or 7 years for Ph.D** from the date of original admission)
2. He/she is not entitled for stipend
3. In-service students (including those who joined as fresh candidates) should continue studies as full time students by applying leave till the completion of all the graduation requirements. They should produce evidence of leave sanction before registration of courses/research.

4. If the duration of break is longer **than 5 semesters** (for Ph.D students) fresh comprehensive examination shall be conducted.

OR

B. He/she did not fulfil the requirements under the relevant PG regulation No.8 (g) and hence the request is negatived.

ASSOCIATE DEAN

To

Sri/Miss

Cc to (Chairperson) Dr.....

Cc to the Head, Department of

Cc to the Dean, Faculty of----- Science, SVVU with PG form 12-A.



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

Proforma for sending panel of names for evaluation of Ph.D thesis

Panel of 8 names of eminent scientists representing reputed institutions in the country may be sent to Dean, Faculty of ----- Science 2 months before the submission of Ph.D thesis.

1. Name of the student with I.D.No.
2. Subject
3. Title of approved synopsis

Name, Designation and complete address & Phone No. of the examiner

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Signature of Chairperson with Designation & Address



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

PROPOSAL FOR EXTENSION OF TIME FOR SUBMISSION OF PH.D THESIS

(This form is intended for those students who have already completed course credit requirements and research credits and not submitted thesis along on valid reasons)

COLLEGE :

MAJOR FIELD :

1. Name of the Student :
2. I.D.No. :
3. a. Whether full time (fresh) or :
in-service students
- b. Date of joining duty (for
in-service students)
4. a. Date & Semester of
admission
- b. Date of completion of
maximum time limit
prescribed (7 yrs from the
date of admission)
- c. Period for which extension
is sought (maximum 2
semester)
- d. Date of commencement of
semester in which fresh
registration is proposed

5. Credits prescribed and :
completed

	Course Credits	Research Credits	Total
Approved (P.G.Form No. 2)			
Completed Successfully			

6. Final OGPA

7. State whether 'F' grade, if any, was cleared ,If so, when

8. a. Period of discontinuance (if any)

b. Reference through which readmitted/permitted to resume studies.

9. a. Date of passing qualifying examination : Oral:

b. Date of clearing the deficiencies, if any

10. Title of the thesis

11. State whether the thesis is as per the approved synopsis (if there is any change, indicate whether the change was approved in P.G.Form No.3 - A

12. a. Brief account of research work done so far

b. Work yet to be completed (Attach separate sheet, if needed)

- c. Reasons for delay
- 13. If employed furnish :
 - a. Name & address of the employer
 - b. Date of joining
 - c. Whether the employer will sanctioned leave for thesis completion,
- 14. No. & Date of receipt through which late fee was paid.

SIGNATURE OF THE STUDENT

- 15. a. Remarks of the Major Advisor/Chairman of the Advisory Committee (Specify the extent of the work to be done & the period for which extension is recommended)

SIGNATURE OF THE CHAIRPERSON
OF THE ADVISORY COMMITTEE

- b. remarks of the Head of the Department

SIGNATURE OF THE HEAD OF THE DEPARTMENT
(For use in Associate Deans Office)

Endt.No.

Date:

Associate Dean

To:

The Dean of Faculty of--- Science, Sri Venkateswara Veterinary
University,Tirupati



**SRI VENKATESWARA VETERINARY UNIVERSITY
TIRUPATI**

Proposal for re-examination in failed course

(To be submitted during the semester in which re-examination is proposed)

1. Name
2. I.D.No.
3. Degree MAJOR FIELD
4. Date of commencement of semester in which
Re-examination is proposed
5. Course for which re-examination is sought

Course No. & Title	Major/Minor/Supporting/ Common courses	Signature, Name & Dept. of the course-in-charge*

- The teacher-in-charge of a course shall note the names of all students seeking re-examination and conduct the examinations as per schedule. However the examination in failed courses be conducted, even if not offered.
- Although 25 days time is allowed to pay the fee, the student should pay the fee and appear for the exam if conducted prior to 25 days stipulated for fee payment.
- It is the responsibility of student to ascertain examination dates.

SIGNATURE OF THE STUDENT

Forwarded to the Associate Dean with a request to accept the re-examination fee @ Rs.1000/- per each course within 25 days from the commencement of semester.

Head of the Department in which student is
admitted.

For use in Associate Dean Office

Fee of Rs. was paid towards re-examination in _____ courses
(s)

ASSOCIATE DEAN

To

The student

CC to the course-in-charge through Head of the Department.



SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI
ACADEMIC PROGRESS OF PG STUDENTS
(to be maintained in each department)

Degree

Major Field

College

Academic Year of Admission

Date of Admission

Name / I.D No. / Chairperson		Course/Research credits registered & OGPA secured Semester - Wise									Date of Submission of P.G. Forms / Thesis									Remarks
		I	II	II I	I V	V I	V I	VI I	VI II	IX	1	2	3	4	5	6	7	8	9	
Name	Course																			
I.D.No.	Research																			
Chairman	OGPA																			
Name	Course																			
I.D.No.	Research																			
Chairman	OGPA																			
Name	Course																			
I.D.No.	Research																			
Chairman	OGPA																			
Name	Course																			
I.D.No.	Research																			
Chairman	OGPA																			

n Name I.D.No. Chairman	OGPA Course Research OGPA																			



SRI VENKATESWARA VETERINARY UNIVERSITY
TIRUPATI

Registration Card/ G.P.A Report of P.G. courses
(To be filled in by the student)

Name_____

I.D.No._____Degree_____Major

Field_____

College_____Academic

Progress upto Last Semester: i.e., I/II Semester _____

1. a) Number of semesters studies so far
b) State whether the following PG forms have been submitted
PG.1 Yes/No. P.G.2 Yes/No P.G.3 Yes/No. P.G.4&5
Yes/No
2. If discontinued, the reference through which readmission was permitted.
3. a) Progress of research work Satisfactory /
Unsatisfactory
b) Indicate activity completed(literature collection,
Conduct of study, data collection analysis, etc)
4. Total credit hours completed so far:
Course:_____Research _____
5. OGPA obtained:_____
6. Scholastic probation, if any: I time / II time / Nil (Not allowed for 3rd
time)

Note: Failure to register courses during the consecutive semesters amounts

to discontinuation. Failure to register 8 course credits, maintain 75 percent attendance and prescribed GPA/OGPA during first two semesters results in cancellation of admission. Discontinuation is allowed only after two semesters of study that too with prior permission of Associate Dean.

Time gap between submission of synopsis & thesis is 1 semester for M.Sc/3 semesters for Ph.D. For change of title/synopsis, proposal should be sent in PG form 3A & Research credits should be re-registered proportionately.

Subsequent registration not permitted if OGPA is less than the prescribed minimum.

Course/Research Credits being Registered during the Current Semester

i.e., I/II semester 20 - _____

Date of commencement of semester _____ Date of Registration

To be filled by the student					
Course Number	Title of the course	Credit Hours	Grade Point	Credit Points	Result (Fail etc.)

	Research (P.G Form 11 should be submitted at the end of the semester)				
	TOTAL				

Signatures:

Student	Chair person	Head of the Department	Academic Advisor(PG)
---------	--------------	---------------------------	-------------------------

Note: Maximum credit Load per semester:

- **18 credit hours** of course and or research work for M.V.Sc students
- **15 credit hours of course work for Ph.D students and 18 credit hours of research work.**

Temporary change or withdrawal of a registered course is allowed by Associate Dean upto 2 weeks or 6 weeks respectively from the commencement of semester (PG 2A). Courses registered without approval of Dean of Veterinary Science shall not be counted for computation of Grade.

Time limit for changes in PG form 2 (to be approved by Dean of ----- Science in PG 2A): Addition of courses - end of II semester, Deletion/Substitution - 15 days **in II semester.**

be sent in PG form 3A & research credits should be re-registered proportionately.

Subsequent registration not permitted if OGPA is less than the prescribed minimum

**Course / Research Credits being Registered during the Current Semester
i.e. I / II Semester 20 _____**

Date of Commencement of Semester _____

To be filled by the student					
Course Number	Title of the course	Credit Hours	Grade Point	Credit Points	Result (Fail etc)
	Research (P.G. Form 11 Should be submitted at the end of the semester)				
	Total				

Signatures

Student Advisor(PG) Chairperson Head of the Department Academic.

- Note: Maximum Credit Load per semester : **18 credit hours of course** and or research work for M.V.Sc students
- **15 credit hours of course work for Ph.D students and 18 credit hours of research work.**

Temporary change or withdrawal of a registered course is allowed by Associate Dean upto 2 weeks or 6 weeks respectively from the commencement of semester (PG2A). Courses registered without approval of Dean PG shall not be counted for computation of Grade.

Time limit for changes in PG form 2 (to be approved by Dean PG studies in PG 2A):

Addition of Courses – end of II semester, Deletion / Substitution - 15 days in **II semester**



SRI VENKATESWARA VETERINARY UNIVERSITY

TIRUPATI

PROFORMA FOR INTRODUCTION OF NEW P.G PROGRAMME

1. Name of the Department

:

2. a) Name of the programme
proposed to be introduced

:

b) Whether it is a new
Programme in SVVU an
extension of the existing
programme to other campus

:

3. a) Teaching positions available:

=====

Sl.No.	Designation	Sanctioned posts	Vacancies if any
1	2	3	4

=====

1. Professor
2. Associate Professor
3. Assistant Professor

=====

b) No. of qualified Teachers available

c) Qualifications and other details of Teaching Staff:

Sl.	Name &	Qualific	Experien	No. of	Researc	No.
-----	--------	----------	----------	--------	---------	-----

No.	Designation	ations	ce Teachin g / Extn / Res.	Students guided		h publicati ons & awards	Course s handle d & total credits
				Mast ers	Ph.D		
1	2	3	4	5		6	7

4. List of U.G Courses being taught in the Department
5. a). List of P.G. courses being taught as supporting courses to other departments.
b) If any new courses are to be introduced list the courses.
6. Work load analysis (Please indicate whether the new programme can be introduced without additional staff).
7. a) Year of commencement of Masters programme
b) No. of Masters already produced
8. List of research projects carried out and details of staff, etc.
9. No of research papers published from the Department
10. Physical facilities available
11. List of on-going research projects the facilities of which can ve utilized for the new programme (Indicate the funding agency, duration of the Project and the details of staff and facilities Available).
12. Budget estimates for 5 yrs.

(Attach separate sheet indicating requirements for the staff / other facilities).

13. A. Whether the Programme can be initiated without any additional requirements including staff equipment, etc.

B. Source of funds (state if financial support from other agencies etc. is available)

14. No. of students proposed to be admitted to the New programme

15. Qualifications proposed for admission into the New programme

16. Remarks (Any other Information Justification the Proposal)

Signature of the Head of department

or

The officer proposing the programme

Remarks of the Head of College/ Institution

Signature of the Associate Dean

Remarks of the University Head of the Department

& Signature & Name of the University Head



**SRI VENKATESWARA VETERINARY UNIVERSITY
TIRUPATI**

**STATEMENT SHOWING THE P.G COURSES AND EXAMINATIONS
CONDUCTED**

COLLEGE :

DEPARTMENT :

I/II Semester 20_____ (From_____ to_____)

Sl. No.	Course No. Title & Credits	Name of teacher who handled the course	No. of Theory classes conducted	No. of Practical Classes conducted	Dates of examinations			
					Quiz	Mid term	Semester Final	
							Practical	Theory



SRI VENKATESWARA VETERINARY UNIVERSITY
ADMINISTRATIVE OFFICE : DR.Y.S.R.BHAVAN : TIRUPATI

ANTIPLAGIARISM CERTIFICATE
(To be submitted along with thesis)

Title of the Thesis

Total Pages.....

Student Name.....

Chairperson

Name of the College.....

Name of the Department.....

The manuscript of research work embodied in this thesis entitled **being**
submitted for the award of Masters/Doctoral degree has been subjected to
plagiarism check by software at library.

Software used.....Date.....

Total word count.....

Name & Signature Incharge library

Name and Signature of the Candidate

The complete report is submitted for review by the Chairperson.

This is to report that the above thesis was scanned for similarity detection
process and outcome is given below:

Similarity levels ...

Introduction	-----%
Review of literature	-----%
Materials & Methods	-----%
Results & Discussion	-----%
Summary	-----%
Complete thesis	-----%

The complete report of the above thesis has been reviewed by the undersigned.
(Check Box)

The similarity level is at acceptable level (up to 10%).

The similarity level is above acceptable level, because of the following reasons:

.....

The thesis may be considered for the award of degree. (Relevant documents attached).

Chairperson

Endorsed by

Head of the Department

Associate Dean

Faculty Dean



**SRI VENKATESWARA VETERINARY UNIVERSITY
ADMINISTRATIVE OFFICE : DR.Y.S.R.BHAVAN : TIRUPATI**

**CERTIFICATE OF TEACHING ASSISTANTSHIP FOR DOCTORATE
STUDENTS**

This is to certify that Dr. _____
_____with ID. No. _____Doctorate student of the
department of _____has served as Teaching
assistantship by taking the UG/PG practical classes during the I/II
semesters of _____. His/her services are satisfactory

Head of the Department

Associate Dean

BOND TO BE EXECUTED BY THE POST GRADUATE WHO IS STUDYING
M.V.Sc / M.F.Sc / M.Tech / Ph.D UNDER SRI VENKATESWARA
VETERINARY UNIVERSITY, TIRUPATI

Know by all men these present that we _____ S/o.
Or D/o. _____ residing
at _____
and (1) _____ (surety) S/o. or D/o. _____
residing at _____ and
(2) _____ (Surety) S/o. or D/o. _____
residing _____ are held
firmly bound up to comptroller, Sri Venkateswara Veterinary University,
Tirupati (Here in after called the successors and assigns) in the sum of Rs.
_____ (Rupees _____) and
stipend received by post graduate in M.V.Sc / M.F.Sc / M.Tech / Ph.D course
together with penal interest till her / his discontinuance, for which payment to
be well and truly made we find ourselves our heirs executors administrators
and legal executors administrators and legal representative firmly be these
presents.

As witness our hands this _____ (date) _____ 20 _____
where as the above bounded Sri / Kumari
_____ has been selected a stipendiary
post graduate at the expenses of the university and whereas the university
requires that he or she should first execute the bound with two sufficient
sureties and whereas the said _____ (student) has
agreed to execute as such surely the above mentioned bond with such
condition as is hereunder written.

Now, the condition of the above written bond is that the said
_____ (student) shall undergo M.V.Sc / M.F.Sc
/ M.Tech / Ph.D course of Sri Venkateswara Veterinary University the full
course of the training prescribed by the University for post graduate and shall
during such cases of training abide by the rules and regulations laid down by
the University with respect of stipendiary student at the said training centre
and shall during such courses of training abstain from engaging in any other
avocation or attending any other institutions except the permission of the
university and shall after the completion of such course of training post
graduate and in the event of failure to pass such training post graduate and
in the view to his / her becoming qualified as aforesaid and shall as required
by the university either immediately or after within six months of completing
his / her course of training.

In the discontinuing the studies shall refund an amount drawn by the said bounded as stipend till the date of discontinuance together with penal interest or an amount of Rs. _____/- (Rupees _____) whichever is higher.

This bound shall be void -otherwise on breach of failure in the performance of any part of his / her condition the bond shall remain in full force and virtual and the university may without prejudice to any other right that may have recover all nominees paid on his / her account _____ of extended to the above bounded in respect of the said training not exceeding in all the sum of Rs. _____ (Rupees _____ only) provided always with liability of the surety hereunder shall not be impaired or discharged by reasons of the time being granted or any or bear and act or permission of the university or any persons authorised by (whether with or without consent of knowledge of surety) not shall it be necessary for the university to said before surety for the amounts due to hereunder.

In witness to the above said bound and the conditions therefore we (1) _____, (2) _____ and (3) _____ have here unto set out hands this day of _____ 2020.

Signed by the above
Graduate
Bound in the presence of
Signature of the witness

Signature of the Post

1.

Signature of the Surety (1)
(with full address)

2.

3.

Signature of the Surety (2)
(with full address)

Station: Tirupati

Date:

**BOND TO BE EXECUTED BY THE POSTGRADUATE STUDENTS OF
SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI
WHO WISH TO OPT FOR TEMPORARY DISCONTINUATION**

* * *

Know by all men these present that we _____
son/daughter of _____ residing
at _____ and
(1) _____ (Surety 1) son/daughter of
_____ residing at
_____ and
(2) _____
(Surety 2) son/daughter of _____
residing at _____ are
held firmly bound up to the Comptroller, Sri Venkateswara Veterinary
University, Tirupati hereby bind ourselves our heirs, executors, administrators
and legal executors, administration and legal representatives firmly by these
presents.

As witness our hands this _____ (dated) _____ 20 _____
whereas the above bounden Sri/Kum. _____
has been prosecuting postgraduate studies at the expenses of Sri
Venkateswara Veterinary University is desirous of temporarily discontinuing
M.V.Sc / M.F.Sc / M.Tech / Ph.D. course as per provisions of P.G. regulations of
University in vogue. Whereas the University insists that P.G. students desirous
of temporarily discontinuing course can resume studies **within 5 semesters**
from semester of discontinuation in case of M.V.Sc / M.F.Sc / M.Tech. and **7**
semesters in case of Ph.D. The original certificates shall remain in office of
the Associate Dean of respective colleges till completion of course and a
custodian certificate is issued to students to enable them to join services of
AH Department, Government of A.P.

The student has to complete course within maximum period of **5 years**
in case of M.V.Sc / M.F.Sc / M.Tech **and 7 years** in case of Ph.D. from date of
admission failing which the candidate (i.e., above bounden candidate) has to
pay entire amount of stipend received along with interest at the rate of 12.75%
on the amount of stipend paid and candidate has to execute an indemnity
bond with sureties from two permanent Government employees. The bounden
agrees to above conditions.

Now the condition of this bond is that the said _____
 (student) who is desirous of discontinuing temporarily M.V.Sc / M.F.Sc / M.Tech
 /Ph.D. course at College of _____ should resume studies
 within **5 semesters/7 semesters** in case of M.V.Sc / M.F.Sc / M.Tech & Ph.D.
 respectively from the semester of discontinuation and complete course within
 maximum duration of **5 years** in case of M.V.Sc / M.F.Sc / M.Tech & **7 years**
 in case of Ph.D. from date of admission failing which the obligant shall be liable to
 pay entire amount of stipend received along with the interest @ 12.75% on the
 entire amount of stipend paid to him/her. The students who are permitted for
 temporary discontinuation are not eligible for further stipend on resuming the
 studies.

In witness to the above bond the condition therefore we
 (1) _____ (2) _____ and
 (3) _____ have herewith set out hands on this _____
 day of _____ 201__.

Signature by the above bounden
 in the presence of

Signature of the bounden (P.G.
 Student)

Signature of witness

Signature, address and designation
 of Surety 1

1.

2.

3.

Signature, address and designation
 of Surety 2



SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI

Annexure-1

Bio-data for accreditation of teachers for PG/PhD teaching/guidance

1. Name :
2. Designation :
3. Date of appointment to the present post :
4. Date of original appointment in ANGRAU/SVVU :
5. Academic Qualifications:(Enclose photo copies of certificates)

	University	College/Place of study	Month & year of passing	Specialization
P.G				
PhD				

6. Employment record in ANGRAU/SVVU and outside University

Place of work with full address	Designation/post held	Scale of pay	Period		Nature of duties
			From	To	

7. Total experience :
 Assistant Professor or equivalent cadre :
 Associate Professor or equivalent cadre :
 Experience after acquiring PhD :

8. Are you a recipient of the following awards : Yes / No. If yes, give details

Young Scientist Award of INSA/ISCA/Jawaharlal Nehru award

9. If you are without PhD, have you taken PG courses for two or more years.

10. Latest 3 publications (Full articles) in peer reviewed journals only :

S.No	Title of publication	Journal	Year of publication

11. From the following, select the criteria under which you are seeking accreditation to teach/guide PG/PhD:

1.	Assistant Professor with Ph.D and two years of research/extension/teaching post Ph.D experience can only teach Masters courses. Such candidates can also be members of the advisory committee for Masters students. OR
2.	Assistant Professor with Ph.D and National awards like young Scientist award of INSA/ISCA/Jawaharlal Nehru award and 3 publications can teach and be a member of the Masters, advisory committee.
3.	After two years of teaching Masters students, the candidate can be the Chairperson of advisory committee for Masters students and teach Ph.D students. Such candidates can also be members of the advisory committee for Ph.D students. OR
4.	Any Assistant Professor with 5 years of relevant experience can teach and guide Masters students
5.	Assistant Professors who have guided two PG students successfully , Associate Professors with 3 years of experience and professors can guide PhD students.

The above information is correct to the best of my knowledge

Signature of the candidate

Signature of the Head of the Department

Specific recommendations of the University Head as to under what criteria mentioned above the candidate can be considered for accreditation

Signature of the University Head of Department

Signature of the Associate Dean



SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI

Annexure-2

Rules governing the sanction of stipend to Post Graduates and Ph.D students in Sri Venkateswara Veterinary University.

1. These rules shall be called the Sri Venkateswara Veterinary University rules governing stipends to post Graduate Students and shall be applicable to all the constituent colleges of the Sri Venkateswara Veterinary University.
2. "Post Graduate students of Sri Venkateswara Veterinary University who are residents of the state of Andhra Pradesh and who are admitted on the basis of entrance test for Masters and entrance test and personal interview for Ph.D. conducted by Sri Venkateswara Veterinary University alone are eligible for the stipends
3. The students shall execute a bond on a stamped paper. The value of stamp paper shall be fixed as stipulated under the stamp duty Act of Andhra Pradesh from time to time supported by two good sureties one of them being his parent / guardian for refunding the entire stipend paid to him / her in the event of discontinuing his / her studies permanently or not completing the degree within a period of 5 years for Master degree and 7 years for Ph.D as stipulated in the P.G regulations.
4. The student shall devote whole time for the attainment of scholarship in the subject of his study under the guidance of his / her advisor(S).
5. If a student fails to secure 7.00 OGPA in Master's degree and 7.50 in Ph.D in a semester he/ she shall forfeit the right to the stipend for the subsequent semester / semesters. However, as and when the student improves the OGPA to 7.00 in Master's degree and 7.50 in Ph.D the student shall be entitled for stipend from that particular semester. He /she shall not be eligible for arrears of stipend for the period in which the student has secured OGPA of less than 7.00 and 7.50 in the case of Master's and Ph.D degrees respectively.
6. A Student who is in receipt of the stipend shall not accept any financial assistance from any other source.

7. The student should complete his/her graduation requirements within four consecutive semesters for which the stipend will be paid, he/she will not be eligible for stipend if he/she discontinues his/her studies for some time and then joins and completes.
8. The major adviser himself/herself or in consultation with other Advisers, if need be, shall assess the academic progress and conduct of the student and submit a report to the University through the Associate Dean of the college concerned.
9. The Associate Dean of the college shall be responsible for payment, withholding or withdrawing the stipend. The Associate Dean shall have the power either to withhold or to withdraw or refuse to pay the stipend for a period of one month. The Associate Dean shall obtain the prior permission of the University to withhold, withdraw or refuse to pay the stipend for more than a month. The student likely to be effected may be given an opportunity to defend himself/herself before the penalty is imposed.
10. A Student who have been granted stipend shall conduct himself/herself in a disciplined way befitting a scholar.
11. A student found using unfair means in the examination shall forfeet his/her right to stipend for the rest of the period of his/her stay.
12. Students who instigate or participate in strikes or guilty of serious discipline shall forfeit his/her right to stipend for a month, semester, year, or for the entire period of his/her study, as the case may be.
13. If a student has arrears of payment in the hostel, the Associate Dean, shall on the basis of the report of the warden, withhold payment of stipend.
14. If the character and conduct of a student in the hostel is found unsatisfactory or the punishments ordered by the warden has not produced any affect on his/her, the Associate Dean on the basis of report of the warden, withhold or withdraw the stipend as the case may be.
15. The University shall have the right to suspend, withdraw for a Specific period or terminate the stipend if the progress and conduct of the student is not satisfactory.
16. All the eligible Master Degree students are entitled for stipend for a maximum period of 10 (ten) months in an Academic Year and not exceeding 20 (twenty) months during their entire course of study, while the Ph.D. students are entitled for stipend for a maximum period of 10

(ten) months in an Academic Year and not exceeding 30 (thirty) months during their entire course of study.

17. All the eligible Master's degree students are entitled for stipend for a maximum period of 10 (ten) months in an Academic year and not exceeding 20(twenty) months during their entire course of study, while the Ph.D students are entitled for stipends for 25 months, provided the students are not in receipt of any other Scholarship/freeship during the period. The period during which a student is kept under scholastic/Academic probation shall also be counted for the above purpose.
18. Stipend may be paid to all the eligible master's degree students for a maximum period of (10) ten months in an academic year irrespective of the duration of academic calendar, provided the student is involved in thesis Research work subject to the following conditions. Where the stipend is to be paid beyond the last date of semester final examination prescribed in the Academic calendar, a certificate shall be submitted by the student from the Major Advisor and Head of the Department to the effect that he/she is attending to the thesis/research work during that period.
19. The P.G students, who are withdrawn by the University for not maintaining the required OGPA as per P.G Regulations need not be asked to repay the stipend. However, such persons will not be eligible for stipend in the event of their joining the P.G course again.
20. The P.G students who are withdrawn for other reasons or those who discontinue studies shall repay the stipend received by them along with simple interest @ 12.75% per annum from the date of receipt of first instalment of the stipend till the date of Recovery.
21. All payments of stipends shall be made through crossed cheques only.
22. All the P.G students shall put in 75% of attendance at the end of each semester for the purpose of receipt of stipend. The stipend shall be payable on monthly basis subject to the condition that a certificate shall be submitted by the student from the major advisor and Head of the Department to the effect that he/she has put in satisfactory attendance in that particular month.
23. The students in all the faculties shall assist the course(s) in charge in conducting the practical classes subject to the minimum work load of two hours per day.

24. The Master's and Ph.D degree students shall be involved in assisting the course(s) in-charge in conducting the practical classes from third semester of their study till they complete their degree.
25. The payment of stipend to P.G students every month may be effected only after getting a certificate from the concerned Head of the Department to the effect that the P.G student has assisted the course(s) in-charge in the practical classes as stipulated at (22) and (23) above, along with the attendance.
26. If a Student is involved in ragging, his/her stipend would be stopped in addition to taking other action as per Anti-ragging Act and Rules as issued by Government from time to time.