



# ACADEMIC REGULATIONS FOR THE AWARD OF BACHELOR'S DEGREE PROGRAMME, 2024-25

(under the regime of NEP-2020 and ICAR-Sixth Deans' Committee Recommendations)

**Applicable to the Agricultural Universities in the  
Maharashtra State for the Undergraduate Students  
admitted from the Academic Year, 2024-25**



Maharashtra Council of Agril. Education and Research, Pune



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Compiled by:

**Directors of Instruction Coordination Committee (DICC)  
of Maharashtra SAUs**

**ACADEMIC REGULATIONS FOR THE AWARD OF  
BACHELOR'S DEGREE PROGRAMME, 2024-25**  
(under the regime of NEP-2020 and ICAR-Sixth Deans' Committee Syllabus)

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**Applicable to the Agricultural Universities in the  
Maharashtra State for the Undergraduate Students admitted from the  
Academic Year, 2024-25**

(These academic regulations are approved by the DICCC, the respective Academic Councils/  
Executive Councils of the Universities and the Maharashtra Council of Agricultural  
Education and Research in its \_\_\_\_\_ Meeting held on dtd. \_\_\_\_\_ 2026  
vide Resolution No. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_)

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# Academic Regulations for the Award of Bachelor's Degree, 2024-25

## (10.00 Point Scale)

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### 1. Short Title and Commencement

This Regulation shall be called "**Academic Regulation for the Award of Bachelor's Degree, 2024-25**".

The rules and regulations for the award of Degree are made as per the MAU Act 1983 by the Academic Council as per the provisions under Section 34 (2) (iv, v and vi).

As per the MAU Statute, 1990 Clause 95, the number of students to be admitted to the course of study, academic and other qualification required for admission. The maximum number of students to be admitted to any course of study instituted by the University and offered at any of its constituent colleges, affiliated colleges, constituent institutions, Agricultural Schools and/or recognized institutions shall be such, as shall in each case be determined by the Executive Council, from time to time, by a regulation, after taking into consideration the recommendations of the Academic Council in this behalf and subject to the approval of the State Council and State Government.

**It shall be deemed to have come into force for the students admitted from the academic year, 2024-2025 in respect of revised syllabi recommended as per the ICAR-Sixth Deans' Committee Report.**

The students admitted prior to academic year, 2024-25 shall be governed by the relevant prevailing rules applicable to them i.e. **Academic Regulations for Bachelor's Degree Programme, 2020-21.**

### 2. Definitions

In this Regulation, unless the context otherwise requires:

- 1) "Act" means the Maharashtra Agricultural Universities (Krishi Vidyapeeths) Act, 1983 and as amended from time to time.
- 2) "Statute" means the statute made as per the provisions of MAU Act, 1983 and notified as Maharashtra Agricultural Universities Statute, 1990.
- 3) "State Council" means the Maharashtra Council of Agriculture Education and Research constituted under this Act.
- 4) "Admissions Regulating Authority (ARA)", means the Authority established by the Government of Maharashtra under the provisions of the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015, for regulating admissions to professional educational programmes in the State.

- 5) “Fee Regulation Authority (FRA)” means the statutory authority constituted by the Government of Maharashtra under the provisions of the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 (Maharashtra Act No. XXVIII of 2015), as amended from time to time, for the purpose of regulating and approving the fee structure of professional educational institutions in the State.
- 6) “DICC” means Directors of Instruction Coordination Committee of the State Agricultural Universities of Maharashtra State.
- 7) "Director of Instruction" means Director of Education or Academic Officer appointed by the University, who works directly under the Vice Chancellor and shall be responsible for the due performance of the functioning of the colleges and other teaching institutions and shall co-ordinate and guide academics in all the constituent and affiliated colleges of the University in close co-operation with the Deans of Faculties and other Officers.
- 8) "Dean" means the Head of the Postgraduate Institute or constituent college, where the Undergraduate and Postgraduate college programmes are offered in the University jurisdiction.
- 9) “Registrar” means an Administrative Officer of the University responsible for Admissions, Examinations, maintaining a permanent record of the academic performance of students of the University including the courses taken, grades obtained, degrees awarded, prizes or other distinctions won and any other items pertaining to the academic performance of the students.
- 10) “Examination Board” means the Maharashtra Agricultural Universities Examination Board (MAUEB), functioning at state-level under the administrative control of the DICC and operating as an extended independent body of the Agricultural Universities for the planning, conduct and regulation of examinations and relevant activities.
- 11) “Controller of Examinations” is the Principal Officer-Incharge at state-level [not below the rank of Professor (CAS)] for the planning and conduct of examinations with the regime of all Deans’ and Registrars’ Offices of all the Maharashtra State Agricultural Universities and discharge his functions in consultation with the Directors of Instruction Coordination Committee (DICC).
- 12) “University Controller of Examinations” means an academic member may be appointed at respective University-level as per the requirement of concerned University for the planning and conduct of examinations in consultation with the respective Director of Instruction/ Dean/ Registrar and the Controller (MAUEB).
- 13) “Deputy Registrar (Academic/Examination)” means an Administrative Officer supporting to the Registrar at the University, responsible for the academics-related affairs *viz.*, Admissions, Examinations, maintaining a permanent record of the academic performance of students of the University including the courses taken,

grades obtained, degrees awarded, prizes or other distinctions won and any other items pertaining to the academic performance of the students; who will also act as 'University Controller of Examinations' in the absence of such independent position at University-level.

- 14) "Constituent College" means a College, which is under the direct management of university, whether located at headquarters or elsewhere in the university jurisdiction.
- 15) "Affiliated College on permanently grant basis" means a College sanctioned by the State Council and affiliated to a University, which shall be entitled for the benefit of Government Rules related to scholarships and concessions issued by Department of Social Welfare/ Department of Tribal Welfare/ Department of Higher and Technical Education/ Department of Agriculture and other related Department(s), as to referred as the Affiliated College (G).
- 16) "Affiliated College on permanently non-grant basis" means a College sanctioned by the State Council and affiliated to a University, which shall not be entitled for any kind of grant-in aid from the State Government (here-in-after), as to referred as the Affiliated College (NG).
- 17) "Associate Dean" means the Head of the undergraduate Constituent College, principally responsible for academic activities of the said institution.
- 18) "Principal" means Head of an undergraduate Affiliated College (Granted or Non-Granted), recognized Institution for specialized studies or equivalent and the person, principally responsible for academic activities of the said Institution and approved by the University.
- 19) "Head of the Department" means the academic staff member principally responsible for teaching, research and extension education in the Department of the University.
- 20) "Head of the Section" means the academic staff member, who is working as Incharge of the Section and is responsible for teaching, research and extension education programmes of College/Institute/Centre.
- 21) "Academic Incharge" means academic staff member, who is appointed by the Associate Dean/ Principal of the College to look after the academic matters of the college.
- 22) "Counsellor" means a member of the academic staff who is assigned a specified batch of students for the purpose of academic guidance, assisting them in planning and monitoring their course of study, and fostering a close and supportive relationship to promote their academic progress as well as overall development, including co-curricular and extra-curricular activities.

- 23) "Student" means a person, who is admitted in the College or any other institute recognized by the University for receiving instruction or qualifying himself/herself for any degree or other academic distinction conferred by the University.
- 24) "Eligible Candidates" means the candidates, who are eligible for different professional courses as notified by the Government from time to time, under Sub-section (1) of Section 3 of the Act.
- 25) "College Admission Reporting Centre" means a centre, where the candidate shall report for confirmation of admission by verification of document and payment of fees.
- 26) "CAP Seats" means the seats filled in through the centralized process of admission carried out by the competent authority i.e. State CET Cell.
- 27) "Professional Course" means the 4-year degree programme declared to be Professional course by the competent authority.
- 28) "Inter-Se-Merit" means the order of merit declared by the competent authority in respect of various classes/categories of candidates.
- 29) "Online Admission Allotment Round" means the process of allotment of admission to the candidate under CAP on the basis of candidate's merit, reservation and preference (option).
- 30) "Minority Quota" means seats earmarked for the Minority Community students, from within the State of Maharashtra, belonging to the Minority Community to which the Institution belongs.
- 31) "Agriculture University Quota" ('U' Quota) means the candidates, who possess the Domicile Certificate of Maharashtra and those, who have passed the Secondary and Higher Secondary School Certificate Examination conducted in the respective jurisdiction of the Agricultural University of Maharashtra.
- 32) "Maharashtra Quota" ('M' Quota) means the candidates who possess the Domicile Certificate of Maharashtra and the candidates with Maharashtra State as their birth place in Maharashtra mentioned on their College/ School Leaving Certificates or Birth Certificate issued by competent authority of Maharashtra.
- 33) "Other State Quota" ('OS' Quota) means the candidate or their parents, who are not staying in Maharashtra for at least three years in the period of past consecutive 10 years, and if a person has a Domicile Certificate from some State of the country other than Maharashtra, then such candidates shall be referred to as Quota for Candidates from Other State.
- 34) "Recognized Institute" means an Institution for research or specialized studies, other than affiliated or constituent college and recognized or deemed to be recognized as such by a State Agricultural University, which is under the direct management of the University, or which is recognized or deemed to be recognized as such by the State Agricultural University.

- 35) "Management" means the trustees or the managing or governing or executive body, by whatever name called, of any trust registered under the Bombay Public Trust Act, 1950 (or any society registered under the Societies Registration Act, 1860) under the management of which one or more Affiliated Colleges (G or NG) or recognized Institutions of agricultural education are conducted and admitted to the privileges of the Agricultural University.
- 36) "Local Management Committee" means a Committee constituted for Affiliated College(s) (G or NG) or Technology Schools (NG) or a recognized Agricultural Education Institution that is admitted to the privileges in the manner as the University concerned, decides from time to time.
- 37) "Application Form" means prescribed form filled up online by the Candidate for admission.
- 38) "Registration Form (Roster Form)" means the prescribed form indicating the provisional and/or final list of courses being registered by a student for a particular semester, duly approved by the Counsellor and the Head of the Department/ Head of Section and submitted to the Associate Dean/ Principal for confirmation of registration.
- 39) "Academic Year" means the period of academic programme normally commencing from 1<sup>st</sup> June and ending on 31<sup>st</sup> May of the following calendar year and shall consist of two semesters in one academic year or as per the decision of the DICC/ MCAER from time to time.
- 40) "Academic Calendar" means a schedule of prominent academic activities for a given academic year consisting of two semesters, which specifies the dates of registration, commencement of classes, semester-end examinations, completion of each semester, result declaration and the academic year.
- 41) "Semester" means an academic term of 18 to 20 weeks' duration, having a minimum of 105 to 120 instructional (teaching) days, excluding the period of final examinations. In the case of Experiential Learning, the duration shall be of 20 to 22 weeks, with a minimum of 120 to 130 instructional (learning) days. These durations may be revised from time to time by the Directorate of Instruction and Coordination Committee (DICC) in accordance with prevailing academic requirements and exigencies.
- 42) "Odd Semesters" means all semesters offered in the first term of each academic year, i.e. First, Third, Fifth and Seventh semesters.
- 43) "Even Semesters" means all the semesters offered in second term of each academic year, i.e. Second, Fourth, Sixth and Eighth semesters.
- 44) "Course" means a unit of instructions or a segment of subject matter carrying a specific number of credits in a semester, as may be determined from time to time by the appropriate authority of the University.

- 45) “Course Content” means a concise outline of the subject-matter of a course.
- 46) “Curriculum” means a series of courses selected and designed to provide training to meet the prescribed requirements for a degree.
- 47) “Repeat Course with Classes” means re-registration by a student for a failed/ non-registered course as a fresh course, by undergoing regular classes and appearing in all examinations, in such cases, where the student is declared ‘Failed/ NS’ or ‘Non-registered’, as specifically prescribed under these Regulations.
- 48) “Repeat Course without Classes” means re-registration by a student for a failed course, without undergoing regular classes, i.e. re-appearing only for the opted examinations, in such cases of failure, as specifically prescribed under these Regulations.
- 49) “Credit” means a unit of academic instruction assigned to a course, comprising theory and/or practical components, as prescribed in the approved syllabus.
- 50) “Credit Hour” means a quantitative measure of academic workload of a student for a course, where one Credit Hour represents minimum 50-minute of theory instruction or 100-minute of laboratory/field practical per week during a semester, and shall be treated as a Semester Credit or Credit.
- 51) “Credit Load” means the quantum of credits under taken by a student in a semester.
- 52) “Grade Point” means the actual percentage of marks obtained by a student in a particular course divided by 10 and expressed to one decimal place.
- 53) “Grade Point Average” (GPA) means the quotient of the total grade points obtained by a student in the courses during a semester divided by the total number of credits of courses successfully completed in that semester.
- 54) “Cumulative Grade Point Average (CGPA)” means the quotient of the total grade point obtained by a student in courses, divided by the total number of credits successfully completed, at any stage of the degree programme.
- 55) “Overall Grade Point Average (OGPA)” means the weighted average of the Grade Points obtained by a student in all courses completed across all semesters of the degree programme.
- 56) “Credit Point” of a course is the product of credit and grade point.
- 57) “Section” means a unit of teaching and/or research and/or extension education of college/ institute/ centre.
- 58) “Progressive Assessment” means a continuous internal evaluation conducted by the College in accordance with the Academic Calendar through Pre-Mid, Mid-Term and Post-Mid stages, using prescribed theory and practical assessment tools to assess students’ academic progress, knowledge, skills and higher-order learning outcomes.

- 59) “Rider Rule” is an academic provision under the semester system, which prescribes eligibility for promotion and registration to the next semester or academic year. It specifies the permissible number of repeat (backlog) courses and conditions for provisional promotion under ATKKT, wherein declaration of results and award of degree shall be subject to successful completion of all prescribed courses within the stipulated period.
- 60) “ATKT (Allowed To Keep Term)” is a provision under the semester system that allows a student to continue to the subsequent semester or academic year, even if he/she has failed in a prescribed limited number of courses, as per the rules applied. Such promotion is provisional and the student must clear the failed courses within the prescribed time and the results of higher semesters may be withheld until all backlog and prerequisite courses are passed.
- 61) “Conduct Probation” means specified period, during which a student shall be placed under observation of the Associate Dean/ Principal of the respective College/ Head of the Institute for improvement of his conduct.
- 62) “ABC” means the Academic Bank of Credits, a national digital repository established by the Government of India for the purpose of credit accumulation, transfer and redemption in accordance with the provisions of the National Education Policy (NEP)-2020 and the guidelines issued by the University Grants Commission/ ICAR, as amended from time to time.
- 63) “UID” means the Unique Identification Number allotted to a student for the purpose of academic identification, credit mapping, record maintenance and integration with the Academic Bank of Credits (ABC), as prescribed by the competent authority.
- 64) “UG-Certificate” means a credential as an Undergraduate Certificate, shall be awarded to a student, who exits during the Undergraduate Degree Programme after successful completion of the First Year of study, subject to fulfillment of the prescribed credit requirements, minimum academic performance standards and completion of a mandatory 10-week internship, as approved by the University.
- 65) “UG-Diploma” means a credential as an Undergraduate Diploma, shall be awarded to a student, who exits during the Undergraduate Degree Programme after successful completion of the Second Year of study, subject to fulfillment of the prescribed credit requirements, minimum academic performance standards and completion of a mandatory 10-week internship, as approved by the University.
- 66) Words and expressions used in these Regulations and not defined herein shall have the meanings respectively assigned to them under the Act, Statutes and other Regulations of the University, as applicable.

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### 3. Academic Programmes at Under-graduation level (Table 3.1)

Sr. No.	Name of Faculty	Nomenclature of Academic Programmes
1.	<b>Agriculture</b>	UG-Certificate in Agriculture UG-Diploma in Agriculture B.Sc. (Hons.) Agriculture
2.	<b>Horticulture</b>	UG-Certificate in Horticulture UG-Diploma in Horticulture B.Sc. (Hons.) Horticulture
3.	<b>Agricultural Engineering</b>	UG-Certificate in Agricultural Engineering UG-Diploma in Agricultural Engineering B.Tech. (Agricultural Engineering)
4.	<b>Biotechnology</b>	UG-Certificate in Biotechnology UG-Diploma in Biotechnology B.Tech. (Biotechnology)
5.	<b>Food Technology</b>	UG-Certificate in Food Technology UG-Diploma in Food Technology B.Tech. (Food Technology)
6.	<b>Agri-Business Management</b>	UG-Certificate in Agri-Business Management UG-Diploma in Agri-Business Management B.Sc. (Hons.) Agri-Business Management
7.	<b>Forestry</b>	UG-Certificate in Forestry UG-Diploma in Forestry B.Sc. (Hons.) Forestry
8.	<b>Fisheries Science</b>	UG-Certificate in Fisheries Science UG-Diploma in Fisheries Science B.F.Sc. (Hons.)
9.	<b>Community Science</b>	UG-Certificate in Community Science UG-Diploma in Community Science B.Sc. (Hons.) Community Science
<p>The above academic programmes may be added to, deleted from, or modified from time to time by the Competent Authority, in accordance with the provisions of the Act and Statutes.</p>		

#### 4. Degree Nomenclature, Duration and Total Credit Hrs. Requirement

(a) Credit requirements of each degree programme shall be as per the given table in a minimum span of 4-Academic Year or 8-Semester duration.

(b) Every student shall have to complete the minimum credit hrs. as prescribed for the award of given Degree as mentioned below (Table 4.1):

Sr. No.	Degree Nomenclature	Duration	Total Degree Credits Hrs. <sup>@</sup>
1.	B.Sc. (Hons.) Agriculture	4 Years (8 semesters)	174 + 4 <sup>#</sup> + 10*
2.	B.Sc. (Hons.) Horticulture		167 + 4 <sup>#</sup> + 10*
3.	B.Sc. (Hons.) Forestry		167 + 4 <sup>#</sup> + 10*
4.	B.F.Sc. (Hons.)		172 + 4 <sup>#</sup> + 10*
5.	B.Tech. (Agricultural Engineering)		174 + 4 <sup>#</sup> + 6*
6.	B.Tech. (Food Technology)		171 + 4 <sup>#</sup> + 6*
7.	B.Tech. (Biotechnology)		167 + 4 <sup>#</sup> + 10*
8.	B.Sc. (Hons.) Agri-Business Management		167 + 4 <sup>#</sup> + 10*
9.	B.Sc. (Hons.) Community Science		167 + 4 <sup>#</sup> + 10*
<sup>#</sup> Non-Gradual Compulsory Course(s) <sup>*</sup> Minimal Compulsory MOOC/ Online Course(s) <sup>@</sup> Subject to vary as per the decision of competent authorities, from time to time.			

#### 5. Admission

(a) Admissions to these courses shall be conducted under the control of the Admission Regulatory Authority, in accordance with Section 23 of the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 and relevant Government Resolutions dated 01.06.2018 and 01.06.2019.

(b) The admission rules/criteria shall be notified by **Maharashtra Council of Agricultural Education and Research (MCAER)** through its Admission Prospectus, in line with prevailing Government Gazettes, Notifications, Circulars, and GRs issued by the Department of Agriculture, Animal Husbandry, Dairy Development and Fisheries or other competent authorities.

(c) Selection for admission of new candidates to the First semester of under-graduate courses, shall be made in accordance with the provisions of the Regulation made in this behalf by the Maharashtra Council of Agricultural Education and Research (State Council), Pune from time to time.

- (d) The admission to all UG degree programmes will be through CET conducted by Common Entrance Test Cell, Maharashtra State (MH-CET or JEE or any other equivalent examination as decided by State CET cell or competent authority).
- (e) The Undergraduate Courses [B.Sc. (Hons.) Agriculture/ B.Sc. (Hons.) Horticulture/ B.Sc. (Hons.) Forestry/ B.Tech. (Agricultural Engineering)/ B.Tech. (Food Technology)/ B.Sc. (Hons.) Community Science/ B.Tech. (Biotechnology)/ B.F.Sc. (Hons.)/ B.Sc. (Hons.) Agri-Business Management] are declared as professional educational courses. As per the eligibility, conditions and criteria as mentioned in this gazette, the CET organized by competent authority is mandatory for admissions in Government and Government Aided and Un-aided private professional educational institutions.
- (f) Candidates selected provisionally for admission to a degree course shall report to the respective Associate Dean/ Principal of the college during the period notified for this purpose by the State CET cell and shall receive from the Associate Dean/ Principal necessary directives for registration.
- (g) Also, as applicable, 20 or 15+5 % of seats in the prescribed UG degree programmes will be filled through ICAR quota.
- (h) As per the availability of seats and decided by the University, the lateral entry at Third Semester (i.e. Direct Second Year admission) will be for the candidates having **UG-Certificate** in the given subject and for those, who have completed **Diploma** (i.e. Agri-Polytechnic Diploma from recognized institutes; 3-year course after 10<sup>th</sup>/SSC) in prescribed/notified subject.
- (i) As per the availability of seats and decided by the University, the lateral entry at Fifth Semester (i.e. Direct Third Year admission) will be for candidates, who have completed the prescribed **UG-Diploma** from recognized College/ SAU.
- (j) Such candidates admitted directly in Second or Third Year may have to accomplish the deficiency courses (with gradial courses) of First Year (if necessary), as prescribed by the University during the tenure of the undergraduate degree.

## 6. Reporting and Confirming of Admission

After seeking admission through online CAP round, the candidates shall report in person to the College Admission Reporting Centre/ Institutions allotted and submit the original documents and pay the Education Fees for First semester within stipulated time period mentioned in admission schedule. The concern College shall give the authentic receipt to the candidate for the same.

## 7. Registration of New Students

- (a) For the first time registration after admission to various undergraduate degree programmes, the newly admitted student shall report and must be present at the college, where he/she has been allotted admission, with the original copies of all the requisite documents and enclosures, on or before the designated date; he/she will have to pay University/ College/ Hostel fees and other fees/charges to the Associate Dean/ Principal.
- (b) Enrollment of a student in various courses in consultation with the respective Counsellor and depositing with the Associate Dean/ Principal of the college, the roster/ registration form duly filled in and signed by the Student, Counsellor and concerned Course Teacher(s).
- (c) The student at the time of admission shall have to submit the Aadhaar card, E-mail ID, Mobile number, Bank account number with IFSC code, Permanent address, Blood group and relevant documents required for Unique Student ID registration on ICAR Education portal.
- (d) Registration through Online Education Management System/ Portal of University shall be mandatory for all the students and should be completed in the First semester. If the student fails to obtain the Unique ID, he/she may not be allowed to register for the Second or applicable subsequent semester.
- (e) It is mandatory for the students to register themselves on Academic Bank of Credit portal and generate UID (<http://abc.gov.in>) in consultation with College Administration/ Education Branch.
- (f) Medical examination is compulsory for all the students admitted during the First year and the same should be done from the Civil Surgeon/ Medical Officer as directed by the University/ Associate Dean/ Principal before the end of First semester. If a student is found 'Medically Unfit', the Associate Dean/ Principal shall inform the concerned student and his/her parents/guardian for rectification. If a student is found 'Medically Unfit', he/she is liable to be discontinued from the University. Such cases would be reported to the Registrar for taking necessary action.
- (g) If a student fails to appear for the medical examination arranged by the University/ Associate Dean, he/she shall have to get herself/himself medically examined from the above medical authority at his/her own expenses and produce Medical Examination Report/ Certificate within the period specified by the College authorities. In case, he/she fails to produce the medical examination report within the specified time, his/her result shall not be declared and the student will not be allowed to register for next semester.
- (h) Students admitted under the 'Persons with Disabilities (PwD)' category shall be required to produce the original Disability/ Medical Certificate/ UID Certificate issued by the competent authority at the time of admission or as prescribed by the University.

## **8. Eligibility Certificate**

- (a) Students, who are provisionally admitted in the University shall have to apply in the prescribed form along with the original and true copies of the testimonials for eligibility immediately on their registration. Each student shall have to pay prescribed Eligibility Certificate fee. If the eligibility is not confirmed by the Admission Regulatory Authority, the admission of such student is subject to be cancelled.
- (b) Student passing the H.S.S.C. examination conducted by the H.S.S.C. Examination Board or any other Board from Maharashtra State and seeking admission in the University shall pay the fees, as prescribed in the said 'UG Admission Prospectus'. Such students shall not have to produce the Migration Certificate from the Board/Division, from which he/she has passed the qualifying examination. However, the students from outside the Maharashtra State, shall have to produce the Migration Certificate.
- (c) Students migrating from any other Agricultural University within the State of Maharashtra shall not be required to apply for Eligibility Certificate.
- (d) Students migrating from the Universities or statutory examining bodies outside the Maharashtra State and seeking admission in the Maharashtra Agril. University, shall be required to pay the fees as prescribed in the said 'UG Admission Information Bulletin' only for issue of Eligibility Certificate. If no such certificate can be issued by the University for any reason, the said fee shall be refunded.
- (e) No student from other University or statutory examining body shall finally be admitted to any institution/ college/ constituent/ affiliated to the University without production of an Eligibility Certificate signed by the Authority of the University.
- (f) While applying for an Eligibility Certificate, the applicant shall attach with his/her application with the true copies of the following documents along with original documents:

  1. A Statement of marks/ Grade card/ Transcript of the last qualifying examination passed.
  2. A Passing Certificate of the last qualifying examination.
  3. School/ College Leaving Certificate
  4. Caste/ Caste Validity Certificate
  5. Any other certificate for which the weightage is claimed for admission
  6. Medical Fitness Certificate
  7. Domicile/ Age/ Nationality Certificate
  8. Any other required document/credential as notified by the Competent Authority.

- (g) In the case of students coming from Board/ Universities outside India, the examinations conducted by such Universities or examining bodies shall be given general equivalence according to the rules prescribed for standard of passing and after verifying the course catalogues/ syllabus, etc. In absence of this, students possessing qualifications of such Universities/ Boards etc. shall be deemed to have provisionally admitted on merit of each individual case. Such provisional admission shall be finally confirmed only after the issue of Eligibility certificate by the Registrar of the University before the end of First semester.
- (h) If he/she fails to submit the certificate, his/her semester end result shall not be declared and shall not be permitted to register for Second or subsequent semester.
- (i) After receipt of the enrollment forms from students, the Associate Dean/ Principal of the college shall prepare the list/roll of students and forward the same to the Registrar normally within a month. Registrar shall allot enrolment number to each student and communicate the same to the Associate Dean/ Principal for display and information notification.

## **9. System of Education, Language, Courses and Curriculum**

- (a) The Maharashtra State Agricultural Universities have adopted the 'Course Credit System' under the 'Semester Pattern', wherein each academic year is divided into two semesters. The subjects to be taught are organized into self-contained units, referred to as 'Courses'.
- (b) Courses in a semester shall be delivered through lectures, practical exercises, library reading, fieldwork, assignments and other such instructional methods as prescribed by the University.
- (c) As per the NEP-2020 guidelines, the syllabus is choice-based course credit system. The choice of courses, number of credits to be taken by a student is to be decided in consultation with assigned Counsellor, keeping in view the existing rules and the performance of the student.
- (d) The degree courses are full time courses and medium of instruction for teaching and examination shall be 'English'.
- (e) The details of the courses, credit hrs. and curricular of the degree shall be such as may be determined, from time to time by the Executive Council and Academic Council in consultation with the respective Faculty and the Boards of Studies. It shall be common syllabus for all Agricultural universities and on the recommendations of the DICC.
- (f) Students admitted to the degree courses will be taught and evaluated through the course-credit system as prescribed by the University.
- (g) Theory class shall be of 50-minute duration and the Practical class shall be of 100-minute duration.

- (h) The candidates admitted for various degree programmes, shall have to complete Student READY (Rural and Entrepreneurship Awareness Development Yojana) programme during VIII semester or as per the approved syllabus by the Academic Council, based on the DICC-approved syllabi as per ICAR-Sixth Deans' Committee recommendations for different Undergraduate degrees in MH-SAUs.
- (i) The mode of implementation of Experiential Learning, Hands-on Training, Skill Development Training, Rural Agricultural Work Experience (RAWEx), In-Plant Training, Industrial Attachment and Students' Projects shall be as prescribed by the University.
- (j) A student, who secures an 'F' or 'NR' or 'NS' grade in a course, shall re-register the course as a Repeat Course, either with attendance in regular classes or without attending classes (i.e. appearing only for the examination), as applicable and as prescribed under **Clauses 15(i) & (j)** of these Regulations, whenever the course is offered next as per the course layout.

## **10. Deeksharambh, Physical Education and Educational Tour**

- (a) As per the DICC-approved ICAR-Sixth Deans' Committee recommended syllabus, the Compulsory **Deeksharambh (0+2) (Non-gradual)** shall be offered at the start of First semester for a duration of two weeks. This course will be evaluated on the basis of student's participation in various activities and submission of final report as 'Satisfactory / Non-satisfactory'.
- (b) Compulsory one **Educational Tour (0+1 or 0+2) (Non-gradual)** is incorporated as a part of exposure study visits. All students shall have to participate in an Educational Tour spanning maximum of two weeks (10-14 days), designated as a non-gradual course. For the evaluation of Educational Tour, the students shall be required to submit the 'Tour Diary/Report' at the time of examination.
- (c) Each study tour shall be graded as 'Satisfactory' (S), if 50% or more marks are secured; otherwise as 'Non-satisfactory' (NS), if marks secured are less than 50%.
- (d) The places/ institutions of visits shall be of academic interest of the students of the degree programme concerned and shall be decided by the committee under the chairmanship of the Associate Dean/ Principal of the College with due approval from the competent authority of the University.
- (e) Each student shall submit the 'Study Tour Diary/ Report' immediately or within a maximum period of fifteen (15) days from the date of return. The student shall also be required to appear for a *viva-voce* examination, to be conducted by a Panel of three Teachers nominated by the Associate Dean/ Principal.
- (f) Students unable to attend the Compulsory Educational Tour shall have to complete it in the next Academic Year or whenever offered.
- (g) The funds required for the Educational Tour shall be arranged by the College or as decided by the competent authority.

## **11. Skill Development/ Student READY/ In-Plant Training/ Industrial Attachment/ Internship/ Project**

- (a)** The Skill Development/ In-Plant Training/ Industrial Attachment/ Student READY/ Work Experience/ Internship/ Training Programme shall form an integral part of the degree programme. The details of such programme shall be developed by the concerned Faculty and notified by the competent authority after approval of the Academic Council.
- (b)** The Student READY/ Work Experience/ Training Programme, which carries total 20 credits, shall be evaluated by the said Evaluation Committees at the place of training or as decided by the University authorities.
- (c)** The **Assessment Committee** shall have the following Members:
  - i. The Associate Dean/ Principal or his Nominee not below the rank of Associate Professor,
  - ii. Teacher In-charge of READY/ Work Experience/ Training Programme,
  - iii. External Examiner/ Dean's Nominee (To be appointed by the University Dean & DI).
- (d)** The Student READY/ Work Experience/ Training Programme Examination/ Evaluation will be based on the regularity, performance, oral examination, presentation and report submission. The distribution of marks for evaluation of Student READY programme shall be as decided by the statutory authorities of the University.
- (e)** An Assessment Committee shall conduct the examination for those students, who have completed the READY/ Industrial attachment/ Training programme satisfactorily.
- (f)** The students of Accredited Constituent College, will be paid Stipend as per prevailing norms of ICAR and State Government for the Student READY/ Work Experience/ Training Programme, if any, depending on the fund availability.
- (g)** The students of Non-accredited College and Non-granted Affiliated College will be paid Stipend, as decided by the University and/or Management Committee of Non-granted Affiliated College, respectively, if any, depending on the fund availability.
- (h)** The stipend, if any, shall be payable from the date of registration until the completion of the final examination. Any period of absence by the student during this tenure, shall be liable for proportionate deduction of stipend.
- (i)** A student securing less than the minimum qualifying grade point in Student READY/ Work Experience/ Training Programme shall be required to repeat the programme with all prescribed attendance, work components, along with the next batch of students, without entitlement to stipend.
- (j)** The evaluation for Skill Development and Elective Courses, shall be evaluated as per the guidelines of University/ DICC/ ICAR, issued from time to time.

## 12. Academic Year

- (a) An academic year shall normally **commence from 1<sup>st</sup> June and end on 31<sup>st</sup> May** of the following calendar year or as per the decision of the competent authority, which shall be divided into two semesters.
- (b) The Academic Calendar, including dates of registration, commencement of classes, semester-end examinations and completion of the semester and academic year, shall be determined by the Maharashtra Agricultural Universities Examination Board (MAUEB), Pune, in consultation with the DICCC and notified from time to time.
- (c) In the event of any abnormal situation declared by the Government/ MCAER, the Academic Calendar shall be modified as per the directives of the Government/ MCAER/ DICCC, as the case may be.

## 13. Counselling System

- (a) The students on their admission shall generally be grouped into convenient batches of 20 to 30 students by the Associate Dean/ Principal of the College and each such batch of students shall be assigned to the Counsellor, who shall be an academic staff member of that college.
- (b) Subject to the provisions of this Regulation, the Counsellor shall help each student assigned to her/him in planning the programmer of studies, choice of courses and determining the course load, which the student may take in a semester.
- (c) A Counsellor shall establish and foster close relationship with the students assigned to her/him by having periodical meetings either with the entire batch of students or also with each student separately as often as may be necessary and shall endeavor to know their problems and find solutions thereof, review their academic progress and suggest such remedial measures, as may be necessary. The record of such meetings shall be maintained by the Counsellor and shall be submitted to the Associate Dean/ Principal from time to time.
- (d) In order to ensure the overall development of students, the Counsellor shall provide guidance on co-curricular activities as well as address their personal concerns and difficulties. Students shall meet the Counsellor at least once a week for this purpose. The Associate Dean/Principal may allocate at least one hour per fortnight in the timetable as a regular counselling period.
- (e) The Counsellor shall also assist the student to provide the help in overcoming vulnerable stress due to academic pressure, ensure student safety, emotional distress and mental health related activities.

## 14. Fees of the Courses

- (a) Fees levied on account of Enrolment, Tuition, Hostel, Library, College Gymkhana, Examination and other items shall be such as determined under provisions of MAU Statute, 1990 Clause 97. The rates of fees and other charges, manner and periodicity of recovery and all other ancillary matters shall be determined by the Executive Council by regulations made in this behalf, from time to time, subject to directions, if any from the MCAER, Pune and State Government. The fees levied on students shall, as far as practicable, be uniform across all State Agricultural Universities in Maharashtra for Constituent Colleges.
- (b) The concession in payment of fees for certain categories to provide financial assistance to the students belonging to various categories will be as per the provisions made in the, the Maharashtra Agricultural Universities (Krishi Vidyapeeths) Act, 1983 and also as directed by the Government Resolutions being issued from time to time.
- (c) The payment of fees shall be compulsory for the students, if the Scholarship is not sanctioned or the application is rejected by the competent authority. Such student shall have to pay the fees before the completion of said degree programme.
- (d) The annual fees of the Non-Granted Private Colleges are decided by the Fee Regulatory Authority as per the provisions under Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 (Mah. XXVIII of 2015).
- (e) The annual fees, as approved by the **Fee Regulatory Authority (FRA)** includes the fees payable to the University shall include all applicable components/ heads [such as, Registration fee, Tuition fee, Examination fee, Grade Card, Sports, Krida Mohatsav, University Charges, Transcript, Provisional Degree Certificate, Student Record Charges, Other permissible charges etc.] as prescribed from time to time as decided by the Academic Council and Executive Council of the University.
- (f) **Fees towards Re-registration of Repeat Courses:** A student declared '**Failed**' with 'F' or 'NR' grade, shall be required to re-register the concerned course(s) through the prescribed Registration/Roster Form filling, along with payment of a fee of ₹500 per course or such amount as may be prescribed from time to time during said registration process.
- (g) The fees or charges, if any, for the Online (MOOC) courses, will be paid by the student themselves.

## 15. Registration of Regular Student

- (a) The regular registration of all the semesters, except First semester, shall be as per the given Academic Calendar. The students shall register on Education Management System (EMS) portal of the University in online mode and generate the Registration Form and pay the prescribed fees. The duly signed Registration/ Roster Form and Payment Receipt shall be deposited by the students in the Education Branch of the respective College.
- (b) Permissible Credit Load for Registration:**  
A student shall not register for more than **45 credit hours in a semester** with regular or repeat courses (with or without classes). However, on the recommendation of the Counsellor, the Associate Dean/ Principal may permit a total credit load **not exceeding 50 credit hours per semester**, in genuine cases.
- (c) The Non-Credit/ Non-Gradual/ Need-based/ Deficiency/ Online courses shall not be counted in the credit load or CGPA/OGPA calculation during the semester.
- (d) Students taking admission to any semester other than the First Semester can register late with permission from the Associate Dean/Principal. A late fee of ₹200 per day (or as prescribed) will be charged, and the late registration is allowed only up to 7 (Seven) working days; starting from the 4<sup>th</sup> day of registration. Late fee amount, so collected, shall be credited to the College Gymkhana/ Students' Council Account.
- (e) Offline registration shall not be permitted under any circumstances. No registration shall be permitted on the expiry of the said registration period.
- (f) Registration in absentia by the student, shall be allowed only for those, who have proceeded with prior permission on Educational Tour/ NCC Camp/ NSS Camp/ Representing University in notified events (viz., games/ sports/ cultural events etc.) or in case of natural calamity or unfortunate death of parents or self-hospitalization due to severe illness/accident (on submission of Medical Certificate or Hospital Discharge Summary etc. without significant delay). Such student on request application within 15 days from the first day of registration, will be allowed to register. Associate Dean/ Principal after verification will allow for the same.
- (g) All the students registered during the academic year, shall compulsorily be covered under Student Insurance Scheme.
- (h) A student, who has registered for a course and has been declared 'Failed' with an 'F' or 'NR' or 'NS' grade, shall be permitted to re-register for the same course as a Repeat Course either by attending regular classes or without attending regular classes, as applicable therein, and mentioned under **Clauses 15(i) & (j)** hereunder.

- (i) **Repeat Course with Classes** means re-registration for the failed course as a fresh course by a student by undergoing regular classes and appearing in all examinations, as applicable therein, in the following events:
- i. When declared ‘Non-Registered’ with ‘**NR(SOA)**’ grade due to Shortage-of-Attendance in the given course or
  - ii. When declared ‘Failed’ with ‘**F(UFM)PA**’ grade due to Use of Unfair Means in Progressive Assessment (Internal Examination) or
  - iii. When declared ‘Failed/ Not-Satisfactory’ with ‘**NS**’ grade in the course, wherein attending classes is mandatory.
- (j) **Repeat Course without Classes** means re-registration for the failed course by a student without undergoing regular classes i.e. re-appearing only for the examination of the failed course, as applicable therein, in the following events:
- i. When declared ‘Failed’ with ‘**F(T)**’ and/or ‘**F(P)**’ or ‘**F(C)**’ grades due to less marks obtained in Theory/ Practical/ Both the components, respectively, or
  - ii. When declared ‘Failed’ with ‘**F(UFM-1/UFM-2)SEE**’ grade due to Use of Unfair Means in Semester End Examination (External Examination), or
  - iii. When declared ‘Failed/ Not-Satisfactory’ with ‘**NS**’ grade in course, wherein attending classes is not mandatory, or
  - iv. When declared ‘Exempted’ status with ‘**E**’ grade in Semester End Theory Examination towards re-appearing only for the missed examination due to valid reasons as mentioned under **Clause 18(a)** of these Regulations, or
  - v. When declared ‘Failed’ with ‘**F(ABT)SEE**’ grade due to ‘ABSENT’ reported in Semester End Theory and/or Practical Examination (without given valid reason).
- (k) However, in respect of the compulsory experiential nature courses like, Student READY Programs, Educational Tour, Experiential Learning, Industrial Attachment, Field Work, Internship, Laboratory Work, Projects etc., if a student is awarded an ‘**F**’ grade, shall re-register the course(s) as **Fresh Repeat course with attendance/works** in a subsequent semester, when offered.
- (l) **Withdrawal of course(s):** Subject to the provision of **Clause 15(b)** above, within a period of 6 (six) weeks from the date of registration with the prior consent of the Counsellor, concerned Course Teacher and Head of the Department/Section, a student may withdraw any of the courses, for which he/she has already registered. All such changes on approval by the Associate Dean/ Principal shall be communicated to the Registrar/ Deputy Registrar (Acad.)/ University Controller of Examinations, immediately. However, such withdrawal of course, shall be permitted only before the commencement of Mid-Term Examination.

## 16. Promotion to Higher Class with Rider Rule and ATKT

In order to maintain the standards and quality of higher education, and in accordance with the guidelines of UGC/ICAR, the Semester System shall be governed by prescribed pre-requisite conditions for progression and promotion. The provision of **Rider Rule and ATKT (Allowed to Keep Term)** shall be applicable subject to conditions specified under these Regulations (Table 16.1):

### (a) Promotion to Higher Semester:

Promotion to the next higher semester with regular and repeat courses, shall be subject to the permissible credit load as prescribed under the relevant provisions of **Clause 15(b)** of these Regulations.

### (b) Promotion to Second Year (Semesters III and IV):

There is no any pre-requisite (without Rider Rule) for progression and registration to Second Year (i.e. III and IV semesters) with regular and repeat courses (if any).

### (c) Applicability of Rider Rule and ATKT:

Under the Rider Rule, promotion to higher semesters, namely V, VI, VII and VIII, shall be subject to the condition that a student has passed all the courses (excluding Non-Grading/ Deficiency Courses) upto the relevant preceding semester(s), i.e. II, III, IV and V, respectively.

Notwithstanding the above, as an exception to the Rider Rule, a student will be allowed to keep term (ATKT) for V, VI, VII and VIII semesters, provided that he/she has not secured 'F' grade in more than two courses of the relevant preceding semester(s), as specified under Table 16.1 of these Regulations.

### (d) Promotion to Third Year (Semesters V and VI):

Subject to the Rider Rule and ATKT provisions, a student may be permitted provisional registration for V and VI semesters, provided that he/she has not more than two failed courses in the relevant preceding semesters, i.e. I & II for admission to V semester, and II & III for admission to VI semester, as applicable.

The student shall be required to re-register such failed courses as Repeat Courses, in accordance with these Regulations.

However, if a student is subsequently awarded an 'F' grade in course(s) under ATKT of Semester I, the 'provisional registration' granted for the VI semester shall stand 'Cancelled', and the student shall be governed by the relevant provisions of these Regulations.

**(e) Promotion to Fourth Year (Semesters VII and VIII):**

Subject to the Rider Rule and ATKT provisions, a student may be permitted provisional registration for VII and VIII semesters, provided that he/she has not more than two failed courses in the relevant preceding semesters, i.e. III & IV for admission to VII semester, and V & VI for admission to VIII semester, as applicable.

The student shall be required to re-register such failed courses as Repeat Courses, in accordance with these Regulations.

However, if a student is subsequently awarded an 'F' grade in course(s) under ATKT of II and III semesters, the 'provisional registration' granted for the VII and VIII semesters, respectively, shall stand 'Cancelled', and the student shall be governed by the relevant provisions of these Regulations

**(f) Non-applicability of Rider Rule to Non-Gradial/ Deficiency Courses:**

The Rider Rule shall not be applicable to Non-Gradial/ Deficiency Courses. However, registration of such courses with 'F' grade shall be permitted up to VIII semester and the student shall be required to re-register such courses as Repeat Courses (including during the Student READY Programme), as applicable.

**(g) Completion Requirement for Non-Gradial/ Deficiency Courses:**

All students shall be required to complete all the Non-Gradial/ Deficiency Courses up to VIII semester. In case of failure to complete such course(s), the final result at the end of VIII semester shall not be declared, until such requirements are fulfilled.

**(h) Exception for Direct Second Year Admission:**

- i. The Rider Rule shall not be applicable to the students admitted directly to the Second Year. However, such students shall be governed by the Rider Rule and ATKT provisions only at the stage of registration for Semester VII onwards.
- ii. Further, such students shall be required to complete the prescribed First Year course-curriculum as Make-up/ Deficiency Courses (with Gradial courses), wherever applicable, which shall be distributed over the duration of the degree programme, as decided by the concerned University. The provisions applicable to such courses shall be governed in accordance with **Clause 16(f) & (g)** of this Rule.

**(i) Provision and Scope of Compartment Examination:**

- i. The Compartment Examination shall be conducted by the University (after VIII semester), as decided by the competent authority, within one month after declaration of the final semester results.
- ii. In case of Undergraduate Degree programmes, generally, where the Student READY/ Experiential Learning Programme is scheduled in a semester without any in-house regular courses, the Compartment Examination shall be applicable for not more than two failed courses ('F' grade) from the two flanking semesters (i.e. the immediately preceding and/or subsequent semesters), or taken together.
- iii. In cases, where the Student READY/ Experiential Learning Programme is conducted along with regular in-house courses, the courses of such semester shall also be considered for Compartment Examination, subject to the condition that the student has not more than two failed courses ('F' grade) across the relevant 3 semesters, or taken together.
- iv. A student shall be eligible to appear for the Compartment Examination under the following conditions:
  - In respect of all Undergraduate Degree Programmes [except B.Tech. (Agril. Engg.)], the student has not more than two failed courses ('F' grade) from VI and VII semesters or taken together;
  - In respect of B.Tech. (Agril. Engg.), the student has not more than two failed courses ('F' grade) from VI, VII and VIII semesters or taken together.

The provisions under **Clause 18(a)** relating to exemption on valid grounds, shall not be applicable to the Compartment Examination.

**(j) Indication of Passing after Repeat/ Compartment Examination:**

The **passing grade obtained after a Repeat or Compartment Examination**, shall be indicated in the **Transcript by superscribing with the letter 'R'** above/beside the respective grade.

Table 16.1

Year	Semester	Rider Rule for Admission to Next Semester/ Acad. Year	Conditions and Exception towards Promotion to Higher Class (with ATKT)
First	I	(No Pre-requisite)	--
	II		
Second	III	(No Pre-requisite)	--
	IV		
Third	V	All courses passed upto II semester	<ul style="list-style-type: none"> <li>Maximum 2 courses with 'F' grade of I and II semesters are allowed under ATKT.</li> </ul>
	VI	All courses passed upto III semester	<ul style="list-style-type: none"> <li>All courses of I semester shall be mandatorily passed.</li> <li>Any 'F' grade in course of I semester under ATKT, shall cancel provisional registration for VI semester.</li> <li>Maximum 2 courses with 'F' grade of II and III semesters are allowed under ATKT.</li> </ul>
Fourth	VII	All courses passed upto IV semester	<ul style="list-style-type: none"> <li>All courses of II semester shall be mandatorily passed.</li> <li>Any 'F' grade in course of II semester under ATKT, shall cancel provisional registration for VII semester.</li> <li>Maximum 2 courses with 'F' grade of III and IV semesters are allowed under ATKT.</li> </ul>
	VIII	All courses passed upto V semester	<ul style="list-style-type: none"> <li>All courses of III semester shall be mandatorily passed.</li> <li>Any 'F' grade in course of III semester under ATKT, shall cancel provisional registration for VIII semester.</li> <li>Maximum 2 courses with 'F' grade of IV and V semesters are allowed under ATKT.</li> </ul>
<b>Compartment Examination</b> (To be held by the University immediately or within one month after result declaration of final semester)			<ul style="list-style-type: none"> <li>Maximum 2 courses with 'F' grade of VI and VII semesters in respect of all UG degrees [except B.Tech.(Agril. Engg.)].</li> <li>Maximum 2 courses of VI, VII and VIII in respect of B.Tech.(Agril. Engg.).</li> </ul>

## 17. Attendance Requirement

- (a) Every student shall attend all instructional and academic activities, including lectures, practicals, library work, extension visits, study tours, and interactions with teachers/counsellors.
- (b) **A minimum of 70% attendance in each course is mandatory.**
- (c) Under exceptional circumstances and upon application, the Associate Dean/Principal may grant exemption from study tours or other officially notified events. Participation as a College/University representative in approved academic, sports, social or cultural activities shall be counted towards attendance.
- (d) Biometric Attendance for all the students will be compulsory. The students availing GOI or other Scholarships, shall have to submit the 'Report of Attendance' of previous year/ semester, duly signed by the Counsellor/ Course Teacher/ Academic Branch at the time of renewal of such Scholarship.
- (e) Each Course Teacher shall maintain a record of student's attendance in a 'Attendance Register' for each course taught or deemed to have been taught in given semester. Course Teacher shall communicate the course-wise '**Compiled Attendance Report**' of the students to the Associate Dean/ Principal before the commencement of Mid-Term and Semester End Examinations during each semester.
- (f) If a student fails to attend 70% (Seventy per cent) of the total number of classes, lectures, practical exercises in a laboratory or field or tutorial classes in a course held and deemed to have been held during the semester, she/he shall not be eligible to appear in the Semester End Examination and shall be awarded as **Non-Registered i.e. 'NR(SOA)' grade due to shortage-of-attendance**. Such a student with 'NR(SOA)' grade, shall re-register the said course as Fresh Repeat Course (with attending the regular classes), as and when offered.
- (g) **Condonation of Attendance:** The Associate Dean/ Principal of the concerned College may condone the shortage of attendance of a student up to a maximum of **10 per cent** of the total prescribed attendance, on valid and justified ground i.e. self-hospitalization or parent's death, subject to submission of documentary evidence and approval as per prevailing University norms.
- (h) A student participating as 'Representative' in the inter-collegiate and higher-level tournaments/ events/ activities, sponsored/ notified by the University, should be deemed to consider his/her attendance for such period of absence, on recommendation of Associate Dean/ Principal of the College or as per the list circulated by the University Students Welfare/ Sports Officer.
- (i) Non-registered (Detained) Students' List due to Short-of-Attendance (SOA) should be declared by the Office of Associate Dean/ Principal, one week before the commencement of examination.

## 18. Absence from College

Absence of a student during or after the registration period, from classes and/or during examinations, shall be permitted only on **prescribed valid and justified grounds**, with prior permission or post-facto approval of the **Associate Dean/ Principal**, as the case may be:

### (a) **Valid Reasons for Absence:**

Absence may be permitted on the following valid grounds only:

- i. **Participation as a University Representative in notified events** (viz., Sports, Cultural, NCC/NSS camp, Educational Tours\*, etc.) with prior permission by University authority, or  
[\*Note: Educational/ Study Tours shall not coincide with examination periods, particularly Semester-End Theory Examination, except in exceptional cases with prior approval of the competent authority by the respective College]
- ii. **Self-hospitalization** due to severe illness/ accident (on submission of Medical Certificate or Hospital Discharge Summary etc. without significant delay), subject to verification by Associate Dean/ Principal, or
- iii. **Unfortunate death of parent(s)** with an application by student within 15 days of the occurrence of such event and subject to verification by Associate Dean/ Principal.

Thus, the student shall submit an application to the Associate Dean/ Principal through his/her Counsellor, with supporting documents, prior or within 15 days of the occurrence of such event, as applicable therein.

### (b) **Absence during Registration Period:**

Registration in absentia by the student, shall be allowed as per the provision under the **Clause 15(f)** of these Regulations.

### (c) **Absence from Classes:**

- i. The Associate Dean/ Principal may permit temporary absence from classes up to fifteen (15) days on valid grounds, as specified under the relevant provisions of these Regulations. In case of prolonged absence, likely to affect the prescribed attendance requirements, the student shall apply for temporary withdrawal or break in studies, prior to or within fifteen (15) instructional days from the first day of such absence, in accordance with these Regulations.
- ii. The Associate Dean/ Principal may permit temporary absence from classes up to 15 days on valid grounds as mentioned in previous Clause above.

- iii. In case of prolonged absence due to genuine reason, likely to affect attendance requirements, such student shall apply prior or within 15 instructional days of such first day of absence for temporary withdrawal or break in studies, as per these Regulations.

**(d) Absence during Examinations:**

- i. **Absence during Progressive Assessment and/or Semester End Practical Examination on Valid Reason:**

If a student is reported as 'Absent' in Progressive Assessment (PA) and/or Semester End Practical Examination (SEPE) on above mentioned valid grounds, then he/she shall be permitted to appear for the **missed examination** at respective Course Teacher- or College-level, as applicable, which shall be conducted separately within the same semester or, as far as practicable, in close proximity thereto, without undue delay.

- ii. **Absence during Semester-End Theory Examination on Valid Reason:**

A student, who is unable to appear for the **Semester End Theory Examination (SETE)** on above-mentioned valid grounds [as per the **Clause 18(a)**] shall be temporarily assigned as an '**Exempted till Subsequent Examination**' with '**E**' grade status with '**E**' grade in the concerned course(s). Such student shall be permitted to appear in the subsequent examination, as and when conducted, without being treated as 'Failed' or 'Repeat', subject to submission of valid documentary evidence and approval of the competent authority.

**(e) Absence during Examinations without Valid Reason:**

A student, who remains absent in any Internal Progressive Assessment without valid reason, shall be awarded as 'Absent with Zero marks' thereto. While, if a student is marked as 'Absent' during any Semester End Examinations without valid reason shall be declared 'Fail' with '**F(ABT)SEE**' grade in the concerned course/component and shall be governed by the provisions applicable to failed courses under these Regulations.

**(f) Absconding from College:**

- i. Failure to register within the prescribed period (Non-registration), or prolonged absence beyond the permitted period under given valid grounds **Clauses 18(a) to (c)**, without prior permission, shall render the student liable to be treated as '**Absconding**'.

- ii. A student, who remains absent for more than 15 days without prior permission or not registered continuously for 2 semesters, the name of such student shall be removed and his admission shall be cancelled by the Associate Dean/ Principal on recommendation of the Registrar.
- iii. After due intimation to the Student and Parent/Guardian, the name shall be removed from the College Roll due to Absconding from College, resulting in forfeiture of studentship for that semester.
- iv. Re-admission, if permitted, shall be subject to re-register for all such courses of semester as fresh Repeat Courses with Classes under the relevant provisions of these Regulations and with approval of the competent authority.

## **19. Provisions for Persons with Disabilities**

- (a) As per the “Guidelines for conducting written examination for persons with benchmark disabilities, 2018”, the students with 40% or more disability, shall be allowed with compensatory time/ extra time for written examination.
- (b) The compensatory/ extra time should not be less than 20 minutes per hour of examination. Additional total time should not be less than 5 minutes and should not be more than 60 minutes.
- (c) The Associate Dean/ Principal of the concerned college is authorized to permit the use of a ‘**Scribe (Writer/Reader)**’ at an examination for Disabled/ Divyaang Students. The Scribe to be provided must have passed at least 12<sup>th</sup> standard examination. The concerned Scribe should not be a close relative with Examinee and should not be from Agricultural and Allied disciplines, as that of the appearing student with disability.
- (d) However, such students shall have to submit the prior application to Associate Dean/ Principal with Medical certificate/ documents endorsing the permissible inability to use Scribe or/and use compensatory time in the examination.
- (e) An application of the student must be received through the Associate Dean/ Principal to the Senior Supervisor of the concerned examination center in advance.
- (f) The students with disability will be given benefits in as per the GR No. Note 2016/ File No. 302/Cons-3 of Higher and Technical Education; dated 4<sup>th</sup> March, 2017 or the amendments applicable thereto from time to time.

## 20. Examinations and Evaluation

(a) There shall be a uniform system of the examination, evaluation and grading to be followed with Grade Point Average (GPA) system in the state.

(b) **UG Examination and Evaluation System:** All the courses are to be evaluated for the **Total of 100 Marks irrespective of the Credits Hrs.** The distribution of marks with revised Examination and Evaluation system is hereby recommended as furnished in the Table 20.1 below:

Table-20.1	Course-type	Progressive Assessment		Semester End Theory Examination	Semester End Practical Examination	Total Marks
		Pre- & Post-Mid Term Exams. [Quiz(zes)/ Assignments/ Pract. Record etc.]	Mid-Term Examination			
		(Internal)		(External)		
		Marks Distribution				
	<b>Courses with both Theory &amp; Practical components (T+P)</b>	<b>20</b> Pre-Mid: (T = 10) + Post-Mid: (P = 5 + 5 = 10)	<b>20</b> (T)	<b>40</b>	<b>20</b>	<b>100</b>
	<b>Courses with Only Theory component (T+0)</b>	<b>20</b> Pre-Mid: (T = 10) + Post-Mid: (T = 10)	<b>30</b> (T)	<b>50</b>	--	<b>100</b>
	<b>Courses with Only Practical component (0+P)</b>	<b>20</b> Pre-Mid: (P = 10) + Post-Mid: (P = 10)	<b>30</b> (P)	--	<b>50</b>	<b>100</b>
T = Theory component; P = Practical component						

(c) Accordingly, in line with the above structure, the Course-wise **Result Sheets/ Data Entry Forms (Proformas)** shall be prepared and maintained as per the prescribed distribution of marks, which shall be applicable for the Batch admitted during Academic year, 2024-25 onwards in respect of the DICC-approved ICAR-Sixth Deans' Committee Recommended Syllabus scheme or further upgraded syllabus from time to time, as deemed fit by the approval of the DICC.

- (d) For the Semester End Theory Examinations, the question paper shall be set and obtained from the Experts by the MAUEB (Examination Board). The Heads/ Incharges of the respective Departments/ Sections shall ensure due coverage of the syllabus with the provision of moderation, if necessary.
- (e) The Examination Board will be developing and circulating the Question Paper and Model Answer Paper's Templates/ Proformas along with the Instructions towards the Semester End Theory Examination with the approval of the DICC.
- (f) The duration of the Semester End Theory Examination shall be **2.0 hours** for Courses with both Theory and Practical components and **2.5 hours** for Courses having only Theory component. Mid-term Examination will normally be of **1-hour** duration.
- (g) The format and duration of Progressive Assessment will be decided by the Course Teacher in consultation with the Associate Dean/ Principal of the College as prescribed in the following Table 20.2.
- (h) **Progressive Assessment** is to be conducted by the college as per the academic calendar after the prescribed syllabus completion or period after commencement of classes. During Progressive Assessment, following tabulated timeline, assessment type, scope and focus shall be followed by the Course Teacher based on the type of course being taught:

Table-20.2	Progressive Assessment	When to Conduct	Assessment Type/ Format		Assessment Focus
			Theory	Practical	
	<b>Pre-Mid Assessment</b>	One month after commencement of classes <b>or</b> After completion of 25% syllabus	Quiz	Quiz/ Assignment/ Samples Collection/ Survey/ Field or Lab Exercises etc.	Critical thinking, Problem solving attitude and Creativity
	<b>Mid-Term Examination</b>	Two months after commencement of classes <b>or</b> After completion of 50% syllabus	Written Paper with 80% Descriptive + 20% Objective questions	Written Paper with 80% Descriptive + 20% Objective <b>or</b> Practical Exercises-based Exam. etc.	Comprehensive evaluation of knowledge or/ and skills developed
	<b>Post-Mid Assessment</b>	Three months after commencement of classes <b>or</b> After completion of 75% syllabus (if required)	Quiz/ Assignment	Practical Record/ Tutorial etc.	Critical thinking, Problem-solving attitude and Creativity
<b>Note:</b> Assignments shall normally be submitted by students in hand-written form and limited to 5 - 12 pages. Group Assignments may also be allotted, wherever appropriate.					

- (i) Record of class work in case of practical, will also be assessed internally by respective colleges. The Practical Manuals/ Assignments/ Field Exercise as part of Record of class work, will be mostly in the form of hand-written pages submitted by the student. Further, if *viva-voce* is conducted at the Semester End Practical Examination, the marks allotted to *viva-voce* shall not exceed 10 per cent of the total marks allotted to the practical examination. However,
- (j) The evaluation of **Internship** (10-week) for the students with exit-option, shall be done both by the Parent University/ Institute and the Host Industry/ Organization. The student shall submit a ‘Report’ to the Parent Institute and present the learnings before the other students and/or faculty after the internship programme. The respective University/ Parent Institute should develop their UG Degree-wise Assessment Proforma with 50% weightage for each (i.e. University and Host Organization).
- (k) It is mandatory for each Student to complete respective Degree-wise prescribed **Total 6 or 10 Credit Hrs.** of Non-gradual **Online Courses** (MOOCs) from available resources across III to VIII semesters under the guidance of assigned Faculty/Counsellor. The student shall be required to submit the result of OC/ MOOC courses in the college and should also reflect on ABC portal in the Student Login.
- (l) The Online/ MOOC courses, be successfully completed by the student, will be indicated in the Transcript with ‘Satisfactory (S)’ or ‘Not satisfactory (NS)’, as the case may be.

**(m) Passing Requirements for the various types of courses (Table 20.3):**

Table-20.3	Course-type	Marks Required for Passing		
		Theory	Practical	Course-Total
	Courses with Both Theory & Practical components (T+P)	Minimum 40 % i.e. 28 Marks	Minimum 40 % i.e. 12 Marks	Minimum 50% i.e. 50 Marks
	Courses with Only Theory component (T+0)	Minimum 40% i.e. 40 Marks	--	Minimum 50% i.e. 50 Marks
	Courses with Only Practical component (0+P)	--	Minimum 40% i.e. 40 Marks	Minimum 50% i.e. 50 Marks
The Registered Student must have minimum of attendance of <b>70%</b> in each course, failing which will be treated as “ <b>Non-Registration due to Shortage of Attendance [NR(SOA) grade]</b> ” and must Re-register for the said course, when it is next offered.				

- (n) **It is compulsory for a student to appear in the Semester End Examination of each course offered.** Else, the absence without prescribed valid reason in the Semester End Theory and/or Practical Examination, shall be treated as ‘Failed’ in respective course(s) with ‘F(ABT)SEE’ grade.
- (o) When students take **Need-based/Deficiency Course(s)**, they shall be assessed as ‘Satisfactory (S)’ or ‘Not satisfactory (NS)’.
- (p) The result of other Non-Gradual Courses shall be in the form of marks and recorded as ‘Satisfactory/ Unsatisfactory’ on Grade Card. The minimum marks for passing of the course shall be as that of other courses; however, these marks shall not be counted for estimation of CGPA/ OGPA.
- (q) If any Progressive Assessment or Semester End Practical Examination (SEPE) coincides with the notified events, the College/University will arrange separate examinations for the participating students within same semester, without causing significant delay.
- (r) Student registering for the Repeat course without classes, shall not be evaluated again for the ‘Pre-Mid and Post-Mid Progressive (Internal) Examinations’; however, the marks obtained in the previous attempt in these internal examinations, shall be taken and carried-forward for declaration of result of such Repeat course.
- (s) There shall be a uniform system of **Evaluation and Grading** to be followed in all Universities with Grade Point Average (GPA) System as follows-

The evaluation will be done on a 10-point scale i.e. **10 Points = 100 Marks**

- The **Grade Point (GP)** of a Course) is a numerical value obtained by dividing the percentage of marks secured in a course by **10**.

$$GP = \text{Percentage of Marks obtained} / 10$$

- The **Grade Point Average (GPA)** for a semester shall be calculated as follows:

$$GPA = \frac{\sum(\text{Grade point} \times \text{Credit hours})_{\text{in one semester}}}{\text{Total Credit hours in respective Semester}}$$

- The **Cumulative Grade Point Average (CGPA)** earned at any stage of the degree (until last semester) shall be calculated as follows.

$$CGPA = \frac{\sum(\text{Grade point} \times \text{Credit hours})_{\text{until last semester}}}{\text{Total Credit hours until last Semester}}$$

- The **Final CGPA/ OGPA** after completion of all the semesters, shall be mentioned in the ‘Final University Transcript’ of the student at the end of the degree.

- (t) The evaluation shall be done on a 10-point scale. Where, 10 point = 100 marks. The per cent of marks in a subject will be divided by 10 to obtain the grade point. The Cumulative Grade Point earned at any stage of the degree shall be calculated as Cumulative Grade Point Average (CGPA).
- (u) If a student passes in a course in a second attempt, for calculation of CGPA, the grade point for the course in the second/ recent attempt, shall only be considered. The final CGPA across all the semesters shall be named as **Overall Grade Point Average (OGPA)**, which shall be mentioned in the final Transcript of the student for the said UG-Degree/ UG-Certificate/ UG-Diploma (as applicable).
- (v) The Semester End Theory Examinations shall be conducted at the respective Universities as directed by the Maharashtra Agricultural Universities Examination Board under the supervision of Senior Supervisor, be deputed from the Faculty/ College other than the host Institute/ Exam. centre, where the examination is being conducted. For smooth and fair conduct of Semester End Examinations, Senior Supervisor shall be appointed by the Registrar of the respective University.
- (w) The University may constitute the college/ examination centre-wise 'Flying Squads' in confidential manner for the conduct of free and fair conduct of examinations, with prior approval of the Authorities.
- (x) The University and Colleges shall make necessary arrangements for the fair conduct of examinations. The University shall adopt the online monitoring of examinations under CCTV surveillance using different modes.
- (y) The students should carry Student's Identity Card and wear Uniform during the examinations.
- (z) The Semester End Practical Examination at the respective universities shall be conducted under the supervision of External Examiner, from the Faculty/ College other than the College, where the examination is being conducted. The Course Teacher, Academic staff from Section/ Department/ College concerned shall assist the External Examiner during the conduct of the Practical Examination.

## 21. Provision for Cancellation and/or Rescheduling of the Examination

- (a) Cancellation and/or Rescheduling of an examination, at any stage i.e. pre-examination, during conduct, or post-examination; including decisions relating to declaration of results and modification of the academic calendar, shall be permitted only under unavoidable circumstances or exigencies, including instances of major ambiguity or disruption in the examination process.
- (b) Such action shall be taken only with prior approval of the competent authority, namely: the concerned University Authority in the case of Internal (Progressive) Examinations; and the Maharashtra Agricultural Universities Examination Board (MAUEB) or the Directorate of Instruction and Coordination Committee (DICC) in the case of Semester-End Examinations.

## 22. Missing the Examinations by Student

### (a) Absence during Examinations:

#### i. Absence during Progressive Assessment and/or Semester End Practical Examination on Valid Reason:

If a student is reported as 'Absent' in Progressive Assessment (PA) and/or Semester End Practical Examination (SEPE), only on the prescribed valid grounds mentioned under the Clause 18(a), then he/she shall be permitted to appear for the **missed examination** at respective Course Teacher- or College-level, as applicable, which shall be conducted separately within the same semester or, as far as practicable, in close proximity thereto, without undue delay.

#### ii. Absence during Semester-End Theory Examination on Valid Reason:

A student, who is unable to appear for the Semester End Theory Examination (SETE), on only the prescribed valid grounds mentioned under the **Clause 18(a)**, shall be temporarily assigned as an '**Exempted till Subsequent Examination**' with '**E**' grade status with '**E**' grade in the concerned course(s). Such student shall be permitted to appear in the subsequent examination, as and when conducted, without being treated as 'Failed' or 'Repeat', subject to submission of valid documentary evidence and approval of the competent authority.

**(b) Absence during Examinations without Valid Reason:**

A student, who remains absent in any Internal Progressive Assessment without valid reason, shall be awarded as ‘**Absent with Zero marks**’ thereto.

While, if a student is marked as ‘Absent’ during any Semester End Examinations without valid reason shall be declared ‘Fail’ with ‘**F(ABT)**’ grade in the concerned course/component and shall be governed by the provisions applicable to failed courses under these Regulations.

- (c) A student, who is unable to appear for the Progressive (Internal) Assessment or Semester-End Theory/Practical Examination on prescribed valid grounds, viz., participation in Educational Tour, NCC/NSS Camp, University-notified events (Games, Sports, Cultural activities), Self-hospitalization or natural calamity; shall submit an application, through the Counsellor to the Head of the Department/ Section and Associate Dean/ Principal (as applicable), prior to the examination or within 15 days from the date of the examination (as the case may be), along with supporting documentary evidence.
- (d) Absence in an examination on grounds not recognized under these Regulations, including police custody or court attendance, shall not entitle the student to any special examination, exemption, or relief thereof.
- (e) The exemption provision shall not be applicable to the Compartment Examination.

## **23. Unfair Means**

**(a) Responsibility for Prevention and Handling of Unfair Means:**

The Associate Dean/ Principal shall be primarily responsible for the prevention, detection, and handling of cases of unfair means, including possession of chits (handwritten, printed or digital), preparation, attempt, abetment, or use thereof, in Mid-Semester, Semester-End, or any other examination.

Mandatory pre-entry checking of students can be conducted, without delaying the commencement of the examination, and any unauthorized material found shall be confiscated by the Invigilator/ Authorized staff.

All examination halls shall be equipped with functional Closed-Circuit Television (CCTV) cameras to ensure transparency, discipline and prevention of unfair practices during examinations. The recordings may be securely stored for a minimum specified period (e.g. 30 days) or as decided by the University/ MAUEB.

**(b) Detection and Seizure of Unfair Means Material:**

If a concerned Teacher or Invigilator or Supervisor or Flying Squad Member, during the course of an examination, observes or receives information that a student is in possession of or using unfair means, including chits (handwritten or printed), micro-notes, photocopies, digital material, mobile phones, or any electronic devices, or is attempting or abetting such use, the concerned authority shall seize all incriminating material, including the answer script, from the student.

**(c) Issue of Fresh Answer Book:** The student shall thereafter be issued a fresh Answer Book and permitted to continue the examination for the remaining duration of the allotted time. The first and fresh Answer Book shall be **distinctly marked with a Code (as UFM-AB-1, UFM-AB-2, etc.)**, corresponding to the number of such cases for the said course-examination.

**(d) Sealing of Answer Books and Confiscated Material:** After completion of the examination, the fresh Answer Book(s) issued to the student along with first/ earlier issued Answer Book(s) and the confiscated incriminating material, with the 'Invigilator's Report' duly countersigned by the Senior Supervisor, should be sealed in an envelope. The confidential UFM sealed envelope along with a Report shall be submitted to the Associate Dean/ Principal.

**(e) Contents of Sealed Cover:** The sealed cover shall contain the confiscated answer script and all incriminating material, including chits (handwritten or printed), micro-notes, photocopies, digital material, mobile phones or any electronic devices.

**(f) Reporting of the UFM Case:**

The Invigilator shall, on the same day of detection of alleged preparation, attempt, abetment, or use of unfair means, submit a 'Invigilator's Report' with statement of facts in a sealed envelope to the assigned Senior Supervisor and Associate Dean/ Principal, through the Examination Incharge (if any), under confidential cover.

**(g) Constitution of 'Enquiry Committee':** The Associate Dean/ Principal as Chairman shall constitute an Enquiry Committee with mandatory inclusion of Senior Supervisor as University representative, Invigilator, Student's Counselor, and Examination Incharge or any other Faculty Member within a same day of receipt of such report and define the scope and timeline of enquiry by ensuring confidential handling of the case. After conducting enquiry within next 2 days, hearing from alleged student with his/her written statement, and examining all the documents, answer scripts and seized material, report and/or other available evidences, the Committee shall issue an Order in prescribed format with clear mention of decision/ action as per provisions of this Rule mentioned hereunder.

**(h) Decision and Outcome:**

If Student is NOT found guilty (Exoneration), then both or all the answer scripts shall be sent for evaluation with proper tagging and result be declared accordingly. Such entry in 'College UFM Register' or/and in 'Online System' be marked as "Exonerated".

If Student is 'Found Guilty' in Progressive Assessment (Internal Examination) or Semester End Theory or Practical (External) Examination, then the Order must clearly mention the same with further punitive action as prescribed hereunder at **Clause 23(m)**. Such entry in 'College UFM Register' or/and in 'Online System' should be marked as 'UFM in PA' (if found guilty in Progressive Assessment Exams.) or 'UFM-1 in SEE' (if First attempt in the said semester-end examination) and 'UFM-2 in SEE' (if Second attempt within the same said semester-end examination), as the case may be.

- (i) Record Maintenance at College:** The College shall maintain a dedicated duly signed and certified "UFM Register" to keep the semester-wise record of all such cases use of unfair means, by taking the entries in with all details/ numbering, especially for tracking the First and Second attempts in the Semester End Examinations. Each entry in the register shall be mandatorily countersigned by the Associate Dean/ Principal and the Senior Supervisor. The register shall be preserved for audit and inspection by the DI & Dean/ Registrar, as and when required.
- (j) Reporting and Forwarding of UFM Case Records:** The Senior Supervisor through Associate Dean/Principal shall submit the 'UFM Order' along with confiscated material in a sealed envelope to the Deputy Registrar (Academic) for further action and record, within the 3 days of said examination conclusion.
- (k)** Further, the 'Consolidated Record of such UFM Cases' shall also be submitted by the assigned Senior Supervisor and Associate Dean/ Principal to the D.I./ Dean of the Faculty within 2 days of said semester-end examination conclusion.
- (l)** The concerned student shall be permitted to appear for the remaining part/ courses of the examination of said semester, but his/her result shall not be declared till a final decision in the said case is taken by the Enquiry Committee.

- (m) A student resorting to or found guilty of using unfair means during any examination of the given semester shall be liable for penalties as prescribed hereunder:

<p><b>1. Progressive Assessment (Internal Examination)</b></p>	<p>A student shall be declared as <b>'Fail'</b> with <b>'F(UFM)PA'</b> grade in the particular course, in which the student has found guilty using unfair means in Progressive Internal Assessment and shall be required to re-register the said course as <b>Repeat Course with attending the Classes</b>, as and when offered, as per the <b>Clause 26(i)</b> of these Regulations.</p>
<p><b>2. Semester End Examination (External Examination)</b></p>	<p>i) A student shall be awarded an <b>'F(UFM-1) SEE'</b> grade (as <b>First attempt within the semester</b>) in <u>a said particular course</u> and shall re-register the said course as a Repeat Course without attending classes and reappear in the relevant examination(s) with the applicable course-type-wise options, as and when offered, as mentioned under the <b>Clause 26(j)</b> of these Regulations.</p> <p>ii) A student shall be awarded <b>'F(UFM-2) SEE'</b> grades (as <b>Second attempt in the subsequent semester</b>) in <u>all the courses of the given semester</u> and shall re-register the courses as a Repeat Courses without attending classes and reappear in the relevant examination(s) with the applicable course-type-wise options, as and when offered, as mentioned under the <b>Clause 26(k)</b> of these Regulations.</p>

- (n) A student shall be **permanently debarred from the College** if found involved, directly or indirectly, in theft or attempted theft of question papers or answer books; tampering with examination processes (including electronic or online digital systems/ CCTV) or paper leaks; destruction of answer books; or threatening/intimidating any person connected with the conduct of examinations or results.

- (o) Occurrence of any other incident and use of unfair means not covered above be dealt by the Associate Dean/ Principal of the college as per the **"Maintenance of Discipline and Good Conduct by the Student of University"** Rules of the University and these Regulations.

- (p) **Code of Conduct for College Staff and Disciplinary Action:** All the College/ University staff engaged in examination duties shall adhere strictly to the prescribed Code of Conduct, ensuring fairness, integrity, confidentiality and transparency in the conduct of examinations, evaluation of answer books and handling of unfair means cases. Any lapse, negligence, misconduct or collusion in examination-related duties shall render the concerned staff liable for disciplinary action, in accordance with the University norms and applicable rules.
- (q) The Associate Dean/Principal of the College/ competent University authorities/ Controller (MAUEB), as applicable, shall immediately report to the Registrar, each such case falling under above clauses, by a confidential communication/ an order in writing/ via EMS. The Registrar's order/ action shall be binding on the students and all other concerned.

#### **24. Provisions for Allocation of 'Compensatory Marks' due to Ambiguities in Semester End Question-paper**

- (a) In continuation of the existing Examination and Evaluation Regulations, it is hereby notified that the following rule-clauses shall govern the award of Compensatory Marks in cases of ambiguous, erroneous or out-of-syllabus question(s) in the Semester End Theory Examinations of all Degree Programmes.
- (b) **Reporting the ambiguity in question paper:** If any question(s) in a Semester-End Theory Examination is/are perceived to be ambiguous, erroneous, or beyond the prescribed syllabus, the concerned examinee-student and/or faculty member may report such ambiguity confidentially to the Controller, MAUEB, Pune through the Head of Department/Section and/or Associate Dean/Principal, by E-mail, immediately or within four (4) days from the date of conduct of the said course-examination.
- The reporting letter shall be submitted in the proper format, after due verification by the concerned forwarding authority.
- (c) **Verification and Applicability:** If any question(s) in a Semester End Theory Examination is/are found to be ambiguous, erroneous or out of the prescribed syllabus, as verified by the MAUEB (Examination Board) or through respective Verification Committee as appointed by the Controller (MAUEB) or the Chairman (DICC), the applicable '**Compensatory Marks due to Ambiguity**' shall be awarded uniformly to all the candidates appearing for the said examination, after due approval of the Chairman (DICC) and shall be communicated to the Registrar/ Director of Instruction/ Dean for further allocation at respective University-level.

**(d) Method of Calculation and Allocation of Compensatory Marks due to Ambiguity in Semester End Theory Question-paper:**

The Compensatory Marks shall be calculated proportionately based on the performance of the candidate in the remaining valid portion of the question paper, using the following formula:

$$\text{Compensatory Marks} = \frac{\text{Marks secured in valid questions}}{\text{Total Valid Marks}} \times \begin{matrix} \text{Marks allotted to} \\ \text{ambiguous or} \\ \text{out-of-syllabus} \\ \text{question(s)} \end{matrix}$$

- (e) The Compensatory Marks, so awarded shall not exceed the maximum marks of the affected/ambiguous question(s), and shall not be treated as routine grace marks and the decision of the MAUEB, Verification Committee or as approved by the competent authority like Chairman (DICC), shall be final, binding and non-appealable.
- (f) The competent authority shall initiate appropriate disciplinary action/proceedings against defaulting paper-setters, in accordance with applicable rules/norms.

## **25. Central Evaluation**

- (a) The University will adopt for Central Evaluation for the Semester End Theory Examinations. The Centers and other modalities will be as decided by the Universities during the notified period and given place, as decided by the University.
- (b) Evaluation of Answer Papers of Semester End Theory Examination will be done normally by a Faculty other than the Course Instructor for the said student(s) or as decided by the University.
- (c) For the courses with only Practical component/ Experiential Learning/ READY Programme, the evaluation will have the inclusion of marks for student's regularity, participation, report writing and final performance and presentation or as prescribed by the DICC or University.
- (d) The evaluation of the Skill Enhancement Courses, will be done as Courses with Practical only.
- (e) During central evaluation, the University/ Centres may implement spot moderation or other appropriate measures to ensure fairness and transparency.

## 26. Declaration of Results and Actions to be taken

- (a) The Registrar shall ensure that the **Grade Card** of each student, containing details of the Courses registered, Grades awarded, Grade Points (G.P.), Grade Point Average (G.P.A.), Cumulative Grade Point Average (C.G.P.A.) and academic status, is made available to the Student and the Counsellor prior to the commencement of registration for the subsequent semester, provided that adequate time is available for evaluation and preparation of results.
- (b) In the event of delay in declaration of results for any reason, **Provisional Registration** for the subsequent semester may be permitted. However, if a student is subsequently declared '**Failed**' in any course(s) upon declaration of results, such provisional registration shall stand '**Cancelled**', and the student shall be governed by the relevant provisions applicable to such failed courses under these Regulations.
- (c) **Passing in Theory for Course with Theory and Practical components:**  
A student securing minimum **40% marks** (i.e.  $\geq 28$  out of 70) in the Theory component for course comprising both Theory and Practical components, shall be awarded as '**Pass**' with '**P(T)**' grade with mention of marks obtained in respective course-theory component.
- (d) **Passing in Practical for Course with Theory and Practical components:**  
A student securing minimum **40% marks** (i.e.  $\geq 12$  out of 30) in the Practical component for course comprising both Theory and Practical components, shall be awarded as '**Pass**' with '**P(P)**' grade with mention of marks obtained in respective course-practical component.
- (e) **Passing in the Course (Overall):**  
A student securing minimum **50% marks** (i.e.  $\geq 50$  out of 100) in overall course-total, shall be awarded as '**Pass**' with '**P(C)**' grade with mention of Total marks and Grade Point obtained in the course.
- (f) **Failure in Theory for Course with Theory and Practical components:**  
A student securing less than the minimum **40% marks** (i.e.  $< 28$  out of 70) in the Theory component of a course comprising both Theory and Practical components, shall be declared as '**Fail**' with '**F(T)**' grade in the Theory component of such course.  
Such failed student, shall re-register the course as a **Repeat Course without attending classes** and shall reappear in the prescribed examinations i.e. 'Theory Mid-Term Examination along with Semester End Theory and Practical Examinations'.

**(g) Failure in Practical for Course with Theory and Practical components:**

A student securing less than the minimum **40% marks** (i.e. < 12 out of 30) in the Practical component of a course comprising both Theory and Practical components, shall be declared as **'Fail'** with **'F(P)' grade** in the Practical component of such course.

Such failed student shall re-register the course as a **Repeat Course without attending classes** and shall reappear in the prescribed examinations i.e. 'Theory Mid-Term Examination along with Semester End Theory and Practical Examinations'.

**(h) Failure in the Course (Overall):**

A student securing less than the minimum **50% marks** (i.e. < 50 out of 100) in overall course-total, shall be awarded as **'Fail'** with **'F(C)' grade** in the course.

Such failed student, shall re-register the course as a **Repeat Course without attending classes**, as and when offered and shall reappear in the prescribed examination component(s) with either of the following Course-type-wise options, as applicable:

- i. For Course with both Theory and Practical components: To reappear 'Theory Mid-Term Examination along with Semester End Theory and Practical Examinations' or
- ii. For Course with Theory component only: To reappear 'Theory Mid-Term Examination and Semester End Theory Examination' or
- iii. For Course with Practical component only: To reappear 'Practical Mid-Term Examination and Semester End Practical Examination'.

**(i) Failure in Course due to Use of Unfair Means in Progressive Internal Assessment:**

A student found guilty of using unfair means in Progressive Assessment (Internal Examination) shall be declared **'Fail'** with **'F(UFM)PA' grade** in the said course and shall re-register the course as a **Repeat Course with attending regular classes**, as and when offered.

**(j) Failure in Course due to First Use of Unfair Means in Semester End Examination:**

A student found guilty of using unfair means as a First attempt in Semester End Examination (External Examination) shall be declared **'Fail'** with **'F(UFM-1) SEE' grade** in the said course.

Such failed student, shall re-register the said course as a **Repeat Course without attending classes**, as and when offered and shall reappear in the prescribed examination component(s) with either of the following Course-type-wise options, as applicable:

- i. For Course with both Theory and Practical components: To reappear ‘Theory Mid-Term Examination along with Semester End Theory and Practical Examinations’ or
- ii. For Course with Theory component only: To reappear ‘Theory Mid-Term Examination and Semester End Theory Examination’ or
- iii. For Course with Practical component only: To reappear ‘Practical Mid-Term Examination and Semester End Practical Examination’.

**(k) Failure in all the Courses of given Semester due to Second Use of Unfair Means within the given Semester End Examination:**

A student found guilty of using unfair means as a Second attempt in Semester End Examination (External Examination) shall be declared **‘Fail’** with **‘F(UFM-2) SEE’ grades** in all the courses registered in that given semester.

Such failed student, shall re-register the said courses as a **Repeat Courses without attending classes**, as and when offered and shall reappear in the prescribed examination component(s) with either of the following Course-type-wise options, as applicable:

- i. For Course with both Theory and Practical components: To reappear ‘Theory Mid-Term Examination along with Semester End Theory and Practical Examinations’ or
- ii. For Course with Theory component only: To reappear ‘Theory Mid-Term Examination and Semester End Theory Examination’ or
- iii. For Course with Practical component only: To reappear ‘Practical Mid-Term Examination and Semester End Practical Examination’.

**(l) Non-Registration in the Course due to Shortage of Attendance:**

A student having shortage of attendance below the prescribed minimum (i.e. < 70%) in given course of any semester, shall be declared as **‘Non-registered due to Short-of-Attendance’** with **‘NR(SOA)’ grade** in the concerned course and shall re-register the said course as a **Repeat Course with attending regular classes** and appearing in all examinations, as and when offered.

**(m) Failure in the Course due to Absence in Semester End Examination without prescribed Valid Reason:**

As appearing in the Semester End Examination of all the courses is mandatory, if a student, who remains absent in the Semester-End Examination without prescribed valid reason [as mentioned under **Clause 18(a)** of these Regulations], shall be declared **‘Fail’** with **‘F(ABT)SEE’ grade** in the concerned course/its component. Such student shall re-register the said course as a **Repeat Course without attending classes**, as and when offered and shall reappear in the

prescribed examination component(s) with either of the following Course-type-wise options, as applicable:

For Course with both Theory and Practical components: To reappear 'Theory Mid-Term Examination along with Semester End Theory and Practical Examinations' or

For Course with Theory component only: To reappear 'Theory Mid-Term Examination and Semester End Theory Examination' or

For Course with Practical component only: To reappear 'Practical Mid-Term Examination and Semester End Practical Examination'.

**(n) Exemption for Absence in the Semester End Theory Examination on prescribed Valid Reasons:**

A student, who remains absent in the Semester-End Theory Examination due to valid reasons as prescribed under **Clause18(a)**, shall be temporarily awarded '**E' grade (Exempted status)** till the conduct of next Semester End Examination of said course(s). Such student shall be permitted to appear for the concerned examination in the subsequent opportunity, without being treated as 'Failed' or 'Repeater'.

University authority like, Students Welfare Officer/ Sports Officer shall be responsible to issue and circulate the list of such participating students (University Representatives) to all the concerned offices such as, University Academic wing and Colleges prior to the commencement of Semester End Examination.

**(o) Failure in a Course due to Non-satisfactory Performance in a Non-Gradial Course:**

A student, who is declared '**Fail**' with an '**NS' (Not Satisfactory) grade** in a non-gradial course, shall be required to re-register for said course, either with or without attending classes/work, as applicable, in accordance with the provisions governing such courses.

**(p) Failure in the Experiential Courses/ READY Programmes:**

In compulsory experiential nature courses (e.g., Educational Tour, Student READY, Experiential Learning, Industrial Attachment, Field Work, Internship, Laboratory Work, Projects), an '**F' grade** shall lead to mandatory re-registration **as fresh repeat course (with attendance/work/sessions)** in a subsequent semester, when offered.

**(q) In the case of Repeat Courses without Classes**, the marks obtained earlier in Progressive Internal Assessment components i.e. **Pre-Mid and Post-Mid Examinations only**, shall be carried forward and included in the final result; No reappearance shall be permitted for these internal assessments, when re-registered without classes.

## 27. Grading and Declaration of Class

- (a) Uniform Grading system shall be followed with uniform OGPA requirements for award of degrees at all levels and uniform conversion formulae to be followed for declaration of I, II and Pass Class, Divisions, Distinctions etc.
- (b) The progressive grading system shall be adopted for the System of Examination and Evaluation on the lines of the ICAR-Sixth Deans' Committee Report in respect of the students admitted from academic year, 2024-25.
- (c) The grading and declaration of classes/divisions shall be as given below. Class and Merit record shall be as per below mentioned scheme:

OGPA	Class
5.00 – 5.99	Pass Class
6.00 – 6.99	Second Class
7.00 – 7.99	First Class
8.00 and above	First Class with Distinction

- (d) The student securing OGPA less than 5.00 at the end of degree programme, shall not be eligible for the award of degree.

## 28. Submission and Correction of Results by Course Teacher/Examiner

- (a) **Correction of Errors in Result:** If, after submission of the result to the **Head of the Department/Section**, the **Course Teacher/ Examiner** discovers any **omission, error, or discrepancy**, he/she shall immediately report the same to the Head of the Department/ Section for necessary correction in the result already submitted.
- (b) **Time Limit for Reporting Corrections:** Such corrections, shall be reported by the Course Teacher / Examiner within seven (7) days from the date of submission of the original result, through the Head of the Department/ Section to the Associate Dean/ Principal for appropriate action.

## 29. Re-totaling, Obtaining Photocopy and Re-evaluation

- (a) **Re-totaling:** A student may apply within a period of Seven days from the date of result declaration with a payment of ₹ 100/- (Rupees One Hundred only) per Course or the charges as prescribed by the competent authority, with the request to the Registrar to scrutinize the marks obtained by 'Re-totaling' in the course(s) of Semester End Theory Examination and Re-calculation of the Grade Point.
- (b) **Obtaining Photocopy:** A student may apply within a period of Seven days from the date of result declaration with a payment of ₹ 300/- (Rupees Three Hundred only) per Course or the charges as prescribed by competent authority for obtaining the 'Photocopy of Evaluated Answer-paper' of said course(s). Only the answer-script of the applicant examinee shall be provided as photocopy, excluding the cover/barcoded page.
- (c) **Re-evaluation:** A student may apply within a period of Seven days from the date of result declaration with a payment of ₹ 700/- (Rupees Seven Hundred only) per Course or charges as prescribed by the competent authority, with the request to the Registrar to scrutinize the marks obtained by 'Re-evaluating the Semester End Theory Answer-paper' of said course(s) of Semester End Theory Examination and Re-calculation of the Grade Point.
- (d) The Registrar shall arrange for re-evaluation of the answer paper by appointing a Second Examiner, selected from the panel of Course Teachers nominated by the Dean/ Director of Instruction.
- (e) **Communication and Updating of Corrected Result:** The Registrar shall communicate the result, whether with or without change in grade, immediately after completion of the prescribed scrutiny, to the concerned student and the Associate Dean/ Principal, and shall update the official records accordingly.
- (f) The marks awarded upon re-evaluation shall be final and shall be considered for declaration of the result.
- (g) Re-evaluation shall not be applicable to Education Tours, Student READY, Experiential Learning, Skill Development, Industrial Attachment, Project, NCC, NSS, Physical Education Courses.

### 30. Provision for Grace Marks Allotment

- (a) A student, within a period of Seven working days from the date of declaration of result on payment of Per Course prescribed Fees as decided by the University, may request the Registrar through Associate Dean/ Principal for the Award of Grace marks in the 'F' grade courses only.
- (b) Grace marks shall be admissible only to those students, who, by availing this facility, successfully pass the concerned academic year and become eligible for promotion to the next higher class.
- (c) The students shall be given maximum of **Five Grace marks** during tenure of his/her degree programme in any number of courses, except course(s) mentioned at **Clause 29(g)** above.
- (d) These grace marks required for passing of the course could be from **1 to 5** in any number of courses in any semester.
- (e) Grace marks (up to a Total Five marks) may be adjusted across any number of Theory and/or Practical components/courses, as per the student's request.
- (f) Grace marks shall be awarded only under the following conditions:
  - i. Students of the First, Second and Third Year, who are failing in any number of course(s) at the end of the academic session, may be granted grace marks to enable their promotion to the next higher class, subject to the prescribed limits.
  - ii. Students of the Fourth (Final) Year having failed course(s) of semesters V and VI or VII and VIII, except those specified under **Clause 29(g)**, may be granted grace marks to enable completion of the degree, provided that the student has not previously availed the maximum permissible grace marks.
- (g) Grace marks awarded to a student shall be taken into account for the purpose of calculation of the CGPA/ OGPA.
- (h) The course(s) for which grace marks are awarded shall be clearly marked with the superscript symbol as '#' or 'G' and a footnote stating "**Passed with Grace Marks**" shall be recorded at the bottom of the concerned Mark Sheet/Transcript.

### 31. Withholding, Amending or Cancelling the Result or Degree Awarded

- (a) The Vice Chancellor is empowered to withhold or cancel the degree awarded, when a mistake fully committed by a student is detected even at a later date regarding the registration, OGPA and other requirements for successful completion of the respective degree programme.
- (b) If, at any time after declaration of results, it is found that a student's result has been vitiated due to error, malpractice, fraud, or improper conduct resulting in undue benefit, and the student is found by the Vice-Chancellor to be involved in

or complicit with such act, the University may, notwithstanding the award of the Bachelor's degree, amend or cancel the result and take appropriate action as per these Regulations or prevailing norms.

- (c) The Vice Chancellor shall always have the authority to amend the said result of such a student and to pass such order, as he may deem fit.
- (d) Such an order by the Vice-Chancellor shall be final and binding on the concerned student and all other concerned.
- (e) On an order to withheld or cancel the degree awarded being passed by the Vice-Chancellor under this Clause, the Registrar shall notify the same as early as possible.

### 32. Multiple Exit and Entry Options

- (a) There is provision of multiple entry and exit at different levels during the undergraduate degree programme. The student(s) will have the option to exit after the successful completion of all courses of First year. Such student shall have to complete 10 weeks of internship (10 credit hrs) after First year (2 semesters), to be eligible for award of **UG-Certificate**.
- (b) The student has another option to exit after the successful completion of all courses upto Second year. The student has to complete 10 weeks of internship (10 credits) after Second year (4 semesters) to be eligible for award of **UG-Diploma**.
- (c) After four years of study, the student shall be awarded **UG-Degree** in concerned subject.
- (d) No exit after 3 years (6 semesters) is recommended considering the professional nature of the courses.
- (e) Normally, 10% seats of sanctioned intake will be kept for lateral entry in III semester, for students completing **Agri-Polytechnic Diploma** in Agriculture under SAU system. The process of admission through lateral entry will be done by the MCAER / State CET Cell.
- (f) The lateral entry at III semester (Second year), shall be for the candidates having **UG-Certificate** or those who have completed the **Diploma** (3 years course after 10<sup>th</sup>/SSC) from the recognised HAEIs. The lateral entry at V semester (Third year) shall be for the candidates, who have completed **UG-Diploma** from the recognised College/ University.
- (g) The admission procedure and number of seats for lateral entry as given in above at (a) and (b) will be as decided by the Competent Statutory Authority or on vacancy-basis.
- (h) Students, who exit with a UG-Certificate or UG-Diploma are permitted to re-enter through lateral entry within three academic years and complete the UG-Degree programme with prescribed mandatory curriculum, as applicable.

### 33. Re-admission

- (a) A student on exit after First and Second year and awarded with UG-Certificate and UG-Diploma, respectively, shall be re-admitted within three years of exit by the Registrar of the University on written request/ application, provided the previous semesters' results are recorded on ABC portal, following admission procedure as decided herein under **Clauses of Rule 32(g)** of these Regulations.
- (b) A student, who leaves the college with the prior permission of the Associate Dean/ Principal at the end of any semester, may be re-admitted by the Registrar of the University on request of the student, within three years of leaving the college provided that the said curriculum of studies is in vogue.
- (c) Such permission shall be given only once during the degree programme.
- (d) The Associate Dean/ Principal shall forward the re-admission proposal to the Registrar of the University before re-admitting the student.
- (e) This re-admission rule shall not be applicable to the students, whose semester is dropped, not registered due to rider rule or due to non-compliance of minimum requirements for the award of degree.

### 34. Refund of Fees

- (a) The refund of the Admission Cancellation Fees will be as mentioned in the Admission Information Bulletin published by the State CET Cell or as decided by the MCAER from time to time.
- (b) The students are liable to pay the Admission Cancellation Fees as per the rules laid down by State CET Cell/ MCAER.
- (c) If the student cancels his/her admission after the registration of admission and before the classes start then a minimum amount of **₹1,000/-** shall be deducted in lieu of Admission Process Fees.
- (d) If the student cancels his/her admission after the registration of admission and after the classes have started, then from the month the classes have started till the month, when the admission was cancelled, session-based Education fees and Hostel charges on a Per Month Basis (if hostel facility has been made available) for those many months, shall be recovered from the respective student.

- (e) If a student, after getting the registration done, cancels his/her admission, which he/she has got in the admission round that was conducted after the classes had started, then from the date the registration of admission was done, till the month the admission was cancelled, session-based Education fees and Hostel charges on a Per Month Basis (if hostel facility has been made available) for those many months, shall be recovered from the respective student.

### **35. Graduation Requirements**

- (a) A student undergoing instructions at the Bachelor's degree shall have to complete successfully the requisite courses determined by the Academic Council from time to time. In addition, such a student shall also have to achieve a minimum OGPA of 5.0 in the 0 to 10.00 point scale in the given degree programme.
- (b) The places and period of study and the methods of evaluation of the practical work done by the student, shall be as decided by the Academic Council of the University.
- (c) Student, who has successfully completed the courses distributed over semesters and who has obtained Overall Grade Point Average of at least 5.00 and have successfully completed In-plant Training/ Industrial Attachment/ Internship etc., will be awarded the UG-Degree during the Convocation of the University.
- (d) The minimum residential requirement for Graduate Degree Program is of 8 semesters from the date of admission. The maximum time limit for completion of the degree course is 8 years or 16 semesters. An additional one year or 2 semesters, if required by the student shall be permitted by the Academic Council of the University.
- (e) A student, who requires additional one year after completion of 16 semesters, shall have to apply for seeking one year extension well in advance through the Associate Dean/ Principal to the Registrar. Further, the Associate Dean/ Principal should place the subject to Academic Council before the end of 16<sup>th</sup> Semester through the Dean/ D.I. for approval.

### **36. Academic Record Maintenance**

- (a) The Registrar shall be responsible for maintaining permanent record of the academic performance of the students registered for the various degree programmes including the Courses taken, Semester End Examinations' Answer books, Grade obtained, Degree awarded, Prizes and Other Distinctions won and any other items pertaining to their academic performance.
- (b) To enable the Registrar to discharge this responsibility effectively, the Associate Dean/ Principal of the College, Head of the Department/Section and Teachers, shall maintain such records and furnish such information precisely to the Registrar in such forms and by such dates as may be determined from time to time by the Registrar.
- (c) The Academic Record may be Classified as A/B/C/D and retained as per the Government directives for Record Retention by the concerned Offices.

### **37. Award of Medal and Merit Certificates**

- (a) 'University Gold Medal and Merit Certificates' shall be awarded by the University to the students for outstanding scholastic performance and standing first in order of merit at the undergraduate level. This Merit Certificate shall be awarded to the student making a scholastic grade point average of 8.00 or above, out of 10.00.
- (b) In order to be eligible for the award, a graduating student should have completed all requirements for the degree consecutively within the minimum period of time prescribed for the degree without repeating any examination/course and/or obtaining 'F' grade in any course and/or by improving grade in any course.
- (c) The norms/ rules for the Awards/ Prizes/ Medals/ Certificates, shall be as decided by the Statutory Authorities of the University.

### **38. Award of UG-Certificate/ UG-Diploma/ UG-Degree**

- (a) A degree under the seal of the University and signed by the Vice Chancellor be presented at the convocation in presence or in absentia, as the case may be, to each student, who has successfully completed the graduation requirements for the award of the degree in accordance with the provisions of these Regulations.
- (b) The said degree shall indicate the Serial Number/ Barcode, Name of the Bachelor's degree awarded, Name of the student, Name of the college, Date of the degree conferred, O.G.P.A. obtained and the Division, in which he has been placed.

### 39. Issuance of Credential Certificates

- (a) On satisfactory completion of all the requisite courses and having declared 'Pass', the Vice Chancellor on being satisfied shall approve the result and thereupon Registrar shall declare the same and issue the Provisional Degree Certificate, Transcript, etc.
- (b) The Leaving/ Transference Certificate, Course Completion Certificate and Character/ Conduct Certificate shall be issued by the Associate Deans/ Principal of respective Colleges. All the certificates should be given in uniform formats as prescribed by the competent authority from time to time.
- (c) The following Fees will be charged for issuing various certificates/ credentials or as modified from time to time by the competent authority (Table 39.1):

Sr. No.	Particulars	Original (Rs.)	Duplicate (Rs.)
1.	Transcript/ Grade Card	200.00	500.00
2.	Leaving/ Transfer Certificate	200.00	500.00
3.	Degree Certificate in Absentia/ in Person	1500.00	2000.00
	Degree Certificate in Absentia for Foreign Students	2500.00	2500.00
4.	Bonafide/ Completion Certificate/ Character Certificate/ Any other Certificate	100.00	---
5.	Migration Certificate	800.00	---
6.	Provisional Degree Certificate	200.00	---
7.	Attestation of Degree/ Transcript in Person	500.00	---
	Attestation of Degree/ Transcript through post/ air mail Outside India	2500.00	---
8.	Verification of Degree in Person	500.00	---
	Verification of Degree through post/ air mail Outside India	2500.00	---
9.	Alumni Association Membership Fees including Registration Fees (for Registered Association)	2100.00 <i>Not a part of Compulsory Fees</i>	---
10.	Any other fees as prescribed by the University	As applicable	---
<b>Note: Subject to change from time to time</b>			

#### **40. Transfer of Students (Within and Outside University)**

- (a) Transfer of students after exit or entry shall be as per the policy of the University, as decided by the MCAER, Pune.
- (b) The number of students to be re-admitted after First/ Second year exit, will be subject to availability of vacancy in the Second year onwards.
- (c) On applying by a student through the Registrar of the concerned University, the Registrar of University, in which the student may admit the said Students in the College, provided the student obtains 'No Objection Certificate (NOC)' from the Associate Dean/ Principal of the College, wherein the student is already registered and that such a transfer shall take effect only from the commencement of the next academic year for inter-university transfer. In such cases, it shall be permissible for the student to transfer the credits completed.
- (d) However, these transfers will be done on reciprocal and unit basis between the State Agricultural Universities only or against the vacant seats available through MCAER, Pune.
- (e) The student desiring for Within and Outside University Transfer, shall have to pay the fees as prescribed by **University / MCAER** - as Transfer Processing Charges.
  - i) Such student shall only be entitled for transfer, if he/she has completed all the courses of the previous semester at the time of transfer.
  - ii) The number of students to be transferred shall be based on merit and actual vacancy available at that time.
  - iii) Transfer of student, however, shall not be permitted in case of student, who have been expelled by the authority of the university or constituent or affiliated college, as a punishment for act of misconduct.
  - iv) The transfer of the students from one college to another or from one university to another, shall be based on rules and regulations, which will be decided from time to time by the concern authorities.
  - v) Transfer of student shall be allowed only before the commencement of Third and Fifth semester.
  - vi) Transfer of student's rule shall not be applicable to students admitted through ICAR/ Institutional quota.
  - vii) Transfer of students shall be allowed only:
    - 1. From Constituent-to-Constituent College**
    - 2. From Constituent-to-Affiliated College**
    - 3. From Affiliated-to-Affiliated College.**

- viii) The student seeking transfer Within and/or Outside University, should apply in prescribed format through the Associate Dean/ Principal to the Registrar of the University. For transfer of students, the 'NOC of the concern College' is must, else the application shall not be considered.
- ix) The Vice Chancellor shall have the discretionary power for transfer of student within University, as per rules under extraordinary case, provided that the vacancy in the college, in which transfer is required, as if available.

#### **41. Students' Council**

- (a) Every student on live roll of the college shall be a Member of the Students' Council; but for the purpose of nomination on the Council as Office Bearer, he/she must have successfully completed all the credit courses of his previous academic year and that he/she must have paid all the dues towards Students' Council activities and other fees of the dues and he/she should not be held guilty under the University Rules for maintenance of discipline and good conduct by the Students.
- (b) The Council shall have the Office bearers namely- Chairman, Vice-Chairman, Teacher-Incharge of NCC, NSS Programme Officer, Hostel Rector, Physical Training Instructor, Sports Officer and the Student Representatives for the various co-curricular activities.
- (c) The tenure of the Students' Council shall be restricted to an academic year i.e. the period beginning from the day of first meeting of the Students' Council to the last day of examination programme of Second Term of the academic year or 30<sup>th</sup> May of the succeeding year, whichever is earlier.
- (d) The formation and functioning of Students' Council, shall be as per the rules laid down by the University from time to time.

#### **42. Student's Responsibilities**

- (a) Every student undergoing instruction, in the course leading to the award of the Bachelor's degree is expected to know the general academic requirements to qualify himself for the award of the said degree and he is further expected to assume full responsibility for complying with the same. He is also expected to keep constantly in touch with his Counsellor and course teacher so that the former may watch his progress and guide him along right direction. In no case, the requirements of these Regulations shall be waived or exception made simply because a student pleads ignorance of the same.
- (b) Student shall abide by the discipline and conduct rules framed by the University and modified from time to time.

#### **43. Maintenance of the Discipline and Good Conduct by the Student of University**

- (a) The students shall have to follow the Discipline and Conduct Rules as decided by the University from time to time.
- (b) The students shall be required to wear Uniform, if any, as decided by the College/University.
- (c) The discipline of students of University, shall be maintained as per the provision discipline under Section 65 of the Maharashtra Agricultural University (Krishi Vidyapeeth) Act, 1983 as amended from time to time.
- (d) Ragging has been strictly prohibited as per Act No. 33; dated 13<sup>th</sup> May, 1999 from the Government of Maharashtra.
- (e) If a student is found guilty of offence or indiscipline, he/she shall be punished as per the provision of rules and regulations for management of hostels and student conduct and discipline, as decided by the Executive Council of the University.

#### **44. Removal of Name from Roll**

- (a) The Vice Chancellor may summarily cancel the registration of any student or group/batch/class of students, who indulge(s) in the acts of indiscipline, misconduct, violation of rules and regulation of the University, strikes, absence from class(es) without permission or without any valid reason or in whose cases the Vice Chancellor has reasons to believe that their continuance in the University would not be in the best interest of the University.
- (b) The registration of a student may also be suspended by the Vice Chancellor, or the Dean of Faculty, or the Associate Dean/ Principal of the College concerned, either at his discretion or on the recommendations of the Disciplinary Committee pending enquiry or on the receipt of a report from the Warden or a Faculty Member that the student concerned has committed an act of indiscipline as defined under the regulations.
- (c) A student, whose registration has been suspended as above may also be ordered to vacate the hostel and leave the campus, if such a measure is deemed necessary by the authority by passing the order of suspension in the interest of academic discipline and peace on the campus.
- (d) The name of the student may be removed by the Registrar from the roll of the University on approval of the Vice-Chancellor in the following cases:
  - i. Non-payment of fees/ dues on or within the dates fixed for the purpose without prior permission of the Associate Dean/ Principal.
  - ii. Continuous or unauthorized absence for a period of four weeks or more in classes without permission.

- iii. Misbehavior of any kind including disrespectful conduct and acts of violence causing willful damage to the University property, participation in strikes, demonstrations or disturbances of any kind, in such a manner as to appears to and/or to bring threat to the University authorities or its Teacher/Staff and other Student.
- iv. Violation of any conduct rules or discipline in respect of the University/ College/ Hostel/ Training Institute or Industry (where the student is engaged for academic purpose)
- v. Theft/ damage/ leakage of question-paper, answer book, before/after the examination.
- vi. Conduct of illegal activities within or outside the University/ Detention in Custody for more than 72 hours.

#### **45. Award of Scholarships**

- (a)** The Government of India (GOI) Scholarships for students belonging to the Reserved categories, Merit-cum-Mean Scholarship, Economically Weaker Section Scholarship, NTS etc. are paid to the students by the respective Colleges, as per the prevailing rules and regulations.
- (b)** The Scholarship shall be awarded initially for a period of Four years, from the date the student actually takes admission in the University for pursuing undergraduate degree with both Theory and practical course work leading to the Award of Bachelor's Degree.
- (c)** The scholarship is renewable every for the duration of the undergraduate degree programme, subject to his/her maintenance of good academic performance and conduct as certified by Associate Dean/ Principal of the College.
- (d)** The student receiving scholarships, shall have to pay the College Fees, if not reimbursed by the respective sponsoring agency or deposited into student's account by the way of Direct Benefit Transfer scheme of the Government.
- (e)** Biometric attendance for all such students will be compulsory.
- (f)** A student is eligible for the scholarship provided he/she-
  - i. Takes up studies in approved courses on a whole-time basis and does not take up any job even on part time basis.
  - ii. Maintains merit and good conduct. Does not remain absent without prior permission and does not participate in any agitation/strike etc. during the period.
  - iii. Does not accept any other financial assistance/ scholarship during the course of undergraduate study.
  - iv. Does not leave his/her course of study within one month of the admission, otherwise no scholarship shall be paid to him/her.

## 46. Alumni Association

- (a) The student registered for the degree programme in the University and having completed the programme successfully, will have to register as Alumina of the College or University to the respective Association as an Ordinary Member, for which he/she will pay the required fees at the time of Final Declaration of Result.
- (b) Alumni Association Membership Fees of ₹ 2000/- and Registration Fee of ₹100/- or as prescribed fees, will be payable at the time of leaving from the College (for Registered Associations only).
- (c) The student can opt for Surrender of College Caution Money and its transfer to Alumni Association by giving an undertaking along with No Dues Certificate.
- (d) The respective college shall keep the record of Alumina Registered and issue the Membership Certificate.
- (e) Colleges not having Registered Alumni Association as per the Societies Act, shall not be able to collect the Fees on account of Membership.

## 47. Savings

- (a) Any changes or modifications in this Regulation made from time to time by the appropriate authorities, would be effective from the date as may be decided by the University Statutory Bodies for all the students, who are on roll on that date and on subsequent date.
- (b) Notwithstanding anything contains in these rules and regulations, if required could be recommended through the DICCC, for maintaining uniformity in regulations across all the Maharashtra SAUs.
- (c) Similarly, in the event of any difficulty arising at any time in the implementation and interpretation thereof, the decision of the Vice Chancellor or the Vice Chancellors Coordination Committee (VCC), shall be final and binding on all concerned.
- (d) The Vice Chancellor may issue necessary orders, which appear to her/him to be necessary or expedient for removing the difficulty under intimation to Academic Council.
- (e) Notwithstanding anything contains in these rules and regulations, the Academic Council vide its authority as per MAU Act 1983 Section 34(2) (iv, v and vi) shall make changes, whenever necessary with the consent of Executive Council of the University.



## **Annexures**

**(vide Academic Regulations for Award of Bachelor's Degree, 2024-25)**

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*Note: Vide Rule 47 of these Regulations, the annexed supporting documents/proformas are subject to revision/addition from time to time, as necessary, and shall be notified accordingly.*

## Annexure-I

### Tabular Categorization of Results Declaration and further Actions by UG Student

(vide Rule No. 26 of Academic Regulations for Award of Bachelor's Degree, 2024-25)

Rule Clause No.	Result Criteria/ Basis	Course Result Grades	Action required by Student, when the Course is awarded 'F/ NR/ NS/ E' Grades
26(c)	For securing minimum <b>40%</b> marks (i.e. $\geq 28$ out of 70 marks) in the Theory component for course comprising both Theory and Practical components.	Shall be awarded as ' <b>Pass</b> ' with ' <b>P(T)</b> ' grade with Marks obtained in the Theory component.	---
26(d)	For securing minimum <b>40%</b> marks (i.e. $\geq 12$ out of 30 marks) in Practical component for course comprising both Theory and Practical components.	Shall be awarded as ' <b>Pass</b> ' with ' <b>P(P)</b> ' grade with Marks obtained in the Practical component.	---
26(e)	For securing minimum <b>50%</b> marks in the given course (i.e. $\geq 50$ out of 100 marks) in the overall course-total for all Course-types.	Shall be awarded as ' <b>Pass</b> ' with ' <b>P(C)</b> ' grade with Marks & Grade Point obtained in the given overall course-total.	---
26(f)	For securing less than <b>40%</b> marks (i.e. $< 28$ out of 70 marks) in the Theory component of a course comprising both Theory and Practical components.	Shall be declared as ' <b>Fail</b> ' with ' <b>F(T)</b> ' grade in the Theory component.	To re-register as <b>Repeat Course without Classes</b> with reappearing only for examinations viz., 'Theory Mid-Term Exam. + SETE + SEPE', as and when offered.
26(g)	For securing less than <b>40%</b> marks (i.e. $< 12$ out of 30 marks) in the Practical component of a course comprising both Theory and Practical components.	Shall be declared as ' <b>Fail</b> ' with ' <b>F(P)</b> ' grade in the Practical component.	
26(h)	For securing less than <b>50%</b> marks in the given Course(s), (i.e. $< 50$ out of 100 marks) in the overall course-total.	Shall be declared as ' <b>Fail</b> ' with ' <b>F(C)</b> ' grade in the given course.	To re-register the said course as a <b>Repeat Course without attending classes</b> and shall reappear in the relevant examination(s), as and when offered, under any one of the following course-type-wise options: <b>For Course with Both Theory &amp; Practical Components:</b> 1) Reappear 'Theory Mid-Term Exam. + SETE + SEPE' <b>For Course with Theory Component Only:</b> 2) Reappear 'Theory Mid-Term Exam. + SETE' <b>For Course with Practical Component Only:</b> 3) Reappear 'Practical Mid-Term Exam. + SEPE'

*Continued....*

Rule Clause No.	Result Criteria/ Basis	Course Result Grades	Action required by Student, when the Course is awarded 'F/ NR/ NS/ E' Grades
26(i)	When use of <b>Unfair Means in Internal Examination</b> (i.e. Progressive Assessment)	Shall be declared as ' <b>Fail</b> ' with ' <b>F(UFM)PA</b> ' grade in the particular course, in which the student has found guilty using unfair means in Progressive Internal Assessment.	To re-register as <b>Repeat Course with attending the Classes</b> and appearing in all examinations, as and when offered.
26(j)	When use of <b>Unfair Means in External Examination</b> (i.e. Semester End Examination) at <b>First Instance</b> in the given respective semester.	Shall be declared as ' <b>Fail</b> ' with ' <b>F(UFM-1)SEE</b> ' grade in the concerned course of given semester.	A student awarded an ' <b>F(UFM-1)SEE</b> ' grade (as First UFM attempt within the semester) in a course shall re-register the course as a <b>Repeat Course without attending classes</b> and reappear in the relevant examination(s), as and when offered, under any one of the following course-type-wise options: <b>For Course with Both Theory &amp; Practical Components:</b> 1) Reappear 'Theory Mid-Term Exam. + SETE + SEPE' <b>For Course with Theory Component Only:</b> 2) Reappear 'Theory Mid-Term Exam. + SETE' <b>For Course with Practical Component Only:</b> 3) Reappear 'Practical Mid-Term Exam. + SEPE'
26(k)	When use of <b>Unfair Means in External Examination</b> (i.e. Semester End Examination) at <b>Second Instance</b> within the same given semester.	Shall be declared as ' <b>Fail</b> ' with ' <b>F(UFM-2)SEE</b> ' grades in all the courses registered of the same given semester.	A student awarded an ' <b>F(UFM-2)SEE</b> ' grade (as Second UFM attempt within the semester) <u>in all the courses of given semester</u> , shall re-register the courses as a <b>Repeat Courses without attending classes</b> and reappear in the relevant examination(s), as and when offered, under any one of the following course-type-wise options: <b>For Course with Both Theory &amp; Practical Components:</b> 1) Reappear 'Theory Mid-Term Exam. + SETE + SEPE' <b>For Course with Theory Component Only:</b> 2) Reappear 'Theory Mid-Term Exam. + SETE' <b>For Course with Practical Component Only:</b> 3) Reappear 'Practical Mid-Term Exam. + SEPE'

Rule Clause No.	Result Criteria/ Basis	Course Result Grades	Action required by Student, when the Course is awarded 'F/ NR/ NS/ E' Grades
26(l)	When Shortage-of-Attendance (i.e. < 70%) is reported in given Course(s) of any semester	Shall be declared as 'Non-Registered' with 'NR(SOA)' grade in said course	To re-register the said course(s) as <b>Repeat Course with attending the regular Classes</b> and appearing in all examinations, as and when offered.
26(m)	When Absent without any valid reason as mentioned under Clause No. 18(a) in the said Course-component's Semester End Examination or both SETE & SEPE.	Shall be declared as 'Fail' in the said course-component or course with 'F(ABT)SEE' grade  [without valid reason]	To re-register the said course, in which the student was reported as 'ABSENT' in Semester End Examination <u>without any valid reason</u> as a <b>Repeat Course without attending the Classes</b> and reappear in the relevant examination(s), as and when offered, under any one of the following course-type-wise options: <b>For Course with Both Theory &amp; Practical Components:</b> 1) Reappear 'Theory Mid-Term Exam. + SETE + SEPE' <b>For Course with Theory Component Only:</b> 2) Reappear 'Theory Mid-Term Exam. + SETE' <b>For Course with Practical Component Only:</b> 3) Reappear 'Practical Mid-Term Exam. + SEPE'
26(n)	When Absent during the Semester End Theory Examination on valid grounds i.e. due to Self-hospitalization or Parent's death or Participation as University Representative in notified events	Shall be temporarily assigned as 'Exempted' status till subsequent examination with 'E' grade/ status [with valid reason]	The registration status of such 'Exempted' students, granted exemption on prescribed valid grounds, shall be <b>carried forward</b> to enable them to <b>appear in the subsequent Semester-End Theory Examination</b> , as and when conducted, without treating them as 'Failed' or 'Repeaters'.
26(o)	When declared 'Failed/ Not Satisfactory' in the Non-gradual course(s), as applicable.	Shall be declared as 'Not Satisfactory' with 'NS' grade in the said Non-gradual course	To re-register the said <b>Non-gradual course</b> as a <b>Repeat Course with or without classes/works</b> , when declared 'Not Satisfactory/ Failed' with 'NS' grade in the said course, as applicable therein.
26(p)	When declared 'Failed/ Not Satisfactory' in the compulsory Experiential/ READY Programme/course(s), as applicable.	Shall be declared as 'Fail/ Not Satisfactory' with 'F' or 'NS' grade in the said programme/ course.	To re-register the said <b>Experiential nature course/programme</b> as a <b>as fresh Repeat Course with attendance/work/sessions</b> in a subsequent semester, when offered.