# આણંદ કૃષિ યુનિવર્સિટી

## આણંદ

રાજ્યની કૃષિ યુનિવર્સિટીઓમાં વિવિધ ડિપ્લોમા કોર્ષ ઈન પોલિટેકનીક અભ્યાસક્રમોના સંયુક્ત વિનિયમોમાં સુધારા-વધારા મંજુર કરવા બાબત.

વંચાણે લીધો: તા. ૧૬/૦૯/૨૦૨૧ના રોજ વિદ્યાપરિષદની ૫૬મી બેઠકની કાર્યનોંધના મુદ્દા નં. ૫૬.૨૩

## -: જાહેરનામું :-

આથી સબંધકર્તા સર્વેને જાણ માટે જાહેર કરવામાં આવે છે કે, આણંદ કૃષિ યુનિવર્સિટીની તા. ૧૬/૦૯/૨૦૨૧ના રોજ વિદ્યાપરિષદની ૫૬મી બેઠકની કાર્યનોંધના મુદ્દા નં. ૫૬.૨૩થી નીચે મુજબ ઠરાવવામાં આવેલ છે.

"આથી ઠરાવવામાં આવે છે કે, રાજ્યની કૃષિ યુનિવર્સિટીઓમાં ચાલતા વિવિધ ડિપ્લોમા કોર્ષ ઈન પોલિટેકનીક અભ્યાસક્રમોના સંયુક્ત વિનિયમો આણંદ કૃષિ યુનિવર્સિટીની વિદ્યાપરિષદની ૩૭મી બેઠકના મુદ્દા નં. ૩૭.૧૧ થી મંજૂર થયેલ હતા. સદર વિનિયમોમાં સુધારા-વધારા સાથે Appendix-A મુજબ અમલ વર્ષ ૨૦૨૨-૨૩ થી કરવા વિદ્યાપરિષદ મંજૂરી આપે છે."

જા.નં.આકૃયુ/રજી/પરીક્ષા/યુ.જી.-૨/૬૨૦૩/૨૦૨૧
તા. ૨૨/૧૦/૨૦૨૧

કુલસચિવ

નકલ સવિનય રવાના પ્રતિ :

(૧) વિદ્યાપરિષદના સર્વે સભ્યશ્રીઓ તરફ જાણ સારૂં.
(૨) યુનિવર્સિટીના તમામ અધિકારીશ્રીઓ તરફ જાણ સારૂં.
(૩) તમામ ડીન/આચાર્યશ્રીઓ તરફ જાણ સારૂં.
(૪) સહ પ્રાધ્યાપકશ્રી, રાજ્ય કૃષિ યુનિવર્સિટી પરિષદ, કૃષિભવન, પોડીયમ લેવલ, સેક્ટર-૧૦-એ, ગાંધીનગર તરફ જાણ સારૂં.

નકલ રવાના :

(૧) માન.કુલપતિશ્રીના રહસ્ય સચિવશ્રી, આણંદ કૃષિ યુનિવર્સિટી, આણંદ
(૨) કુલસચિવશ્રીના અંગત મદદનીશ, આણંદ કૃષિ યુનિવર્સિટી, આણંદ
(૩) આ વિભાગની એકેડેમીક (મીટીંગ) શાખા તરફ જાણ સારૂં. (૧૦ નકલ)
(૪) આ વિભાગની તમામ શાખાઓ તરફ

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| **COMMON ACADEMIC REGULATIONS FOR DIPLOMA PROGRAMMES IN POLYTECHNIC OF THE STATE AGRICULTURAL UNIVERSITIES OF GUJARAT** | | |
| **In exercise of the powers conferred under Section - 22 (viii), read with the Section - 30 of the Gujarat Agricultural Universities Act, 2004 (Gujarat No. 5 of 2004), the Academic Council of the Universities hereby makes the following Common Academic Regulations, namely, "Common Academic Regulations for Diploma Programme in State Agricultural Universities" as recommended by Council of State Agricultural Universities (SAUs).** | | |
| **Rule - 1.0** | **Short Title** | |
| | This Common Academic Regulation may be called the "Rules for the award of Diploma in Agriculture, Horticulture, Agricultural Engineering, Agro-processing, Food Technology and Nutrition in the various faculties in Polytechnics of SAUs of Gujarat. | |
| **Rule - 2.0** | **Commencement** | |
| | This Common Regulation shall come into force from the beginning of the First Semester of the Academic Year 2021-22. | |
| **Rule - 3.0** | **Interpretation** | |
| | If any questions relating to the interpretation of the provisions contained in the regulation arises, the Registrar of the University may issue necessary orders as and when needed, with prior approval of the Vice-Chancellor under intimation to the Council of State Agricultural Universities. | |
| **Rule - 4.0** | **Definitions** | |
| | 1. | "Academic year" means the year normally commencing from the month of July/August and ending in the month of June/July of the following calendar year and shall consist of two semesters. |
| | 2. | "Act" means Gujarat Agricultural Universities Act, 2004 (Gujarat Act NO. 5 of 2004). |
| | 3. | "Admission" for the purpose of these rules means admission of students in Agriculture, Horticulture, Agricultural Engineering, Agro-processing, Food Technology and Nutrition diploma courses. |
| | 4. | "CBSE" means the examination conducted by the Central Board of Secondary Education, New Delhi. |
| | 5. | "Counselor" means a teacher, who will help a batch of students assigned to him in planning of their studies and foster close personal relationship. |
| | 6. | "Course" is an integral part of the curriculum. It means an organized subject matter in which instructions are offered through a series of lectures/practicals and skill orientation (work experience) during a semester. |
| | 7. | "Course Content "means a concise outline of the subject -matter of a course laid down by the Academic Council from time to time. |
| | 8. | "Course Credit"<br>A course credit is the quantitative measure of the content of a course of instructions, especially with reference to the value of the course in relation to the total requirements for a Diploma. It includes one hour of theory lecture and two/three hours of laboratory or field practical work per week. In taking a course, a student shall attend a series of lectures/practicals, do laboratory/field work and submit assignments and reports as required. |
| | 9. | "Credit" means one hour learning in theory or minimum two to three hours in laboratory/field/tutorial per week. |
| | 10. | "Credit load" means the quantum of credits undertaken by a student in |

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| | | semester. |
| | 11. | "Credit Point" means Grade Point × Credit of a subject. |
| | 12. | "Cumulative Grade Point Average (CGPA)" means the Grade Point Average obtained by the student up to the end of a particular semester calculated by dividing the sum of products of the grade point average and the credits in each semester by the total credits completed up to the end of the semester. |
| | 13. | "Curriculum" means a series of courses selected and designed to provide training to meet the prescribed requirements for a diploma. |
| | 14. | "Field of Study" means the specialized subject of knowledge in which Diploma is offered by the University. |
| | 15. | "Government" means State Government of Gujarat. |
| | 16. | "Grade Point (GP)" means a numerical designation (on 10 point scale) of the relative standard of performance, a student has achieved during the study of a course. |
| | 17. | "Grade Point Average (GPA)" means the average of the grade point earned by a student for the courses offered during the semester.<br>Explanation: It is the sum of the products of credits of a course and the grade point obtained in the course divided by the total number of credits of the different courses offered in the semester e.g.,<br>$GPA = \frac{G_1C_1 + G_2C_2 + ..... + G_nC_n}{C_1 + C_2 + ..... + C_n} = \frac{\text{Total Grade Points}}{\text{Total Credit}}$<br>OR<br>$GPA = \frac{\sum(\text{Couse Credit} \times \text{Course Grade Point})}{\text{Couse Credits}}$ |
| | 18. | "Help Center" means the center established by SAUs for facilitation of the students for offline / online admission process. |
| | 19. | "Nodal Officer" means an officer appointed as such by the State Council. |
| | 20. | "Overall Grade Point Average (OGPA)" means Cumulative Grade Point Average obtained by the student at the end of final semester of the diploma programme. |
| | 21. | "Prescribed" means prescribed by the Statutes and Regulations made under the Act. |
| | 22. | "Programme of Study" means a series of coherent courses and a project work assigned to a students to provide training to meet the requirements of a Diploma. |
| | 23. | "Qualifying Examination" means the Secondary School Certificate Examination, (Standard X) passed with English as a compulsory subject. |
| | 24. | "SAUs" means State Agricultural Universities. |
| | 25. | "Secondary School Certificate Examination (SSCE)" means the examination conducted by the Gujarat Secondary Education Board, Gandhinagar. |
| | 26. | "Semester" means an academic period of 20 to 22 weeks, including semester-end examination (minimum 110 working days consisting of |

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| | | 95 instructional days and 15 examination days) during which a course is completed. |
| | 27. | "Statue" means the statute made under the Gujarat Agriculture Universities Act, 2004 (Gujarat Act No. 5 of 2004). |
| | 28. | "State Council" means the State Council of Agricultural Universities of Gujarat constituted under section-25 of the Act. |
| | 29. | "Students" means a person who is admitted in the Polytechnic under the University for qualifying himself / herself for Diploma conferred by the University. |
| | 30. | "The other Board" means, Central Board of Secondary Education Examination (CBSE)/the council of Indian School Certificate Examination (ISCE)/ the National Institute of Open Schooling (NIOS)/ the International School Board (ISB)/ Maharashtra State Education Board. |
| | 31. | "Website" means the official website of the admission committee to carry out off campus online admission process. |
| | **Note:** Words and expressions used in the Act, Statues and regulations and not defined in these Regulations, shall have the meaning assigned to them in the Act, Statutes and Regulations as case may be. | |
| **Rule – 5.0** | **Applicability** | |
| | The Diplomas as stated in Rule No. 1 shall be awarded by the State Agricultural Universities of Gujarat by Constitutional Polytechnics of respective faculties. | |
| **Rule – 6.0** | **Central Admission Committee** | |
| | As per the powers conferred on State Council under section 25 (7)(g) of the Gujarat Agricultural Universities Act-2004, Council of State Agricultural Universities constituted a Committee called" Central Admission Committee for Diploma Courses to regulate the admission of candidates to all diploma courses. | |
| | 6.1 | **Central Admission Committee** |
| | | 1. Registrars of SAUs |
| | | 2. Principals of Polytechnics of SAUs |
| | | 3. Member Secretary of the Council of State Agricultural Universities or a representative of the State Council nominated by Member Secretary provided that the State Council may nominate one of the Vice-Chancellors as Nodal Officer (Academic) to supervise and co-ordinate centralized admissions till State Council becomes functionally viable. The Committee is to carry out the admission process in a fair and transparent manner. The admission process is conducted by this Committee strictly on the basis of merit and the preference of the candidate.<br>**The function of the Committee are as follows:**<br>• The Committee shall supervise, monitor and control the entire process of admission to the candidates seeking admissions to the all Diploma programmes.<br>• The Committee shall prepare the merit list in accordance with the provisions of the acts and the rules made there under.<br>• The Committee shall perform such other functions as may be assigned to it by the Council and Government. |

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| | 6.2 | While preparing the merit list, the committee will observe rules or instructions as laid down in this regard by the State Council from time to time. | | |
| | 6.3 | The Principals of the Polytechnics of SAUs shall verify normal physical fitness, original mark sheets, Certificates, etc. of the candidates called at the time of reporting for admission. | | |
| **Rule – 7.0** | **Number of Students to be admitted** | | | |
| | The maximum number of candidates to be admitted in first semester of the Diploma course will be inaccordance to the intake capacity decided by the University from time to time. | | | |
| **Rule – 8.0** | **Invitation of Application** | | | |
| | 8.1 | The State Council / Nodal Officer shall invite online applications for the Diploma programme by an admission notice published in leading Gujarati Newspapers near the date of declaration of the results of Secondary School Certificate Examination (SSCE). | | |
| | 8.2 | Candidates seeking admission to Diploma Courses will apply after declaration of SSCE results as per guidelines given in the advertisement in leading Gujarati News paper. | | |
| **Rule – 9.0** | **Eligibility for admission** | | | |
| | 9.1 | The candidate should have passed Secondary School Certificate Examination (SSCE) from Gujarat State or other equivalent examination with Gujarati / regional language, Social Science/Social Studies, Science & Technology/Science, Mathematics subjects along with English as a compulsory subject. | | |
| | | The minimum requirement of percentage of marks obtained in the above mentioned qualifying examination for admission to Diploma Courses shall be as under. | | |
| | | i. | Schedule Caste (SC) Candidates | 33% |
| | | ii. | Schedule Tribe (ST) Candidates | 33% |
| | | iii. | Social and Educationally Backward Communities (SEBC) Candidates | 40% |
| | | iv. | Economically weaker section (EWS) candidates | 40% |
| | | v. | All other candidates other than those for which contrary provision has been made in the rules (General) | 40% |
| | 9.2 | For the purpose of admission a candidate should pass the qualifying examination from | | |
| | | 1 | The Gujarat Secondary Education Board OR | |
| | | 2. | The candidate who have passed qualifying examination from CBSE/ School of Council of Secondary School Certificate Examination, New Delhi/ National Institute of Open Schooling/International School Board/ Maharashtra State Education Board will be considered as eligible provided that | |
| | | | a) | The School in which the candidate has studied should be located in the Gujarat State OR |
| | | | b) | The School in which the candidate has studied should be located in the Union Territories of Div, |

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| | | | | Daman and Dadara Nagar Haveli and whose parents are origin of Gujarat State OR |
| | | | c) | The student is domicile of Nizar Taluka (Gujarat State) but has passed qualifying examinations from Maharashtra State. |
| | 9.3 | A candidate whose parents are origin of Gujarat and are serving out of Gujarat in the service of Central Government or other State Governments, Military, Boards or Corporations owned or controlled by the Central Government or other State Governments or any nationalized bank and who has passed the qualifying examination (full filing subject criteria as shown in rule 9.1) from the State where parents are serving shall be eligible for admission and his candidature shall be included in the merit list subject to submission of the document / certificate of origin of Gujarat at the time of verification of document at the Help Center. | | |
| | 9.4 | A candidate who has passed the qualifying examination and full filing subject criteria as shown in rule 9.1 | | |
| | | 1 | whose parents are serving in the category of service as shown below and | |
| | | 2 | Who are transferred from other states to Gujarat and have resumed their duty in the place where they are transferred in Gujarat and shall remain so transferred in the State of Gujarat at the time of registration for admission shall be eligible for admission and his candidature shall be included in the second merit list. The Candidate has to provide certificate for the same (a to f) at the time of verification of application form at the help center. | |
| | | Category of Service | | |
| | | 1 | Officers or Employees of Central Government; or | |
| | | 2 | Officers or Employees of Public Sector Undertakings of Central Government and State Government; or | |
| | | 3 | Officers or Employees of Nationalized Banks; or | |
| | | 4 | Officers or Employees of United Nations, UNICEF, World Health Organization and such other International Institutions located in Gujarat State; or | |
| | | 5 | Officers or Employees of Indian Administrative Service, Indian Police Service, Indian Forest Service of Gujarat Cadre working in Gujarat or working in other States on deputation from Gujarat; or | |
| | | 6 | Officers or Employees of Gujarat Government posted outside Gujarat State for administrative reasons. | |
| | 9.5 | Weightage of five percent of marks will be given to the farmer's son / Daughters / Brothers / Sisters / Grand Sons / Grand Daughters subject to production of certificate 7-12 and 8-A record of current year from competent authority for having land in Gujarat under cultivation by himself / his/her Father, his / her Mother, his / her Grand Father (Paternal) his / her Grand Mother (Paternal) and his / her Brother/Sister subject to fulfillment of minimum qualifications required for admission to diploma courses. | | |

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| | 9.6 | The sportsmen /women will be given weightage for the admission as under: | | |
| | | No. | Event | Weightage |
| | | i. | Participation at the International Level | 7 |
| | | ii. | Participation at the National Level / All India Level | 1 |
| | | | (a) Secured 1st position | 5 |
| | | | (b) Secured 2nd position | 3 |
| | | | (c) Secured 3rd position | 2 |
| | | iii. | Participation at the State Level | |
| | | | (a) Secured 1st position | 1 |
| | | | (b) Secured 2nd position | 0.5 |
| | | **Note:** The benefit of the above weightage shall be given to the student once during his/her University career. | | |
| **Rule-10.0** | **Age Limit** | | | |
| | The minimum age requirement of a Candidate on 31st December of the year of his/her first admission to the diploma course shall be 15 years and maximum up to 25 years. | | | |
| **Rule-11.0** | **Reservation** | | | |
| | The University shall reserve seats for admission of the candidates belonging to following categories | | | |
| | Sr. No. | Particulars of seats | Reservation (%) | Remarks |
| | (1) | Schedule Caste (SC) | 7 | Reservation of these seats shall be interchangeable among SC / ST candidates. |
| | (2) | Schedule Tribes (ST) | 15 | -- |
| | (3) | Socially and Educationally Backward Communities (SEBC) | 27 | As specified by the Government of Gujarat and does not fall under Creamy layer section. |
| | (4) | Economically weaker section (EWS) | 10 | As specified by the Government of Gujarat |
| | (5) | Physically Challenged / Divyang | 5 | It will be adjusted against respective category. |
| | (6) | Children of defense personnel and Ex-service man (Army) | 1 | --- |
| | Provided that nothing in this regulation shall require the University to admit candidates larger in number or with academic and other qualifications lower than those prescribed except in situation as in Regulation. | | | |
| **Rule-12.0** | **General conditions regarding reservation** | | | |
| | The reservation of seats for the various categories of candidates shall be subject to following conditions | | | |
| | (1) | No candidate availing any of reserved seats shown under Rule 11, or enjoying any concessions in admission requirements shall, however, be eligible to get more than one advantage of relaxation in minimum qualification at the same time. | | |
| | (2) | In the event of some or all reserved seats specified under Rule-11 remaining vacant due to less number of applications, for eligible | | |

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| | | candidates, they shall be considered as open seats and shall be filled up, in order of merit from the general merit list of candidates . | |
| **Rule-13.0** | **Schedule Caste (SC) and Schedule Tribes (ST)** | | |
| | 13.1 | The total number of seats to be reserved for the Schedule Caste and Schedule Tribe candidates shall be as laid down by the State Government from time to time. The same at present is as follows | |
| | | (1) | Twenty two percent of the total seats at the stage of admission shall be reserved for backward class candidates. Out of 22% seats, 7% shall be earmarked for the candidates belonging to scheduled castes and remaining 15 % shall be earmarked for candidates belonging to schedule tribes. |
| | | (2) | Those candidates who are able to secure admission on merit shall not, however, be counted against the seat reserved for them. |
| | 13.2 | If the need arises on account of vacant seats due to less number of applications in one group and shortage of seats due to more number of application of eligible candidates in the other group, reciprocal adjustment in the above specified 7 % and 15 % seats between the two groups will be made. | |
| | 13.3 | If applications from backward class candidates are more than the reserved seats earmarked for them as above, admission will be given to them strictly on inter se merit within each of the two groups. | |
| **Rule-14.0** | **Socially and Educationally Backward Communities (SEBC)** | | |
| | Twenty-seven percent (27%) of the total number of seats shall be reserved for the Socially and Educationally Backward Communities as defined by the Baxi Commission & Mandal Punch as laid down by the State Government at present. The reservation shall be subject to the following conditions. | | |
| | 14.1 | A candidate availing him of reserved seat as above shall be required to produce a certificate that he/she belongs to a particular group of backward class from the competent authority of the state. | |
| | 14.2 Correct as per UG | The candidate belonging to SEBC category should produce the certificate issued from the competent authority, showing that he/she does not belong to creamy layer sections of the society. Such certificate should be valid for the financial year from the date of issue. He/she will not be considered under the SEBC category. | |
| | 14.3 | Category merit shall not however, be counted against the seats reserved for them. | |
| | 14.4 | The admission of a student of a reserved category on a reserved seat shall be valid subject to the verification of cast and Non-Creamy Layer certificate of valid paid by the authority empowered by the State Government in this behalf. In case the caste and non-Creamy Layer certificate is found invalid on verification, he/she shall not have right to claim his/her admission on reserved seat and if he/she has been already granted admission, such admission shall be cancelled at any point of time. | |
| **Rule-15.0** | **Economically weaker section (EWS)** | | |
| **As per UG** | 15.1 | Implementation of ten percent reservation of Economically Weaker Sections (EWS), as per vernacular resolution No.GKV-162019-752-K.2/45903/A dated: 10/02/2019 issued by the Agriculture, Farmers Welfare and Cooperation Department, Government of Gujarat, Gandhinagar subject to incorporation of provision in the constitution for all higher educational institutions/funded/aided, directly or indirectly by the Govt. of Gujarat. The candidates shall be granted admission in EWS category subject to fulfillment of all the conditions as per rules of Govt.of Gujarat. | |

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| | 15.2 | | A candidate availing himself/herself of reserved seat as above shall be required to produce a valid certificate from the competent authority of the state stating that he/she belongs to a particular group of Economic Weaker Section, from the competent authority of the state asper guideline from the time to time. |
| **Rule-16.0** | **Physically Challenged / Divyang** | | |
| Correction as per last year poly. booklet | 16.1 | | Five percent seats are reserved for the Physically Challenged/Divyang candidates of Gujarat State which are adjustable within the respective category. |
| | 16.2 | | The disability shall be certified by a duly constituted and Government authorized Medical Board comprising of at least three specialists out of which two shall be of the specialty concerned and the candidate has to present him or her-self before the Medical Board and the last valid disability certificate of the candidate from a Medical Board shall not be more than three months old from the date of submitting his or her certificate for disabled candidates. |
| | 16.3 | | A Candidate will not be allowed admission to Diploma Programmes course if he suffers disabilities in physical fitness as listed below. |
| | | (a) | Disability of total body including disability of chest/spine more than 50% |
| | | (b) | Disability of lower limb of more than 50% |
| | | (c) | Disability of upper limb |
| | | (d) | Visually handicapped candidates and those with hearing disability |
| | | (e) | Candidates with progressive diseases like myopathies, etc. |
| | | (f) | Disabilities which otherwise would interfere in the performance of the duties of a Veterinarian. |
| **Rule-17.0** | **Children of Defense Personnel and Ex-servicemen** | | |
| | "Defense Personnel" means only those serving/retired defense personnel from Army, Navy and Airforce. "Ex-servicemen" means a person who served in any rank whether as combatant or non-combatant in the regular Army, Navy, Air force and retired Central Armed Police Force personnel of the Indian Union. | | |
| **As per UG rules** | One percent of available seats shall be reserved for the children of Defense Personnel and Ex-servicemen, subject to the following conditions. | | |
| | 17.1 | | A candidate claiming admission against Ex-servicemen category shall be required to submit a certificate to that effect duly issued by the Director, Sainik Welfare Board, Gujarat State or by the District Sainik Welfare Officer. In-service Defense Personnel shall be required to submit certificate to that effect duly issued by the commanding officer of the respective unit in which they are serving. |
| | 17.2 | | The seats remaining vacant against the category of Defense Personnel and Ex-servicemen in case of candidates, who have passed the SSCE examination from the Gujarat Secondary Education Board, shall be allotted to the children of Defense Personnel and Ex-servicemen of the CBSE or GSEB. The seats remaining vacant thereafter shall be filled up from the merit list of unreserved category candidates of merit list of the Gujarat Board. |
| | 17.3 | | The children of Defense Personnel and Ex-servicemen of Gujarat origin shall be included under the reserved category specified in this rule, if they have passed the SSCE examination from the schools located in Gujarat State. |
| | 17.4 | | A candidate claiming admission against Ex-servicemen category shall have to fulfill the academic and minimum requirements of marks at the qualifying examination of his/her category as mentioned in **Rule No. 9.1**. |

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| | 17.5 | The admission of a student of a reserved category on a reserved seat shall be valid subject to verification of certificate by the authority empowered in this behalf. In case the certificate is found invalid on verification, he/she shall not have right to claim his/her admission on reserved seat and if he/she has been already granted admission, such admission shall be cancelled at any point of time | |
| **Rule-18.0** | **Parsi Community** | | |
| As per UG rules | One additional seat shall be reserved for parsi community who is domicile of Gujarat State. . In case of non-availability of such candidate, the seat shall be filled by the candidates from other states. This seat will be non-transferable. | | |
| | 18.1 | A candidate seeking admission on reserved seat shall be required to produce a Certificate of Parsi Community issued from the competent authority. | |
| **Rule-19.0** | **Preparation of Merit List** | | |
| | 19.1 | The admission will be given to the students strictly on merit. For the selection of candidates for admission, merit list shall be prepared on the basis of. | |
| | | A. | The percentage in the SSC examination, and |
| | | B. | Percentage in any other admission test if, decided by the University. |
| | | C. | The weightage to be given under Rule-9.5 and 9.6. |
| | 19.2 | In case of two or more candidates obtaining equal marks in the merit list, the inter-se merit of such candidates shall be determined in order of preference as follows | |
| | | A. | Candidates obtaining higher marks in Science subject in SSC examination. |
| | | B. | Candidates obtaining higher marks in Mathematic subject in SSC examination |
| | | C. | Candidates obtaining higher marks in English subject in SSC examination |
| | | D. | Candidates older in age are to be preferred. |
| **Rule-20.0** | **Correction of Marks** | | |
| | a. | In case of changes in marks of a student in the qualifying examination, such student shall produce a letter to that effect of the corrected mark sheet issued by the Board, before the Admission Committee at least one day before the commencement of admission process (counseling program) but not later than seven days from the receipt of letter or, corrected mark-sheet, as the case may be. In such case he shall be placed at an appropriate order in the merit list | |
| | b. | The student who was declared failed initially in the qualifying examination, but later on declared passed after rechecking of marks by the Board, such student shall, notwithstanding any time limit prescribed, be allowed to apply for the admission provided he produces a letter to that corrected mark sheet issued by the Board, within seven days of the receipt of letter, or as the case may be | |
| **Rule-21.0** | **Registration of Students at the time of Admission** | | |
| | 21.1 | A candidate selected for admission shall become an enrolled student of the Polytechnic only on completion of his first registration in person which consists of the following steps : | |
| | | (1) | Payment of fees in person |
| | | (2) | Production of the following documents in original along with photo copies of the same |

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| | | | I. | SSCE (10th Pass) Mark sheet |
| | | | II. | School Leaving Certificate |
| | | | III. | Caste Certificate (If candidate belongs to SC / ST / EWS and SEBC) SEBC Candidate shall also have to produce Non Creamy Layer Certificate of the valid period issued by the competent authority and the candidates belongs to EWS category shall have to produce EWS Certificate of the valid period issued by the competent authority, otherwise he/she will not be considered against SEBC/EWS reserved category.. (As per UG Rules) |
| | | | IV. | Certificate of Economically Weaker Section (EWS) |
| | | | V. | "7/12" and "8-A" Certificate regarding owing of agricultural land, issued in the year in which the admission is sought for, if applicable. |
| | | | VI. | Certificate belonging to Parsi community, Physically Challenged, defense personal as well as sport certificate, if applicable. |
| | | | VII. | Domicile Certificate of Gujarat to be produced, if required. |
| | | | VIII. | Certificate of physical fitness from authorized medical practitioner. The candidate may also be examined by the Medical Officer of the University, if required |
| | | (3) | Three passport size photographs | |
| | 21.2 | Selected candidate shall report at the Polytechnic on the date fixed by the University for his/her first registration. | | |
| | 21.3 | The admission of any candidate who fails to report on the fixed date as in Rule-21.2 shall stand cancelled and another candidate on the waiting list may be admitted to the vacant seat so created.<br>Provided that a candidate who is not in a position to report for the first registration on the date fixed for him due to unavoidable circumstances may obtained provisional registration by paying fees by post or through messenger on or before the date fixed for his registration. Such a candidate shall be required to complete the remaining steps of registration within one week from the date of commencement of the semester, failing which his admission shall stand cancelled. | | |
| | 21.4 | A student enrolled in the University will be given his registration number to be used along with his name in all the concerned academic documents. | | |
| **Rule-22.0** | **Ineligibility for admission on production of false documents** | | | |
| | During verification of documents at reporting time at Polytechnic, if the Principal of respective polytechnic finds any certificate of testimony or information submitted by any candidate, incorrect or false | | | |
| | (a) | The candidature of such candidates shall be cancelled for that year and | | |
| | (b) | Token fee paid by the candidate shall be forfeited | | |
| **Rule-23.0** | **Renewal of Registration** | | | |
| | 23.1 | Every enrolled student shall be required to register at the beginning of each semester till the completion of his Diploma requirements, unless otherwise permitted by Principal, failing which his enrollment shall be cancelled. Re-admission in such cases shall be as per the University Norms. | | |

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| | 23.2 | For renewal of registration in the case of continuing students should pay fees in person on or before the last date fixed for the payment. After the above period, the registration shall stand cancelled.<br>Provided that the Principal of Polytechnic may accept late registration only in very exceptional case along with a fine of Rs. 100/- per day for first 7 working days and Rs. 200/- per day for next 7 working days only from the date of commencement of the semester after which, the admission of those who failed to get registered will be treated as cancelled.<br>Provided further that above provision shall not be applicable in case of those students whose payment of fees has been guaranteed by either the Government or bonafide institutions or similar bodies. |
| **Rule-24.0** | **Re-registration of the Student** | |
| | A student in Polytechnic, who has successfully completed all the requirements of 1st year of Diploma course, may be admitted within a period of the two years at his own risk at the equivalent semester from which he gave up his studies provided that no disciplinary action have been taken against such student during his career in the Polytechnic and has not joined any course in any other institution. This period of absence will be calculated from the date he leaves the Polytechnic. If the course curriculum in which the candidate has studied is in non-existence, the case of such student shall be placed before equivalence committee to be appointed by the University. On the basis of report of this committee, re-registration of the students, who gave up the studies, shall be considered. | |
| **Rule-25.0** | **Identity Card** | |
| | An identity card shall be issued to every enrolled student. It shall be carried by him and shown when required. In case, the identity card is lost, a new one shall be issued on payment of fees as prescribed by the University from time to time. | |
| **Rule-26.0** | **Continuation of an Enrolled Student** | |
| | Continuation of a student as an enrolled student of the University shall be subject to the following conditions: | |
| | I. | Satisfactory academic performance. |
| | II. | Satisfactory conduct and disciplined behavior |
| | III. | Satisfactory completion of N.C.C. / N.S.S. or physical education wherever these are compulsory. |
| | IV. | Satisfactory health and physical capacity to continue the academic programme and completion of the medical examination, if prescribed. |
| | V. | Timely payment of University dues. |
| **Rule-27.0** | **Fees and Deposits** | |
| | The kinds of fees and deposits for this Diploma course shall be as under: | |
| | A | Fees and deposits for all new student to be paid once at the time of Registration |
| | | 1 Caution Money; 2 Hostel Deposit |
| | | 3 Mess Deposit; 4 Electric Deposit |
| | | 5 Identity Card Fee; 6 Test fee for Thalassemia |
| | B | Fees to be paid annually in the beginning of each odd semester by all students |
| | | 1 Magazine fee; 2 Student Aid Fund |
| | | 3 General Amenities |
| | C | Semester fees to be paid at beginning of each semester |

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| | | 1 | Registration Fee | 2 | Tuition Fee |
| | | 3 | Library Fee | 4 | Examination Fee |
| | | 5 | Gymkhana Fee | 6 | Cultural Activities Fee |
| | | 7 | Laboratory Fee | 8 | Hostel Fee |
| | | 9 | Fee for Marks Sheets, Certificates, Transcripts, etc. | | |
| | D | Fees for duplicate testimonial as prescribed by the University time to time. **(As per Old regulation)** | | | |
| | 27.2 | The rate of fees shall be as determined by the University from time to time. | | | |
| | 27.3 | The girl students of Indian origin shall be exempted from paying the tuition fees and hostel fees as per the policy of the State Government from time to time. | | | |
| **Rule-28.0** | **Refund of Fees/Deposits** | | | | |
| | If the student desires to cancel his/her admission, only deposit amount shall be refunded. | | | | |
| **Rule-29.0** | **Academic requirement** | | | | |
| | 29.1 | In order to earn his Diploma of the University, an enrolled student shall have to complete satisfactorily the prescribed number of course credits including those acquired by the approved transfer and shall have earned an overall grade point average(OGPA) of 4.5 and above. | | | |
| | 29.2 | A course includes lectures and/or practical classes and Practical Crop Production/Field/lab work in a particular subject covered in a semester. | | | |
| | 29.3 | A student shall be required to earn the credits specified for the Diploma inclusive of those for plote work, study tour and Practical Crop Production/Field/Lab work/Project Work/In-plant training/Internship etc. | | | |
| | 29.4 | In pursuing course, a student will be required to attend lecture classes and/or perform practical's in laboratory/field etc. He shall also put required efforts in library work and shall submit the assignment, reports etc. as per instruction from the course teachers. | | | |
| **Rule-30.0** | **System of Teaching** | | | | |
| | 30.1 | There will be six semesters during which the students shall complete the requirements of course credits under the semester system of teaching and continuous evaluation | | | |
| | 30.2 | An academic year shall normally commence in the month of July/August and end in the month of June/July of the following calendar year. It shall be divided into two semesters each of 20 to 22 weeks (including semester-end-examination). | | | |
| | 30.3 | The medium of instruction and examination shall be English. | | | |
| | 30.4 | The first semester shall commence within two weeks after admission. | | | |
| | 30.5 | There shall be two semesters in an academic year. The semester will be announced in every academic calendar year by the Registrar. Suitable adjustment in a semester will be made to accommodate Diwali/Summer vacation and other holidays as may be notified by the University/State Government. | | | |
| | 30.6 | Odd semester will normally be from July to December and even semester will be from January to June. | | | |

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| | 30.7 | Maximum time limit to obtain three years Diploma Courses after first registration is 6(six) years. |
| **Rule- 31.0** | **Counseling** | |
| | 31.1 | Each student will be assigned to a counselor by the Principal of the Polytechnic during the first semester. The counselor will help the student in carrying out the programme of his studies. The students are expected to keep constant touch with their counselors to enable the latter to monitor progress and guide them along right lines. |
| | 31.2 | The counselor shall help the student in planning the programme of his/her studies. |
| | 31.3 | The counselor shall bring to the notice of the Principal the problematic cases needing special measures. |
| **Rule- 32.0** | **Curriculum and Course** | |
| | 32.1 | The details of the courses, credits and curriculum of the courses shall be such as may be determined by the Academic Council in consultation with the respective faculty and the Boards of Studies in that Faculty from time to time. The distribution of courses for each semester shall be such, as may be decided by the University from time to time. |
| | 32.2 | A student enrolled in the University for the Diploma programme shall be required to pursue the prescribed curriculum and courses. |
| | 32.3 | The curriculum consists of a series of courses designed to provide training to meet the requirements for the award of Diploma in respective discipline. |
| | 32.4 | A course includes lecture and or practical classes and Internship in a particular subject covered in a semester. |
| | 32.5 | A student shall be required to earn credits specified for the Diploma programme inclusive of those for physical education, NCC / NSS, intensive field training, study tour and Internship etc., |
| **Rule – 33.0** | **Attendance** | |
| | **33.1** | In pursuing course, a student will be required to attend lecture classes and or perform practical in Laboratory field etc. He shall also put required efforts in library work and shall submit the assignments, reports etc. as per instructions from the course teachers. |
| | **33.2** | The minimum percentage of attendance required to be completed by a student in each course shall be 75 per cent of the total credit hours of the academic calendar in respect of average of both theory and practical. |
| | 33.3 | A condonation up to five per cent may be allowed by the Principal on the recommendation of the concerned course teacher in a special case. |
| | 33.4 | An additional five percent may be allowed by the concerned Vice-Chancellor on the recommendation Principal of the Polytechnic and Dean of concern faculty. The decision of the Vice Chancellor shall be final. |
| | 33.5 | A student, whose attendance in a course falls short of the requirement, shall be deemed to have dropped the course. He will not be allowed to appear in the semester-end examination of the concern course(s) and shall be awarded "I" (incomplete) grade by the Principal based on the recommendation of the concern course teacher(s) and he will have to repeat the course(s) by rejoining the course(s) as and when offered in |

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| | | the subsequent semester. |
| | 33.6 | Students, who are required to forgo classes due to their participation in sports, athletics and other co-curricular activities at inter-polytechnic, inter- University, inter- state or national level, shall be counted as present for the purpose of calculating percentage of attendance but will have to appear all missing examinations. |
| | 33.7 | A student admitted to Hospital on account of serious sickness / accident, shall be allowed the benefit of attendance and missing internal examination(s), if any for corresponding number of days depending upon the nature of illness by the concerned Principal of the Polytechnic, after he produces a medical Certificate from the Medical Officer of the University or from a Medical Officer of any Government hospital as special case only on recommendation of the rector. The treatment as an outdoor patient will not be considered for granting the benefit of attendance, however, in exceptional circumstances the Principal of the Polytechnic may consider the grant of the benefit of attendance in case of treatment as an outdoor patients, if the concurrent of the Principal is obtained within the 72 hours of starting the treatment. |
| | 33.8 | In case of indoor hospitalization, a student whose attendance in a particular course is less than 50 per cent on an average of both theory and practical shall be deemed to have withdrawn the course. He will not be allowed to appear at the final semester-end examination of the concerned course(s) and shall be awarded "W" (withdrawal) grade and he will have to repeat the course(s) by rejoining the course(s) as and when offered in the subsequent semester. |
| **Rule- 34.0** | **Inter or Intra University Transfer of Students** | |
| Correction as per UG rules | Inter or Intra university transfer of student may be allowed subject to fulfill the followings; | |
| | 34.1 | A student can apply for Inter or Intra university transfer only once after completion of first year (2 semesters) successfully. |
| | 34.2 | On applying by a student, through the Registrar of the concerned University, he/she may admit said student in the college considering the vacant seat in the respective student's admitted category by the Deans/Principals. |
| | 34.3 | Inter or Intra university transfer of any student should be made considering the cut off marks (Merit) of the admission year for the college in which he/she wants to take transfer. |
| | 34.4 | Transfer of student will not be permitted in case of student who has been expelled by the authority of the University from constituent or affiliated College as a punishment for act of misconduct. |
| | 34.5 | Transfer of student will not be permitted, if a student has "I" grade or failed in any of the courses of the previous semester(s) or admitted under NRG category. |
| **Rule-35.0** | **System of Evaluation** | |
| | 35.1 | The evaluation of a student shall be carried out on the basis of the number and mode of assignment periodical tests, semester-end examination, etc., as may be laid down by the committee of Dean/Principals from time to time. |
| | 35.2 | The mode of evaluation through the different types of examination and weightage for each course shall be as follows: |

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| | | (a) | The questions paper for semester end theory examination for all the polytechnics of the University will be common, where the number of Polytechnic is more than one. | | | |
| | | (b) | The course teacher of polytechnic will jointly draw question paper of particular course Among the concerned teachers, anyone of them will be appointed as convener. | | | |
| | | (c) | The semester end examination evaluation will be done jointly by the course teachers of the University. | | | |
| | 35.3 | The mode of evaluation through the different types of examination and weighted for each course shall be as follows: | | | | |
| | | **A** | **Course having theory and practical** | | | |
| | | | Nature of Evaluation : | | | Marks |
| | | | I | Internal Examination : | | |
| | | | | One Midterm examination | | 20 |
| | | | II | Semester-end Examination | | |
| | | | | Theory examination | | 40 |
| | | | | Practical examination | | 40 |
| | | **B** | **Courses having theory only** | | | |
| | | | I | Internal Examination | | |
| | | | | Two midterm examination each of 25 marks having one hour duration. | | 50 |
| | | | II | Semester-end Examination | | |
| | | | | Theory examination | | 50 |
| | | | | | | |
| | | **C** | **Courses having practical only** | | | |
| | | | I | Internal Examination | | 50 |
| | | | | Semester-end Practical Examination | | 50 |
| | | **Note:** The course teacher will carry out the internal evaluation through different examination of theory and practical for each course as the case may be | | | | |
| **Rule-36.0** | **Evaluation Responsibility** | | | | | |
| | (a) | The teacher imparting instructions is solely responsible for evaluation of tests, semester-end examination. He is also responsible for maintaining all records of justify his evaluation and score thereof. | | | | |
| | (b) | Neither the Dean/Principal nor the University authority shall have right to change the score assigned by a teacher. However, if the Principal is convinced that the scores assigned by a teacher are biased, he shall appoint a committee shall be final and binding. The decision with the revised score shall be sent to the University for necessary action. | | | | |
| | (c) | A copy of the score assigned for each tests, semester-end examination, shall be submitted to the Dean/Principal by the concerned teacher for records and the Dean/Principal will be sent the same to the University. | | | | |
| **Rule-37.0** | **Disciplinary Actions (Examinations)** | | | | | |
| | (a) | A students found using unfair means or copying during examination shall be liable to be expelled from the examination in the first instance by the conductor (Junior Supervisor/Senior Supervisor) and shall not be permitted to appear in the remaining examinations. The conductor shall report such cases to the Controller of Examination / Principal. | | | | |

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| | (b) | The Examination Committee comprises of controller of Examination / Principal, senior supervisor and one senior assistant professor shall have the power to impose any other punishment for misbehavior or misconduct of examinees. | | | |
| | (c) | The Examination Committee shall examine the case of unfair means and shall recommend to the Academic Council for suitable action. | | | |
| **Rule-38.0** | **Examination and Application for the same** | | | | |
| | 38.1 | Semester-end examinations shall be held on such dates, time and places as the university may determine and must be completed so that the results are announced before the onset of the ensuing semester. | | | |
| | ~~38.2~~ | ~~It will be Responsibility of the student to apply in a prescribed format for appearing in the examination. The application should be accompanied with photo copy of the mark sheets of last semester-end examination, other prescribed Certificates and examination fees. The application should be submitted through the Principal on such date and time and at such Centre as the University may be direct from time to time.~~ | | | |
| | 38.3 | Unless otherwise specially provided for, all examinations except practical and viva-voce shall be conducted by means of printed or written papers. | | | |
| | 38.4 | Failure to pass an examination will not disqualify the candidate from presenting himself on a subsequent occasion on a new application being forwarded and a fresh fee paid. | | | |
| | 38.5 | The Principal shall have the power to exclude any candidate from a University examination on being satisfied that he is suffering from an infections or contagious disease. | | | |
| | 38.6 | The sequence of internal and semester-end examination shall be as follows: | | | |
| | | (A) | Course having theory and practical | | |
| | | | The Sequence of the examinations of the course having theory and practical shall be as under: | | |
| | | | (1) | One Midterm examination (one hour) | |
| | | | (2) | Semester-end Practical examination (three hours duration) | |
| | | | (3) | Semester-end Theory examination (two hours) | |
| | | (B) | Course having theory only | | |
| | | | The sequence of the examinations of the course having theory only shall be as under: | | |
| | | | (1) | Two Midterm examination (One hour) | |
| | | | (2) | Semester-end theory examination (two hours) | |
| | | (c) | Course having practical only | | |
| | | | The sequence of the examinations of the course having practical only shall be as under: | | |
| | | | (1) | Internal practical examination (three hours duration), and | |
| | | | (2) | Semester-end practical examination (three hours duration) | |
| | | **Note:** Duration of the practical examination may vary depending on nature of practical. | | | |

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| | **38.7** | The following shall regulate the paper setting and evaluation of Semester-end theory examination: | |
| | | (1) | The questions paper for Semester-end Theory examination shall be drawn and evaluated by the examiners appointed by the Registrar on recommendations of the Principal of the Polytechnic. |
| | **38.8** | Semester-end Practical Examination will be done by the internal examiner (i.e., concerned course teacher). | |
| | **38.9** | A student shall not be promoted to the next semester, if he fails in more than four courses offered in the semester. | |
| | **38.10** | A student shall not be permitted to appear at the Semester-end examination of a particular course(s), if the concerned teacher reports that his academic performance is not satisfactory and/ or that he has not satisfactorily carried out the laboratory, field, practical during the semester and/ or he has not been regular in attending classes or he fails to appear in any of the examination (viz., at least one internal theory/practical test), he shall be awarded **"I" (Incomplete)** grade. His absence from the semester-end examination on his account shall be considered as a trail and will have to repeat that course. He will be eligible to take remaining three trails only after repeating the course(s) as and when they are offered. | |
| | **38.11** | The evaluation made by the teachers/examiners in all examinations of a course shall be recovered to total score/weighted score and grade point. The following marking shall also be shown by the teachers/examiners/university in the student's performance evaluation : | |
| | **Grade** | **Significance** | **Value** |
| | Ab | Absent | For those students who do not appear in Internal/External Examination without giving any reason. |
| | W | Withdrawal | For those students who do not appear at semester-end examination due to unforeseen circumstances as certified by the Principal (In very exceptional case only) |
| | I | Incomplete | Candidates not permitted to appear at the semester-end examination As per **Regulation-33.5 and Regulation-38.10.** |
| | F | Fail | For those who appear, but fail to score 45% a particular course. |
| | R | Repeat | To be shown by university in evaluation report and transcript in case of course repeated and cleared. |
| | S | Satisfactory | For NCC/NSS/Physical Education (PE) all non-credit courses and educational tour. |
| | US | Unsatisfactory | |
| | | **Note:** Grade "S" or "US" shall have no significance in calculating GPA/CGPA/OGPA | |
| | **38.12** | A students who fails to appear in any of the examinations (viz., one internal Midterm examination, practical examination, semester end examination either in theory or in practical) shall be marked "Ab" (absent) and the value of "Ab" is to be taken as zero, He shall be given | |

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| | | grade(s) in the course(s) with zero value for the absence in the examination in which he fails to appear. |
| | **38.13** | A students shall not be permitted to appear in the semester-end examination of particular course/courses, if he fails to appear in Midterm examination or in practical test/ examination of internal evaluation. |
| | **38.14** | It is compulsory for the students to appear in the semester-end examination (both theory and practical) to earn grade(s) in the course(s), except he is not permitted to appear in the semester-end examination. |
| | **38.15** | A students who fails in semester end examination will get a chance of internal examination improvement on his request to concern Principal of Polytechnic. |
| | **38.16** | There shall be no make-up examination for the semester-end examination. |
| **Rule-39.0** | **Credits and Grade Point** | |
| | 39.1 | Grading and evaluation will be in "Ten Point Grade System." |
| | 39.2 | The student shall have to obtain at least 4.5 grade point or above or above in order to clear a course and shall have to earn overall grade point average (OGPA) of 4.5 to earn the Diploma. |
| | 39.3 | A students securing less than 45% marks (4.5 grade point) in a course, shall be considered to have failed and shall have to clear the same for which maximum of only three additional trails shall be given, failing which his admission shall stand discontinued. |
| | 39.4 | All the grade point below 4.5 and grade such as "I", "AB", "W" and "US" will be shown in his evaluation report and will also be considered for calculating OGPA. When a student clears a course(s) by more than one trial, the grade point (less than 4.5) obtained by him in the respective course(s) for calculating the OGPA for the award of Diploma. |
| | 39.5 | The students obtain 4.5 or more grade point in a course shall be deemed to have cleared that course and those obtaining less than 4.5 grade point or "W" or "I" or "Ab" "US" grade shall be required to clear in that course subsequently. |
| | 39.6 | It will be obligatory for the students to earn "S" grade for all non-credit courses in order to be eligible for the award of diploma. |
| | 39.7 | The cumulative grade point average obtained at the end of the final semester is the Overall Grade Point Average (OGPA) of the candidate to be worked out as under :<br>$OGPA = \frac{\text{(Credits} \times \text{Grade points)}}{\text{Total Credits}}$<br>**Note:**"Credit" means one hour learning in theory or minimum two hours in laboratory/field/tutorial per week. |
| | 39.8 | The award of classes will be based on the O.G.P.A (Overall Grade Point average) obtained by the candidates and will be governed by the following criteria: |

| **OGPA** | **Class** |
|---|---|
| Less than 4.5 | Fail |
| 4.5 – 5.99 | Pass Class |
| 6.0 – 6.49 | Second class |

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|---|---|---|---|---|
| | | | 6.5 - 7.49 | First Class |
| | | | 7.5 and above | Frist Class with Distinction |
| | 39.9 | The Class earned by a candidate shall be indicated in his degree Certificate subjected to change from time to time. | | |
| | 39.10 | Verification of the grade awarded will be permissible on payment of fees as prescribed by the University. | | |
| | 39.11 | Maximum time limit to obtain diploma after first registration is 6 years (12 semester). | | |
| **Rule-40.0** | **Academic Probation** | | | |
| | 40.1 | A student who fails to clear one or more courses in semester shall be placed on academic probation until he clears the same. Barring withdrawal, absence for any reason from the Semester-end examination of any course(s) shall be counted as a trial with failure in the said course / courses. | | |
| | 40.2 | A student on an academic probation as above shall be promoted to the next semester and shall also be permitted to clear the courses in which he has failed in the previous semester at the subsequent semester end examination as a second trial. | | |
| | 40.3 | A student shall not be promoted to the next semester, if he fails in more than four courses offered in the semester including W, I or Ab grade. | | |
| | 40.4 | If a student on academic probation fails to clear any course at the second trial, he/she shall not be promoted to the next semester but may be permitted to register for the semester in the course in which he has failed and /or withdrawn, to enable him to repeat the studies of the said course/courses and clear the same at the third trial. | | |
| | 40.5 | If a student on academic probation fails to clear any course(s) even after third trial, he may be permitted to clear the same at the fourth and the last trial, failing which he shall stand discontinued as an enrolled student of the University. | | |
| | 40.6 | A student who is not permitted to appear at the semester-end examination of a course/course(s) under Regulations, shall be required to repeat the course / courses by registering in the semester in which those courses are offered and he shall be subsequently permitted to avail of a maximum of three trials to clear the same, failing which he shall be discontinued as an enrolled student of the University. | | |
| | 40.7 | Award of 'R','W ', 'I', Ab' or 'US' grade will not be considered for determining merit for scholarship, free ship, certificate or honor of position. | | |
| **Rule-41.0** | **Scrutiny of answer books and rectification of errors.** | | | |
| **New added** | 43.1 | There shall be a provision of scrutiny of answer book(s). | | |
| | 43.2 | A student, however, may be allowed to get his answer book(s) scrutinized, for which the student shall have to submit the written request application through proper channel Controller of Examination / Coordinator of Examination within three days after the declaration of result and after paying prescribed fee Rs.200 per answer book or as revised by university from time to time. | | |

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| | 43.3 | Controller of Examinations (COE) / Principal / Registrar shall arrange the scrutiny of answer book(s) by the Moderation Committee. |
| | 43.4 | Scrutiny means re-totalling of the marks, and examination of unmarked question (s), if any. |
| | 43.5 | The answer book(s) of annual examination shall not be shown to the student under any circumstances. |
| | 43.6 | In Case, the total marks are found to be incorrect on scrutiny, the same will be corrected and the result shall be revised accordingly (even if it is towards lower side). If, however, any question is found to be unchecked by the Examiner, the answer book(s) shall be sent to the Examiner for doing the needful and the result(s) shall be revised accordingly if there occurs any change in the marks. |
| | 43.7 | No representation by the student(s) shall be entertained regarding the outcome of the result after scrutiny. |
| **Rule-42.0** | **Educational tour marking** | |
| **New added** | There shall be no marking system in education tour programme but US (Un-Satisfactory) and S (Satisfactory) grade will be awarded for educational tour programme. The US grade awarded student has to visit all / part of lefted places / or visit of education tour at his / her own cost / risk and submit the certificate for visit to the educational tour in-charge. | |
| **Rule-43.0** | **Examination writing policy for the students with disability shall be as follows;** | |
| **New added** | **43.1** | Writer/Scribe facilities to the student(s) shall be provided by the Dean/principal of the colleges, subject to candidate possess a valid permanent disability certificate issued by the Medical Board of a Government Hospital. |
| | **43.2** | To avail the Writer/Scribe facility, the candidate has to make written request at least 24 hours prior to the commencement of the examination to the concerned Dean/Principal of the college. |
| | **43.3** | Writer/Scribe should be less qualified than the examinee. |
| | **43.4** | The Writer/Scribe required to produce his/her identity card if require or whenever demanded by the authority. |
| **Rule-44.0** | **Withdrawal from a Semester** | |
| | 44.1 | Permission to withdraw from the University for a semester may be accorded on the following grounds : |
| | | (1) A student has been ill and his/her application has been supported by a medical certificate; |
| | | (2) In case of an accident where by a student has been disabled temporarily to attend his classes; |
| | | (3) In the event of death of parent/guardian and |
| | | (4) Any other unforeseen circumstances which, in the opinion of the Dean, are fit reasons for allowing a student to drop a semester. |
| | 44.2 | Permission to withdraw from a semester shall not be granted unless the application is made through the Counselor to the Principal at least thirty days before the commencement of the final examination of that semester, except mentioned in 41.1. |

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| | 44.3 | In exceptional circumstances, including those stated in Rule-41.1 above, where the Counselor and the Principal are satisfied that the application could not have been made within the period specified in Rule-41.2 above, and special permission may be granted by the Dean on the recommendation of the Principal. |
| | 44.4 | If a student has not obtained permission for withdrawal from the competent authority as defined above, he shall be awarded 'I' or 'Ab' grade, as the case may be in all the courses in which he is registered during the semester and failed to appear at semester -end examination(s). |
| | 44.5 | Normally, permission shall not be granted to a student to withdraw from the University for more than one semester. |
| | 44.6 | In special circumstances, however, on the recommendation of the Counselor and Principal, for reasons to be recorded, Dean may permit temporary discontinuance of studies for one more semester. |
| | 44.7 | No student shall be permitted to withdraw from University for more than two semesters during the whole Diploma programme on any ground whatsoever. In case a student wants to withdraw from the University for more than two semesters on medical grounds he may make re-admission when he feels completely fit to resume studies. In such cases he shall be required to submit a certificate of fitness from the University Medical Officer. |
| | 44.8 | When a Student has been permitted to withdraw from the semester-end examination, he will obtain the "W" grade. The student shall be allowed to appear for the "W" grade(s) at the semester-end examination in the following semester, subject to the conditions that he has completed all the stipulated requirements of internal evaluation and attendance. Other-wise he will have to rejoin the withdraw course/courses as and when next offered as a regular student. "W" grade will be replaced by the appropriate grade as and when the student clears that course. |
| | 44.9 | Award of "W" grade will not be considered as a trail and will not be considered for determining merits for the award merits of scholarship, medals, etc. |
| **Rule- 45.0** | **Eligibility for Diploma** | |
| | A student is deemed to have completed the requirements for diploma and is eligible for the award of diploma programme, if | |
| | I | He has satisfied all the Regulation of evaluation as prescribed by the University. |
| | II | He has undertaken all the courses as required each semester and has obtained required grade points in the concerned courses. |
| | III | He has satisfied the requirements prescribed including Internship programme and study tour, if any. |
| | IV | He has paid all fees prescribed by the University. |
| | V | There is no case of indiscipline pending against him. |
| | VI | He has satisfactorily completed the training of NCC/NSS or Physical Education, Whenever necessary. |
| **Rule-46.0** | **Disqualification for Award of Diploma** | |
| | Students who have been convicted by any cognizable offence(s) shall be debarred from receiving diploma. | |

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| **Rule- 47.0** | **Script of Examinations** | |
| | The Registrar will preserve the scripts for a year. If a mistake or a discrepancy in the making of the scripts of a serious nature comes to the notice of the Registrar, he shall take action to get it rectified in a suitable manner after obtaining proper orders from the Vice Chancellor. | |
| **Rule- 48.0** | **Student's Discipline** | |
| | Students shall abide by any special or general rules made by the polytechnic and the University authorities in regard to their conduct within the premises of the Polytechnic and the University and outside. It shall be always presumed that the guardians of the students have agreed that their ward shall comply with the rules. Failure to comply with these rules will make the concerned students liable for disciplinary action as per student's disciplinary rules as prescribed by the University from time to time. | |
| **Rule- 49.0** | **Prevention and Prohibition of Ragging** | |
| | In view of the directions of the Honorable Supreme Court in SLP No. 24295 of 2006 dated 16-05-2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other students, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other students, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students. | |
| **49.1** | **What Constitutes Ragging** | |
| | **Ragging constitutes one or more of any of the following acts:** | |
| | 1 | Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student. |
| | 2 | Indulging in rowdy or undisciplined activities by any students or students which cause or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student; |
| | 3 | Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other students; |
| | 4 | Any act by a senior student that prevents, disrupts or disturb the regular academic activity of any other student or a fresher; |
| | 5 | Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students. |
| | 6 | Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students; |
| | 7 | Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, |

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| | | gestures, causing bodily harm or any other danger to health or person; |
| | 8 | Any act or abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student |
| | 9 | Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student. |
| **49.2** | **Mandatory Discloser:** | |
| | 1 | Ragging is totally banned and anyone found guilty of ragging and/or abetting ragging is liable to be punished. |
| | 2 | The affidavit -I should be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and that he/she, if found guilty of the offence of ragging and I or abetting ragging, is liable to be punished appropriately . |
| | 3 | The affidavit-II should be signed by the parent/guardian of the applicant to the effect that he/she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/her ward in case the latter is found guilty of ragging and /or abetting ragging. |
| | 4 | A student seeking admission to the hostel shall have to submit another affidavit-Ill along with his/her application for hostel accommodation that he is also aware of the law in this regard and agrees to abide by the punishments meted out if he/she is found guilty of ragging and / or abetting ragging. |
| | 5 | The first year students should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them. |
| | 6 | A student securing admission to a particular institute shall have to submit concern affidavits to the Principal of institute. |
| **49.3** | Action to be taken against students for indulging and Abetting Ragging in SAUs. | |
| | The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents. | |
| | Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities. | |
| | The Anti-Ragging Committee of the institution shall take an appropriate decision, with regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging. | |
| | **a.** | Cancellation of admission |
| | **b.** | Suspension from attending classes |
| | **c.** | Withholding / withdrawing scholarship /fellowship and other benefits |
| | **d.** | Debarring from appearing in any test / examination or other evaluation process |
| | **e.** | Withholding results |
| | **f.** | Debarring from representing the institution in any regional, national |

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| | | or international meet, tournament, youth festival, etc. |
| | **g.** | Suspension / expulsion from the hostel |
| | **h.** | Rustication from the institution for period ranging from 1to 4 semesters |
| | **i.** | Expulsion from the institution and consequent debarring from admission to any other institution. |
| | **j.** | Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers. |
| **49.4** | An appeal against the order of punishment by the Anti-Ragging Committee shall lie, | |
| | 1. | In case of an order of an institution, affiliated to or constituent part, of the University, to the Vice-Chancellor of the University; |
| | 2. | In case of an order of a university, to its chancellor. |
| | 3 | In case of an institution of national importance created by an Act Parliament, to the Chairman or Chancellor of the institution, as the case may be. |
| **Rule- 50.0** | **Protection against Harassment to Girl Students** | |
| | A Women Complaint Mechanism Cell is established in the university for protection against harassment to the girl students. Anyone found guilty will be punished suitable. | |
| **Rule- 51.0** | **Declaration of result** | |
| | i. | The result of all the examinations shall be delivered within a one week of the date of examination under sealed cover to the Registrar at the end of each semester. |
| | ii. | Calculation of GPA/CGPA will be calculated at the end of each semester in accordance with the relevant Regulations. |
| | iii. | Principal should declare the provisional result at polytechnic level before sending it to the office of the Registrar. |
| **Rule- 52.0** | **Amendment to the Regulations** | |
| | This regulations is based on the regulations in this regard framed by the ICAR, New Delhi under minimum standard or education and any amendments which made by the said council from time to time, shall be incorporated in the regulation. | |
| **Rule- 53.0** | **Repeal & Savings** | |
| | The regulations for the award of diploma in concerned University and amended from time to time and in force on the date these regulations come into effect are hereby repealed. | |