

## Annexure I

AMRITA VISHWA VIDYAPEETHAM

### B.Sc. (Hons.) Agriculture Regulations

(2019 admissions onwards)

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#### ORDINANCES

- O 1. Candidates who have passed the final examination under the 10+2 system or its equivalent with a minimum of 60% of marks in aggregate and with mathematics, physics, chemistry and biology (botany and zoology) as subjects of study with a minimum of 55% of marks in each of these subjects, are eligible to apply for admission to the B.Sc. (Hons.) Agriculture programme.
- O 2. Procedure for admission will be decided from time to time by Amrita Vishwa Vidyapeetham in accordance with the guidelines from competent authorities.
- O 3. The duration of the B.Sc. (Hons.) Agriculture programme will normally be four academic years (eight semesters).
- O 4. The B.Sc. (Hons.) Agriculture degree will be recommended by the Academic Council and approved by the Board of Management in accordance with the regulations of the University.
- O 5. Notwithstanding anything stated above, Amrita Vishwa Vidyapeetham reserves the right to modify any of the ordinances, as deemed fit, from time to time.

## **REGULATIONS**

### **R.1. Admission**

- R.1.1 The admission to B.Sc. (Hons.) Agriculture programmes will be as per the ordinances and regulations of the University.
- R.1.2 The intake to each batch will be decided by the University from time to time.

### **R.2. Language of Instruction**

The language of instruction shall be English, except in case of languages where the instruction may be in English or in the language concerned.

### **R.3. Structure of B.Sc. (Hons.) Agriculture programme**

- R.3.1 B.Sc. (Hons.) Agriculture programme will be structured on credit-based system and continuous evaluation, following the semester pattern.
- R.3.2 The curriculum of B.Sc. (Hons.) Agriculture programme will have a minimum number of credits, apportioned among knowledge segments, viz., Agronomy, Genetics and Plant Breeding, Soil Science and Agricultural Chemistry, Entomology, Agricultural Economics, Agricultural Engineering, Plant Pathology, Horticulture, Food Science and Nutrition, Agricultural Extension, Agricultural Biotechnology, Agricultural Biochemistry, Forestry, Agricultural Statistics and Mathematics, Veterinary Science and Computer Science. The curriculum and syllabi orders released by the university may be referred for more information on the credits distribution and courses.
- R.3.3 In general, credits are assigned to the courses based on the Theory-Practical (T-P) pattern as given in the example below:  
2+1 means a course with 2 credits of theory and 1 credit of practical per week. For theory, one credit is equal to one hour of contact per week and for practical, one credit is equal to two and a half hours of contact per week.
- R.3.4 B.Sc. (Hons.) Agriculture programme will have a curriculum and syllabi for the courses, which will be updated according to the requirements and guidelines of ICAR and approved by the Academic Council.
- R.3.5 Core and elective: Certain courses are identified as core Courses and a few others as electives.  
There is mandatory registration and credit earnings requirement for core courses, elective courses, experiential learning programme and Rural Agricultural Work Experience and Agro-industrial Attachment (RAWE & AIA).

### **R.4. Tuition Fees**

At the beginning of each academic year, students shall pay all the fees prescribed. A student who drops out of the B.Sc. (Hons.) Agriculture programme or whose registration is cancelled, cannot claim refund of any fees paid.

**R.5. Class Counsellors and Faculty Advisor**

In order to (i) guide the students in planning their courses of study, (ii) advise them on academic programmes and (iii) monitor their progress, the school will assign a batch of certain number of students (approximately 20) to a faculty member, who will be designated as their Class Counsellor. There may be three or four class counsellors for a certain class. One among the Counsellors shall be designated as the Faculty Advisor, who shall coordinate the functions of the Class Counsellors.

**R.6. Course mentors**

The teacher assigned with a particular course or one of the teachers teaching that subject, if a certain subject is taught by more than one teachers, a teacher shall be nominated by the Principal of the school as the course mentor of the course. At the beginning of the semester, the course mentor shall decide on all the details of conduct of the course in discussion with the other faculties offering the course, during the semester. The minutes of the meeting shall form the guidelines for the Class committees. The Course mentors will be responsible for preparing the question papers and key for all the assessment and coordinate the valuation of answer books.

**R.7. The Academic Coordinator and Deputy Controller of Examinations**

An officer will be appointed as the academic coordinator who shall be responsible for preparing the academic calendar, notifying and facilitating registration of students for a semester, uploading faculty name and list of students on AUMS (Amrita University Management System) for each course and preparing the class timetable. For all these activities he/she shall take instructions from the Principal.

Similarly an officer will be appointed as the Deputy Controller of Examination who will be in charge of scheduling the examinations, collecting the question papers in time from the concerned faculty members, preparing the seating arrangement for students for the examinations, conducting the valuation camps and keeping records of the results of the examinations. He/she will also act as a link between the school and the office of the Controller of Examinations of the University and will be responsible for timely distribution of grade sheets, transcripts, provisional degree certificates and degree certificates to the students. The valued answer scripts of the end-semester examinations should be stored in the office of the Deputy Controller of examinations for a period of six months from the date of publishing the results. Confidential scrutiny of the question papers prepared as well as review of valuation will be coordinated by this office.

**R.8 Class Committees**

R.8.1 Every class of a B.Sc. (Hons.) Agriculture programme will have a Class Committee constituted by the Principal of the school.

R.8.2. The Constitution of the Class Committee will be as follows:

- a) The Chairperson of the class committee nominated by Principal of the school.
- b) All the teachers handling courses for the class.

c) Two student representatives nominated by the Faculty Advisor of the class, with equal representation of boys and girls, to the extent possible.

d) The school Principal may attend the committee meetings.

R.8.3. The Class Committee shall meet at least thrice in a semester. The Class committee shall meet at the beginning of the semester to finalise the course plan. After the mid-semester examinations, the class committee should meet to monitor the progress. At the end of the semester, the committee (without student representatives) will meet, to finalise the results. The results shall be submitted to the Principal, who shall approve and forward the same, to the Examination section. The committee may have more number of meetings to monitor the progress of the academics if the situation so warrants.

R.8.4. The Class committees shall be reconstituted at the beginning of every semester by the Principal of the school.

### **R.9. Registration and Enrolment**

R.9.1 Every eligible student shall register for the core and chosen elective courses of the upcoming semester. A student may opt to go at a slower pace by registering only a fewer number of courses of a class. Similarly, a student may re-register for some of the courses with the junior batch, if this can be done without timetable clash. In other words, the timetable for an upcoming semester should be ready by the time the registration begins.

R.9.2 Students from their second semester onwards will register for their upcoming semester during a specified duration at the end of the preceding semester.

R.9.3 Enrolment of the Registered Students is valid only after the consent of the faculty advisor and also if he/she satisfies the condition with respect to maximum duration of the programme, has cleared all his/her financial dues if any, and is not debarred from enrolment as part of any disciplinary action of the Institution.

R.9.5 The maximum number of credits a student can register in a semester is limited to 28.

R.9.6 A student has to complete all the course works specified in the curriculum which is in force at the time of his/her joining the programme. In the event of the student re-registering with junior batches, course in the new curriculum equivalent to each course of the original curriculum will be specified by the school with the approval of the Academic Council and these courses will have to be successfully completed.

### **R.10. Maximum Duration of the programme.**

R.10.1 A student is expected to complete the B.Sc. (Hons.) Agriculture programme in eight semesters. However, a student may complete the programme at a slow pace within twelve semesters, with the prior permission of his/her Faculty Advisor and Principal.

R.10.2 A student may be permitted by the Principal to withdraw from the programme for a semester or a longer period for reasons of ill health or on other valid grounds. However, the programme should be completed within a total span of twelve semesters.

R.10.3 In the event of any student requiring more than twelve semesters to complete the B.Sc. (Hons.) Agriculture programme, the extension can be considered on the merits of the case, by the Vice-Chancellor and ratified by the Academic Council.

### **R.11. Attendance**

R.11.1 Working Days and Time Schedule: Except Sundays and other listed holidays, all other days of a week including Saturdays are working days for students. Normal working hours will be 9.00 a.m. to 5.00 p.m. Depending upon the need, the Principal may announce any change required in timings. Students have to attend classes as per the announced timetable.

R.11.2 A student is required to put in a minimum of 80% of attendance, in each of the regular or remedial courses, he/she has registered.

R.11.3 Attendance of the students will be marked by the concerned teacher during every hour of the course. Leave shall be availed by students only under unavoidable circumstances. It is mandatory that students shall apply in the prescribed form before proceeding on leave. Leave letter recommended by the Faculty Advisor shall be submitted to the Principal for consideration and approval. Unauthorized absence will be treated as breach of discipline. All kinds of leave, authorized by the Principal, shall not exceed 20% of the total hours in the course.

Request for leave for more than three consecutive days on medical grounds, must be supported by a proper medical certificate. In non-medical cases, requests for leave for more than three consecutive days must be countersigned by the parent/guardian or the warden, whichever is applicable.

R.11.4 Students will be considered for leave due to official work (OD) for getting trained and participating in National/International Academic Competitions, represent the college/University for sports and cultural activities, presenting papers in seminars and conferences (only prescribed seminars by the University or should have prior approval from Principal). Students should get this sanctioned before proceeding to such events. The leave will be granted only on submission of relevant proof/certificate of participation. Students who secure internship and the schedule is during their regular semester can avail OD, provided the internship is authorized by the Department and has prior approval from the Principal. It is mandatory to submit an Internship Certificate on completion.

R.11.5 Finalisation of attendance for every course shall be done three working days before the last instruction day of the semester. Percentage of attendance will be calculated totalling the attendance for the theory and practical classes. Any student failing to secure a minimum of 80% attendance in a course, will not be eligible to appear for the end-semester examination in that course. However, if the shortage of attendance is due to genuine grounds of health (medical leave), a condonation of shortage of attendance of maximum 10 % can be allowed by the principal.

R.11.6 In case a student who is not permitted to attend the end-semester examination in any course, due to lack of attendance, he/she will be awarded 'FA' grade, indicating, "failed due to insufficient attendance" which will appear in the grade card. Students awarded 'FA' grade in a course, shall re-register for the course, when offered next.

R.11.7 Hundred per cent attendance is compulsory individually in each of the courses like RAWE& AIA, study tour and similar other programmes. If any student is absent for field trips, the student may be marked absent for all the compensating classes on the day of the field trip in addition to the field trip courses.

## **R.12. Assessment Procedure**

R.12.1 The academic performance of each student in each course will be assessed on the basis of Mid-semester examination, continuous assessment and End-semester examination.

R.12.2 The weightage for the three components of evaluation shall be as follows:

<b>Course with Practical</b>	<b>Weightage</b>
Mid-semester Examination	20
Continuous Assessment (theory)	10
End-semester Practical Examination	15
Continuous Assessment (practical)	15
End-semester Theory Examination	40
<b>Total</b>	<b>100</b>

<b>Course with only theory or Practical</b>	<b>Weightage</b>
Mid-semester Examination	30
Continuous Assessment	20
End-semester Examination	50
<b>Total</b>	<b>100</b>

R.12.3 It is mandatory for a student to appear for both the mid-semester and end-semester examinations in theory as well as practical examinations to be eligible for course completion, failing which he/she will be awarded "F" grade or "FA" (based on attendance compliance).

R.12.4 Mid-semester examinations as well as theory end-semester examinations will be conducted centrally organised by the Deputy Controller of examinations. All question papers will be set by the faculty-in-charge for the course. Principal/Deputy Controller of Examinations can arrange for scrutiny of question papers and take necessary action including external question paper setting and valuation, if the situation warrants such steps. The valuation is also done by the faculty in charge of the course. If a certain course is handled by more than one faculty member (more than one batch of class), all the teachers teaching this subject can collectively value the answer papers. The results of the mid-semester examination as well as end-semester examination can be finalised after the same is discussed in the class committee meeting. The mid-semester examination mark list should be uploaded in AUMS by the faculty in charge of the course within fifteen working days from the date of conduct of mid-semester examination.

All mid-semester examinations will be of two hours durations and conducted in the forenoon and afternoon sessions. The general pattern of scheduling examinations will be as follows, although in exceptional cases, the school will have the liberty to deviate from this pattern. Students will have to write a maximum of two examinations per day. The end-semester examinations will also be scheduled in the forenoon and afternoon but in such a way that a student not writing any re-registered or

supplementary examinations will have to write only one examination every alternate day.

The practical examination is to be conducted on the last practical class. The Principal will announce the schedule of final practical examinations. The evaluation for practical examination will be done by the course teacher and one member from the related subject. Submission of bona fide practical records certified by the Course Teacher is a pre-requisite for appearing in the practical examinations, failing which 'F' grade will be awarded. The duration of practical examinations shall be two and a half hours. The practical marks should be uploaded in AUMS within 10 days from the date of the practical examination. All assignments should be valued and returned within one week after submission.

R.12.5 Missed Mid-semester Examinations: Students who fail to attend a mid-semester examination due to unavoidable circumstances shall be permitted with prior approval of the Principal to write missed Mid-semester Examination of the particular course, subject to payment of the prescribed fee for each missed mid-semester examination. Students deputed for official programmes of the University are exempted from paying the fee for missed Mid-semester examination. Missed mid-semester examinations are scheduled centrally by the Deputy Controller of examinations. They will be conducted during the regular working hours. Candidates writing this will be given OD. The missed examinations are allowed only for mid-semester examinations and not for final theory and practical examinations.

### **R.13 PUBLICATION/ INTERNSHIP**

R.13.1 All students, if they are to be considered for award of Distinction at the time of graduation, are required to have submitted/published ONE paper. This is in addition to the other requirements already prescribed for the award of Distinction.

R.13.2 All publications shall be in Scopus-indexed Journals/Conferences and shall be as per the guidelines prescribed by the University.

R.13.3 Students will be awarded 10 marks, subject to a maximum of 10 marks in one semester, for each publication in which he/she is the author or co-author and the publication is accepted in a Scopus/Pubmed indexed conferences/journal. This is to be validated and approved by the Principal. The marks will be added after the end semester examination in any subject, where the student can improve his/her grade.

Students with more than one publication, the additional marks distribution is as follows:

- a) For students with a CGPA of 8.00 or more, the first paper will be considered for the eligibility for distinction and the second paper will secure them additional marks.
- b) For students with a CGPA less than 8.00, the first paper will be considered to secure a higher CGPA (=8 or more) with additional marks and the second paper will be considered for eligibility of distinction
- c) For students whose CGPA does not move above 8.00 even after additional marks, the publication will only be considered for grade improvement and will not be eligible for distinction.

R.13.4 The students during their period of study in the University are encouraged to indulge in Technical events, Sports, Arts, Social/Community service and Seva activities. Bonus marks (5 to 10 marks) shall be awarded for representing AMRITA University in Technical events, Sports, Cultural and Seva Activities only if the student has got F grade.

#### R.14 REMEDIAL PROVISIONS

##### R.14.1 Supplementary Examinations:

Students, who fail/ secure "F" grade can apply to write supplementary examination for the course during the prescribed schedule from the Examination Office, paying the prescribed fee.

A student who has secured an 'F' grade in a course may take the supplementary examination for a maximum of three additional attempts (excluding the end-semester examinations) with the same internal marks awarded in his immediate previous exam. If the student exhausts all three additional attempts, he will have to re-register the course.

##### R.14.2 Re-registration:

If a student wishes to improve his/her internal marks, he/she can do so, by re-registering for the course. In this case, the internal marks obtained by the student will be valid for the end-semester of the re-registered course with three more supplementary attempts.

#### R.15. Grading

R.15.1 Based on the performance in each course, a letter grade carrying a certain number of points will be awarded to each course. Relative grading system is adopted to award the letter grade. The letter grades are awarded by the Class Committee, without the student representatives in the final class committee meeting.

The letter grades, the corresponding grade points and the ratings are as follows:

Letter Grade	Grade Points	Ratings
O	10.00	Outstanding
A+	9.50	Excellent
A	9.00	Very Good
B+	8.00	Good
B	7.00	Above Average
C	6.00	Average
P	5.00	Pass
F	<5.00	Fail
FA	0.00	Failed due to shortage of Attendance
W		Withheld



In order to get a grade of "P"(pass) or above, the student will have to get a minimum of 50% mark separately in the practical and theory examinations of that subject.

R.15.2 'FA' grade once awarded stays in the record of the student and is replaced with the appropriate grade when he/she completes the course successfully later.

**R.16. Declaration of Result**

Results will be declared by the Deputy Controller of Examinations, after the finalization of grades by the Class Committees and subsequent approval by the Principal.

**R.17. Revaluation of answer Papers**

Students who are not satisfied with the grades awarded are permitted to request for revaluation of answer scripts of the end semester. The request should be made within 7 days of publication of results to the Examination Section through the Faculty Advisor. Students have to pay the prescribed fees.

Revaluation is permitted only for End semester Lecture based courses. The evaluation will be done by the faculty who handled the course, in the presence of the Chairperson of the class committee and the applicant. If the revaluation leads to a better grade, the revised grade will be awarded to the student and in such cases, the revaluation fee will be refunded in full.

**R.18. Course Completion:**

A student is said to have successfully completed a course and earned the corresponding credits, if he/she has:

- Registered for the course.
- Maintained 80% or more attendance in the course.
- Appeared for the mid-semester and end-semester examinations.
- Secured a pass grade "P" or better in the course.
- No pending disciplinary proceedings against him/her.

**R.19. Semester Grade Point Average (SGPA)**

On completion of a semester, each student is assigned Semester Grade Point Average (SGPA) which is computed as below for all courses registered by the student during that semester.

$$\text{Semester Grade Point Average} = \frac{\sum (C_i \times Gp_i)}{\sum C_i}$$

where  $C_i$  is the credit for  $i^{\text{th}}$  course in that semester and  $Gp_i$  is the grade point for that course.

The summation is for all the courses registered by the student during the semester including the failed courses. The SGPA is rounded off to two decimals.

**R.20. Cumulative Grade Point Average (CGPA)**

The overall performance of a student at any stage of the B.Sc. (Hons.) Agriculture Degree programme is evaluated by the Cumulative Grade Point Average (CGPA) up to that point of time.

$$\text{Cumulative Grade Point Average} = \frac{\sum (C_i \times Gp_i)}{\sum C_i}$$

where  $C_i$  is the credit for  $i^{\text{th}}$  course in any semester and  $Gp_i$  is the grade point for that course.

The summation is for all the courses registered by the student during all the semesters upto that point of time including the failed courses. The CGPA is also rounded off to two decimals.

#### **R.21. Overall Grade Point Average (OGPA)**

On course completion, Overall Grade Point Average (OGPA) will be computed and included in the final grade sheet.

$$\text{Overall Grade Point Average (OGPA)} = \frac{\sum (C_i \times Gp_i)}{\sum C_i}$$

where  $C_i$  is the credit for  $i^{\text{th}}$  course in any semester and  $Gp_i$  is the grade point for that course.

The computation excludes the failed courses.

#### **R.22. Ranking**

The ranking of the students in a batch at any intermediate or final stage is based on only on OGPA. Only those students who have passed all subjects up to that stage in the first attempt are considered for ranking.

Students are eligible for final ranking, only if the programme is completed within the stipulated 8 semesters.

#### **R.23. Grade Sheet**

The Grade Sheet issued to the student at the end of a semester will contain the following information:

- Name, Roll No. Grade Sheet No., Semesters, Month and year of Examination
- Course Code, Course Title, Credits, Grade obtained and Grade points earned for the courses registered,
- Credits registered and earned during the semester.
- Cumulative credits earned and Grade Points,
- SGPA
- CGPA
- OGPA

#### **R.24. Classification of successful candidates:**

R.24.1 A student shall be considered to have successfully completed the programme, if he/she has:

- Successfully completed the necessary course requirements for all the core courses, electives and projects specified in the curriculum.
- Earned the required minimum number of credits as specified in the curriculum corresponding to the Students programme, within the stipulated time.

R.24.2 Candidates who have successfully completed the programme, within the stipulated period of Eight Semester shall be classified as follows:

Candidates securing a CGPA of 8.00 and above – “FIRST DIVISION WITH DISTINCTION”\*

(\*subject to satisfying the condition mentioned in Clause R.14 )

Candidates securing a CGPA between 7.00 and 7.99 – “FIRST DIVISION”

Candidates securing a CGPA between 6.00 and 6.99 – “SECOND DIVISION”

Candidates securing a CGPA between 5.00 and 5.99 – “PASS”

Candidates securing CGPA of 8.00, but has exceeded 8 semesters for completion of the programme – “FIRST CLASS”.

#### **R.25 Transcript**

Transcript will be issued to students on request by paying a prescribed fee. Transcripts shall contain all the information that is mentioned in the grade sheet along with the month and year of passing of each course.

#### **R.26 Discipline**

Every student is required and expected to observe strict discipline and decorous behavior both inside and outside the campus. He/she should not indulge in any activity which may tarnish the fair name and prestige of Amrita Vishwa Vidyapeetham. Any act of indiscipline or misbehavior including unfair practice in the examinations will be dealt with by the Disciplinary Action Committee of the Institution, constituted by the Head of the School concerned. The committee will enquire into the charges and make recommendations to the Head of the School concerned. Based on the findings of the committee, appropriate disciplinary action will be taken. Serious act of indiscipline on the part of the students may even attract penalty up to the extent of expulsion from the University.

#### **R.27 Redressal of grievances**

Students have the right to seek redress of grievances. For this, they have to appeal in writing to the Dean/Principal concerned, who will take necessary steps in the matter.

#### **R.28 Award of B.Sc. (Hons.) Agriculture Degree**

A student will be declared eligible for the award of B.Sc. (Hons.) Agriculture Degree, if he/she has:

- a) completed the programme successfully as described in clause R24.1 and
- b) no pending disciplinary proceedings against him/ her and no outstanding dues

The B.Sc. (Hons.) Agriculture degree, will be awarded by the Board of Management of Amrita Vishwa Vidyapeetham on recommendation of the Academic Council.

#### **R.29. Interpretation Clause**

Related to any of the academic matters, whenever there arises any doubt or dispute on the interpretation of regulations or rules, the decision of the Academic Council will be final as well as binding on all concerned.

**R.30. Amendment to Regulations**

Notwithstanding anything stated above, the Amrita Vishwa Vidyapeetham reserves the right to modify any of the regulations, as deemed fit, from time to time.