

U.P. Pandit Deen Dayal Upadhyaya Pashu Chikitsa Vigyan Vishwavidyalaya Evam Go-Anusandhan Sansthan, Mathura (UP)

ACADEMIC REGULATIONS 2014 for B.Sc. (H) programmes (College of Biotechnology)

1. PRELIMINARY

- 1.1 **Short title and commencement:** The Academic Regulations for B.Sc. (H) Programmes of College of Biotechnology, U.P. Pt. Deen Dayal Upadhyaya Pashu Chikitsa Vigyan Vishwavidyalaya Evam Go Anusandhan Sansthan, Mathura for the award of the degree may be called as “The Academic Regulations for B.Sc. (H) Programmes (College of Biotechnology) 2014” and shall come into force from the date of their approval by the Academic Council of the University.
- 1.2. **Definitions:** In the B.Sc. (H) Programme Regulations, unless the context otherwise requires:
- (i) “The Academic Regulations for B.Sc. (H) Programmes (College of Biotechnology) 2014” means the Academic Regulations of U.P. Pt. Deen Dayal Upadhyaya Pashu Chikitsa Vigyan Vishwavidyalaya Evam Go Anusandhan Sansthan, Mathura for the course of study in the University for the award of **Bachelor of Science (Honours)** degree in Biotechnology/Industrial Microbiology.
 - (ii) “Credit Hours” means the weekly unit of work recognized for any particular course as per the course catalogue of the University. A theory class of one hour per week shall be counted as one credit whereas, a practical class of two hours duration per week shall count as one credit hour.
 - (iii) “Semester” means a period consisting of minimum 100 instructional days, excluding examination days and during a semester, a minimum of 16 lectures are required to be delivered for each credit hour of the course.
 - (iv) “Syllabus” and “curriculum” means the syllabus and curriculum for courses of study as specified by Academic Council of the U.P. Pandit Deen Dayal Upadhyaya Pashu Chikitsa Vigyan Vishwavidyalaya Evam Go-Anusandhan Sansthan, Mathura for the award of the degree.

2. COURSE OF STUDY

2.1 Description:

B.Sc. (Honours) degree Programmes in Biotechnology/Industrial Microbiology shall comprise the courses for study consisting of the curriculum and syllabus as approved by the Academic Council. The B.Sc. programme is full time three years Under Graduate Programme. The medium of instruction shall be English. The programme consists of Six Semesters-Semester I and II in the First Year of the Programme, Semesters III and IV in the Second Year and V and VI Semesters in the Third Year of the programme.

2.2 Academic Calendar and Schedule for Semester:

The Academic Calendar and schedule for semester will be as notified by Dean, College of Biotechnology from time to time.

3. Admission to B.Sc. (Honours) degree Programmes in Biotechnology/Industrial Microbiology

Admission to **B.Sc. (Honours)** programmes shall be made on the basis of merit as specified by the academic council, counselling, payment of prescribed fees and registration for 1st semester unless otherwise changed by the Academic Council. Admission shall be made in July or as specified by the University Authority.

3.1 Selection of Students

- (i) To be eligible for seeking admission in **B.Sc. (Honours)** programmes, candidate must have passed his/her 10+2 examination with biology to appear in the merit list.
- (ii) The selection of students to a **B.Sc. (Honours) Programme** shall be on merit of the candidate in 10+2 examination with biology, however, it is essential that the candidates of Unreserved and other backward classes (OBCs) should have secured at least a minimum of 45%, while those belonging to SC and ST categories 40% marks in 10+2 examination with biology.

3.2 Reservation of Seats for Admission

The reservation policy of the Government of Uttar Pradesh as notified by university Registrar in prospectus issued.

3.3 Time of Admission

Admission to **B.Sc. (Honours) Programmes** shall be made at the commencement of the first semester of each academic year, unless otherwise changed by the Academic Council.

3.4 Counselling

- (i) Counselling of the aspirants for admission to **B.Sc. (Honours) Programmes** shall be done on the specified date as mentioned in the prospectus notified by the University Registrar.
- (ii) Change of discipline between the two **B.Sc. (Honours) Programmes in Biotechnology/Industrial Microbiology** may be allowed against the vacant seats within one month of admission.

4. Enrolment, Registration and Continuance

4.1 Enrolment

Students freshly admitted to **B.Sc. (Honours) Programmes** will be enrolled on the date of counselling as notified by the Registrar of the University.

4.2 **Registration**

Registration in the semesters shall consist of the following steps:

- i. After getting the five registration cards signed from the concerned Instructor(s), the student shall deposit the university fees and other dues.
- ii. After depositing the fee, the student shall deposit the duly filled in and signed registration cards in the office of the Dean, College of Biotechnology on the same day.

NOTE: No registration will be allowed in absentia.

4.3 **Registration of Fresh Students**

Registration of fresh student for the first semester of the **B.Sc. (Honours) Programme** is a part of admission procedure and shall be done on the prescribed date as notified by the Registrar in the prospectus. Admission of new students failing to register in the prescribed manner on the assigned date is liable to be cancelled; however, Registrar of the University can allow the student late registration up to six days only with late registration fee as prescribed.

4.4 **Registration of Continuing Students**

Registration of the continuing students in subsequent semester(s) shall be on the date and time notified by Dean, College of Biotechnology. However, Dean, College of Biotechnology can allow a continuing student for the late registration up to six days with a late registration fee as prescribed. Students failing to register within 6 days shall not be allowed registration in that particular semester.

4.5 **Suspension of Registration**

The registration of any student may be suspended by the Dean, College of Biotechnology on the recommendation of disciplinary committee. A Student whose registration has been suspended as above will have to vacate the hostel and leave the campus if such a measure is deemed necessary by the University authorities in the interest of academic discipline and peace of the campus.

4.6 **Cancellation of Registration**

The Dean, College of Biotechnology may cancel the registration of any student(s) who indulges in acts of indiscipline, misconduct, violation of the rules and regulations of the University, strikes, absence from class (es) without permission or without any valid reason or in cases the Dean, College Biotechnology has reasons to believe that their continuance in the institution would not be in the interest of the University.

4.7 **Dropping from the University**

Discontinuation of studies by any **B.Sc. (Honours) Programme** student will be permissible only on justified grounds after the completion of first semester examination. The student may

be allowed by Dean College of Biotechnology to seek re-admission in the subsequent year(s) subject to the condition that the total period of withdrawal shall not exceed two semesters in which he/she had withdrawn.

5. Record and Computation of class attendance

- 5.1 Each instructor shall maintain a record of the student's attendance in each course taught by him/her in each semester. Class attendance shall be sent to the Dean in the first week of the ensuing month by the instructor and also be notified in the notice board. The percentage attendance of a student in a course in a semester shall be computed on the basis of the total number of lectures /practical classes attended by him/her and those actually scheduled between the date of commencement of instruction and the date of closing instruction.
- 5.2 Each student shall be regular in attending classes and shall be required to have a minimum of 75% attendance in each course in each semester, failing which he/she will not be allowed to appear in the semester examination and he / she shall be declared failed in that subject. Such candidate will not be eligible for compartmental examination.
- 5.3 Dean, College of Biotechnology shall notify the eligibility of students to appear in the examination seven days before the commencement of the semester examination and notice to this effect shall be displayed on the notice board of the college.
- 5.4 A student who has completed attendance requirement and fails to appear in the examination shall be treated as failed and will be eligible for compartmental examination.

6. Award of degree and the maximum permissible time limit

- 6.1 For the award of the degree in **B.Sc. (Honours) Programme**, the minimum and the maximum permissible time limit for the completion of degree shall be as under:

Degree	Minimum Semester	Maximum semester
B.Sc.(Honours) Biotechnology	6	10
B.Sc.(Honours) Industrial Microbiology	6	10

- 6.2 The semester(s) washed out on account of withdrawal, dropping by the student on his/her own, failure to register in time, medical grounds, use of unfair means or dropped for any other reason whatsoever described above, shall be counted towards the maximum permissible time limit of semesters.

NOTE: If the student fails to complete his/her programme successfully within the maximum time limit prescribed for the programme as above, he/she shall no longer be a student of this University and degree will not be awarded to such candidate.

7. **Programme of study:** The programme of study would be as per notification by the Dean duly approved by the academic council.

8. EXAMINATION AND EVALUATION

- 8.1 The examination shall be to assess whether the student has been able to achieve a level of competence.
- 8.2 There shall be two examinations in a semester with the ratio of marks 30:70. **The mid semester examination** comprising of 30% marks for each theory and practical paper shall be assessed internally by the concerned teacher/s in the college. **The semester end examination** comprising of 70% marks shall be assessed by external examiners and conducted by the Controller of Examinations.
- 8.3 In the semester end theory examination, moderation of the question paper will be allowed 30 minutes before commencement of examination if the concerned instructor finds any portion of it beyond prescribed syllabus.
- 8.4 The theory question paper shall be of 50% objective (45 min) and 50% subjective (135 min) and of three hour duration.
- 8.5 The evaluation will be made on percentage basis. Each course will be assessed on the basis of 100 marks. The marks would be divided between internal and external assessment. There shall be one semester end external examination of each course in every semester consisting of 70% (70 marks) weightage in theory and practical courses.
- 8.6 Evaluation of answer sheets of mid semester examination: The answer sheets shall be evaluated by the concerned teacher. The internal examiner will evaluate the answer books and marked answer books will be shown to the students. The marks obtained will be entered in the prescribed mark sheets and will be sent to the Controller of Examinations through Dean, College of Biotechnology.
- 8.7 Evaluation of answer sheets of semester end examination: The answer sheets shall be evaluated by the external examiner under the directions of Controller of Examinations.
- 8.8 Marks in decimals 0.5-0.99 will be rounded to next higher digit.

9. Pass percentage

- 9.1 Minimum marks to get through in a course is 40%, failing which the student has to appear in compartment examination to be held within one month of declaration of result of end semester examination. For this he/she has to submit an application along with compartment examination fees Rs.1000.00 (Rs. One thousand only) per course. A student can appear in compartment examinations for maximum of two courses in a semester.
- 9.2 A candidate, in order to pass, must secure 50% marks in the aggregate in a particular academic year inclusive of both semesters of the academic year subjected to conditions described in the clause 10.

10. Promotion and Failure

- 10.1 A candidate satisfying all the requirements under clause 9 shall be promoted to the next academic year of study.
- 10.2 A candidate shall be eligible for provisional promotion to the next academic year of study provided:

- (i) he/she fails to satisfy the requirements of clause 9.1 in not more than **4 theory papers and 2 practical papers** on the basis of both semester examinations cumulatively of a particular academic year.
- (ii) If a candidate satisfies the requirement of clause 9.1 but fails to satisfy the requirement of clause 9.2, he/she shall be eligible for provisional promotion with carry over. He/she may choose up to a maximum of any **four** theory papers of that particular academic year as per his/her choice to pass the examination of that year.
- (iii) A candidate shall not be promoted to third year if he/she fails to satisfy the requirements of clause 9.1 in more than 4 theory subjects and 2 practical subjects cumulatively in previous years.
- (iv) All other candidates who do not satisfy conditions laid down in clause 10 shall be declared fail and shall be required to repeat the whole academic year after taking readmission. This facility is, however, subject to the maximum permissible time limit.

10.3 There will be no provision of any grace marks.

11. Carry over system

- 11.1 (i) A candidate who satisfies the requirements of clause 10.2 (i) will be required to appear in those theory papers / practicals in which he/she failed.
 - (ii) A candidate satisfying clause 10.2 (ii) shall be required to exercise his/her choice up to a maximum of **four** theory papers in which he/she desires to appear in the examination to fulfill the requirements of clause 9.2. He/she shall inform the college about his/her choice within 15 days after the start of new session.
- 11.2 The highest marks secured in any subject in various attempts (end semester and carryover examinations) shall be considered.

12. Division and Honours

- i. **Pass** 40.00% to 49.99%
- ii. **Pass with second division** 50.00% to 59.99%
- iii. **First division** 60.00-79.99%
- iv. **First division with distinction** 80.00% and above

13. Results

- 13.1 Tabulation of the results shall be done from the award list of the internal/external examiners by the office of the COE.
- 13.2 Tabulation work should be completed within seven days from last date of the receipt of last award list from examiners.
- 13.3 The office of COE will do the collation of the results and declare the semester results before the commencement of next semester.

13.4 All the marks obtained in theory and practical examination(s) will be entered in the computer and hard copy will be pasted on register(s) in the office of the COE separately and the semester mark sheet of the students will be prepared by the office of COE at the end of each semester. COE will issue the semester mark sheet to all the students with a copy of the same to Dean, College of Biotechnology. The Composite Academic Transcript will be issued by COE on the completion of degree programme with the latest photograph of the student pasted on transcript.

14. Retotaling/Scrutiny/ Re-evaluation

14.1 Retotaling or Scrutiny of marked answer books will be allowed in the theory semester end examination. For this concerned student has to submit an application along with fee Rs.1000.00 per course.

14.2 No re-evaluation of marked answer books will be allowed.

15. Character Certificate

After the completion of degree programme, Dean, College of Biotechnology will issue the character certificate to the concerned student.

16. Hostel Rules

Existing university hostel rules will be applicable both for boys & girls students residing in the University hostels.

Note: For any matter not covered under this Regulation, The existing University Rules and University Act 2001 should be applicable.