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# COMMON ACADEMIC REGULATIONS FOR POST-GRADUATE DEGREE PROGRAMME

## COLLEGE OF AGRICULTURE, TRIPURA (ESTD.2007)

LEMBUCHERRA, WEST TRIPURA, TRIPURA -799 210

(Affiliated to Tripura University)  
A Central University, Suryamaninagar  
Accredited to ICAR, New Dehli



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# CHAPTER -1

## GENERAL ASPECTS AND GLOSSARY OF TERMS

### 1.1 Authority for making regulations

- Department of Agriculture, Govt. of Tripura: Students Admission Procedure and Fees
- Tripura University: Registration of students, Academic Programme, Examination, Maintenance of Discipline and Conduct, etc.

### 1.2 Short title and commencement

These regulations shall be called "Common Academic Regulations for Post Graduate Degree Programme- 2021" and shall be applicable to the students enrolled in PG programme at College of Agriculture, Tripura w.e.f. the academic year 2021-22.

### 1.3 Degree Nomenclature

Post Graduate Degree being offered from College of Agriculture, Tripura will be M.Sc. (Ag.) in respective academic department as illustrated below:

M.Sc. (Ag.) in Agronomy

M.Sc. (Ag.) in Horticulture (Fruit Science)

M.Sc. (Ag.) in Horticulture (Vegetable Science)

M.Sc. (Ag.) in Horticulture (Floriculture and Landscaping)

M.Sc. (Ag.) in Plant Pathology

### 1.4 Academic year and duration of the degree programmes

- i. The academic year for Masters shall generally commence from the month of August.
- ii. A semester shall consist of minimum 110 working days.
- iii. Co-curricular activities shall be organized simultaneously with academic activities after class hours. Loss of instructional days due to inter class/inter collegiate competitions in sports/ games/ cultural activities or due to any other reason shall be compensated by providing additional instructional days.
- iv. Number of classes for each credit of a course shall be 1 in a week and 16 in a semester.

### 1.5 Duration of Master's Degree Programme

Minimum 2 years (4 semesters), Maximum 4 years (8 semesters)

## 1.6 Definitions of academic terms

i. Chairperson of the Advisory Committee means a teacher of the major discipline approved by the Principal of the college. Whereas, Co-chairperson of the advisory committee means other teacher/s of the major discipline as well as that of minor discipline related to the proposed research work. Both Chairperson and Co-chairpersons will be responsible to guide the students on academic issues including Master's research.

ii. Curriculum refers to a group of courses approved to meet the requirements for the fulfillment of a degree programme.

iii. Course means a unit of instruction in a discipline carrying a specific number and credit and to be covered in a semester as laid down in detail in the syllabus of a degree programme.

iv. Syllabus refers to a detailed outline of courses approved by the affiliating university for the fulfillment of a particular degree programme.

v. Credit means the unit of work load per week for a particular course in theory and/or practical. One credit of theory means one class of one hour duration and one credit of practical means one class of minimum two hours duration per week.

vi. Credit load of a student refers to the total number of credits of all the courses he/she registers during a particular semester.

vii. Grade point (GP) of a course is a measure of quality of work done. It is obtained by dividing the percent mark secured by a student in a particular course by 10, rounded off to second decimal place.

viii. Credit point (CP) refers to the Grade point multiplied by the number of credits of the course, rounded off to second decimal place.

ix. Grade point average (GPA) means the total credit point earned by a student divided by total number of credits of all the courses registered in a semester, rounded off to second decimal place.

x. Cumulative Grade Point Average (CGPA) means the total credit earned by a student divided by the total number of credits registered by the student at the end of a semester (all completed semesters), rounded off to second decimal place.

xi. Overall Grade Point Average (OGPA) means the total credit points earned by a student in the entire degree programme divided by the total number of course credits required for the degree, rounded off to second decimal place.

xii. Formula for conversion of OGPA to percentage marks and vice-versa:

a.  $P = 10G$  (where 'P' is the percentage of marks in the traditional system and 'G'



b. is the CGPA or OGPA in 10.00 point scale)

xi. Result is a measure of performance in a course at the end of the semester. Result for each course registered shall be declared as follows:

| <b>GP/ Symbol obtained</b> | <b>Result</b>          | <b>Value/Remarks</b>   |
|----------------------------|------------------------|------------------------|
| 6 and above                | Pass                   | GP as defined above    |
| Less than 6 (F)            | Fail                   | Zero                   |
| 'SA'                       | Shortage of attendance | Zero                   |
| 'S'                        | Satisfactory           | For non-credit courses |
| 'US'                       | Unsatisfactory         | For non-credit courses |

### **1.7 Result/Grading System in Master's Programme**

- Scale : 10 point
- Minimum passing grade in a course : 6.00
- Minimum SGPA/ CGPA for promotion to next semester: 6.00
- Minimum OGPA to obtain degree : 6.00

## CHAPTER - 2

# STUDENTS ADMISSION AND ACADEMIC PROGRAMMES

### 2.1 Admission

All seats will be filled on the basis of academic merit of the candidate. However, 50% seats are reserved for candidate passed out from the College of Agriculture, Tripura, while, rest 50% are open to all including candidates passed out from College of Agriculture, Tripura. In both categories, standing reservation policies of Tripura will be followed.

#### 2.1.1 Eligibility for Master's Programme

Candidate must possess four (4) years bachelors' degree in the respective/ related subjects viz. B.Sc. (Hons.) Agriculture/ B.Sc. (Hons.) Horticulture/ B.Sc. Agriculture/ B.Sc. Horticulture with minimum 6.00 out of 10.00 or equivalent OGPA or equivalent percentage of marks for general category candidates and minimum 5.50 out of 10.00 or equivalent OGPA or equivalent percentage of marks for SC/ ST category candidates at bachelors' degree level.

Age limit: Aspirants should be at least 21 years of age.

#### 2.1.2 Submission of application

Application form will be available in the official website of College of Agriculture, Tripura [www.coat.ac.in](http://www.coat.ac.in) or the same can be physically collected from the office of the Principal of the college. Copy of typed and duly signed application form along with scanned copy of self attested supporting documents and requisite application fees (Demand Draft only) is to be submitted to the Principal through email addressed to [coat.pgs@gmail.com](mailto:coat.pgs@gmail.com) within application deadline.

#### 2.1.3 Application fee for PG Courses

The Application fees (Rs. 200 for general category candidates and Rs. 150 for SC/ST candidates) need to be paid in form of Demand Draft in favour of DDO, College of Agriculture, Tripura and should be payable at Account No. 36420611563 of State Bank of India (Agricultural College Branch), Lembucherra IFSC- SBIN0016016. Candidate/s applying for more than one subject has to submit separate application with separate application fee.

#### 2.1.4 Selection of candidates for admission

Aspirants will be shortlisted for admission on the basis of their merit list based on marks obtained in graduation programme, 12th standard and 10th standard as per following guidelines :

| Level of Examination   | Essential requirement                  | Guidelines of scoring | Score obtained                                   |
|--|--|-----------------------|--|
| B.Sc (Ag.) for admission in Agronomy<br>B.Sc (Ag.) or B.Sc (Hort.) for admission in Horticulture | ≥55% (for SC/ ST)<br>≥60% (for others) | (% of marks X 0.5)    | S <sub>1</sub>                                   |
| High School (12 <sup>th</sup> )/ Uchcha Madhyamik/ SSCE  | ---                                    | (% of marks X 0.3)    | S <sub>2</sub>                                   |
| Secondary School (10 <sup>th</sup> )/ Madhyamik/ AISSE   | ---                                    | (% of marks X 0.2)    | S <sub>3</sub>                                   |
| <b>Total Score</b>   |  |                       | S <sub>1</sub> + S <sub>2</sub> + S <sub>3</sub> |

In case, total score obtained by two or more candidates are equal, then the candidate with higher marks in graduate level will be shortlisted for admission. Similarly, if total score obtained by two or more candidates are equal even after comparing the marks in graduate level then the candidate with higher marks in H.S. (12<sup>th</sup>)/ Uchcha Madhyamik/ SSCE will be shortlisted for admission.

### 2.1.5 Admission procedure

Based on the selection criteria, provisional merit list of the aspirants prepared by the Post Graduate Admission committee and approved by the Principal, College of Agriculture, Tripura will be uploaded in the official website [www.coat.ac.in](http://www.coat.ac.in). Shortlisted candidates (maximum 1:5 ratio) will be informed to present themselves for counseling on the prescribed date and time. During counseling, candidate must produce one set of self-attested photocopy of the following documents along with original copy of the same for verification:

- i) Mark sheet and certificate of B.Sc. (Ag.) / B.Sc. (Hort.)
- ii) Mark sheet and certificate of 12<sup>th</sup> Standard Examination
- iii) Mark sheet and certificate of 10<sup>th</sup> Standard Examination
- iv) Certificate of proof of date of birth
- v) SC/ST certificate
- vi) Permanent Resident Certificate/Citizenship Certificate
- vii) Photo Identity Card (AADHAAR/Voter ID)

Based on merit and roster, panel of successful candidates for admission in the respective PG course/s recommended by the designated committee will be submitted for approval of the Principal. Selected candidates as per approved number of seats in the respective discipline will be issued 'Admission Form'. Candidate will secure admission in his/ her desired discipline after acceptance of filled up 'Admission Form' and receipt of the admission fees.

*Note 1. Vacant seats under reserved/ unreserved category shall be filled-up from the panel of candidates on merit basis following the roster of Govt. of Tripura.*

*Note 2. Submission of the Application form in no way confirm admission to the College of*

*Agriculture, Tripura. On scrutiny of the relevant documents on the day of counseling or even letter, if any document is found to be false/ fraudulent, the admission is liable to be cancelled.*

### 2.1.6 Admission Fees

Selected candidate will have to deposit the admission fees amounting Rs. 8750/- (Rupees Eight Thousand Seven Hundred Fifty only) which is inclusive of university registration fees, tuition fee (non-refundable), hostel fee (non-refundable), caution money (refundable), mess advance, and examination fee (to be paid every semester).

| SI No    | Particulars  | Amount (In INR) | Non-Hostellers (in INR) | Remarks  |
|----------|--|-----------------|-------------------------|--|
| <b>A</b> | <b>Tripura University Charges</b>                        |                 |                         |  |
| 1        | Registration (to be paid once at the time of Admission)* | 500.00          | 500.00                  | Time to time revised as per Tripura University |
| 2        | Examination Fee (Per semester)*                          | 1830.00         | 1830.00                 |  |
|          | <b>Sub Total</b>   | <b>2330.00</b>  | <b>2330.00</b>          |  |
| <b>B</b> | <b>College Fee (Non Refundable)</b>                      |                 |                         |  |
| 1        | Admission  | 1000.00         | 1000.00                 | Per Semester                                   |
| 2        | Tuition (including thesis)                               | 2500.00         | 2500.00                 |  |
| 3        | Laboratory   | 600.00          | 600.00                  |  |
| 4        | Library  | 200.00          | 200.00                  |  |
| 5        | Course Register  | 150.00          | 150.00                  |  |
| 6        | Semester Report  | 150.00          | 150.00                  |  |
| 7        | Student's Welfare Fund                                   |                 |                         |  |
|          | i) Magazine Fee  | 150.00          | 150.00                  |  |
|          | ii) Medical Fee  | 250.00          | 250.00                  |  |
|          | iii) Sports Fee  | 250.00          | 250.00                  |  |
|          | iv) Recreation /Common Room                              | 100.00          | 100.00                  |  |
|          | v) Student Aid Fee                                       | 100.00          | 100.00                  |  |
|          | vi) Student Society                                      | 50.00           | 50.00                   |  |
|          | <b>Sub Total -</b>                                       | <b>5500.00</b>  | <b>5500.00</b>          |  |
| <b>C</b> | <b>Hostel Fee (Non Refundable)</b>                       |                 |                         |  |
| 9        | Hostel Admission Fee                                     | 200.00          | 00.00                   | Per Semester                                   |
| 10       | Hostel Establishment Fee                                 | 400.00          | 00.00                   |  |
| 11       | Hostel Utensils, Crockery and depreciation Charge        | 200.00          | 00.00                   |  |
| 12       | Hostel Room Rent   | 1000.00         | 00.00                   |  |
| 13       | Electricity Charges                                      | 400.00          | 00.00                   |  |
| 14       | Water Charges  | 200.00          | 00.00                   |  |
| 15       | Hostel Common room fee                                   | 400.00          | 00.00                   |  |
|          | <b>Sub Total</b>   | <b>2800.00</b>  | <b>00.00</b>            |  |
| <b>D</b> | <b>Annual Fee (Refundable)</b>                           |                 |                         |  |
| 16       | Caution Money**  | 1400.00         | 1400.00                 | Once at the time of Admission                  |
|          | <b>Sub Total</b>   | <b>1400.00</b>  | <b>1400.00</b>          |  |
|          | <b>Grand Total</b>                                       | <b>12030.00</b> | <b>9230.00</b>          |  |

\* Will be deposited to Tripura University time to time. \*\* This refundable amount will be kept in the savings account of college and will be refundable after completion of the degree.

The Semester Examination Fee will be collected from the students before each Semester End Term Examination as per the decision of Tripura University.

Note: Approved by Govt. of Tripura

### **2.1.7 Admission Number, Identity Card and Orientation Programme**

- i) Each newly admitted student shall be given an admission number by the Principal of the college.
- ii) After admission, the student shall be provided with an identity card with his/her photograph. The identity card shall be returned to the authority when the student leaves the college after completion of the degree programme or discontinuation of the course.
- iii) An orientation programme shall be organized by the Principal of the College for the benefit of the newly admitted students immediately after commencement of the first semester.

### **2.1.8 Refusal of admission**

Principal, College of Agriculture, Tripura reserves the right to refuse admission to any candidate whose admission in his/her opinion is detrimental to the interest of the College.

### **2.2 Registration of newly admitted students**

List of newly admitted students will be sent by the Principal of the college to the Tripura University for registration as per the standard norms of the university. Registration Number of the student will be issued by the Registrar of the university in due course of time.

### **2.3 Semester wise registration of courses**

Before commencement of each semester, every student must submit prescribed Course Registration Card duly filled and signed by the student, course teacher and advisor/supervisor. Following procedures shall be adopted while registering for the second and subsequent semesters of the degree programme.

- Submission of "No due certificate" from all the Departments and units of the College
- Payment of prescribed fees
- Submission of the prescribed Registration Cards duly filled- in and signed by all concerned.
- Students shall register the requisite courses in person. In absentia registration will not be permitted under any circumstances.

### **2.4 Late registration**

All Students must submit filled up Course Registration Card on the scheduled date, failing which he/ she may register within 15 (Fifteen) working days subject to the production of valid reason to the satisfaction of the Principal of the college. Late registration beyond 15 working days will not be allowed in any circumstances.

## 2.5 Temporary withdrawal of students from the College of Agriculture, Tripura

A student may be permitted to discontinue regular studies for one year after successful completion of at least one semester as a regular student. However, a student will have to complete his/ her master's degree programme within maximum four (4) academic years. This relaxation is admissible on the grounds specified below as per recommendation of the Principal followed by approval of the Registrar.

- i) Prolonged illness of self: The student has to submit an application for temporary withdrawal along with a certificate from a Government Medical Officer.
- ii) Serious accident of self: The student/the guardian has to submit a medical certificate to the effect that he/she/his/her ward is unable to attend class for a specified period for availing temporary withdrawal from the degree programme.
- iii) Death of parents/spouse or any other valid reason to the satisfaction of the Principal of the College along with certificate from medical officer.
- iv) Delivery of a child/ medical emergency due to pregnancy on production of a certificate from qualified Medical Officer/ Gynecologists for female student.

## 2.6 Credit Requirements

The minimum total course and research credit requirements for the Master degree programmes shall be 55 as per the following break up:

| Course work/research work         | Minimum Credit Hour |
|-----------------------------------|---------------------|
| Major subject                     | 20                  |
| Minor subject                     | 09                  |
| Supporting subject (s)            | 05                  |
| Seminar                           | 01                  |
| Research (Master's thesis)        | 20                  |
| <b>Total credits</b>              | <b>55</b>           |
| Compulsory Non-credit (6 courses) | 06                  |

- **Major subject:** The subject (Department/Discipline) in which a student takes admission.
- **Minor subject:** The subject closely related to a student's major subject.
- **Supporting subject:** The subject not related to the major subject. It could be any subject considered relevant for student's research work or necessary for building his overall competence.
- **Non-Credit Compulsory Courses:** Six courses (PGS 501, PGS 502, PGS 503, PGS 504, PGS 505 and PGS 506) are of general nature and are compulsory for Master's programme.

- **Credit definition:** One credit is defined as one hour lecture/ 2 hours laboratory/ 3 hours field work per week. One extra compulsory non- credit seminar has to be included.

## **2.7 Permissible work load**

The minimum and maximum credit load for Master's degree students in a semester shall be 14 and 18 credits (including course and research work) respectively.

## **2.8 Advisory System**

### **2.8.1 Advisory Committee**

#### **Function:**

The advisory committee meetings of the P.G. students shall be conducted for all activities like; finalization of the programme of work, research plan, synopsis seminar, conduct of comprehensive examination, thesis seminar and viva-voce.

#### **Formation of Advisory Committee :**

- i. Minimum 3 members and maximum 5 including HoD (2 from major subject including Chairperson and one from minor subject). The Head of Department will be Ex-Officio Member of the Advisory Committee of all the PG students of the Department.
- ii. The Chairperson of a student's Advisory Committee shall be a recognized PG teacher eligible to guide PG research and Thesis work.
- iii. At any given time, Professor, Associate Professor and Assistant Professor shall not be a Chairperson for more than 6, 5 and 4 P.G. students respectively. The Chairperson should be a recognized P.G. teacher with 5 years of experience and 5 NAAS rating publications or possesses Ph. D. with good publications, made after joining the College of Agriculture, Tripura.

### **2.8.2 Procedure of formation and approval of the Advisory Committee**

- i. The Head of the Department shall propose a Chairperson for each student.
- ii. The Chairperson shall suggest the other members of the Advisory Committee in consultation with the Head of the Department.
- iii. The proposal for the formation of Advisory Committee for each student shall be submitted by the concerned Chairperson in prescribed format in five copies to Principal of the College for approval and notification.
- iv. The Principal of the College shall intimate all concerned about the approval of the Advisory Committee.
- v. The nomination of Chairperson shall be completed within four weeks and the formation of the Advisory Committee within 8 weeks of commencement of the first semester.

### **2.8.3 Change in the Advisory Committee**

- i. Change of the Chairperson or any member of the Advisory Committee is not ordinarily permissible. However, in exceptional cases, the change may be effected with due approval of the Principal.
- ii. In case the Chairperson/ member of a Student's Advisory Committee retires, he/ she shall be allowed to continue provided that the student has completed his course work and minimum of 5 research credits and the retiring Chairman/ member stays at the Headquarters of the College, till the thesis is submitted.
- iii. If the Chairperson/ member proceeds on deputation to another organization, he/ she may be permitted to guide the student provided his/ her new organization is at the Headquarters of the College and his/ her organization is willing for the same.
- iv. The change shall be communicated to all the concerned by the Head of Department.

### **2.9 Students' attendance**

- i. Each course teacher shall maintain a student's Attendance Register in each semester.
- ii. All students of a degree programme shall be required to attend 80% of the classes
  - a. held in a course during the semester in order to be eligible to appear in the final
  - b. semester examination.
- iii. The Principal of the College on recommendation of the Chairperson, course teacher and the Head of Department may condone the shortage of attendance up to 5% on valid grounds to his satisfaction.

### **2.10 Permanent withdrawal / leaving the College of Agriculture, Tripura**

- i. On completion of the degree programme, the students shall leave the College of Agriculture, Tripura after submitting no dues certificates from all concerned, i.e., hostel, library, College, office, all the departments and teacher I/c of co-curricular activities and other units of the College/campus and ID card issued by the College.
- ii. A student may get his admission cancelled and leave the College of Agriculture, Tripura permanently before completion of the degree programme with submission of application forwarded by the chairman of the Advisory board and concerned HoD to the Principal of the college stating the reason(s) of leaving the College of Agriculture, Tripura and submitting no dues certificates from all concerned as specified above.
- iii. Refund of caution money, other dues if any, documents submitted at the time of admission, grade card/ transcript and conduct certificate, etc. shall not be issued to the student unless he/she submits no dues certificate(s) from all concerned as mentioned above.



## **2.11 Cancellation of admission**

- i. A candidate admitted to PG programme and registered for the courses shall not be permitted to take a drop during the first semester. If the student does so, the admission stands cancelled.
- ii. If a candidate admitted to P.G. programme fails to complete at least one course other than seminar during the first semester, the admission stands cancelled.
- iii. Students admitted to PG programmes shall produce migration certificate from the Universities, where they had studied last, within first semester of admission, failing which their semester results shall be withheld.
- iv. If a student discontinues studies without prior permission of the College authority, the student's admission stands cancelled.
- v. The admission of any student can be cancelled, on disciplinary ground.

## **2.12 Recognition of teachers for teaching and guiding PG students**

### **2.12.1 Teaching**

- i. Professors and Associate Professors
- ii. Assistant Professor holding Ph.D. degree
- iii. Assistant Professor without Ph. D. degree and 2 years of UG teaching in collaboration with Professor and Associate Professors will be eligible to teach the Masters degree students.
- iv. On the recommendation of the Principal, the service of Scientists working in ICAR Centres, AICRP(s) and equivalent may be utilized for teaching of PG students subject to the condition that he/ she possesses minimum of 2 years of service experience with Ph.D. degree

*Note: Relaxation to above conditions, if any, shall have the approval of the Principal.*

### **2.12.2 Guidance of PG research (Master's Programme)**

- i. Associate Professor and above and their equivalents
- ii. Assistant Professor and equivalent with Ph.D. degree in the discipline/ subject who has published two research papers other than his/her Master?s and Ph.D. theses.
- iii. Assistant Professor and equivalent without Ph.D. degree, provided he/she has at least two years of PG teaching experiences and 5 (five) research papers published in referred journals with minimum NAAS rating of 4 (other than his/her Master?s thesis).

## **2.13 Plan of work**

- i. In plan of work, detailed proposal of courses in the major, minor and supporting

fields along with the credits of each course in different semesters and semester-wise research credits to be registered shall to be outlined.

- ii. The proposal for plan of work should be such that the students complete all courses within 3 semesters under normal condition.
- iii. Each student in consultation with his/ her Advisory Committee shall prepare a plan of course work and submits 5 (five) copies of the same in the prescribed format forwarded by the concerned HoD to the Principal of the college for approval within 12 weeks.
- iv. Approved Plan of Work shall be distributed by the Head of the Department to the Chairperson of the Advisory Committee and the concerned student, retaining an office copy in the department file.
- v. The change in plan of work, if any, duly recommended by the Advisory Committee will be forwarded by the Head of the Department to the Principal for approval of the same.

#### **2.14 Research plan/ Synopsis**

- i. The Advisory Committee of student shall propose the research problem and the student shall submit 5 (five) copies of the Research Plan in prescribed proforma through the Head of the Department to the Principal of the College for necessary approval within second semester.
- ii. Copies of the approved Research Plan/ Synopsis shall be distributed by the Head of the Department to the Chairperson of the Advisory Committee and the concerned student, retaining an office copy in the department file.
- iii. The change in Research Plan/ Synopsis, if any, duly recommended by the Advisory Committee will be forwarded by the Head of the Department to the Principal for approval of the same.

#### **2.15 Submission of Thesis**

- i. A Master's degree student shall be eligible for submission of his/her thesis after completion of the course and research requirements and passing the comprehensive qualifying written and viva-voce examinations as specified. The student shall submit two copies of the thesis in loose bound (temporarily bound) form along with a certificate in prescribed format from Chairperson of the Advisory Committee and two copies of the thesis abstract.
- ii. After completion of thesis work within the minimum prescribed period, student may submit his/her thesis through the Chairperson and HoD to the Principal within the fourth semester after paying the thesis examination fees.
- iii. In case a student even after completion of the all academic requirements fails to submit his/her thesis in the minimum stipulated time, he/she can submit the same during

any semester within the maximum stipulated time. However, such student has to pay registration fee for subsequent semester(s) and thesis examination fees during the semester of submission.

iv. After incorporating the necessary corrections as per the suggestions of the external examiner, the student shall submit four hard bound copies of the thesis, one copy each for the Chairperson, Department, College Library and University Library. He shall also submit a PDF soft copy (CD/ DVD/ Email) to the College of Agriculture, Tripura.

## 2.16 Time schedule for various academic activities

Time schedule for different academic activities of Master's degree programme shall be as follows:

| Sl. No. | Particulars of academic activity  | Time schedule   |
|---------|---|---|
| 1.      | List of courses along with credits to be offered during the semester                | Last week of previous semester  |
| 2.      | Nomination of Chairperson   | Within 4 (four) weeks from the commencement of first semester   |
| 3.      | Formation of Advisory Committee   | Within 8 (eight) weeks from the date of commencement of the first semester.   |
| 4.      | Submission of Plan of Work (by student)   | Within 12 (twelve) weeks from the date of commencement of the first semester  |
| 5.      | Submission of Research Plan/Synopsis (by student)                                   | Within second semester  |
| 6.      | Conduct of qualifying / Comprehensive examination                                   | On completion of 75% of the course work by the student in the 4 <sup>th</sup> semester.   |
| 7.      | Submission of thesis within the minimum prescribed duration (by student)            | On the last date of 4 <sup>th</sup> semester but not before 15 <sup>th</sup> week of the same semester for Master's degree programme. |
| 8.      | Proposal of external examiners for thesis evaluation and subsequent viva-voce exam. | Three months earlier to the probable date of thesis submission.   |

## CHAPTER - 3

### EXAMINATION AND GRADING SYSTEMS

#### 3.1. Examination system, Schedule and weightage

The examination system shall be of 100% internal except thesis evaluation. The weightage to the theory and practical examinations will be in the same proportion as the theory and practical credits allotted to different courses. Total marks obtained for a course for practical and theory examination shall be added and converted into percentage for working out the grade point. Keeping this in view, the schedule and weightage to different examinations shall be as follows:

| Particulars                 | Credits Hour of Course with |     |         |     |     |     |             |     |                |     |
|-----------------------------|-----------------------------|-----|---------|-----|-----|-----|-------------|-----|----------------|-----|
|                             | Theory and Practical        |     |         |     |     |     | Only Theory |     | Only Practical |     |
|                             | 2+1                         |     | 1+1/2+2 |     | 1+2 |     | 1+0/2+0     |     | 0+1/0+2        |     |
|                             | Th.                         | Pr. | Th.     | Pr. | Th. | Pr. | Th.         | Pr. | Th.            | Pr. |
| Mid-term Exam               | 30                          | --  | 30      | --  | 30  | --  | 30          | --  | --             | --  |
| Quiz/ continuous evaluation | 20                          | 30  | 20      | 30  | 20  | 30  | 20          | --  | --             | 30  |
| End-term Exam               | 50                          | 70  | 50      | 70  | 50  | 70  | 50          | --  | --             | 70  |
| Maximum Marks               | 100                         | 100 | 100     | 100 | 100 | 100 | 100         | --  | --             | 100 |

#### 3.2. Duration of Examinations

Mid-term theory Exam: 1 hour 30 minutes  
 End-term theory Exam: 2 hours 30 minutes  
 End-term practical Exam: 3 hours

#### 3.3. Calculation of percentage of marks and Grade Point

Marks secured in a course in theory and practical shall be multiplied by number of theory credit(s) and practical credit(s) of the course respectively and added together. This sum shall be divided by total credits (Theory + Practical) of the said course to get percentage of marks, which shall be divided by 10 to obtain Grade Point (GP).

#### 3.4. Question Paper Setting and Evaluation

Question Paper Setting and Evaluation in Quiz, mid-term examination, End term theory

examination, end term practical examination for all Major, Minor and Supporting Courses will be conducted by the course teachers and course associates (Internal Assessment). Question Paper Setting and Evaluation in Comprehensive qualifying examination will also be done internally. However, the Viva-voce Examination of the qualifying examination will be done internally with Advisory Committee.

### **3.5. Conduct of examinations**

Concerned course teachers shall conduct the quizzes for different courses during the semester. Mid-term and End-term examinations shall be conducted as per approved Semester Calendar by the Principal of the college. Ordinarily, there shall not be any deviation in the examination programme specified in the Semester Calendar. However, the Principal, to his satisfaction of any valid reason(s), may change the examination schedule to a maximum period of fourteen days.

### **3.6. Comprehensive qualifying examination**

#### **3.6.1 Written Test**

- i. After completion of 75 percent of course work requirement separately in major and minor subjects and on completion of minimum three semesters, the student shall be eligible to appear in the comprehensive qualifying examination.
- ii. The written comprehensive examination shall be of one theory paper, out of which 60% marks will be from major core and major optional while, 40 % marks will be from minor and supporting courses.
- iii. The question papers for the written examination shall be set internally and answer scripts of the same will also be evaluated internally by the concerned teacher.
- iv. A student shall score a minimum of 60 % marks to qualify the Comprehensive Qualifying Examination.

#### **3.6.2 Viva-voce examination**

- i. On successful completion of the comprehensive qualifying written examination by scoring a minimum of 60 per cent marks, the student(s) shall be eligible for the comprehensive qualifying viva-voce examination, which shall be conducted by the Advisory Committee of the concerned student along with HoD of the concerned department.
- ii. The performance of the student(s) in the qualifying viva-voce examination shall be graded as "Satisfactory" or "Unsatisfactory". The Examination Committee may point out deficiencies, if any, in student's performance in any course(s) with specific recommendations to overcome deficiencies. The Examination Committee shall also recommend whether the student shall be re-examined for viva-voce in case the result is 'Unsatisfactory'.

iii. A student failing in the comprehensive qualifying written/ viva-voce examination shall apply to the Principal through his/her Chairperson for permission to appear in the failed examination again. Re-examination shall be held at least after a period of three months from the date of the preceding examination and a student can avail two chances of re- examination. A student, if becomes unsuccessful to qualify in comprehensive examination for three (3) times, he/she shall be debarred from studentship and shall not be eligible for the degree.

### **3.7. Evaluation of seminar**

The student shall present the seminar in the last one or two weeks of the semester before the audience comprising the Head of Department, Advisory Committee members and all the teaching staff and the PG students of the department in which the student is majoring his study. The performance of the student in the seminar shall be evaluated by the Course In-charge based on four (4) aspects viz. submission of write-up with coverage of literature on the assigned topic; mode of presentation; efficient use of audio visual aids and ability to answer the questions with equal distribution i.e. 25 marks each.

### **3.8. Submission of Master's thesis**

Submission of Master's thesis will be allowed after successfully defending the thesis seminar and submission of manuscript for at least one research paper to any NAAS rated scientific journal. Evaluation of thesis will be done by one external examiner. While viva- voce examination of the thesis will be organized by the HoD of the concerned department in presence of Advisory Committee and External Examiner.

### **3.9. Appointment of external examiner for thesis evaluation**

For thesis evaluation, the Head of the Department in consultation with the Chairperson of Advisory Committee shall submit a panel of 4 (Four) names of external expert to the Principal of the College for approval of the panel of examiners.

### **3.10. Evaluation of Master's thesis**

The thesis submitted by a student shall be evaluated by 1 (one) External Examiner specialized in student's major field of study. The External Examiner shall be required to send the "Recommendation of acceptance of the thesis" to the Principal of the College with opinion of the examiner on the overall standard of the thesis clearly indicating whether it shall be accepted for award of Master's degree of the student. In case the External Examiner suggest some correction and modification(s), his/her detailed comments shall be endorsed to the student's Chairperson who shall instruct the student to bring out necessary corrections and modifications in the light of the examiner's suggestions and resubmit the thesis for re-evaluation by the concerned examiner.

### **3.11. Viva-Voce Examination of Master's thesis**

i. On receiving the report with the recommendation of acceptance of the thesis for

award of degree, the Chairperson shall arrange the viva-voce examination and shall take into account the suggestions of the External Examiner, if any, and the Chairperson shall give a certificate to the effect that necessary corrections/modifications have been made by the student as per suggestion of the External Examiner. The results of the viva-voce examination in the prescribed format, duly signed by all the members of the Advisory Committee and the External Examiner shall be forwarded to the Principal of the College through the Head of the Department.

ii. Upon completion of the viva-voce examination, the student shall submit four hardbound copies and one soft copy of the thesis to the Advisor. Unless final thesis copies are submitted, the results of the concerned student shall not be declared.

iii. In case the student remain absent on the date of viva- voce examination or his/her performance in the viva-voce examination is unsatisfactory, he/she shall appear the examination again after a period of one month. For the repeat examination, the student shall deposit the re- examination fees and apply to the Principal through the Chairperson seeking permission for the repeat examination.

### **3.12. Grading System**

Student shall be graded on 10 point scale and his/her GP/SGPA/CGPA/OGPA shall be notified.

### **3.13. Qualifying marks (grades) and academic probation**

i. A student shall secure qualifying marks of 60% separately in theory and practical and earn grade point of 6.00 on 10 point scale in each course to pass the course.

ii. The minimum SGPA/CGPA/OGPA required for promotion to the next semester/to complete the degree programme shall be 6.00/10.00

iii. A student securing 'F' grade in more than two courses in a semester shall not be promoted to the next semester and he/she shall repeat the semester within his/her immediate junior batch students in the next academic session.

iv. A student failing in one or two courses will be allowed to go to next semester, but he/she shall be placed on Academic Probation (AP).

v. The student on academic probation shall be allowed to appear in the special examination in that particular course/courses within 30 days of commencement of the semester.

vi. The special examination shall be conducted centrally by an internal examiner appointed by the Principal out of approved panel in theory only with 50 marks and duration 2½ hours if he/she fails in only theory. However, if a student has failed in final practical examination then special examination will be conducted for both theory (50 marks - 2½ hours duration) and practical (70 marks - 3 hours duration).

vii. The results of the special examination shall be declared normally within 15 days of the examination and if the student secures 60% or more marks separately in theory and practical as the case may be in failed course(s) (one or two courses as the case may be) he/she shall be declared out of Academic Probation. Otherwise, he/she shall be reverted back and his/ her registration for the new semester shall be cancelled.

### **3.14. Detention of students**

- i. A student securing less than 6.00/10.00 SGPA at the end of any semester shall not be allowed to go to the next semester till he/she qualifies the semester.
- ii. A student securing SGPA of 6.00/10.00 or more but having 'F' grade in more than two courses in a semester.
- iii. A student falling short of attendance and unable to clear the semester shall be detained.
- iv. A student on Academic Probation if fails to secure 60% or more marks both in theory and practical section in special examination shall be detained.

### **3.15. Registration of the detained students**

- i. A Student detained in a semester because of failing to meet minimum scholastic requirements shall re-register for the same semester in the next academic year after paying the semester fees. Such student shall have to register for all the courses of the semester being offered in that semester irrespective of the grade points obtained by him/her in any course earlier which shall be forfeited.
- ii. Students detained in first semester due to shortage of attendance or failure to clear at least one course after appearing in the examination shall not be allowed to re-register and their admission shall stand cancelled.
- iii. Students detained for shortage of attendance in a semester (except that in first semester) shall be allowed to take re-registration for the same semester in the next academic year after paying the semester fees.

### **3.16. Absence from mid-term/end-term examination**

A student remaining absent from mid-term/end-term examination of one or more than one course on the ground of his/her illness and hospitalization or death of his/her parent(s)/ spouse, may be allowed to appear in special examination by the Principal of the College on recommendation of the student's Advisor, course teacher and Head of the Department provided that:

- i. the concerned student(s) submits application to the Principal within three days of the missed examination.
- ii. submits medical certificate in case of his/her own illness from the Govt. Medical Officer.



iii. gives sufficient proof for other reasons of his/her absence indicated above.

### **3.17. Manner for make-up examination**

i. A student missing the mid-term examination has to appear in the make-up examination within 15 days from the date of missed examination. The date(s) of make-up examination shall be notified by the Principal of the college and the student(s) shall have only one chance for such examination.

ii. The student(s) missing the end-term examination shall appear in the special examination of the concerned course(s) within 30 days of commencement of the next semester as detailed above.

iii. The marks secured by the student(s) in the make-up examination/ special examination shall count, along with the marks obtained in other examination(s) for computing grade point in the concerned course(s).

### **3.18. Performance Classification**

A student will be eligible for award of degree provided he/she has passed all the courses and secured minimum OGPA of 6.00/10.00 at the end of final semester. The successful candidates of a degree programme shall be awarded the degree with the following classes and distinction based on their performance:

| <b>Programme</b> | <b>Pass Marks</b> | <b>II Division</b> | <b>I Division</b> | <b>I Division with Distinction</b> |
|------------------|-------------------|--------------------|-------------------|------------------------------------|
| M. Sc. (Ag.)     | 6.00              | 6.00-6.99          | 7.00 -7.99        | 8.00 & above                       |

### **3.19. Transcript and Provisional Certificate**

i. On declaration of the final semester results of a Master's degree programme, the transcript containing semester-wise detailed academic attainments along with final OGPA of individual students shall be prepared by the Controller of Examination, Tripura University for approval of the Registrar, Tripura University.

ii. Provisional Degree Certificate (PDC) issued by the Registrar/ Deputy Registrar of Tripura University in the prescribed format along with the Transcript shall be delivered to the students through the Principal of College of Agriculture, Tripura on payment of prescribed fee for the PDC and receipt of No Objection Certificate (NOC) from all concerned.

### **3.20. College Topper certificate**

i. One certificate for Master's degree topper shall be issued to candidate from each discipline.

ii. The competition will be considered only among the students of the same batch.

- iii. The student had not fallen short of 80% attendance in any course.
- iv. The student cleared all the courses in the first chance with the regular batch.
- v. The student had not dropped/ discontinued studies in any semester and completed the degree within the minimum requirement period.
- vi. The OGPA of the student is 8.0 or above in Master's degree programme.
- vii. The student was not involved in any act of indiscipline, placed on conduct probation during his/her degree programme.

### **3.21. University Gold Medal**

- i. University Gold Medal shall be awarded every year to a PG student of College of Agriculture, Tripura who secures the first rank among the successful candidates with OGPA of not less than 8.00/10.00 in Master's Degree programme irrespective of the discipline.
- ii. In order to be eligible for the award, the student should have completed all requirements for the degree within the minimum period of time prescribed for the said degree without any Academic Probation (AP) or Conduct Probation (CP) during his/her study period. In that case, next best candidate from the panel will be selected for the University Gold Medal.
- iii. If more than one student completing the post graduation in a particular programme secures the same OGPA, then the younger/ youngest candidate shall be awarded the Gold Medal on the basis of his/her date of birth.

### **3.22. Convocation and Original Degree Certificate**

- i. Annual convocation for award of degrees shall be held in accordance with the provisions made in the Act and Statutes of the Tripura University.
- ii. Students completing the degree programme successfully and exhibiting good conduct during the course of their study as certified by the Principal of the college shall submit application.
- iii. The convocation fee shall be deposited by the student at the time of receiving Provisional Degree Certificate.
- iv. The students declared eligible for a particular degree and duly approved by the Academic Council shall be admitted to the said degree and the degree certificate in the prescribed format shall be presented to them in the convocation or in absentia.

### **3.23. Amendment or cancellation of result/ award of degree**

If it is found that the result of a candidate has been vitiated by malpractice, fraud or other improper conduct whereby the student has been benefited, the Academic Council and the Executive Council of the university have the power at any time, notwithstanding the award of the degree to amend the result of such candidate including cancellation of the result and to pass such order as may be deemed fit.

## **CHAPTER - 4**

### **FEES AND FELLOWSHIP**

#### **4.1 Fees for newly admitted students**

- i. Students selected for admission to the first semester of first year shall pay the admission fee and all other one time fees, and semester fees on the day of admission. The students shall be allowed to register only after payment of all prescribed fees notified by the College of Agriculture, Tripura from time to time.
- ii. The students discontinuing their study after admission/registration shall not be eligible for refund of any fees other than the caution money deposits.
- iii. Caution money deposited by student shall be refunded at the time of leaving the college after producing no dues certificate.

#### **4.2 Fees for continuing students**

- i. The students registering to the second and subsequent semesters shall pay the prescribed semester fees as notified by the College of Agriculture, Tripura on the day of registration, failing which registration will not be allowed.
- ii. Late registration of the continuing students is governed by the Regulation 2.4.
- iii. At the time of payment of semester fees for registration to the second and subsequent semesters, the students shall produce his/her Identity Card and no dues certificate from all concerned.
- iv. A student registering with junior batch students shall pay the semester fees applicable to the junior batch in that particular semester in which he/she registers.

#### **4.3 Miscellaneous fees**

Students shall pay fees for various certificates and other related fees as notified by the College of Agriculture, Tripura from time to time.

#### **4.4 Fellowship during Master's Programme**

Students may opt for any one national/ state level stipend as per their choice. Terms and conditions of the funding agency in sanction of the scholarship will be final without any intervention from the College of Agriculture, Tripura. However, the college will provide all necessary support in the scholarship application procedure.

## CHAPTER-5

### MAINTENANCE OF DISCIPLINE

#### 5.1 Authority for Maintenance of Discipline

Principal of the Colleges shall deal with all the acts of students' indiscipline in the college campus including hostels, libraries, play grounds or any other place in the campus. One Disciplinary Committee shall be formed as given below. The term of the Disciplinary Committee shall be for a period of two years from the date of notification.

#### 5.2.1 Disciplinary Committee

|  |                  |
|--|------------------|
| Principal of the College   | Chairman         |
| Head/ In-charge (s) of the Departments<br>in which PG programme is conducted | Members          |
| Wardens of Girls' hostel and Boys' hostel                                    | Members          |
| Students' Welfare Officer  | Member Secretary |

#### 5.3 Acts of indiscipline

**5.3.1** All students of the College of Agriculture, Tripura shall maintain discipline and good conduct, and shall not indulge in such activities, which may cause breach of discipline in the college campus.

#### **5.3.2 Generally the following activities shall constitute the acts of indiscipline:**

- i. Ragging of any type, either physically or mentally to fellow student(s) in any place of the College campus including hostels, library, playground, etc.
- ii. Damaging or threatening to damage any property of the College.
- iii. Misbehavior / disrespect to officers, teaching and non-teaching staff of the College.
- iv. Keeping or using intoxicants, drugs and liquor or persuading others for consumption of liquor, drug etc.
- v. Any form of gambling.
- vi. Use of College or Hostel premises for the purposes other than meant for without permission of the Competent Authority.
- vii. Demonstrations in any form including processions, recourse to violence, assault, rioting, strike, hunger strike etc.
- viii. Keeping fire-arms / weapons in the hostel.

- ix. Disturbing other students in their studies.
- x. Breach of law of the country or state and rules and regulations of the College of Agriculture, Tripura.
- xi. Absconding from the College Campus/ Hostel without proper permission of the College authority.
- xii. Any other act of student(s) which may be considered as an act of indiscipline by the College of Agriculture, Tripura Authorities.

#### **5.4 Award of punishment for breach of discipline**

For breach of discipline, College of Agriculture, Tripura may impose any of the following punishments or combination of punishments on any students (s) as per the recommendations of the Disciplinary Committee:

##### **5.4.1 Monetary fine**

The Principal of the College can impose monetary fine up to Rs. 500/- to any student involved in an act of indiscipline.

##### **5.4.2 Reprimand on record**

This shall consist of warning to the defaulting student(s) indicating the particular indiscipline committed and not to repeat any act of indiscipline in future. This shall be recorded in the student's permanent record / file maintained at College of Agriculture, Tripura.

##### **5.4.3 Conduct Probation (CP)**

- i. This shall consist of placing the student on Conduct Probation with a warning that one more incident of act of indiscipline might lead to his/her expulsion from the College of Agriculture, Tripura. The conduct probation shall be noted on the permanent record / file of the concerned student and shall be in-force for one year from the date of communication to the student(s).
- ii. During the period of CP, the student shall not be allowed to represent College of Agriculture, Tripura in games, sports, cultural programmes etc., outside the college. Moreover scholarship, if any, sanctioned by the Government of Tripura / ICAR/ other funding agency, will be suspended during the period of CP.

##### **5.4.4 Temporary expulsion**

- i. The student(s) shall be expelled from the College of Agriculture, Tripura for a minimum period of one semester and he/she shall leave the College of Agriculture, Tripura including hostel immediately. The period of temporary expulsion shall be entered in the permanent record of the student(s).
- ii. The student(s) awarded with the punishment of temporary expulsion shall be re-

admitted to the College of Agriculture, Tripura after expiry of the expulsion period on his/her written request and undertaking that he/she shall not commit any act of indiscipline in future.

#### **5.4.5 Permanent expulsion**

The student shall be permanently expelled from the College of Agriculture, Tripura and shall be debarred from re-admission to the College of Agriculture, Tripura.

#### **5.4.6 Rustication**

The student shall be rusticated from the College of Agriculture, Tripura and his/her punishment shall be entered in the permanent record, semester report and transcript of the student who shall be debarred from re-admission to the College of Agriculture, Tripura.

#### **5.4.7 Closure of College / cancellation of semester / academic year**

In case of any en-mass organized and prolonged indiscipline conducted by the students of College, the Principal shall make day-to-day report to the Government of Tripura as well as Tripura University. If the agitation continues for a week or more, the Principal in consultation with the Disciplinary Committee shall make suitable recommendation to the Government of Tripura.

- (i) Closure of the College sine die
- (ii) Cancellation of a semester or academic year for any particular batch or the college as a whole.

**5.4.8** The Punishment awarded to any student may be communicated to the Academic Council of the Tripura University at the earliest.

#### **5.5 Appellate authority**

The Vice Chancellor shall be the Appellate Authority. If an appeal is made to him, he may reduce / enhance the punishment, after review of the case. The decision of the Vice-Chancellor shall be final and binding on the student(s).

#### **5.6 Discipline in examinations**

- i. A student appearing in the mid-term or end-term examination shall carry his/her Identity Card to the examination hall and shall show the same to the invigilator, teacher in-charge of examination and Principal of the College when asked for.
- ii. The examination halls shall be opened 15 minutes earlier on the first day and 10 minutes on subsequent days to the commencement of the examinations. A student arriving in the examination hall 15 minutes after commencement of the examination shall not be allowed to sit in the examination.
- iii. The examinees shall occupy their respective allotted seats at least 5 minutes before the scheduled examination time.

iv. No examinee shall be allowed to go out of the examination hall within 30 minutes from the time of commencement of examination.

v. The examinees shall follow strictly the instructions written on his/her cover page of the answer books, which will be supplied by the College authorities duly authenticated. If additional sheets are required those shall also be authenticated by the College authority before issuing to the examinee. Unused pages from the answer book/additional sheets should not be removed.

vi. The examinee shall not take any book, notes, unauthorized sheet of papers, mobile phone, or any other incriminating material to the examination hall.

#### **5.6.7 Unfair means**

The following activities of the examinees in the examination halls shall be considered as adoption of unfair means:

(i) Helping other examinees or getting help from others verbally, through gestures or by any other means.

(ii) Making an appeal to the examiner for help in the answer book, or trying to influence the examiner by any means.

(iii) Possession and/or use of any incriminating materials.

(iv) Creating disturbance for other examinees by consulting or attempting to consult with them, offering his answer books/incriminating materials to others or receiving the answer books/incriminating materials from others.

(v) Misbehavior with the invigilator(s) in the examination hall or non cooperation with him in discharging his duties.

#### **5.6.8 Disciplinary actions for adoption of unfair means in examinations**

The Principal of the college shall deal with the cases of adoption of unfair means in examinations and award of punishment for breach of discipline as per the following procedure:

(i) The invigilator concerned shall seize the answer book along with incriminating materials, if any, and report the case(s) of unfair means adoption along with a written statement of the concerned student and incriminating material, (if any) to the Principal of the College on the day of occurrence of the incident.

(ii) In case the defaulting student refuses to give a written statement even after persuasion by the invigilator, he/she shall be asked to record in writing his/her refusal to give a statement. If the student refuses to do even that, the fact of refusal, shall be recorded duly witnessed at least by another invigilator / teacher and submitted along with answer book and incriminating material (if any) to the Principal of the College. The student shall be sent out of the examination hall.

(iii) The Principal shall call for explanation from the concerned student and on receiving the written explanation; he/she shall conduct an inquiry by the Disciplinary Committee of the College.

(iv) In the Process of enquiry, the student shall be given full opportunity for his/her defense through personal appearance.

(v) The award of punishment shall be in accordance to the severity of the case and shall be in accordance to award of punishment mentioned under clause 5.4. However, if a student is found indulging in a malpractice in mid-term examination, he/she shall be expelled from the examination hall for that particular course following the procedure and he/she shall be declared as failed in that course.

(vi) If a student is found indulging in malpractice in an end-term examination, he/she shall be declared as failed in all courses registered in that semester and he/she shall be expelled from the college for the next semester.

(vii) The Principal shall take appropriate action on recommendation of the Disciplinary Committee duly approved by the Vice-Chancellor.



**CHAPTER - 6**

**ROLE OF ACADEMIC COUNCIL IN COMMON  
ACADEMIC REGULATIONS**

- i. No regulation made by the Academic Council, concerning the postgraduate studies shall limit or bridge the powers of the Academic Council to deal with any case(s) of any student or students in such a manner as it may appear to be just and equitable.
- ii. Any modification in these regulations made from time to time by the Academic Council would be effective from the dates as may be decided by the Academic Council and the same will be bindings on all concerned w.e.f. that day.
- iii. In the event of any difficulty arising at any time in the implementation of these regulations or in interpretation thereof, the decision of the Academic Council shall be final and binding on all concerned.
- iv. In case of any emergency the Chairman of Academic Council shall have the authority to take appropriate decision that shall be placed before the next Academic Council Meeting for information.
- v. The decision of the Academic Council shall be final and no suit, application, petition, revision or appeal shall lie in any court of law or in any authority outside the College of Agriculture, Tripura in respect of interpretation of these Regulations.



# List of Appendices



PG1

**COLLEGE OF AGRICULTURE, TRIPURA LEMBUCHERRA,  
WEST TRIPURA-799210**

**PROPOSAL FOR FORMATION OF ADVISORY COMMITTEE**

(To be submitted to the Principal in 3 (three) copies within eight weeks of commencement of the first semester)

1. Name of the student :
  2. Admission No. / Registration No. :
  3. Name of the College :
  4. Degree for which enrolled :
  5. Major field of specialization :
  6. Minor field :
  7. Supporting field(s) :
  8. Advisory Committee :
- | Chairperson/Members | Name              | Designation<br>and Department | Signature |
|---------------------|-------------------|-------------------------------|-----------|
| 8.1                 | Chairperson ..... |                               |           |
| 8.2                 | Members .....     |                               |           |
| (i)                 |                   |                               |           |
| (ii)                |                   |                               |           |
| (iii)               |                   |                               |           |
| (iv)                |                   |                               |           |

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Copy to :

Head/Head (I/C) of Department and Chairperson of the

Principal  
College of Agriculture, Tripura

Advisory Committee.

PG1-A

APPENDIX - IA

**COLLEGE OF AGRICULTURE, TRIPURA  
LEMBUCHERRA, WEST TRIPURA-799210**

1. Name of the student :
  2. Admission No. / Registration No. :
  3. Name of the College :
  4. Degree for which enrolled :
  5. Major field of specialization :
  6. Minor field :
  7. Supporting field(s) :
  8. Advisory Committee :
- | <u>Existing Chairman/<br/>Member</u> | <u>Proposed Chairman/<br/>Member</u> | <u>Reasons for change</u> |
|--------------------------------------|--------------------------------------|---------------------------|
|--------------------------------------|--------------------------------------|---------------------------|
9. Whether the plan of research was approved : Yes/No
  10. Progress of research, i.e. Literature search, study conducted, collection, analysis, thesis writing etc. :

Chairperson / Head /Head(I/C) of Department (if the change pertains to the Chairperson, the Head of the Dept. shall sign.)

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal  
College of Agriculture, Tripura

Copy to : Head/Head (I/C) of Department and Chairperson of the Advisory Committee

**PG2**

**APPENDIX - II**  
**COLLEGE OF AGRICULTURE, TRIPURA LEMBUCHERRA,**  
**WEST TRIPURA-799210**

Programme of work for Postgraduate students

(To be submitted to the Principal in triplicate within ten weeks of commencement of first semester)

To  
The Principal  
College of Agriculture, Tripura

The Advisory Committee of Mr./Ms. ....  
son/ daughter of Shri ..... & Smt. ....  
Adm. No/ Registration No admitted in the Department of.....  
..... College of ..... in programme  
during the Academic Year ..... Semester I/II ..... after consulting  
him/her in a meeting, makes the following statements of recommendations:

His/ her major field is : \_\_\_\_\_

His/ her field of specialization is : \_\_\_\_\_:

His/ her minor field is : \_\_\_\_\_

His/her supporting field is : \_\_\_\_\_

His/ her academic qualifications prior to joining this programme:

| Degree or Diploma                    | Year of Passing | Division | Aggregate %age of marks or OGPA | Institution | Major Subject(s) |
|--------------------------------------|-----------------|----------|---------------------------------|-------------|------------------|
| High School                          |                 |          |                                 |             |                  |
| Higher Sec./ Senior Secondary School |                 |          |                                 |             |                  |
| <b>Bachelor Degree</b>               |                 |          |                                 |             |                  |
| <b>Master Degree</b>                 |                 |          |                                 |             |                  |
| <b>Other (Specify)</b>               |                 |          |                                 |             |                  |

Adm. No. \_\_\_\_\_ Name of the Student \_\_\_\_\_  
 He/She has studied the following courses in major fields in the Bachelor's Programme

| Title of the Course | Course No. | Credit Hours | Grade/ OGPA obtained |
|---------------------|------------|--------------|----------------------|
|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |
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|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |
|                     |            |              |                      |

He/ She shall be required to complete the following courses:

| Classification of Courses                   | Course No. | Title of Course | Credit Hours |
|---|------------|-----------------|--------------|
| <b>(i)<br/>Deficiencies to be completed</b> | 1          |                 |              |
|   | 2          |                 |              |
|   | 3          |                 |              |
|   | 4          |                 |              |
|   | 5          |                 |              |
| <b>Total:</b>                               |            |                 |              |
| <b>(ii)<br/>Major Subject</b>               | 1          |                 |              |
|   | 2          |                 |              |
|   | 3          |                 |              |
|   | 4          |                 |              |
|   | 5          |                 |              |
|   | 6          |                 |              |
|   | 7          |                 |              |
|   | 8          |                 |              |
| <b>Total:</b>                               |            |                 |              |
| <b>(iii)<br/>Minor Subject</b>              | 1          |                 |              |
|   | 2          |                 |              |
|   | 3          |                 |              |
| <b>Total:</b>                               |            |                 |              |
| <b>(iv)<br/>Supporting Subjects</b>         | 1          |                 |              |
|   | 2          |                 |              |
| <b>Total:</b>                               |            |                 |              |
| <b>Grand Total:</b>                         |            |                 |              |

Semester-wise programme



| Semester   | Course No. | Course Title | No. of credits |
|------------|------------|--------------|----------------|
| <b>I</b>   |            |              |                |
|            |            |              |                |
|            |            |              |                |
| <b>II</b>  |            |              |                |
|            |            |              |                |
|            |            |              |                |
| <b>III</b> |            |              |                |
|            |            |              |                |
|            |            |              |                |
| <b>IV</b>  |            |              |                |
|            |            |              |                |
|            |            |              |                |

Signature of the student \_\_\_\_\_

**ADVISORY COMMITTEE**

|    | Name          | Designation & Department | Signature |
|----|---------------|--------------------------|-----------|
| 1. | (Chairperson) | _____                    | _____     |
| 2. | (Member)      | _____                    | _____     |
| 3. | (Member)      | _____                    | _____     |
| 4. | (Member)      | _____                    | _____     |
| 5. | (Member)      | _____                    | _____     |

**Certified that:**

- 1. The courses shown under deficiency, major, supporting and minor fields are correct.**
- 2. The titles and credit hours shown against each course are correct.**
- 3. The major and minor fields conform to the approved ones**

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal  
College of Agriculture, Tripura

**COLLEGE OF AGRICULTURE, TRIPURA LEMBUCHERRA,  
WEST TRIPURA-799210**

**PROFORMA FOR ADDITION/ DELETION OF COURSE(S) FROM THE PROGRAMME OF WORK**

The Advisory Committee of Mr/Ms. \_\_\_\_\_ Admn. No. \_\_\_\_\_  
Master's student in its meeting held in the Department of \_\_\_\_\_ Master's student  
in its meeting held on the Department of \_\_\_\_\_ o n  
\_\_\_\_\_ has recommended the following changes in the programme  
of work:

**Course(s) to be added**

| Sl. No. | Course No. | Course title | Credit Hrs. | Whether the course is major/supporting / minor | Reason for change |
|---------|------------|--------------|-------------|--|-------------------|
| 1       |            |              |             |  |                   |
| 2       |            |              |             |  |                   |
| 3       |            |              |             |  |                   |

**Course(s) to be deleted**

|   |  |  |  |  |  |
|---|--|--|--|--|--|
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |

CGPA at the end of previous Semester

It is certified that the student has not obtained 'F' grade in the course(s) which is/are being deleted

**ADVISORY COMMITTEE**

Sl.

No.

1 Chairperson 2 Member

3 Member 4 Member

5 Member

Name in block \_\_\_\_\_ letters and designation \_\_\_\_\_ Signature \_\_\_\_\_

Recommended and forward in duplicate to the Principal, College of Agriculture **Tripura.**

**Memo No.** \_\_\_\_\_ **Dated the** \_\_\_\_\_

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

**COLLEGE OF AGRICULTURE, TRIPURA LEMBUCHERRA, WEST  
TRIPURA-799210**

**PROFORMA FOR RESEARCH PLAN**

To be submitted to the Principal in 3 (three) copies before the end of the Second semester

- 1. Name of the student :
- 2. Admission No. / Registration No. :
- 3. Name of the College :
- 4. Degree for which enrolled :
- 5. Major field :
- 6. Minor field :
- 7. Supporting field(s) :
- 8. Research Plan :
- 8.1 Title of the Research topic :
- 8.2 Introduction and objectives :
- 8.3 Review of literature in brief :
- 8.4 Detailed technical programme :

The details of each experiment should be given as under:

Experiment No. 1

- i) Name of the experiment
- ii) Location: Field/Lab
- iii) Methodology
- iv) Observations to be recorded
- v) Statistical analysis

8.5 Similar details of other experiment(s), if any, should be given.

Work schedule/ Flow diagram (as per Annexure II) Collaboration (if any)

Name of the Department .....

Consent of the:

- 8.6 (i) Collaborating teacher ..... (ii) Head of collaborating department .....
- 8.7 References

Date:

Signature of the student

## APPROVAL OF THE ADVISORY COMMITTEE

| Sl. No. | Name        | Designation | Department | Signature |
|---------|-------------|-------------|------------|-----------|
| 1       | Chairperson |             |            |           |
| 2       | Member      |             |            |           |
| 3       | Member      |             |            |           |
| 4       | Member      |             |            |           |
| 5       | Member      |             |            |           |

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal  
College of Agriculture, Tripura

**COLLEGE OF AGRICULTURE, TRIPURA LEMBUCHERRA, WEST  
TRIPURA-799210**

**PROPOSAL FOR CHANGE IN RESEARCH PLAN**

[To be submitted to the Principal, College of Agriculture, Tripura in 3 (three) copies]

1. Name of the student :
2. Admission No. / Registration No. :
3. Name of the College :
4. Degree for which enrolled :
5. Major field of specialization :
6. Minor field :
7. Supporting field(s) :
8. Research Plan :
- 8.1 State whether the change is in respect of title, objectives or detailed plan of research :
- 8.2 Furnish the proposed change along with approved one(s)  

|  |          |                   |
|--|----------|-------------------|
| Approved<br>(Attach separate sheet(s), if necessary) | Proposed | Reason for change |
|--|----------|-------------------|
- 8.3 Date of initiation of research work :
- 8.4 Date of proposal for change :
- 8.5 Total research credits programmed :
- 8.6 No. of research credits completed :
- 8.7 Whether the work already done is useful even after change (If "Yes" indicate the weightage in terms of research credits claimed for the work done)
- 8.8 No. of research credits proposed to be cancelled & re-registered.  

|                                  |  |   |                               |
|----------------------------------|--|---|-------------------------------|
| Semester during which registered | No. of research credits registered to be cancelled | Semester during which, Cancelled credits proposed to be re-registered | Total No. of research credits |
|----------------------------------|--|---|-------------------------------|
- 8.9 Whether the GPA report in which the completed research credits were indicated was approved by the College of Agriculture, Tripura. (If "Yes", furnish details and enclose all copies including the student's copy for cancellation of research credits)
- 8.10 State whether all the requirements for PG Programme including thesis submission could be completed within the time limit stipulated even after change in research plan

Date:

Signature of the student

## **APPROVAL OF THE STUDENT'S ADVISORY COMMITTEE**

Chairperson .....

Members.....

(i)

(ii)

(iii)

(iv)

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal  
College of Agriculture, Tripura

**COLLEGE OF AGRICULTURE, TRIPURA LEMBUCHERRA,  
WEST TRIPURA-799210**

**PROPOSAL FOR COMPREHENSIVE QUALIFYING EXAMINATION (WRITTEN)  
(To be submitted to the Principal, College of Agriculture, Tripura in triplicate)**

1. Name of the student :
  2. Admission No. / Registration No. :
  3. Name of the College :
  4. Degree for which enrolled :
  5. Major field of specialization :
  6. Minor field(s) :
  7. Supporting field(s) :
  - No. of course credits assigned
    - (a) Major courses :
    - (b) Minor courses :
  8. (c) Supporting courses :
  - No. of course credits completed
    - (a) Major courses :
    - (b) Minor courses :
  9. (c) Supporting courses :
  - Percentage course credits completed
    - (a) Major courses :
    - (b) Minor courses :
  10. (c) Supporting courses :
  11. Cumulative Grade Point Average earned by the student :
  12. Semester in which the Comprehensive Qualifying Examination is proposed to be held :
- Date:.....

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal

**COLLEGE OF AGRICULTURE, TRIPURA LEMBUCHERRA,  
WEST TRIPURA-799210**

**RESULTS OF COMPREHENSIVE QUALIFYING WRITTEN EXAMINATION  
(To be submitted to the Principal in triplicate within eight weeks of completion of  
the last paper)**

1. Name of the student :
2. Admission No. / Registration No. :
3. Name of the College :
4. Degree for which enrolled :
5. Major field of specialization :
6. Minor field :
7. Supporting field(s) :
8. Student's performance :

| Major/Supporting courses | Paper relating to course(s) | Date of Exam. | Marks secured out of 100 |
|--------------------------|-----------------------------|---------------|--------------------------|
|--------------------------|-----------------------------|---------------|--------------------------|

Major

Minor &amp; Supporting

9. Whether the student is successful / unsuccessful.
10. Remark(s), if any
11. Recommended / not recommended for holding comprehensive qualifying viva voce examination
  - (i) Chairperson .....
  - (ii) Members.....
  - (a)
  - (b)
  - (c)

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal



**COLLEGE OF AGRICULTURE TRIPURA LEMBUCHERRA,  
WEST TRIPURA-799210**

**RESULTS OF COMPREHENSIVE QUALIFYING VIVA-VOCE EXAMINATION  
(To be submitted to the Principal in triplicate on the date of examination)**

- 1. Name of the student :
- 2. Admission No. / Registration No. :
- 3. Name of the College :
- 4. Degree for which enrolled :
- 5. Major field of specialization :
- 6. Minor field :
- 7. Supporting field(s) :
- 8. Assessment report :

The Examination Committee (Student's Advisory Committee) conducted the comprehensive Qualifying Viva-Voce Examination of Mr. / Ms. ....  
 .....today, the ..... day of .....  
 .....and assessed that his / her performance was satisfactory / unsatisfactory

Suggestions/deficiency, if any: Advisory Committee

- (i) Chairperson .....
- (ii) Members.....
  - (a)
  - (b)
  - (c)

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal  
College of Agriculture, Tripura



**COLLEGE OF AGRICULTURE TRIPURA  
LEMBUCHERRA, WEST TRIPURA-799210**

---

**CERTIFICATE -I  
(Arial, bold, 20 points)  
(on College letterhead with date)**

Certified that Shri/Smt./Km. .... (title case; bold).....  
(Admission No./ Regn. No. ....) has satisfactorily prosecuted his/her course  
of research for a period of not less than two semesters and that the thesis entitled " Title of  
the Thesis" (bold; title case) submitted by him/her to the College of Agriculture Tripura-  
799210 (TRIPURA) in partial fulfillment of the requirements for the award of the degree  
of Master of Science (Agriculture) in the subject of Agronomy is the result of original  
research work conducted by him/her under my supervision and is sufficiently of high  
standard to warrant its presentation to the examination.

I also certify that the thesis or part thereof has not been previously submitted by him/her  
for a degree at any College of Agriculture, Tripura.  
(Arial; 14 points; justified; paragraph indent - 1")

Date: .....

(.....) Signature of the  
Chairperson Student's Advisory Committee  
(Bold; 14 points; right justified)

Email: [catagartala@gmail.com](mailto:catagartala@gmail.com)



**CERTIFICATE -II**  
**(Arial, bold, 20 points)**  
**(on Institute of the Chairman letterhead with date)**

This is to certify that the thesis entitled " \_\_\_\_\_ " submitted by Shri/Smt./Km (Admission \_\_\_\_\_ No./ Regn. No. \_\_\_\_\_) to the College of Agriculture, Tripura, Lembucherra, Tripura-799210 (TRIPURA) in partial fulfillment of the requirements for the award of the degree of **Master of Science (Agriculture)** in the subject of agronomy has been approved by the Student's Advisory Committee after oral examination in collaboration with an External Examiner.

(Arial; 14 points; justified; paragraph indent 1")

| <b><u>Name</u></b><br>(Bold; 14 points; right justified) | <b><u>Designation</u></b><br>(Bold; 14 points; right justified) | <b><u>Signature</u></b> |
|--|---|-------------------------|
|  | <b>Chairperson<br/>Advisory Committee</b>                       |                         |
|  | <b>External Examiner</b>  |                         |
|  | <b>Member<br/>Advisory Committee</b>                            |                         |
|  | <b>Member<br/>Advisory Committee</b>                            |                         |
|  | <b>Member<br/>Advisory Committee</b>                            |                         |

## Annexure - I

College of Agriculture, Tripura Department of .....

Information about no. of Master students working with each faculty members in the department (to be submitted to the Principal, College of Agriculture Tripura along with PG1 at the time of formation of Advisory Committee)

| Sr. No. | Name of the teacher and designation | No. of PG students presently working | No. & name of PG student proposed to be assigned during the academic year ..... | Total no. of PG students | Field of specialization |
|---------|-------------------------------------|--------------------------------------|---|--------------------------|-------------------------|
|         |                                     | Master's                             | Master's  | Master's                 |                         |
| 1       |                                     |                                      |   |                          |                         |
| 2       |                                     |                                      |   |                          |                         |
| 3       |                                     |                                      |   |                          |                         |
| 4       |                                     |                                      |   |                          |                         |
| 5       |                                     |                                      |   |                          |                         |
| 6       |                                     |                                      |   |                          |                         |

Certified that:

1. The chairperson(s) were allotted to the Master student(s) in a meeting of all faculty members of the department held on .....
2. The allotment(s) is/are made in accordance to the provisions of the CAT Academic Regulations in force on the date of allotment(s).

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal  
College of Agriculture, Tripura

**WORK FLOW SHEET**  
**AGRO 599 (Master Research)**  
**Credit Hour: 0+20**

|          |  | Work distribution in different semesters |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
|----------|--|--|--|--|--|--|---------------|--|--|--|--|----------------|--|--|--|--|---------------|--|--|--|--|--|--|--|--|--|
| Activity |  | Semester - I                             |  |  |  |  | Semester - II |  |  |  |  | Semester - III |  |  |  |  | Semester - IV |  |  |  |  |  |  |  |  |  |
|          |  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 1        | Planning of research work                                      |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 2        | Finalization of title of research work with defined objectives |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 3        | Review of literature   |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 4        | Collection of materials  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 5        | Standardization of methods                                     |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 6        | Collection of weather data during the crop growth period       |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 7        | Field preparation and layout                                   |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 8        | Soil sampling  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 9        | Plant sampling   |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 10       | Biochemical Analysis   |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 11       | Crop monitoring  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 12       | Harvesting & Threshing   |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| 13       | Field data collection and compilation (all parameters)         |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| I        |  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| II       |  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| III      |  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| IV       |  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| V        |  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| VI       |  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |
| VII      |  |  |  |  |  |  |               |  |  |  |  |                |  |  |  |  |               |  |  |  |  |  |  |  |  |  |



**Certificate of Correctness**

Certified that I have personally gone through the complete draft of synopsis/ thesis/ dissertation\* entitled \_\_\_\_\_ submitted by \_\_\_\_\_ Registration No. \_\_\_\_\_ and have satisfied myself:

1. That the synopsis/ thesis/ dissertation\* has been written as per the standard style approved for the purpose
2. That there are no mistakes in the whole text.
3. That all the references cited in the text and given in references section match each other.
4. That all references are arranged in standard alphabetical order.

\* Strike out which ever not applicable

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal  
College of Agriculture, Tripura

**Effect of Integrated Nutrient Management on Growth, Yield,  
Quality and Nutrient Uptake of Baby Corn (*Zea mays L.*) in  
Upland Soils of Tripura**

**Thesis**  
Submitted to the  
**Tripura University**  
Suryamaninagar, West Tripura  
In partial fulfillment of the requirements for  
the award of the degree of  
**Master of Science (Agriculture) in  
Agronomy**  
By  
**Paramita Lodh**  
B.Sc. (Agri.)  
ROLL NO-CAT/2021/AGRO/03  
REGISTRATION NO: 011380 of 2017-18



**DEPARTMENT OF AGRONOMY  
COLLEGE OF AGRICULTURE, TRIPURA  
LEMBUCHERRA, WEST TRIPURA-799210  
JANUARY 2024**



**DECLARATION**  
(Arial; caps; bold; 20 points; centralized)

I hereby declare that the thesis entitled "(CAPS; BOLD)" is an authentic record of the work done by me and that no part thereof has been presented for the award of any other degrees, diploma, associateship, fellowship or any other similar title.

(Arial; 14 points; justified; paragraph intent - 1")

Date

Place

(Arial; 14 point; left justified)

(Name)

(Arial; 14 point; bold; right justified)

Sample Table of Contents

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(Arial; caps; bold; 20 points; centralized)

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**LIST OF TABLES**  
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(Arial; 14 point; sentence case; no punctuation at the end of the title)

**THESIS FORMAT  
(For Masters Degree programme)**



**COLLEGE OF AGRICULTURE TRIPURA  
Lembucherra, West Tripura- 799210**

**Planning and Design of Research**

The research programme should be planned in such a way so as to address the set up hypothesis in a scientific and systematic manner and to provide scientific answers to the questions arising during the course of investigations.

**FORM AND STYLE IN THESIS WRITING**

**1. Quality of paper:**

All pages of thesis should be printed on A4 size Executive or equivalent white bond paper. Text printing should be done using laser printer on both sides of the paper.

For figures and photographs, glossy photo paper may be used on one side as per need.

**2. Typing instructions:**

- a) Computer typing with clean sharp letters (font size 11, Arial font).
- b) A spacing of 1.5 shall be used between lines for all running material.

- c) Between paragraph spacing: 6 points; First line of paragraph indent: 2.5 cm.
- d) The following mirror margins shall be used: Inside: 4 cm, outside: 2 cm, Top and Bottom: 2.5 cm each. No border line or ornamentation of the text pages should be done.
- e) All the pages should be assigned in Arabic number starting from Introduction to the chapter on Summary & Conclusion(s).
- f) Arabic numbers shall be used in numbering figures and tables.
- g) Simple error(s) in typing may be corrected using black Indian ink in the final draft. More than 10 corrections in the whole thesis would not be permitted.

### **3. Style of writing:**

- a) Should be written in the third person and in past tense or present perfect continuous tense
- b) Consistency in style is to be observed throughout the text.
- c) Only standard abbreviations accepted for scientific writing should be used. This is true for units of measurements, as well.
- d) Greek and Latin words should be written in Italics.
- e) Figure caption shall be placed at the bottom and table titles shall be placed at the top.

### **TITLES AND HEADINGS:**

Chapter Title: 20 Points, Bold, with First Letter of Each Word in capitals Headings: 14 points, bold, sentence case

All other sub-headings: 12 points, bold, sentence case

The Thesis shall have three main parts excluding cover page and the order of contents of each part shall be as follows:-

#### **A. The preliminary pages**

- 1. Title page
- 2. Dedication (if any)
- 3. Certificates
- 4. Declaration by student
- 5. Acknowledgment(s)
- 6. Table of Contents
- 7. List of Tables
- 8. List of figures
- 9. List of Symbols/Abbreviations

10. Abstract (with key words)

**B. The text.**

1. Introduction
2. Review of Literature
3. Materials and Methods
4. Results
5. Discussions
6. Summary & Conclusion(s)

**C. The reference matter**

1. Bibliography
2. Appendices (Optional)
3. Vita (for Ph. D only)

**A. PRELIMINARY PAGES**

**1) Title Page**

The first page of the typed thesis is the title page. It includes the title of thesis, degree, name of the student, registration number, name of the department and the College to which the student belongs, and the month and year of submission. All scientific names should be in italics and in sentence case. A sample title page is given in Annexure - IV.

**2) Dedication**

Dedication (if any) should be avoided if possible. If given, it should be dedicated to any individual and not to an organization

**3) Certificates**

The certificates (I and II) are required to be incorporated in each thesis and must be printed as per the prescribed format given in Appendix - VIIA and VIIB, respectively. In the name column, no salutations or degree should be mentioned.

Example (B. P. Pal) and not (Dr. B. P. Pal).

4) Declaration by student with date and place should be given as per the prescribed format given in Annexure - V.

**5) Acknowledgement(s)**

Acknowledgement(s) should be a brief note (not exceeding 2 pages) of appreciation for assistance received by the student in his/her research work and preparation of thesis from individuals and organizations. Any financial assistance received by the student from any source should be duly acknowledged. Acknowledgement(s) should be given only in English. Student should sign at the bottom right side of last page of acknowledgement(s).

**6) Table of Contents**

There shall be a table of contents showing principal divisions/ chapters /headings and subheadings of the matter in the thesis. The sample table of contents is shown in Annexure - VI.

**7) List of Tables**

A list of tables should be given for the convenience of the reader. All tables should be numbered. Sample list of tables is shown in Annexure - VII.

**8) List of Figures**

This would include graphs/photographs/ plates. No separate list of plates should be given. It should be similar to the list of tables and should be presented in

**THESIS FORMAT**

the same form. Each figure in the thesis should have a caption or title, which shall appear in the list of figures/plates exactly as in the text.

**9) List of symbols/abbreviations.**

If the thesis contains symbols/abbreviations/acronyms, it is desirable to give a list.

**10) Abstract**

Abstracts should be a very concise write up of thesis limited to one page only. This should provide a glimpse of the problem, materials & methods, results and conclusion. No references should be given in this section. Line spacing shall be reduced to 1 in the abstract. Key words (maximum-6) should be given at the bottom of the abstract.

**B. THE TEXT**

The text forms the main body of the thesis. In this part, the research topic should be clearly stated, the relevance of other scientific investigations to the research topic be mentioned, investigation techniques/methodologies used be fully described, observations and data are to be presented, results obtained, and their interpretations and conclusions drawn are to be included. The suggested break-up of this section is as below:-

1. Introduction
2. Review of literature
3. Materials & Methods
4. Results\*
5. Discussions\*
6. Summary & Conclusion(s)

\* 4 and 5 may be combined as per requirement.

## **1) INTRODUCTION**

Introduction should be brief, precise and pertinent to the research work undertaken. It should include the purpose and scope of the study and its limitations leading to the justification for research objectives, which should be stated precisely at the end of introduction.

## **REVIEW OF LITERATURE**

It is essential to review all relevant information, which has a bearing on the topic. Brief history and present status of the research topic as evidenced by documented literature on similar or closely related problems should be included in this part. It is necessary to show how the problem under investigation is viewed in the context to previous research studies. The findings of various investigations should be critically examined, interpreted in the light of objectives set forth and presented with proper references.

## **2) MATERIALS AND METHODS**

This part of the thesis must present appropriate methods or techniques adopted to study a particular problem under investigation. The details of techniques and equipment employed in the investigation must be clearly stated. It should be written in the past tense. In case of special experimental set up, their assembly and component details should be described. Statistical techniques applied are to be detailed out in this section.

## **3) RESULTS**

The data from different experiments/investigations/study should be presented in compiled tabulated form and supported by graphical presentation of specific trend or behavior of different variables or important observation made. In presenting the results, care should be taken to avoid repetition. Only outstanding points which are important in the table or graph should be indicated and discussed.

## **4) DISCUSSION**

This is the most important section of the thesis. The finding should be discussed in the context of the objectives set out for the study. In the discussion all rational explanation for an observation should be given based on the data generated and the hypothesis proved by the student. No wild guesses and assumptions should be made without supporting evidence from the students work or corroborating findings from related work of other scientists. Care should be taken particularly to ensure that the chapter is not a repetition of the section on results.

## **5) SUMMARY & CONCLUSION(S)**

The summary should emphasize the significant aspects of the investigation and the important findings in relation to the objectives of the investigations. The conclusion should leave the reader with the impression of completeness and positive gain. All experimental findings are concluded in this section in brief. A brief mention may be made on the scope and need



for future research in the area of research undertaken.

## **C. The Reference section**

### **1) BIBLIOGRAPHY**

The bibliography follows the body of the text and is a separate section of the thesis. It is preceded by a division sheet containing the single capitalized word BIBLIOGRAPHY. This should include all references cited in the text, arranged in alphabetical order by authors' surname.

Typing style of Reference Paragraph first line hanging (0.5 inch) Line space : 1

Font size: 10

Space between paragraphs: 6 points

### **Example of references**

#### **For research Articles/Journal Article :**

Name(s) of author(s) .(Year of publication of the article). Title of the article. Name of the journal (in italics), volume no. (Issue no.): page(s). The name of the journal should be abbreviated according to International Standards Organization rules as given below:

Panda, D., Sharma, S.G., and Sarkar, R.K. (2007). Chlorophyll fluorescence transient analysis and its association with submergence tolerance in rice (*Oryza sativa*). Indian J. Agric. Sci., 77(3): 344-348.

Ideally, the names of all authors should be provided, but the usage of "et al" in references having more than 10 authors will also be accepted:

Smith, J., Jones, M. Jr, Houghton, L. et al. (1999). Future of health insurance. N. Engl. J. Med., 965:325-329.

#### Article by Digital Object Identifier (DOI)

Name(s) of author(s). (Year of publication of the article). Title of the article.  
Name of the journal (in italics):doi number.

Slifka, M.K. and Whitton, J.L. (2000). Clinical implications of deregulated cytokine production. J. Mol. Med. doi: s10.1007/s001090000086.

#### Book

Name(s) of author(s).(Year of publication). Title of the book. Volume no.(in case of multivolume book), Edition no. (if it is later than I edition). Place of publication, Publisher's name. Pagination (when a particular page of the book is cited then "p?" should be mentioned before page number cited: pp following the page number means total number of pages contained in the document).

South, J. and Blass, B. (2001). The future of modern genomics. Blackwell, London.

#### Book chapter

Name(s) of author(s).(Year of publication). Title of the contribution. Connecting word "In?": and the following items of the host document: Name(s) of author(s). Title of the book. Volume no. (in case of multivolume book), Edition no, (if it is later than I edition). Place of publication, Publisher?s name. Pagination ("pp?" should be used before writing plural pages).

Brown, B. and Aaron, M. (2001). The politics of nature. In: Smith, J. (ed) The rise of modern genomics, 3rd edn. Wiley, New York, pp. 230-257.

#### Online document

Name(s) of author(s). (Year of publication). Name of the website. Date of visit to the website

Cartwright, J. (2007). Big stars have weather too. IOP Publishing PhysicsWeb. <http://physicsweb.org/articles/news/11/6/16/1>. Accessed 26 June 2007.

#### Thesis

Name of author.(Year of submission). Title of thesis. Name of the degree, The word Thesis. Submitted to Name of the College of Agriculture, Tripura, Place, Pagination.

Trent, J.W. (1975). Experimental acute renal failure. Ph. D. Thesis, Submitted to College of Agriculture, Tripura of California, (full address of the College of Agriculture, Tripura) USA.

#### Symposium:-

Name(s) of author(s).(Year of publication). Title of contribution. Proceedings of name of the symposium. Pagination, Date(s) of the Symposium, Place Devegowda, G., Raju, M.V.L.N., Afzali, N. and Swamy, H.V.L.N. (1998). Mycotoxins picture World wide : Novel solutions for their counteraction. Proceeding of 14th Alltach?s Annual Symposium on Biotechnology in the Feed Industry. pp. 241- 55, May 5, 1998. Bangalore, India

Always use standard abbreviation of a journal?s name according to the ISSN List of Title Word Abbreviations, see

- [www.issn.org/2-22661-LTWA-online.php](http://www.issn.org/2-22661-LTWA-online.php)

## **2) Appendices**

Appendix is a useful device to make available the material related to the text but not suitable for inclusion in it. In case there are more than one appendices, each should be given a separate number (Appendix -I, Appendix -II etc.).

A copy of any published research paper that is the product of thesis research work (with student as the first author) should be attached as annexure.

## **3) Vita (for PhD thesis only)**

Vita is biographical sketch of about 150 words. It should be written in third person, it should be presented in paragraph form & should include a short biography of the student including his/ her date and place of birth, educational institutions attended, qualifications, professional experience and achievements including honours, number of papers published and any other pertinent information.

### **OTHER INSTRUCTIONS:**

#### **1 Pagination**

The title page certificates I and II of approval, acknowledgements and abstract should not be given any page number. The first page of the table of contents should be numbered vi. For the text, Arabic numerals should be used beginning with the first page of the text and continued throughout the rest of the thesis/ dissertation including the figures, tables and references. Suppress the page number in the first page of each chapter.

The pages on which the corrections have been suggested by the external examiner suggest adding new material. This would disturb the paging of the thesis and is therefore required to be corrected accordingly. Numbering the pages like 15a, 15b, 15c etc. is not permitted.

#### **2 Research seminar**

The student, before preparing the rough draft of the thesis/ dissertation analysis, before the members of his/her advisory committee along with the faculty members and PG students of the department/ college. All relevant changes suggested during the discussions in the seminar by members of the advisory committee or faculty of the department/ college for making improvements in expression of research data, should be thoroughly taken care while writing the draft of thesis/ dissertation.

#### **3 Submission of rough draft**

Copies of the rough draft of thesis/dissertation complete in all aspects shall be submitted to the chairperson and all members of the advisory committee, at least 15 days before the intended date of final submission.

#### **4 Submission of the final thesis/dissertation**

The members of the advisory committee shall return the rough draft of the thesis/ dissertation along with their suggestions and remarks within 10 days of its receipt.

The chairperson will ensure that the suggested changes, if may, have been incorporated in the final draft by the student.

Five copies of the thesis/dissertation should be submitted after oral examination of the student. The chairperson must ensure that all the suggestions or errors pointed out by the external examiner have thoroughly been taken care in the final draft of thesis before submission for declaration of result.

A Ph. D. degree student must submit three research articles along with their dissertation , of which at least two have been accepted/published (as per ICAR guidelines) in any ISBN journal from his/her study as per approved synopses of research.

"The masters? degree student must submit copy of the draft of one research article submitted to any ISBN journal along with the thesis or submit a certificate from his/her chairperson that at least one paper from the thesis has been submitted or will be submitted as a part of comprehensive paper for which further research is needed.

Important note: The postgraduate students can publish their research article (s) based upon their research data of thesis/dissertation before submission of thesis /dissertation.

### **5 Resubmission of thesis/dissertation**

If a thesis/dissertation is not accepted, the candidate may be allowed to resubmit if after making modifications in the light of remarks of the examination committee. Resubmission is allowed after a lapse of not less than one full semester. Resubmission will be processed in the same manner as the original submission.

Note: In order to understand the corrections to be made in the text, the standard "Punctuation Marks" and abbreviations for weights/measure/Calendar should be used as given in Annexure-VIII and IX respectively.

### **6 Including references in the text:**

#### **Examples:**

Modified CTAB method (Murray and Thompson, 1980) was used. CTAB method as modified by Murray and Thompson (1980) was used.

...hampers the growth of plants and reduces productivity (Kasuga et al., 1999; Karim et al., 2007).

...has also been reported (Barman et al., 2007 and 2012)

....has also been reported (Barman et al., 2007, 2009 and 2012)

### **7 Tables and figures:**

#### **Font size can be reduced to 10 if needed.**

- a. Figures may include graphs, diagrams, flowcharts, photographs, etc.
- b. Use of photographs that do not add to the data should be avoided.
- c. Figures should have a short caption at the bottom, followed by precise legend explaining the content(s) of the figure.

Example: Fig. 1 Schematic representation of data collection method in four districts of Meghalaya

- d. Tables should have a caption at the top and footnotes, if any, at the bottom

Example: Table 1 Mean sum of squares values for yield contributing traits

- e. Figures and tables should appear in the thesis after their first reference in the text.  
Example: .... Per cent increase was observed (Fig. 1)  
..... per cent increase was observed (Table 2)

## **8 Thesis binding:**

### **Rough submission: Spiral bound.**

Final submission: Hard Clothbound;  
transparent unprinted HDPE jacket. Print :  
Silver.

Text: Same as the title page

Spine: Printed in gold.

M Sc (Ag) Thesis                      Name of Student                      Year of submission                      College  
abbreviation, CAT

Cover colour proposed for different colleges:

Dark Green

**PROFORMA FOR TEMPORARY WITHDRAWAL ON ACCOUNT OF  
EMPLOYMENT**

NAME :  
ADMISSION NO :  
NAME OF ADVISOR :  
NUMBER OF SEMESTERS COMPLETED :  
LIST OF FORMS ALREADY APPROVED :  
NUMBER OF THESIS CREDIT HOURS UNDERTAKEN :  
NAME AND ADDRESS OF THE EMPLOYER :  
POST FOR WHICH SELECTED :

**DECLARATION**

I have read the guidelines for temporary withdrawal and undertake to follow them.  
I may kindly be allowed to withdraw temporarily.

Signature of the student

Status report and recommendation of Chairman, Advisory Committee (in not less than 100 words)

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal  
College of Agriculture, Tripura

Sl.No.

Regular  Other



**COLLEGE OF AGRICULTURE, TRIPURA  
Lembucherra-799210**

Paste self  
Attested  
STAMP  
Size  
Photograph

**FORM OF APPLICATION FOR ADMISSION TO \_\_\_\_\_  
EXAMINATION, 20\_\_\_\_\_**

ROLL.NO

1. NAME

Write in BLOCK LETTERS as spelt in Registration Certificate

2. SEX (M/F)  3. COLLEGE CODE  4. REG. NO  Year  D D M M Y Y

5. FATHER'S NAME

6. MOTHER'S NAME

7. MAILING ADDRESS  P I N

8. CATEGORY  SC  ST  OBC  Minority  PH  UR  Tick '✓' on appropriate one

| 9. SUBJECTS TAKEN | Name of the examination                |  | Semester                           |
|-------------------|--|--|------------------------------------|
|                   | M.Sc (Agriculture in Agronomy) subject | Major/Minor/Supportive/Non-credit subject /Group | Compartmental Paper(s)/ Back Paper |

**10. STATEMENT OF MARKS OBTAINED IN THE LAST EXAMINATION**

| Name of the examination |             | Roll no  |        |         |
|-------------------------|-------------|--|--------|---------|
| Branch                  |             |  |        |         |
| Year Board/University   | Total marks | Subject wise % of marks obtained other than. marks | Result | Remarks |
|                         |             | Subjects   |        |         |
|                         |             | Theory   |        |         |
|                         |             | Practical  |        |         |

11. YEAR OF FIRST ADMISSION TO THE COLLEGE  SIGNATURE OF THE CANDIDATE

Sl.No.

Regular  Other

**COLLEGE OF AGRICULTURE, TRIPURA  
Lembucherra-799210**

Paste self  
Attested  
STAMP  
Size  
Photograph

**ADMIT CARD**

ROLL.NO

1. NAME

Write in BLOCK LETTERS as spelt in Registration Certificate

2. Registration  Year  D D M M Y Y

3. College

4. Subjects Taken

| Name of the examination                |  | Semester                           |
|--|--|------------------------------------|
| M.Sc (Agriculture in Agronomy) subject | Major/Minor/Supportive/Non-credit subject /Group | Compartmental Paper(s)/ Back Paper |
|  |  |                                    |

Principal,  
College of Agriculture, Tripura  
(Signature with seal)



**COLLEGE OF AGRICULTURE TRIPURA**  
**(Affiliated to Tripura University, Agartala**  
**& Accredited to ICAR, New Delhi)**



**Lembucherra, Agartala, West Tripura-799210**  
**COURSE REGISTRATION CARD**

Degree Programme : \_\_\_\_\_  
 Department : \_\_\_\_\_  
 Name of the Student : \_\_\_\_\_  
 Registration No. : \_\_\_\_\_ Admin No.: \_\_\_\_\_  
 Semester : \_\_\_\_\_ Date of Course Registration: \_\_\_\_\_

| Course No. | Course Title | Credit Hour | Gradial /Non-Gradial | Signature of Course Instructor |
|------------|--------------|-------------|----------------------|--------------------------------|
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|            |              |             |                      |                                |
|            |              |             |                      |                                |

Recommended by,

Forwarded by

Head/Head(I/C) of the Department

Academic Co-ordinator (P.G.)

Approved/ Not Approved,

Principal  
 College of Agriculture, Tripura

Receipt No..... Date..... of Payment of  
 Registration/Admission fees.





# **COLLEGE OF AGRICULTURE, TRIPURA**

(Affiliated to Tripura University)

Lembucherra - 799 210, West Tripura

Website: [www.coatripura.ac.in](http://www.coatripura.ac.in)

