

# GUJARAT AYURVED UNIVERSITY



**JAMNAGAR**

**HAND-BOOK**

**2024**

**(First Edition)**

Published by  
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I/C Registrar  
Gujarat Ayurved University,  
Jamnagar.

## **Foreword**

*Any institution has to run the administration within the framework of rules. The University was established in 1965 vide Gujarat Ayurved University Act no. 40 of 1965. Accordingly, as per the needs Gujarat Ayurved University has also its Act, Statutes and Ordinances amended from time-to-time.*

*I am very much pleased to place this first edition of the University Hand-Book as per Gujarat Ayurved University Act no. 08 of 2021 containing up-dated Act and Regulations. I hope this updated edition will helpful to the all concerned members of university administration.*

Date: May 22, 2024

**Dr. Mukul Patel**  
Vice Chancellor  
Gujarat Ayurved University  
Jamnagar

# GUJARAT AYURVED UNIVERSITY (GAU) REGULATIONS, 2024

Under section 51(1) of the  
Gujarat Ayurved University Act, 2021.

GUJARAT ACT NO. 8 OF 2021

## INDEX

No.	DESCRIPTION	PAGE NO.
1	Gujarat Ayurved University Act, 2021 (GUJARAT ACT NO. 8 OF 2021)	1-29
	<b>REGULATIONS</b>	
R1	GENERAL	30
	1.1 Short title and commencement	
R2	DEFINITIONS	30
R3	<b>BOARD OF GOVERNORS</b>	31-34
	3.1 Constitution of Board of Governors	
	3.2 The Terms of Office and vacancies	
	3.3 Inviting an expert	
	3.4 The Procedure for Convening the Meeting	
	3.5 Agenda	
	3.6 Quorum and Attendance	
	3.7 Decision making	
	3.8 Minutes of meeting of Board of Governors	
R4	<b>ACADEMIC COUNCIL</b>	35-38
	4.1 Object and Constitution of the Academic Council	
	4.2 Constitution of Academic Council	
	4.3 Powers and Functions of Academic Council	
	4.4 Inviting an Expert	
	4.5 The Procedure for Convening the Meeting	
	4.6 Agenda	
	4.7 Quorum and Attendance	
	4.8 Decision making	
	4.9 Minutes of meeting of Academic Council	
R5	<b>ACADEMIC COUNCIL FOR ALLIED SUBJECTS</b>	39-42
	5.1 Constitution of Academic Council for Allied Subjects	
	5.2 Powers and Functions of Academic Council for Allied Subjects	
	5.3 Inviting an Expert	
	5.4 The Procedure for Convening the Meeting	
	5.5 Agenda	

	5.6 Quorum and Attendance	
	5.7 Decision making	
	5.8 Minutes of meeting of Academic Council	
<b>R6</b>	<b>AFFILIATION, RECOGNITION AND APPROVAL</b>	43-47
<b>R7</b>	<b>CONVOCATION</b>	48-58
	7.1 Award of Degree, Certificate, Other Academic Distinction And Titles	
	7.2 Arrangement for Convocation And “Conferment Of Degree”	
	7.3 Eligibility for Degree, Diploma, Certificate Or Title	
	7.4 Signature on the Certificate	
	7.5 Fees for Award of Degree Certificate	
	7.6 Medal	
	7.7 Features of the Certificate	
	7.8 Inviting Application	
<b>R8</b>	<b>CRITERIA FOR ADMISSION</b>	59-65
	8.1 UG study programmes	
	8.2 PG study programmes	
	8.3 Ph.D study programmes	
	8.4 Diploma study programmes	
	8.5 Certificate study programmes	
<b>R9</b>	<b>BOARD OF EXTRA-MURAL ACTIVITIES</b>	66-69
	8.1 Constitution of Board of Extra-Mural Activities	
	8.2 Powers and Functions of Extra-Mural Activities	
	8.3 Inviting an expert	
	8.4 The Procedure for Convening the Meeting	
	8.5 Agenda	
	8.6 Quorum and Attendance	
	8.7 Decision making	
	8.8 Minutes of meeting of Extra-Mural Activities	
<b>R10</b>	<b>BOARD OF STUDIES</b>	70-80
	10.1 Board of Studies of the University	
	10.2 Constitution of Board of Studies	
	10.2.1 Board of Studies of subject – Samhita Siddhant and Sanskrit	
	10.2.2 Board of Studies of subject – Rachana Sharir	
	10.2.3 Board of Studies of subject – Kriya Sharir	
	10.2.4 Board of Studies of subject – Dravyaguna Vijnan	
	10.2.5 Board of Studies of subject – Ras-shastra evam Bhaishajya Kalpana	
	10.2.6 Board of Studies of subject – Agadtantra evam Vidhi Vaidak	
	10.2.7 Board of Studies of subject – Rog Nidan evam Vikruti Vijnan	
	10.2.8 Board of Studies of subject – Swasthavritta and Yoga	

	10.2.9 Board of Studies of subject – Kayachikitsa	
	10.2.10 Board of Studies of subject – Panchakarma	
	10.2.11 Board of Studies of subject – Stree Roga evam Prasutitantra	
	10.2.12 Board of Studies of subject – Kaumarbhrutya	
	10.2.13 Board of Studies of subject – Shalya Tantra	
	10.2.14 Board of Studies of subject – Shalaky Tantra	
	10.2.15 Board of Studies of subject – Yoga & Nisargopachar	
	10.2.16 Board of Studies of subject – Ayurveda Pharmacy	
	10.2.17 Board of Studies of subject – Ayurved Nursing	
	10.2.18 Board of Studies of subject – Ayurvedic Veterinary	
	10.2.19 Board of Studies of subject – Ayurvedic Medicinal Plant Sciences	
	10.3 Powers and Functions of Board of Studies	
	10.4 The Procedure for Convening the Meeting	
	10.5 Agenda	
	10.6 Quorum and Attendance	
	10.7 Decision making	
	10.8 Minutes of meeting of Board of Studies	
<b>R11</b>	<b>ADDITIONAL AUTHORITIES (SUCH OTHER BOARDS) OF UNIVERSITY</b>	<b>81-88</b>
	11.1 Board of Multi Faculty and Inter Disciplinary Studies	
	11.1.1 The constitution of the Board	
	11.1.2 Tenure of the Board	
	11.1.3 Powers and Functions of the Board	
	11.1.4 Inviting an expert	
	11.1.5 The Procedure for Convening the Meeting	
	11.1.6 Agenda	
	11.1.7 Quorum and Attendance	
	11.1.8 Decision making	
	11.1.9 Minutes of meeting of Board	
	11.2 Board of International Study	
	11.2.1 The constitution of the Board	
	11.2.2 Tenure of the Board	
	11.2.3 Powers and Functions of the Board	
	11.2.4 Inviting an expert	
	11.2.5 The Procedure for Convening the Meeting	
	11.2.6 Agenda	
	11.2.7 Quorum and Attendance	
	11.2.8 Decision making	
	11.2.9 Minutes of meeting of Board	
<b>R12</b>	<b>THE EXAMINATION CONTROL BOARD</b>	<b>89-93</b>
	12.1 Constitution of the Examination Control Board	
	12.1.1 Constitution of the Examination Control Board for Ayurveda	

	12.1.2	Constitution of the Examination Control Board for Allied Subjects	
	12.1.3	Tenure of the Board	
	12.1.4	Powers and Functions of the Board	
	12.1.5	Duties of the Board	
	12.1.6	The Procedure for Convening the Meeting	
	12.1.7	Agenda	
	12.1.8	Quorum and Attendance	
	12.1.9	Decision making	
	12.1.10	Minutes of meeting of Board	
	<b>12.2</b>	<b>EXAMINATION REGULATIONS</b>	94-150
	12.2.1	Student's Attendance	
	12.2.2	Appointment / nomination of Examiners and any other personnel for Examinations	
	12.2.3	Eligibility of Student for Appearing in the University Examination	
	12.2.4	Procedure for Submission of Examination Form	
	12.2.5	Norms for Fees to Be Collected by The Examination Section	
	12.2.6	Change of Examination Centre	
	12.2.7	Rules for Writer	
	12.2.8	Exemptions	
	10.2.9	Condonation	
	10.2.10	Result	
	10.2.11	Procedure to determine Misconduct	
	10.2.12	Recovery of financial penalty	
	10.2.13	Disciplinary Action	
	10.2.14	Procedure to determine Unfair means	
	10.2.15	Migration / Transfer During Internship	
	<b>12.3</b>	<b>EXAMINATION REGULATIONS FOR AYURVEDA</b>	
	12.3.1	BAMS Examination	
	12.3.2	M.D. (AYU.) / M.S. (AYU.) EXAMINATION	
	12.3.3	First P.G. (Ayurveda)– Preliminary-Examination	
	12.3.4	Final P.G. (Ayurveda)– Examination	
	<b>12.4</b>	<b>EXAMINATION REGULATIONS FOR ALLIED SUBJECTS</b>	
	12.4.1	Graduation Level	
	a.	Professional Courses	
	b.	Other than Professional Courses	
	12.4.2	Post-Graduation level	
	a.	Professional Courses	
	b.	Other than Professional Courses	
	12.4.3	Diploma level	
	1.	Post-graduate Diploma	
	a.	Professional Courses	

	b. Other than Professional Courses	
	2. Diploma	
	a. Professional Courses	
	b. Other than Professional Courses	
	CERTIFICATE OF ELIGIBILITY (annex-1)	
	The table containing list of "Misconduct" and proposed action(annex-2)	
	The table containing list of "unfair means" and relevant punishment (annex-3)	
	Prescribed Fees to Be Collected by the Examination Section (Annex-4)	
	Subjects and Mark Distribution for First Year M.D. (Ayu) / M.S. (Ayu) – Preliminary (Annex-5)	
	Subjects and Mark Distribution for Final Year M.D. (Ayu) / M.S. (Ayu) (Annex-6)	
<b>R13</b>	<b>UNIVERSITY FUND AND MANNER OF UTILIZATION</b>	151-159
	Supplementary Provisions	
	Powers Delegated to The Officers and Other Administrative Heads	
	(i) Vice-Chancellor	
	(ii) Registrar	
	(iii) Controller of Examinations	
	(iv) University Engineer	
	(v) C.A.O. Deputy Registrar and Internal Auditor	
	(vi) Librarian	
	(vii) Head -Physical Education and NSS	
	(viii) Head- Continuing Education Centre	
	(ix) Director – University Graduate School	
	(x) Rector – University Hostel	
	(xi) Head- I.T. Centre	
	(xii) Head Purchase and Store	
	(xiii) Write Off	
<b>R14</b>	<b>FINANCE COMMITTEE</b>	160-163
	14.1 Constitution of Finance Committee	
	14.2 Powers and Functions	
	14.3 Inviting an Expert	
	14.4 The Procedure for Convening the Meeting	
	14.5 Agenda	
	14.6 Quorum and Attendance	
	14.7 Decision Making	
	14.8 Minutes of Meeting of Finance Committee	
	14.9 Additional Powers and Functions of Finance Committee	
<b>R15</b>	<b>UNIVERSITY LIBRARY COMMITTEE</b>	164-167
	15.1 Constitution of Committee	
	15.2 Powers and Functions	
	15.3 Inviting an Expert	



	15.4 The Procedure for Convening the Meeting	
	15.5 Agenda	
	15.6 Quorum and Attendance	
	15.7 Decision Making	
	15.8 Minutes of Meeting of University Library Committee	
<b>R16</b>	<b>OTHER COMMITTEES OF UNIVERSITY</b>	168-169
	16.1 The constitution	
	16.2 Powers and Duties	
<b>R17</b>	<b>PG COUNCIL</b>	170-173
	17.1 Constitution Of Council Of Post Graduate Studies And Research	
	17.2 The term	
	17.3 Powers and Functions	
	17.4 Inviting an Expert	
	17.5 The Procedure for Convening the Meeting	
	17.6 Agenda	
	17.7 Quorum and Attendance	
	17.8 Decision Making	
	17.9 Minutes Of Meeting of PG Council	
<b>R18</b>	<b>BOARD OF SPORTS AND STUDENTS' WELFARE</b>	174-176
	18.1 Constitution of Board	
	18.2 Powers	
	18.3 Duties	
	18.4 Fees	
	18.5 Meeting	
	18.6 Students' Attendance In NSS/NCC Activities	
<b>R19</b>	<b>OFFICERS OF UNIVERSITY</b>	177-184
	19.1 THE VICE-CHANCELLOR	
	19.2 THE REGISTRAR	
	19.3 THE DIRECTOR, SCHOOL OF POST-GRADUATE STUDIES AND RESEARCH	
	19.4 CONTROLLER OF EXAMINATION	
	19.5 CHIEF ACCOUNT OFFICER	
	19.6 DIRECTOR OF SPORTS AND PHYSICAL EDUCATION	
<b>R17</b>	<b>FEES STRUCTURE</b>	185-188





# The Gujarat Government Gazette

**EXTRAORDINARY**

**PUBLISHED BY AUTHORITY**

Vol. LXII ]

TUESDAY, APRIL 6, 2021 / CHAITRA 16, 1943

**Separate paging is given to this Part in order that it may be filed as a Separate Compilation.**

PART IV

**Acts of Gujarat Legislature and Ordinances promulgated and  
Regulations made by the Governor**

The following Act of the Gujarat Legislature, having been assented to by the Governor on the 5<sup>th</sup> April, 2021 is hereby published for general information.

**K. M. LALA,**

Secretary to the Government of Gujarat,  
Legislative and Parliamentary Affairs Department.

GUJARAT ACT NO. 8 OF 2021

(First published, after having received the assent of the Governor, in the "*Gujarat Government Gazette*", on the 6<sup>th</sup> April, 2021).

**AN ACT**

to repeal the existing the Gujarat Ayurved University Act, 1965 and to re-enact the same in the new dynamic format by doing away certain processes that consume more time and include therein a new system of governance of Ayurved University and colleges.

**CHAPTER I**  
**PRELIMINARY**

**1. Short title, extend and commencement**

- (1) This Act may be called the Gujarat Ayurved University Act, 2021.
- (2) It shall be deemed to have come into force on the 10<sup>th</sup> November, 2020.

**2. Definitions**

In this Act, unless the context otherwise requires:

- (1) “Academic Council” means the Academic Council of the University constituted under section 19;
- (2) “affiliated college or Institution” means a college or Institution imparting education in Ayurved and allied subjects which has been granted affiliation by the University;
- (3) “approved institution” means hospital, health centre or such other institutions recognised by the University as an institution in which a person may undergo training, if any, required by a course of study leading to degree, diploma or certificate or other academic distinction of the University;
- (4) “authorities” means the authorities of the University as specified by or under this Act;
- (5) “Ayurvedic institution” means an educational institution imparting instruction, teaching and training in the Ayurvedic system of medicine;
- (6) “Ayurvedic system of medicine” means the Ashtang Ayurvedic system of Medicine including Nisargopachar system, whether supplemented or not by such modern advances as are consistent with the fundamental principles of Ayurved and as the University may from time to time prescribe;
- (7) “Board of Governors” means the Board of Governors of the University constituted under section 15;
- (8) “Chairman” means the Chairman of the Board of Governors;
- (9) “Chancellor” and “Vice-Chancellor” means respectively, the Chancellor and the Vice-Chancellor of the University;
- (10) “collaboration” means collaborative activities of the University with other Universities, academic institutions (includes local or national or international) research institutions or organization;
- (11) “college” means a college or an institution teaching courses leading to a Degree and/or a Diploma and/or a certificate;
- (12) “conducted college or school or institution” means a college, school or institution maintained and managed by the University;
- (13) “Council of Post-Graduate Studies and Research” means any post-graduate studies and research institution or department maintained by the University;

- (14) "Director" means the Director of the School of Post-Graduate Studies and Research;
- (15) "Finance Committee" means the Finance Committee of the University appointed under section 23;
- (16) "Government" means the Government of Gujarat;
- (17) "National Statutory Council" means concerned councils constituted by the Central Government in the field of education in Ayurved and allied subjects;
- (18) "officer" means the officer of the University as specified by or under this Act;
- (19) "Post-Graduate Centre" means a centre in the affiliated colleges recognised as the Post-Graduate Centre by the University for imparting Post-Graduate teaching in such manner as may be prescribed;
- (20) "Post-Graduate Department" means a department of higher learning research or specialized studies imparting Post-Graduate instruction or guidance for research recognised to be so by the University;
- (21) "prescribed" means prescribed by the regulations;
- (22) "Registrar" means the Registrar of the University;
- (23) "regulations" means regulations of the University;
- (24) "School of Post-Graduate Studies and Research" means a School under which the Post-Graduate Studies and Research are conducted, as determined by the regulations.
- (25) "Student of the University" means a person enrolled in the University for undergoing a course of study leading to a degree, diploma, certificate or other academic distinctions of the University;
- (26) "teacher" means full time approved Assistant Professors/Lecturers, Associate Professors/Readers or Professors and other persons teaching or giving instruction or conducting research on full time basis in affiliated colleges, institutions or approved institutions of the University;
- (27) "University" means the Gujarat Ayurved University established and incorporated under this Act;
- (28) "University college" means a college which the University may establish or maintain under this Act or a college transferred to and maintained by the University;
- (29) "University teacher" means a teacher appointed by the University.

## **CHAPTER II UNIVERSITY**

### **3. Establishment and Incorporation of University**

- (1) There shall be a University established by the name "The Gujarat Ayurved University".
- (2) The Chancellor, the Vice-Chancellor, the Board of Governors, the Academic Council, the Finance Committee, the Council of Post-Graduate Studies and Research, the Directors, and all other persons who may hereafter become such officers or members

of the authorities so long as they continue to hold such office or membership, are hereby constituted a body corporate by the name "The Gujarat Ayurved University".

- (3) The University shall function as an affiliating and a teaching University and it shall affiliate any college or institution for the courses leading to conferment of degrees, diplomas or grant certificate to the students admitted therein.
- (4) The University shall have perpetual succession and common seal, and may sue and be sued by the said name.
- (5) The University shall be competent, to acquire and hold property, both movable and immovable, to lease, sell or otherwise transfer any movable or immovable property which may vest in or be acquired by it for the purposes of the University, to raise loans on the securities of its assets and to contract and do all other things necessary for the purposes of this Act:

Provided that no such sale, lease or transfer of such property shall be made or the power to raise any such loan shall be exercised without the prior sanction of the State Government.

#### 4. **Headquarters of University**

The headquarters of the University shall be at such place as the State Government may, by notification in the Official Gazette, specify.

#### 5. **Objects of University**

The objects of the University shall be to disseminate, create and preserve knowledge and understanding by teaching, research, extension in the field of Ayurved and allied subjects and in relation to the domain of Ayurved and allied subjects and such other related domain of Ayurved. The prime object of the University shall be to create centres and institutions of excellence in Ayurved and allied subjects in particular and other objects shall be as follows, namely:-

- (i) to create institutions and centres of excellence for imparting state of the arts education, training, instruction and conducting research in the field of Ayurved and allied subjects;
- (ii) to create capabilities for advancement of knowledge, skill and competency at various levels;
- (iii) to create capabilities for upgrading the infrastructure of global standard for education, training and research in the areas related to Ayurved;
- (iv) to develop patterns of teaching and training at various levels of educational accomplishment so as to set high standards of education in Ayurved;
- (v) to function as a leading resource centre for knowledge management in the areas of Ayurved and allied subjects;
- (vi) to provide inter-relationship for national and global participation in the field of Ayurved;
- (vii) to establish close linkages with concerned industry to make teaching, training and research at the University, relevant to the needs of the society, and national and global levels;

- (viii) to make such provisions as would enable affiliated colleges and institutions to undertake specialization of studies; and
- (ix) to establish, maintain or take over by agreement and manage colleges, departments, institutes and centres of research or specialised studies.

**6. University open to all irrespective of sex, religion, class, creed or opinion**

- (1) No person shall be excluded from any office of the University or from membership of its authorities or bodies, committees or from admission to any degree, diploma, certificate or other academic distinction or course of study on the sole ground of sex, race, creed, cast, class, place of birth, religious belief or political or other opinion.
- (2) It shall not be lawful for the University to impose on any person any test whatsoever relating to sex, race, creed, cast, class, place of birth, religious belief or profession or political or other opinion in order to entitle him to be admitted as a teacher or a student or to hold any office or post in the University or to qualify for any degree, diploma or any other academic distinction or to enjoy or exercise any privilege of the University or any benefaction thereof.
- (3) The University shall adopt the Government policy, orders and directions issued from time to time, in regard to the reservation for Scheduled Castes, Scheduled Tribes, Other Backward Classes and any other reservation for appointments, admission of students, etc. in the affiliated colleges, University departments, or conducted colleges and institutions.

**7. Powers and Functions of University**

- (1) Subject to such conditions as may be prescribed by or under the provisions of this Act, the University shall exercise following powers and perform the following functions, namely: -
  - (i) to administer and manage the University and to establish such colleges, institutes and centres of research, education and instruction as are necessary for the furtherance of the objects of the University;
  - (ii) to provide for instruction, training and research in such branches of knowledge or learning pertaining to Ayurved and allied subjects;
  - (iii) to conduct innovative experiments in new methods and technologies in the field of Ayurved and allied subjects in order to achieve international standards of such education, training and research;
  - (iv) to prescribe courses of studies and curricula and to provide for flexibility in the education system and delivery methodologies;
  - (v) to hold examinations and confer degrees, diplomas and grant certificates and other academic distinctions or titles on persons subject to such conditions as the University may determine, and to withdraw or cancel any such degrees, diplomas, certificates or other academic distinctions or titles in the prescribed manner;
  - (vi) to confer honorary degree or other distinctions in the prescribed manner;
  - (vii) to establish such special centres, specialised study centres for research and instruction as in the opinion of the University for the furtherance of its objects;
  - (viii) to provide for planning, reproduction and publication of research and other works and to organise exhibitions, workshops, seminars, conferences, etc.;

- (ix) to sponsor and undertake research in all aspects of Ayurved and allied subjects and its management;
- (x) to offer management development programmes for the Institutes of Ayurved and allied subjects;
- (xi) to collaborate or associate with, advise, administer, control, develop maintain any educational institutions with like or similar objects;
- (xii) to develop and maintain linkages with educational, research or other institutions in any part of the world having objects wholly or partly similar to those of the University, through exchange of teachers, scientists, researchers, students and scholars and generally in such manner as may be conducive to their common objects;
- (xiii) to regulate the expenditure, manage the finances and to maintain accounts of the University;
- (xiv) to receive grants, donations, subscription, subventions and gifts for the purpose of University and consistent with the objects of the University and to enter into any agreement with the Central Government, the State Government, the University Grants Commission or any concerned National statutory councils or bodies at Central or State level for receiving any grants or funding;
- (xv) to receive fund from national and international organisations or any other sources as donation, gifts, benefactions, bequests by transfers of movable or immovable properties for the purposes and objects of the University;
- (xvi) to establish, maintain and manage for the residence of students and accommodation for teachers, officers and employees of the University;
- (xvii) to supervise and control of residence and regulate the discipline of students of the University and to make arrangements for promoting their health and general welfare and cultural activities;
- (xviii) to fix, demand, and receive or recover fees and such other charges as may be prescribed;
- (xix) to institute and award fellowships, scholarships, prizes, medals and other awards;
- (xx) to purchase or to take on lease or accept as gifts or otherwise any land or building or works which may be necessary or convenient for the purpose of the University on such terms and conditions as it may think fit and to construct, alter and maintain any such buildings or works;
- (xxi) to sell, exchange, lease or otherwise dispose of all or any portion of the properties of the University, whether movable or immovable, on such terms as it may think fit, consistent with the interest, activities and objects of the University, with the previous sanction of the State Government;
- (xxii) to draw and accept, to make and endorse, discount and negotiate promissory notes, bills of exchange, cheques or other negotiable instruments;
- (xxiii) to raise and borrow money on bond, mortgage, promissory note or other obligations and securities founded or based upon all or any of the proprieties and assets of the University or without any securities on such terms and conditions as it may think fit and to pay out of the funds of the University, all expenses incidental to the raising of money, to repay and redeem any money borrowed with the previous sanction of the State Government;



- (xxiv) to invest the fund of the University in or upon such securities and transpose any investments from time to time in such manner as it may deem fit in the interest of the University;
  - (xxv) to execute conveyance regarding transfer, mortgage, lease licenses, agreements and other conveyance in respect of the property, whether movable or immovable including Government securities belonging to the University or to be acquired for the purpose of the University with the previous sanction of the State Government;
  - (xxvi) to admit the students for the courses offered by the University in the prescribed manner;
  - (xxvii) to create academic, technical, administrative, ministerial and other posts with the previous sanction of the State Government and make appointments thereto;
  - (xxviii) to regulate and enforce discipline among the officers and employees of the University and to provide for such disciplinary measures as may be prescribed;
  - (xxix) to institute professorship, associate professorship/ readership, assistant professorship/lectureship, endowed professorship, honorary professorship, adjunct professorship and any other teaching, academic or research posts and to prescribe qualifications for the persons to be appointed on such posts;
  - (xxx) to recognise the institution as recognised institutions for the purpose of higher learning, research or specialised studies other than affiliated college or institution;
  - (xxxi) to approve hospital, health centre or such other institution for practical training required by a course of study before the conferment of degree, diploma, certificate and other academic distinction;
  - (xxxii) to prescribe code of conduct for the managements of the affiliated colleges, institutions, approved or recognised institutions;
  - (xxxiii) to delegate all or any of its powers (except the powers to make regulations) to any other officers or authorities of the University;
  - (xxxiv) to upgrade the skill and knowledge of teaching and non-teaching staffs of the University colleges by developing a mechanism for arranging induction training programmes, orientation programmes, refresher courses, etc.;
  - (xxxv) to undertake development programmes in Ayurved and allied subjects and research, consultancy based projects and training programmes for outside agencies, by charging fees to generate resources; without diverting from the objects of the University.
  - (xxxvi) to do such other acts and things as the University may consider necessary, conducive or incidental to the attainment or enlargement of all or any of the objects of the University.
- (2) Without prior approval of the State Government, the University shall not,
- (a) create any new posts of teachers, officers or other employees;
  - (b) revise pay-scales, allowances, post-retirement benefits and any other benefit of its teachers, officers and other employees;

- (c) divert any earmarked funds received for any purpose other than that for which it is received from the Government, University Grants Commission or any other statutory commission or bodies;
- (d) take any decision regarding affiliated colleges or institutions resulting in increased financial liability, direct or indirect for the Government:

Provided, that the University shall be competent to incur expenditure from the fund received from various sources, where no sharing or contribution from the Government, or the academic programmes or projects started on self- supporting basis.

## **8. Jurisdiction of University**

- (1) The jurisdiction of the University shall extend to the whole of the State of Gujarat.
- (2) The Government may at any time, by notification in the Official Gazette, transfer any Government college of Ayurved and allied subjects to the University on such terms and conditions as it may specify in the said notification and from the date of such transfer the said college or institution shall be a University college or institution.
- (3) The University may impose such terms and conditions upon the colleges or institutions as it may consider necessary, conducive or incidental to the attainment of all or any of the objects of the University.

## **9. Chancellor**

- (1) The Governor of the State of Gujarat shall be the Chancellor of the University.
- (2) The Chancellor shall, by virtue of his/her office, be the Head of the University and preside at any convocation of the University.
- (3) The Chancellor shall have such other powers as may be conferred on him by this Act or the regulations.

## **10. Inspection and Inquiry**

- (1) The Chancellor shall have a right to cause an inspection to be made by such person or persons as he may direct, of the University, its buildings, libraries and equipments of any college, institution or centre maintained or affiliated to, the University, and also of the teaching and other work conducted by the University and of the conduct of examinations held by the University, college or institution affiliated to the University, and to cause an inquiry to be made in like manner in respect of any matter connected with the administration, academic affairs and finances of the University.

- (2) The Chancellor shall in every case give notice to the University of its intention to cause an inspection or an inquiry to be made and the University shall be entitled to be represented thereat.
- (3) The Chancellor shall communicate to the University his/her views with reference to results of such inspection or inquiry and advise the University the action to be taken in the matter.
- (4) Where the University does not within the reasonable time, take action to the satisfaction of the Chancellor, the Chancellor may issue such direction to the University as he thinks fit and the University shall comply with such direction.
- (5) The State Government may, whenever deems fit, cause a like inspection or inquiry to be made in the manner prescribed in sub-sections (1) to (3) and shall have, for the purposes of such inspection and inquiry, all the powers of the Chancellor under the said sub-sections (1) to (3).

#### **11. Vice Chancellor**

- (1) The Vice-Chancellor of the University shall be appointed by the Chancellor in consultation with the State Government from amongst three persons recommended under sub-section (3) by the Committee appointed for the purpose under sub-section (2).
- (2) (a) The Chancellor for the purpose of sub-section (1) shall appoint a Committee which shall consist of the following members, namely: -
  - (i) two members to be appointed, one each by the Chancellor and the State Government who shall be eminent persons and educationalist in the field of Ayurved and allied subjects not connected with the University or with any affiliated college or institution or approved institutions;
  - (ii) one member to be nominated by the National Commission for Indian System of Medicine (NCISM); and
  - (iii) one member to be nominated by the University Grants Commission.
  - (b) The Chancellor shall appoint one of the members of the Committee as its Chairman.
- (3) The Committee so appointed under sub-section (2) shall within such time and in such manner as directed by the State Government, select three persons whom it considers fit for being appointed as a Vice-Chancellor and shall recommend to the State Government the names of the persons so selected together with such other particulars as it deems fit.
- (4) The person to be appointed as a Vice-Chancellor shall-
  - (i) be an eminent educationalist, scientist in the field of Ayurved and administrator having vision for the development of education and

research development;

(ii) not have attained the age of 65 years on the date of nomination or re-nomination

- (5) The Vice-Chancellor shall hold office for a term of three years and shall be eligible for re-nomination on that office for a further term of three years only which shall be the final term.
- (6) The emoluments and other terms and conditions for the Vice - Chancellor shall be such as may be determined by the State Government.
- (7) Whenever a temporary vacancy occurs in the office of the Vice- Chancellor and cannot be conveniently and expeditiously filled up in accordance with the provisions of subsection (1), one of the Directors or in absence of the Director one of the Principals nominated by the State Government shall carry on the current duties of the office of the Vice-Chancellor.
- (8) The Vice-Chancellor may resign from his/her office by writing under his/her hand addressed to the Chancellor and such resignation shall take effect from the date it is acceptance by the Chancellor.

## **12. Powers of Vice-Chancellor**

- (1) The Vice-Chancellor shall be the principal executive and academic officer of the University and shall, in the absence of the Chancellor, preside at any convocation of the University and shall preside at the meetings of the Board of Governors, the Academic Council and the Finance Committee.
- (2) The Vice-Chancellor shall ensure that the provisions of this Act and the regulations are faithfully observed and he shall have all the necessary powers for this purpose.
- (3) The Vice-Chancellor shall,-
  - (i) exercise general supervision and control over the affairs of the University;
  - (ii) ensure implementation of the decisions of the authorities of the University;
  - (iii) be responsible for imparting of instruction and maintenance of discipline in the University; and
  - (iv) exercise such other powers and perform such other duties as may be assigned to him by or under this Act or the regulations or as may be delegated to him by the Board of Governors or the Chancellor.
- (4) In any emergency which, in the opinion of the Vice-Chancellor require that immediate action should be taken, he shall take such action as he deems fit and shall at the earliest opportunity thereafter furnish information about his/her action to such authority or body as would have in the ordinary course dealt with the matter:

Provided that if such authority or body is of the opinion that such action ought not to have been taken by the Vice-Chancellor, it may refer the matter to the Chancellor who may either confirm the action taken by the Vice Chancellor or annul the same or modify it in such manner as he thinks fit and thereupon it shall cease to have effect or as the case may be, shall take effect in such modified form, however, such modification or annulment shall be without prejudice to the validity of anything previously done by or under the orders of the Vice- Chancellor.

- (5) Where the exercise of the powers by the Vice- Chancellor under sub-section (4) involves the appointment of any person, such appointment shall be confirmed by the competent authority empowered to approve such appointment in accordance with the provisions of this Act and the regulations not later than six months from the date of the order of the Vice-Chancellor, otherwise such appointment shall cease to have effect on the expiration of a period of six months from the date of the order of the Vice- Chancellor.

### **CHAPTER III AUTHORITIES AND OFFICERS OF UNIVERSITY**

#### **13. Authorities of University**

The following shall be the authorities of the University, namely.-

- (i) The Board of Governors,
- (ii) The Academic Council,
- (iii) The Council of Post-Graduate Studies and Research,
- (iv) The Finance Committee,
- (v) The Boards of Studies,
- (vi) The Board for Sports and Students' Welfare, and
- (vii) Such other Boards and bodies of the University as may be declared by the regulations to be the authorities of the University.

#### **14. Officers of University**

The following shall be the officers of the University, namely:-

- (i) The Chancellor,
- (ii) The Vice-Chancellor,
- (iii) The Registrar,
- (iv) The Director, School of Post-Graduate Studies and Research, and
- (v) Such other officers in the service of the University as may be declared by the regulations to be the officers of the University.

**15. Board of Governors**

- (1) The Board of Governors shall be the supreme authority of the University.
- (2) The Board of Governors shall consist of the following members, namely:-
  - (i) the Vice-Chancellor, who shall be the ex-officio Chairman of the Board of Governors;
  - (ii) the Director of School of Post-Graduate Studies and Research;
  - (iii) the Secretary to the Government, Health and Family Welfare Department;
  - (iv) the Secretary to the Government; Finance Department;
  - (v) the Secretary to the Government, Higher and Technical Education;
  - (vi) the Commissioner of Health, Medical Education and Medical Services, Gujarat State;
  - (vii) the Director, Institute of Teaching and Research in Ayurveda (ITRA) Gujarat State;
  - (viii) the Director of AYUSH, Gujarat State;
  - (ix) up to two Heads of University Departments nominated by the Government by rotation;
  - (x) three Principals of affiliated colleges to be nominated by the Government by rotation;
  - (xi) two eminent academicians in the field of Ayurved to be nominated by the Government;
  - (xii) up to three expert representing disciplines such as finance, legal, administration, humanities and management to be nominated by the Government;
  - (xiii) one expert from the Good Manufacturing Practices (GMP) certified Ayurved Drug Industries nominated by the Government;
  - (xiv) one expert from the Institutes of Research and Development in the field of Ayurved and allied subjects to be nominated by the Government;
  - (xv) the Registrar, who shall be the Secretary to the Board of Governors:
- (3) The nominated members shall continue for a period of three years from the date of their nomination.

**16. Powers of Chairman**

- (1) The Vice-Chancellor shall be the Chairman and shall preside at the meetings of the Board of Governors.
- (2) The Chairman shall exercise such other powers and perform such other functions as may be assigned to him by or under this Act or the regulations.

**17. Powers and functions of Board of Governors**

- (1) Subject to the provisions of this Act, the Board of Governors shall be responsible for the general superintendence, direction and the control of the affairs of the University and shall exercise all the powers of the University, and shall have the power to review the acts of the Academic Council and the Finance Committee and other committees or authorities constituted by the University.
- (2) Without prejudice to the provisions of sub-section (1), the Board of Governors shall have the following powers and functions, namely:-
  - (i) to take decision on question of policy relating to the administration and working of the University;
  - (ii) to institute courses of study at the University;
  - (iii) to make regulations;
  - (iv) to consider and approve Annual Report and Annual Budget, annual accounts with balance sheet of the University for every financial year;
  - (v) to invest money and funds of the University and to take decision on the recommendation of the Finance Committee;
  - (vi) to finance and publish the publication of studies, treaties, books, periodicals, reports and other literature from time to time and to sale or arrange for the sale as it may deem fit;
  - (vii) to create or abolish posts of teachers, officers and employees of the University;
  - (viii) to appoint such committees as it considers necessary for the exercise of powers and the performance of its duties under this Act;
  - (ix) to appoint Directors of the schools, department or Institute of studies of the University;
  - (x) to delegate any of its powers to the Directors, Registrar or any other officers, employees or any authority of the University or to the committee appointed by it;
  - (xi) to upgrade the skill and knowledge of teaching and non-teaching staffs of the university colleges by developing a mechanism for arranging induction training programme, orientation, refresher courses, etc. as prescribed; and
  - (xii) to exercise such other powers and perform such other functions as may be conferred or imposed upon it by or under this Act or the regulations, and such other powers for achieving the objects of the University.

**18. Term of office and vacancies among members of Board of Governors**

- (1) Save as otherwise provided in this section, the term of a nominated member of the Board of Governors shall be three years from the date of nomination.
- (2) The ex-officio member shall continue to be a member so long as he holds the office by virtue of which he is the member of the Board of Governors.

- (3) Any vacancy in the Board of Governors occurring before the next reconstruction or before the expiry of the prescribed period shall be filled in the same manner as prescribed in section 15 and such a member shall hold office for the remainder of the term of the member in whose place he is nominated.
- (4) A member shall be eligible for re-nomination for the next term.
- (5) A member may resign from his/her office by writing under his/her hand addressed to the Chairman and his/her resignation shall take effect from the date it is accepted by the Chairman.

## 19. Academic Council

- (1) The Academic Council shall consist of the following members, namely:-
  - (i) The Vice-Chancellor who shall be the ex-officio Chairman of the Academic Council;
  - (ii) Two academicians to be nominated by the Board of Governors;
  - (iii) Two experts in Ayurved, having special knowledge and experience in the field of education and research to be nominated by the Board of Governors;
  - (iv) Three Chairman of the Board of Studies from clinical subject to be nominated by the Board of Governors;
  - (v) Three Chairman of the Board of Studies from non-clinical subject to be nominated by the Board of Governors;
  - (vi) The Director of School of Post-Graduate Studies and Research;
  - (vii) Upto three academic heads of Post-Graduate department to be nominated by the Vice-Chancellor by rotation;
  - (viii) Upto two principals of the affiliated colleges by rotation to be nominated by the Vice-Chancellor;
  - (ix) One professor or associate professor/reader or assistant professor/ lecturer having ten years' experience in academic field from any discipline of the University by rotation to be nominated by the Vice- Chancellor:

Provided that, where three or more professors or associate professors/readers are available such nominations be made from that category only.

- (2) The Registrar shall be the Secretary of the Council.
- (3) The term of the nominated members shall be three years.



## **20. Powers and functions of Academic Council**

The Academic Council shall exercise the following powers and perform the following functions, namely:-

- (i) to exercise and control over the academic policies of the University and shall be responsible for the maintenance and the improvement of standards of instruction, education evaluation and research;
- (ii) to consider the matters of general academic interest either on its own initiative or on reference from the Board of Studies or the Council of Post-Graduate Studies and Research and to take appropriate action thereon;
- (iii) to recommend to the Board of Governors such regulations as are consistent with this Act regarding the academic functioning of the University including discipline of the students;
- (iv) no academic programme, curriculum, syllables, or method of instructions shall be implemented without the approval of the Academic Council; and
- (v) to exercise such other powers and perform such other functions as may be conferred or imposed upon it by the regulations.

## **21. Council of Post-Graduate Studies and Research**

(1) The Council of Post-Graduate Studies and Research shall consist of the following members, namely:-

- (i) the Vice-Chancellor;
- (ii) three Heads of Department of Post-Graduate Section of University by rotation;
- (iii) one member nominated by the Board of Governors from amongst fix members, who are pursuing Post-Graduate qualification in Ayurved;
- (iv) the Director of School of Post-Graduate Studies and Research;
- (v) three Senior Professors in Post-Graduate Teaching to be nominated by Vice-Chancellor;
- (vi) three Professors or Associate Professors/Readers or Assistant Professors/Lecturers, who are recognised for guiding research leading to Ph.D;
- (vii) two outside academician who have been conducting research or heading any research in any laminating institute outside the University.

(2) The term of the members of the Council of Post-Graduate Studies and Research shall be three years.

## 22. Powers and functions of the Council of Post-graduate Studies and Research

Subject to the provisions of this Act and the regulations, the Council of Post- Graduate Studies and Research shall exercise following powers and perform the following functions, namely:-

- (i) to exercise and control over the academic policy of Post-Graduate Teaching and Research and shall be responsible for the maintenance of standards and quality of Post-Graduate Teaching and Research in different fields of Ayurved;
- (ii) to organize and co-ordinate the Post-Graduate instruction, teaching and training in the University area;
- (iii) to deal with all matters relating to Post-Graduate instruction, training and research in various subjects taught in the University or in which training is given research conducted;
- (iv) to report to the Board of Governors on all matters referred to it by either of them;
- (v) to recommend to the Board of Governors the names of teachers in faculties to be recognised as University teachers for Post-Graduate instruction or guidance in research;
- (vi) to lay down conditions under which Post-Graduate students should work;
- (vii) to recommend to the Board of Governors the names of suitable persons as referees for examining the thesis submitted by the students;
- (viii) to exercise such other powers and discharge such duties as may be provided for by regulations; and,
- (ix) generally, to advise on all academic matters falling within its purview.

## 23. Finance Committee

(1) The Finance Committee shall consist of the following members, namely: -

- (i) the Vice-Chancellor, who shall be the ex-officio Chairman of the Committee;
  - (ii) one member of the Board of Governors, to be nominated by the Board of Governors;
  - (iii) one Director, by rotation, to be nominated by the Vice-Chancellor; and
  - (iv) one expert in the field of finance, to be nominated by the Board of Governors.
- (2) The Registrar shall be the Secretary of the Committee.
- (3) The term of the office of the nominated member shall be three years.

**24. Powers and functions of Finance Committee**

Subject to the other provisions of this Act, the Finance Committee shall exercise the following powers and perform the following functions, namely:-

- (i) to examine the annual accounts and annual budget estimates of the University and to advise the Board of Governors thereon;
- (ii) to review from time to time, the financial position of the University;
- (iii) to make recommendation to the Board of Governors on all proposals involving raising of funds, receipts and expenditure,
- (iv) to provide guidelines for investment of surplus fund;
- (v) to make recommendation to the Board of Governors on all financial policy matters of the University;
- (vi) to make recommendation to the Board of Governors on all proposals involving expenditure for which no provision has been made in the budget or for which expenditure in excess of the amount provided in the budget needs to be incurred;
- (vii) to examine all proposals relating to the revision of pay-scales, up-gradation of pay-scales and those items which are not included in the budget prior to placing before the Board of Governors; and
- (viii) to exercise such other powers and perform such other functions as may be conferred or imposed upon by the regulations.

**25. Board of Studies**

- (1) There shall be a Board of Studies for every subject or group of subjects as may be prescribed by the regulations.
- (2) The constitution, powers and duties of the Boards of Studies shall be such as may be prescribed by the regulations.

**26. Board for Sports and Students' Welfare and other boards**

- (1) The University shall establish a Board of Sports and Students' Welfare and such other Boards as may be prescribed by the regulations.
- (2) The constitution, powers and duties of the Boards established under sub- section (1) shall be such as may be prescribed by the regulations.

**27. Other university bodies**

The constitution, powers and duties of the other bodies as may be declared by the regulations to be the authorities of the University shall be such as may be prescribed.

**28. Committees**

All the authorities of the University shall have power to appoint committees. Such committees may include persons who shall not be the members of the authority appointing the committee.

**29. Registrar**

(1) The Registrar shall be appointed by the University in such manner and on such terms and conditions as may be prescribed.

(2) The Registrar shall-

- (i) be responsible for the custody of records, common seal, funds of the University and such other properties of the University;
- (ii) place before the Board of Governors and other authorities of the University all such information and documents as may be necessary for the transaction of the business;
- (iii) be responsible to the Vice-Chancellor for the proper discharge of his/her function;
- (iv) be responsible for the administration and services of the University and conduct of the examinations and make all other arrangements necessary thereof and be responsible for the execution of all processes connected therewith;
- (v) attest and execute all documents on behalf of the University verify and sign the pleadings in all suits and other legal proceedings by or against the University and all processes in such suits and proceedings shall be issued to and served upon the Registrar; and
- (vi) exercise such other powers and perform such other duties as may be assigned to him by or under this Act, the regulations or as may be delegated to him by the Board of Governors or by the Vice- Chancellor.

**CHAPTER IV**

**AFFILIATION, RECOGNITION AND APPROVAL**

**30. Affiliation**

- (1) A college or institution applying for affiliation to the University shall submit an application to the Registrar one year prior to the proposed date of starting the college or institution:  
  
Provided that on the recommendation of the Vice- Chancellor, the Board of Governors may, if it is satisfied that there are special reasons to do so, after recording such reasons, entertain an application for affiliation not submitted to the Registrar within the aforesaid period.
- (2) Any college or Institution applying for affiliation shall apply in such form, along with such fees and details, in such manner and shall fulfil such norms and criteria as may be prescribed before applying for affiliation.
- (3) On receipt of an application made under sub-section (1), the Board of Governors shall, in consultation with the Academic Council and after giving to the college or the institution an opportunity of stating its case, determine whether the college shall supply a need in the locality, having regard to the type of education intended to be provided by the college or the institution, the existing provision for the same type of education made by other college or the institution in the neighbourhood and the suitability of the locality where the college or institution is to be established and comply with the provisions of this Act and the regulations, record its opinion as to whether the application should be granted or refused either in whole or in part and communicate the decision to the college or institution.
- (4) When an application for affiliation or any part thereof is granted, the order of the Board of Governors shall specify the courses of the instruction in respect of which the college or institution is affiliated and where the application or any part thereof is refused, the grounds of such refusal shall be recorded and shall be communicated to such college or institution.
- (5) Any college or institution aggrieved by the decision of the Board of Governors as referred to in sub-section (4), may prefer an appeal to the State Government within thirty days from the date of communication of such decision and the decision of the State Government on such appeal shall be final.

- (6) Notwithstanding anything contained in this section, such affiliation shall be subject to the previous approval of the concerned National Statutory Council and subject to strictly follow the norms as prescribed by such Council.

### **31. Extension of affiliation**

When affiliated college or institution desires to add to the courses of instruction in respect of which it is affiliated, the procedure prescribed under section 30 shall as far as possible be followed.

### **32. Inspection of colleges and report**

- (1) Every affiliated college and institution shall furnish such reports, returns and other information as the Board of Governors, after consulting the Academic Council, may require in order to judge the efficiency of such college or institution.
- (2) The Board of Governors shall cause every such college or institution to be inspected from time to time by the Inspection Committee as constituted by the Vice-Chancellor.
- (3) It shall be the duty of the Inspection Committee on the direction of the Board of Governors in this behalf, to inspect an affiliated college or institution and make a report to the Board of Governors.
- (4) The Board of Governors may call upon the college or institution so inspected, take, within a specified period, such action as may appear to it to be needed in respect of any of the matters referred to in section 30.

### **33. Withdrawal of affiliation**

- (1) The rights conferred on a college by affiliation may be withdrawn in whole or in part or modified if the college or institution has failed to carry out any of the provisions of section 30 or the regulations or has failed to observe any of the conditions of the affiliation and the norms fixed by the concerned National Statutory Council or the college or institution is conducted in a manner which is prejudicial to the interests of education. Such motion can be initiated only in the Board of Governors. The member of the Board of Governors who intends to move such a motion shall give notice of it and shall state in writing the grounds on which it is made.
- (2) Before taking such motion into consideration, the Board of Governors shall send a copy of the notice and written statement referred to in sub-section (1), to the Principal or, as the

case may be, the Head of the college/institution concerned, together with intimation that a representation in writing submitted within a period specified in such intimation on behalf of the college institution shall be considered:

Provided that the period so specified may, if needed, be extended by the Board of Governors.

- (3) On receipt of the representation or on expiry of the period referred to in sub-section (2), the Board of Governors after considering the notice of motion, statement and representation, and after such inspection, by the competent person or persons authorised by the Board of Governors in this behalf, and such further inquiry as may appear to it to be necessary by a resolution on the grounds stated therein, withdraw in whole or in part, or modify, the rights conferred by the affiliation and shall communicate to the concerned college or the institution:

Provided that where the views of the Academic Council with regard to the withdrawal or modification of the right conferred by the institution affiliated college are not acceptable to the Board of Governors, it shall, before passing such resolution, refer the matter again to the Academic Council with its comments and the Academic Council shall communicate again its views in the matter to the Board of Governors.

#### **34. Appeal against withdrawal of affiliation**

Any college or institution aggrieved by the resolution withdrawing wholly or partly or modifying the rights conferred by affiliation passed under sub-section (3) of section 30, may prefer an appeal to the State Government within thirty days from the date of communication of the resolution and the decision of the State Government on such appeal shall be final.

#### **35. Withholding or reduction of grant to an affiliated college**

The Board of Governors may, on the recommendation of the Academic Council and Council of Post-Graduate Studies and Research, recommend to the State Government withholding or reduction of grant to an affiliated college or institution which on a report by the Inspection Committee or otherwise, is found to be making persistent default in carrying out the conditions of affiliation.

**CHAPTER V**  
**POST-GRADUATE TEACHING AND RESEARCH**

**36. Post-graduate teaching and research**

- (1) All post-graduate instruction, teaching, research and training shall be conducted by the University or by such affiliated colleges or institutions and in such subjects as may be prescribed by the regulations.
- (2) All post-graduate departments shall ordinarily be located at the headquarters of the University. However, the University may locate any of such departments at a place or places outside its headquarters.
- (3) The University may maintain University centres at places other than the headquarters of the University on such terms and conditions as may be prescribed by the regulations.

**37. Qualifications for enrolment of students of University**

No student shall be enrolled as a student of the University unless he possesses such qualifications as may be prescribed by the regulations.

**38. Degrees, diploma and other academic distinctions**

The Board of Governors may institute and confer such degrees, diplomas and other academic distinctions as may be prescribed by the regulations.

**39. Honorary Degree**

If not less than two-thirds of the members of the Board of Governors recommend that an honorary degree, or other academic distinction be conferred on any person on the ground that he is in their opinion, by reason of eminent position and attainments a fit and proper person to receive such degree or other academic distinction and where their recommendation is supported by a majority of not less than two-thirds of the members of the Board of Governors present at a meeting of the Board of Governors, such majority comprising not less than one-half of the members of the Board of Governors and the recommendation is confirmed by the Chancellor, the Board of Governors may confer on such person the honorary degree or other academic distinction so recommended without requiring him to undergo any examination.



**40. Removal of membership of University and withdrawal of degree or diploma**

- (1) The Chancellor may, on the recommendation of the Board of Governors and supported by a majority of not less than two-thirds of the members of each body present at its meeting, such majority comprising not less than one half of the members of each body, remove the name of any person from the register of graduates or withdraw from any person a diploma or degree if he has been convicted by a court of law of any offence which in the opinion of the Board of Governors, is a serious offence involving moral turpitude or if he has been guilty of scandalous conduct.
- (2) No action under this section shall be taken unless the person concerned is given an opportunity to be heard in his/her defence in the manner prescribed by the regulations.

**CHAPTER VI**

**SUPPLEMENTARY PROVISIONS**

**41. Fund of University**

- (1) The University shall establish, a fund to be called the “University Fund” consisting of:-
  - (i) any contribution or grant or loan by the State Government and the Central Government;
  - (ii) the income of the University from all sources including income from the fees and charges;
  - (iii) bequest, donations, gifts, endowments and other grants; if any,
  - (iv) the money received by the University from the collaborating organisation or industry in terms of the provisions of the Memorandum of Understanding between these two for establishment of sponsored chairs, fellowship and infrastructure facilities of the University.
- (2) All funds of the University shall be deposited in such Banks or invested in such manner as the Board of Governors may decide on the recommendation of the Finance Committee.
- (3) The funds of the University shall be applied towards the expenses of the University including expenses incurred in the exercise of its powers a discharge of its functions by or under this Act.

**42. Accounts and audit**

- (1) The University shall maintain proper accounts and other relevant records and prepare an annual statement of accounts, including income and expenditure account and the balance sheet in such form and in such manner as may be prescribed.

(2) The University shall adopt a proper system of internal checks and balances and controls in the discharge of its financial, accounting and auditing functions as may be prescribed.

XXXVIII of 1949

(3) The accounts of the University shall be audited every year by an auditor, who shall be the Chartered Accountant, as defined in the Chartered Accountants Act, 1949 or a firm of Chartered Accountant to be appointed by the Board of Governors.

(4) The accounts of the University certified by the Chartered Accountant or firm appointed or any other person authorised in this behalf, together with audit report thereon shall be placed before the Board of Governors and the Board of Governors may issue such instructions to the University in respect thereof as it deems fit and the University shall comply with such instructions.

(5) An internal auditor shall audit the accounts of the University to ensure concurrent audit of all book of accounts and such periodical internal report shall be placed before the Board of Governors for review.

#### **43. Submission of annual report**

(1) The University shall prepare for each financial year an annual report containing such particulars as the Board of Governors may specify and shall submit to the Board of Governors on or before such date as may be prescribed. The Board of Governors shall consider such report and may pass resolution thereon and thereupon the Finance Committee shall take action in accordance with such resolution and if no action is taken, the reasons for taking no action shall be communicated to the Board of Governors.

(2) The copy of the Annual Report along with the resolution of the Board of Governors thereon shall be submitted to the State Government.

#### **44. Pension, Provident Fund and Insurance**

(1) The University shall, with the approval of the Board of Governors, constitute for the benefit of its officers, teachers and other employees, in such manner and subject to such conditions as may be prescribed, such schemes of pension, provident fund, insurance as it may deem fit, and also aid in establishment and support of the associations, funds, trusts and conveyance calculated to benefit of the officers, teachers and other employees of the University.

**XIX of 1925**

(2) Where any such provident fund has been so constituted, the provision for the Provident Fund Act, 1925 shall apply to such fund as if it is a Government Provident Fund.

**45. Acts and proceedings not to be invalidated by vacancies**

No act or proceedings of the Board of Governors or any authority of the University or any Committee constituted under this Act or by the regulations shall be questioned on the ground merely of the existence of any vacancy in or defect of, in the constitution of such Board of Governors, authority or committee of the University.

**46. Conferment of degrees, diplomas and grant of certificates by University**

Notwithstanding anything contained in any other State law for the time being in force, the University shall have powers to confer degrees, diplomas and grant certificates and confer honorary degrees and other academic distinctions and titles as approved by the Board of Governors.

**47. Returns and information**

The University shall furnish to the State Government, University Grants Commission, the National Statutory Bodies concerned, such reports, returns, statements, documents and other information, as may be required by them from time to time.

**48. Officers and employees to be public servants (XXXXV of 1860)**

Every officers, teachers and other employees of the University shall be deemed to be a public servant within the meaning of section 21 of the Indian Penal code.

Explanation:- For the purpose of this section, any person who is appointed by the University for a specified period or a specified work of the University or who receives any remuneration by the way of compensatory allowance or fee for any work done from the University Fund shall be deemed to be an officer or employee of the University while he is performing the duties and functions connected with such appointment or work.

**49. Dismissal, removal, reduction and termination of service of staff of University**

- (1) No officer or employee or member of teaching, non-teaching and other academic staff of the University shall be dismissed or removed or reduced in rank except after an inquiry in which he has been informed of the charges against him and given a reasonable opportunity of being heard in respect of those charges:

Provided that nothing in this section shall apply to any person who is appointed on purely temporary basis only.

- (2) An appeal against an order of dismissal, removal or reduction in rank under sub-section (1) or of termination of service shall lie to the Vice-Chancellor or when the Vice-Chancellor has passed for such penalty, to the Board of Governors within thirty days from the date of communication of such order and the decision of the Vice-Chancellor or the Board of Governors, as the case may be, shall be final.

**50. Power of State Government to give directions**

The State Government shall have powers to issue directions from time to time as may be required for compliance of the provisions of this Act, the regulations and under any other law for the time being in force and the University shall comply with such direction.

**51. Power to make regulations**

- (1) Subject to the provision of this Act, the Board of Governors shall have in addition to all other powers vested in it, the powers to make regulations to provide for administration and management of the affairs of the University.
- (2) In particular and without prejudice to the generality of the foregoing powers, such regulations may provide for all or any of the following matters, namely: -
- (i) the summoning and holding of the meetings of the authorities of the University, other than the first meeting of the Board of Governors and the quorum and conduct of business at such meetings;
  - (ii) the powers and functions to be exercised and discharged by the Vice-Chancellor as the Chairman;
  - (iii) the constitution, powers and duties of the authorities, bodies and other committees of the University, the qualifications and disqualifications for membership of such

- authorities of such authorities, term of office of the membership, appointment and the removal of members thereof and other matters connected therewith;
- (iv) the procedure to be followed by the Board of Governors and any committee or the other body constituted under this Act or by the regulations in the conduct of its business, exercise of the powers and discharge of its function;
  - (v) the procedure and the criteria to be followed in establishment of courses of study and admission of the students;
  - (vi) the procedure to be followed for enforcing discipline in the University;
  - (vii) the management of properties of the University;
  - (viii) the diplomas, the degree, the certificates and other academic distinctions and titles which may be conferred or granted by the University and withdrawal or cancellation of any such degrees, diplomas certificates and other distinctions and other titles and the requirement thereof, including procedure to be followed;
  - (ix) the conduct of examinations including the terms of office and appointment of examiners;
  - (x) the creation of the posts of directors, professors, associate professors, assistant professors or equivalent academic designations or posts, officers and employees of the University and the appointment of persons to such posts including the qualifications requisite thereof;
  - (xi) the fees and other charges, which may be paid to the University for the courses, training, facilities and services provided by it;
  - (xii) the manner and conditions for constitution of insurance, provident fund, pension and such other schemes for the benefits of officers, employees and staff of the University;
  - (xiii) the terms and conditions for associations of the University with other institutions or organisations;
  - (xiv) the preparation of the budget estimates and maintenance of accounts;
  - (xv) the model of executing of contracts or agreements by or on behalf of the University;
  - (xvi) the classification and procedure for appointment of officers, employees and staff of the University;
  - (xvii) the terms and tenure of appointments, salaries and allowances, contractual services, rules of discipline and other conditions of service of the Vice- Chancellor, Director, other officers, teachers and employees of the University;
  - (xviii) the terms and conditions governing deputation of teachers, officers, employees of the University;

- (xix) the powers and duties of the Vice-Chancellor, Director and other officers, teachers and employees of the University;
- (xx) the terms and conditions governing fellowships, scholarships, stipends, medals and prizes;
- (xxi) the authentication of the orders and the decisions of the Board of Governors;
- (xxii) the matter relating to the hostels and housing for the teachers, officers and employees of the University including the disciplinary control therein;
- (xxiii) the powers to be exercised and functions to be performed by different committees, officers, directors and other employees of the University; and
- (xxiv) all other matters which by this Act are to be or may be prescribed.

## **52. Indemnity**

No suit, prosecutions or other legal proceedings shall lie against and no damage shall be claimed from the University, the Vice-Chancellor, the Director, the authorities or officers or employees of the University or any person in respect of anything which is done in good faith or purporting to be done in pursuance of this Act or any regulations made thereunder.

## **53. Power to remove difficulties**

(1) If any difficulty arises in giving effect to the provisions of this Act, the State Government may, by an order published in the Official Gazette, make such provisions not inconsistent with the provisions of this Act, as appears to be necessary or expedient for removing the difficulties:

Provided that no order under sub-section (1) shall be made after the expiry of two years from the date of commencement of this Act.

(2) Every order made under this section shall be laid, as soon as may be after it is made, before the State Legislature.

## **CHAPTER VII TRANSITORY PROVISIONS**

## **54. Transitory provisions (Guj. 40 of 1965)**

On and from the commence of this Act, all the affiliated colleges, recognised institutions, approved institutions, if any, shall continue to enjoy all privileges associated with them under

the provisions of the Gujarat Ayurved University Act, 1965, statutes, ordinances, etc. made thereunder.

Notwithstanding anything contained in this Act, the Vice-Chancellor of the University shall exercise all the powers of the authorities of the University as defined under section 13, for the period of six months or the authorities regularly constituted, whichever is earlier.

**Guj. Ord. 12 of 2020, Guj. 40 of 1965**

Till the time, the Vice-Chancellor under the Gujarat Ayurved University Ordinance, 2020, is appointed, the existing Vice-Chancellor appointed under the Gujarat Ayurved University Act, 1965 shall continue to the expiry date of his/her existing term of appointment.

However, when the powers of the Board of Governors are exercised by the Vice-Chancellor, the same shall be done with the prior approval of the State Government.

**CHAPTER VIII  
REPEAL AND SAVING**

**55. Guj. 40 of 1965, Repeal of Guj. 40 of 1960 and saving**

- (1) On and from the commencement of this Act, the Gujarat Ayurved University Act, 1965 shall stand repealed.
- (2) Notwithstanding such repeal of the said Act, anything done or any action taken (including any rule or order made, notification issued or appointment made) by or under that Act shall, in so far as it is not inconsistent with the provisions of this Act, be deemed to have been done or taken by or under this Act and shall continue to be in force until superseded by anything done or any action taken under the provisions of this Act.

**56. Repeal of Guj. Ord. 12 of 2020 and saving, Guj. Ord. 12 of 2020**

- (1) The Gujarat Ayurved University Ordinance, 2020 is hereby repealed.
- (2) Notwithstanding such repeal, anything done or any action taken under the said Ordinance shall be deemed to have been done or taken under this Act.

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## **Regulations**

### **R1 Short title, extend and commencement**

- (1) This Act may be called the Gujarat Ayurved University Act, 2021.
- (2) It shall be deemed to have come into force on the 10<sup>th</sup> November, 2020.

### **R2 Definitions**

In this Act, unless the context otherwise requires:



### R3 BOARD OF GOVERNORS:

#### 3.1 CONSTITUTION OF BOARD OF GOVERNORS:

The constitution of Board of Governors as described in section 15 of the GAU Act-2021 shall be as follows :-

- (1) The Board of Governors shall be the supreme authority of the University.
- (2) The Board of Governors shall consist of the following members, namely: -
  - (i) Chairman –The Vice Chancellor - Ex Officio;
  - (ii) Member - The Director of School of Post-Graduate Studies and Research-Ex Officio;
  - (iii) Member - The Secretary to the Government, Health and Family Welfare Department Ex Officio;
  - (iv) Member - The Secretary to the Government; Finance Department - Ex Officio ;
  - (v) Member - The Secretary to the Government, Higher and Technical Education - Ex Officio;
  - (vi) Member - The Commissioner of Health, Medical Education and Medical Services,Gujarat State - Ex Officio;
  - (vii) Member - The Director, Institute of Teaching and Research in Ayurveda (ITRA) GujaratState - Ex Officio;
  - (viii) Member - The Director of AYUSH, Gujarat State -Ex Officio ;
  - (ix) Member-] Upto two Heads of University Departments nominated by the Government by
  - (x) Member-] rotation;
  - (xi) Member-] Upto three Principals of affiliated colleges to be nominated by the
  - (xii) Member-] Government by rotation;
  - (xiii) Member-]
  - (xiv) Member-] Upto two eminent academicians in the field of Ayurved to be nominated by
  - (xv) Member-] the Government;
  - (xvi) Member-] Three expert representing disciplines such as finance, legal, administratio
  - (xvii) Member-] humanities and management to be nominated by the Government;
  - (xviii) Member-]
  - (xix) Member- one expert from the Good Manufacturing Practices (GMP) certified Ayurved Drug Industries nominated by the Government;

- 
- (xx) Member- one expert from the Institutes of Research and Development in the field of Ayurved and allied subjects to be nominated by the Government;
  - (xxi) Member Secretary - The Registrar -Ex officio

The nominated members shall continue for a period of three years from the date of their nomination.

### 3.2 THE TERMS OF OFFICE AND VACANCIES OF BOARD OF GOVERNORS AS DESCRIBED IN SECTION 18 OF THE GAU ACT-2021

- i. Save as otherwise provided in this section, the term of a nominated member of the Board of Governors shall be three years from the date of nomination.
- ii. The *ex-officio* member shall continue to be a member so long as he holds the office by virtue of which he is the member of the Board of Governors.
- iii. Any vacancy in the Board of Governors occurring before the next reconstruction or before the expiry of the prescribed period shall be filled in the same manner as prescribed in section 15 and such a member shall hold office for the remainder of the term of the member in whose place he is nominated.
- iv. A member shall be eligible for re-nomination for the next term.
- v. A member may resign from his/her office by writing under his/her hand addressed to the Chairman and his/her resignation shall take effect from the date it is accepted by the Chairman.

### 3.2 INVITING AN EXPERT

- i. If so required, The Chairman of Board of Governors may invite expert/s of the concern field for consultation and opinion about the concerned matter / issue.
- ii. Such invited expert/s may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.
- iii. The invited expert/s may be provided travelling allowance and sitting fees as per existing University's norms.

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### 3.3 THE PROCEDURE FOR CONVENING THE MEETING

- i. The meetings of the Board shall be convened through the Member Secretary as per directions of the Chairman of the Board of Governors.
- ii. The meeting may be convened in either physical or hybrid or virtual mode.
- iii. The Board shall its regular meeting at the end of every quarter in the calendar year.
- iv. The meeting of Board of Governors shall be called upon at a notice of minimum 15 days prior to the scheduled date. However, the Chairman may call a special / emergency meeting of the Board at a shorter notice.
- v. However, The Chairman may pre-pond / postpone / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

### 3.4 AGENDA:

- i. The Member secretary shall frame the agenda of a meeting of the Board of Governors with the approval of the Chairman.
- ii. The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Board well in advance.
- iii. If the Chairman of the Board is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.
- iv. The Chairman of the Board shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

### 3.5 QUORUM AND ATTENDANCE:

- i. At least 50% (percent) of the total number of members of Board of Governors including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business. The invited expert/s may not be a part of the quorum.
- ii. If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.
- iii. Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.
- iv. The virtual attendance of virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

**3.6 DECISION MAKING:**

All propositions before the Board shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

**3.7 MINUTES OF MEETING OF BOARD OF GOVERNORS:**

- i. The proceedings of the Board shall be recorded by the Member Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.
- ii. The discrepancy if any in the circulated minutes may be pointed out by the members present in the meeting, within seven days from the receipt of the soft copy to the Member Secretary in writing.
- iii. The minutes of the previous Board of Governors meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.

## R4 ACADEMIC COUNCIL

In exercise of powers conferred under Section 19 read with section 51 (1) (iii) of the Gujarat Ayurved University Act, 2021 the Board of Governors hereby makes the following regulations.

1) The words and expressions used in these regulations but not defined therein shall have the same meaning as respectively assigned to such words and expressions in the Act.

### 4.1 Object and Constitution of the Academic Council:-

- 1) **Object of the Council:** - The object of the Board is to exercise, control, manage or supervise academic activities within the jurisdiction of the University in addition to such duties and responsibilities as imposed by the Board of Governors from time to time.
- 2) The academic council shall consist of members as described in section 19 of the GAU Act-2021.

There shall be two Academic Councils namely,

- (1) Academic Council (for Ayurveda u/s 19)
- (2) Academic Council for Allied Subjects (u/s 13(vii))

### 4.2 CONSTITUTION OF ACADEMIC COUNCIL (for Ayurveda u/s 19)

(1) The Academic Council shall consist of the following members, namely:-

- |        |  |   |
|--------|--|---|
| (i)    | Chairman –The Vice Chancellor - Ex Officio |   |
| (ii)   | Member –                                   | Two academicians to be nominated by the Board of Governors;   |
| (iii)  | Member –                                   |   |
| (iv)   | Member –                                   | Two experts in Ayurved, having special knowledge and experience in the field of education and research to be nominated by the Board of Governors; |
| (v)    | Member –                                   |   |
| (vi)   | Member –                                   | Three Chairman of the Board of Studies from clinical subject to be nominated by the Board of Governors;   |
| (vii)  | Member –                                   |   |
| (viii) | Member -                                   |   |
| (ix)   | Member –                                   | Three Chairman of the Board of Studies from non-clinical subject to be nominated by the Board of Governors;                                       |
| (x)    | Member –                                   |   |
| (xi)   | Member -                                   |   |

- (xii) Member - The Director of School of Post-Graduate Studies and Research - Ex officio;
- (xiii) Member -
- (xiv) Member -
- (xv) Member -
- (xvi) Member -
- (xvii) Member -
- (xviii) Member - One professor or associate professor/reader or assistant professor/lecturer having ten years' experience in academic field from any discipline of the University by rotation to be nominated by the Vice- Chancellor;
- (xix) Member Secretary - The Registrar -Ex officio

Upto three academic heads of Post-Graduate department to be nominated by the Vice-Chancellor by rotation

Upto two principals of the affiliated colleges by rotation to be nominated by the Vice-Chancellor;

Provided that, where three or more professors or associate professors/readers are available such nominations be made from that category only.

The term of the nominated members shall be three years.

Any vacancy in the Academic Council occurring before the next reconstitution or before the expire of the prescribed period shall be filled in the same manner as provided in Section 19 of GAU Act 2021 and such a member shall hold office for the remaining period of the term of the member in whose place he is nominated.

#### 4.3 POWERS AND FUNCTIONS OF ACADEMIC COUNCIL: GAU ACT u/s 20

The Academic Council shall exercise the following powers and perform the following functions, namely:-

- (i) to exercise and control over the academic policies of the University and shall be responsible for the maintenance and the improvement of standards of instruction, education evaluation and research;
- (ii) to consider the matters of general academic interest either on its own initiative or on reference from the Board of Studies or the Council of Post-Graduate Studies and Research and to take appropriate action thereon;
- (iii) to recommend to the Board of Governors such regulations as are consistent with this Act regarding the academic functioning of the University including discipline of the students;

- 
- (iv) no academic programme, curriculum, syllables, or method of instructions shall be implemented without the approval of the Academic Council; and
  - (v) to exercise such other powers and perform such other functions as may be conferred or imposed upon it by the regulations.
  - (vi) The Academic Branch shall prepare the draft of academic calendar in the month of April – May every year. This draft shall be put before the academic council and BOG for necessary guidance and approval.

#### 4.4 INVITING AN EXPERT:

If so required, The Chairman of Academic Council may invite expert/s of the concern field for consultation and opinion about the concerned matter / issue.

Such invited expert/s may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.

The invited expert/s may be provided travelling allowance and sitting fees as per existing University's norms.

#### 4.5 THE PROCEDURE FOR CONVENING THE MEETING :

- i. The meetings of the Academic Council shall be convened through the Secretary as per directions of the Chairman of the Academic Council.
- ii. The meeting may be convened in either physical or hybrid or virtual mode.
- iii. The Academic Council shall its regular meeting at the end of every quarter in the calendar year.
- iv. The meeting of Academic Council shall be called upon at a notice of minimum 15 days prior to the scheduled date. However the Chairman may call a special / emergency meeting of the council at a shorter notice.
- v. However The Chairman may prepond / postpone / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

#### 4.6 AGENDA:

- i. The secretary shall frame the agenda of a meeting of the Academic Council with the approval of the Chairman.
- ii. The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Academic Council well in advance.

- iii. If the Chairman of the Academic Council is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.
- iv. The Chairman of the Academic Council shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

#### 4.7 QUORUM AND ATTENDANCE:

- i. At least 50% (percent) of the total number of members of Academic Council including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business. The invited expert/s shall not be a part of the quorum.
- ii. If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.
- iii. Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.
- iv. The virtual attendance of virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

#### 4.8 DECISION MAKING:

All propositions before the Academic Council shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

#### 4.9 MINUTES OF MEETING OF ACADEMIC COUNCIL:

- i. The proceedings of the Academic Council shall be recorded by the Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.
- ii. The discrepancy if any in the circulated minutes may be pointed out by the members present in the meeting, within seven days from the receipt of the soft copy to the Secretary in writing.
- iii. The minutes of the previous Academic Council meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.



## **R5 ACADEMIC COUNCIL FOR ALLIED SUBJECTS (u/s 13(vii)):**

### **5.1 CONSTITUTION OF ACADEMIC COUNCIL FOR ALLIED SUBJECTS**

The academic council for allied Subjects shall consist of members as described in section 13(vii) of the GAU Act-2021

4.5.1 The Academic Council for allied Subjects shall consist of the following members, namely:-

- (i) Chairman –The Vice Chancellor - Ex Officio
  - (ii) Member –
  - (iii) Member –
- |  |
|--|
| Two senior teaching faculties of affiliated respective college from each allied Subject to be nominated by the Board of Governors; |
|--|
- (iv) Member - One expert from each allied Subject, having expertise and experience in the field of education and research of concerned allied Subject to be nominated by the Board of Governors;
  - (v) Member - Chairman of the Board of Studies each from concerned allied Subject to be nominated by the Board of Governors;
  - (vi) Member - One representative each from council/research council/ government organization of concerned allied Subject to be nominated by the Vice-Chancellor;
  - (vii) Member - One principal each from the affiliated college of allied Subjects by rotation to be nominated by the Vice-Chancellor;
  - (viii) Member Secretary – The Registrar - Ex-officio

The term of the nominated members shall be three years.

Any vacancy in the Academic Council for allied Subjects occurring before the next reconstitution or before the expire of the prescribed period shall be filled in the same manner as provided in Regulation no. \_\_\_ and such a member shall hold office for the remaining period of the term of the member in whose place he is nominated.

### **5.2 POWERS AND FUNCTIONS OF ACADEMIC COUNCIL FOR ALLIED SUBJECTS:**

The Academic Council for allied Subjects shall exercise the following powers and perform the following functions, namely:-

- (i) to exercise and control over the academic policies of the University and shall be responsible

for the maintenance and the improvement of standards of instruction, education evaluation and research;

- (ii) to consider the matters of general academic interest either on its own initiative or on reference from the Board of Studies or any other such bodies and to take appropriate action thereon;
- (iii) to recommend to the Board of Governors such regulations as are consistent with this Act regarding the academic functioning of concerned allied Subjects;
- (iv) no academic programme, curriculum, syllables, or method of instructions of any allied Subject shall be implemented without the approval of this Academic Council;
- (v) To exercise such other powers and perform such other functions as may be conferred or imposed upon it by the regulations; and
- (vi) The Academic Branch shall prepare the draft of academic calendar for respective branch of allied Subjects in the month of April – May every year. This draft shall be put before the academic council and BOG for necessary guidance and approval.

#### 5.3 INVITING AN EXPERT:

- i. If so required, The Chairman of Academic Council of allied Subjects may invite expert/s of the concern field for consultation and opinion about the concerned matter / issue.
- ii. Such invited expert/s may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.
- iii. The invited expert/s may be provided travelling allowance and sitting fees as per existing University's norms.

#### 5.4 THE PROCEDURE FOR CONVENING THE MEETING :

- i. The meetings of the Academic Council of allied Subjects shall be convened through the Secretary as per directions of the Chairman of this Academic Council.
- ii. The meeting may be convened in either physical or hybrid or virtual mode.
- iii. The Academic Council of allied Subjects shall its regular meeting at the end of every quarter in the calendar year.
- iv. The meeting of Academic Council of allied Subjects shall be called upon at a notice of minimum 15 days prior to the scheduled date. However the Chairman may call a special / emergency meeting of the Board at a shorter notice.

- 
- v. However The Chairman may pre-pone / postpone / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

#### 5.5 AGENDA:

- i. The Member Secretary shall frame the agenda of a meeting of the Academic Council of allied Subjects with the approval of the Chairman.
- ii. The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Academic Council of allied Subjects well in advance.
- iii. If the Chairman of the Academic Council of allied Subjects is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.
- iv. The Chairman of the Academic Council of allied Subjects shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

#### 5.6 QUORUM AND ATTENDANCE:

- i. At least 50% (percent) of the total number of members of Academic Council of allied Subjects including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business. The invited expert/s may not be a part of the quorum.
- ii. If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.
- iii. Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.
- iv. The virtual attendance of virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

#### 5.7 DECISION MAKING:

All propositions before the Academic Council of allied Subjects shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

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**5.8 MINUTES OF MEETING OF ACADEMIC COUNCIL OF ALLIED SUBJECTS:**

- i. The proceedings of the Academic Council of allied Subjects shall be recorded by the Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.
- ii. The discrepancy if any in the circulated minutes may be pointed out by the members present in the meeting, within seven days from the receipt of the soft copy to the Member Secretary in writing.
- iii. The minutes of the previous Academic Council of allied Subjects meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.

## **R6 AFFILIATION, RECOGNITION AND APPROVAL**

6.1 A college or institution applying for affiliation to the University shall submit an application to the Registrar one year prior to the proposed date of starting the college or institution:

- I. The last Date of submission of application or scheme shall be 30th June of each calendar year. Rs. 15,00,000/- late fee will be applicable after the prescribed due date.
- II. However, if there is any change in the date of submission of application or scheme, the same would be displayed on the website of the university.
- III. Provided that on the recommendation of the Vice- Chancellor, the Board of Governors may, if it is satisfied that there are special reasons to do so, after recording such reasons, entertain an application for affiliation not submitted to the Registrar within the aforesaid period.

6.2 Any college or Institution applying for affiliation shall apply in such form (Annexure \_\_), along with such fees (Annexure \_\_) and details (Annexure \_\_), in such manner and shall fulfil such norms and criteria as may be prescribed (by concerned competent authority/ies from time to time) before applying for affiliation.

6.3 On receipt of an application made under sub-section (1), the Board of Governors shall, in consultation with the Academic Council and after giving to the college or the institution an opportunity of stating its case, determine whether the college shall supply a need in the locality, having regard to the type of education intended to be provided by the college or the institution, the existing provision for the same type of education made by other college or the institution in the neighbourhood and the suitability of the locality where the college or institution is to be established and comply with the provisions of this Act and the regulations, record its opinion as to whether the application should be granted or refused either in whole or in part and communicate the decision to the college or institution.

6.3.1 Procedure to be followed for establishment of new Ayurved college or increase of intake capacity or starting new PG Ayurved course:

- I. Submission of the application with prescribed fees
- II. Process of Scrutiny of the application
- III. Submission of scrutiny report
- IV. Compliance (in case of shortcomings)
- V. Visitation for consent of affiliation
- VI. Submission of the report to BOG, after consulting the Academic Council
- VII. Decision of BOG to be communicated
  - a. When an application for affiliation or any part thereof is granted, the order of the Board of Governors shall specify the courses of the instruction in respect of which the college or institution is affiliated and where the application or any part thereof is refused, the grounds of such refusal shall be recorded and shall be communicated to such college or institution.

- VIII. Issuance of consent of affiliation if granted by BOG
- IX. Issuance of affiliation on receipt of LOP from concerned competent authority with payment of one-time confirmation fees from the institute.
- X. Issuance of affiliation, if granted by BOG

6.3.2 Procedure to be followed for continuation of affiliation (renewal) of Ayurved college: u/s 32(1),33(1)

- I. Submission of the application with prescribed fees
- II. Visitation
- III. Submission of the report to BOG, after consulting the Academic Council
- IV. Decision of BOG to be communicated
  - a. When an application for affiliation or any part thereof is granted, the order of the Board of Governors shall specify the courses of the instruction in respect of which the college or institution is affiliated and where the application or any part thereof is refused, the grounds of such refusal shall be recorded and shall be communicated to such college or institution.
- V. Issuance of affiliation if granted by BOG

**Appeal :**

Any college or institution aggrieved by the decision of the Board of Governors as referred to in sub-section (4), may prefer an appeal to the State Government within thirty days from the date of communication of such decision and the decision of the State Government on such appeal shall be final.

6.3.3 Procedure to be followed for Withdrawal of affiliation of Ayurved college:

- I. A motion for withdrawal of affiliation can be initiated only in the Board of Governors by a member of the Board of Governors who intends to move such a motion shall give notice of it and shall state in writing the grounds on which it is made.
- II. Before taking such a motion into consideration, the Board of Governors shall constitute an inspection committee to carry out suo motto inspection. Report of the same shall be submitted to the BOG.
- III. After that, the BOG shall send a copy of the notice and written statement referred to in sub-section (I), to the Principal or, as the case may be, the Head of the college/institution concerned, together with intimation that a representation in writing submitted within a period specified in such intimation on behalf of the college institution shall be considered. Provided that the period so specified may, if needed, be extended by the Board of Governors.
- IV. On receipt of the representation or on expiry of the period referred to in sub-section (III), the Board of Governors after considering the notice of motion, statement and representation, and the inspection report, and such further inquiry as may appear to be

necessary by a resolution on the grounds stated therein, withdraw in whole or in part, or modify, the rights conferred by the affiliation and shall communicate to the concerned college or the institution.

Provided that where the views of the Academic Council with regard to the withdrawal or modification of the right conferred by the institution affiliated college are not acceptable to the Board of Governors, it shall, before passing such resolution, refer the matter again to the Academic Council with its comments and the Academic Council shall communicate again its views in the matter to the Board of Governors.

**Appeal against withdrawal of affiliation:**

Any college or institution aggrieved by the resolution withdrawing wholly or partly or modifying the rights conferred by affiliation passed under Regulation R\_\_ (3), may prefer an appeal to the State Government within thirty days from the date of communication of the resolution and the decision of the State Government on such appeal shall be final.

**Withholding or reduction of grant to an affiliated college**

The Board of Governors may, on the recommendation of the Academic Council and Council of Post-Graduate Studies and Research, recommend to the State Government withholding or reduction of grant to an affiliated college or institution which on a report by the Inspection Committee or otherwise, is found to be making persistent default in carrying out the conditions of affiliation.

**Conditions for consent of Affiliation:**

Intake capacity (60/100/150/200)

**I. Required statutory documents**

- a. Hospital registration certificate
- b. Society / University / Trust document
- c. NABH entry level certificate
- d. Essentiality certificate from concerned state government
- e. Land documents (Own or on lease for minimum 30 years)
- f. Affidavit regarding admission only through NEET
- g. Affidavit regarding utilization of land and building exclusively for Ayurved courses or programs
- h. BU
- i. Fire NOC
- j. Bio-medical waste
- k. Pollution control board

**II. Infrastructure**

Deficiency in constructed area of college or hospital

A. There shall be following department of first professional Bachelor of Ayurvedic Medicine, namely :-

- (a) Samhita Siddhanta and Sanskrit;

- (b) Rachana Sharira;
- (c) Kriya Sharira;
- (d) Yogya Skill Laboratory with mannequins and simulators specified for first professional departments;
- (e) other units such as central library; digital library; human resource development cell;

B. The phase II infrastructural standards and the human resource that shall be made available before the commencement of second professional Bachelor of Ayurvedic Medicine and Surgery shall be as under, namely:-

- (a) establishment of infrastructural standards of second professional departments are as under
  - (i) Dravyaguna Vijnana including Herb Garden;
  - (ii) Rasashastra and Bhaishajyakalpana;
  - (iii) Roganidana and Vikritivijnana;
  - (iv) Agadatantra;
  - (v) Swasthavritta and Yoga;
- (b) lecture Hall (addition of minimum one lecture hall to the existing two);
- (c) teaching and non-teaching staff;
- (d) expansion of facilities specified for second professional subjects in Yogya-Clinical Skill Laboratory;
- (e) increase in library books up to minimum of 7500, 9000 and 11250 books for intake capacity of 100, 150 and 200, respectively;

C. The phase-III infrastructural standards and the human resource that shall be made available before the commencement of third professional Bachelor of Ayurvedic Medicine and Surgery shall be as under namely:-

- (a) establishment of infrastructural standards of third professional departments are as under:-
  - (i) Kayachikitsa;
  - (ii) Panchakarma;
  - (iii) Shalya Tantra;
  - (iv) Shalakya Tantra;
  - (v) Prasuti –Streeroga;
  - (vi) Kaumarabhritya;
- (b) teaching and non-teaching staff;
- (c) addition of fourth lecture hall to the existing three lecture halls;
- (d) expansion of facilities specified for third professional subjects in Yogya-Clinical Skill Laboratory;
- (e) increase in library books up to minimum of 10000, 12000 and 15000 books for intake capacity of 100, 150 and 200, respectively.

### **III. Staff (Teaching, Non-teaching and hospital)**

#### **a. Appointment of Teaching staff:**



(1) In case of new establishment of colleges, the eligible teachers shall be appointed in phase wise manner:

(2) The teaching staff of first professional departments shall be made available before letter of permission (LOP-29.1). The Medical Assessment and Rating Board for Indian System of Medicine shall issue letter of permission (LOP-29.1) only after confirmation of availability of eligible teachers for first professional subjects of Bachelor of Ayurvedic Medicine and Surgery.

(3) The teaching staff of second professional departments shall be made available at least six months before the commencement of second professional course.

(4) The teaching staff of third professional departments shall be made available at least six months before the commencement of the third professional course.

**b. Experience of consultants and teaching staff.-**

experience of consultants and teaching staff for the period before issue of letter of permission are as under namely:-

(1) (a) if joined after receiving letter of intent, the teaching experience shall be counted from the date of joining;

(b) if joined before receiving letter of intent, the teaching experience shall be counted from the date of issue of letter of intent:

Provided that the college obtained letter of permission.

(2) (a) for the period before receiving letter of intent, the teaching experience of consultant shall be counted from the period of actual work maximum of two years; and

(b) from the date of appointment in case if joined after receiving letter of intent.

**IV. Functionality of hospital (minimum 24 months prior to submission of application)**

**V. Official Website, email-id, Mobile no.**

The institute shall have fully developed dynamic Institutional website with the following mandatory fields, namely: -

(a) attendance system; as specified in these regulations

(b) teaching staff of first professional BAMS; as specified in these regulations

(c) administrative, non-teaching staff except for second and third professional departments;

(d) hospital staff; and

(e) other sections or units or cells or facilities.

**R7 CONVOCATION**

## 7.1 AWARD OF DEGREE, CERTIFICATE, OTHER ACADEMIC DISTINCTION AND TITLES:

The University shall grant the following degrees and diplomas to such persons as have undergone the prescribed courses at any college or colleges affiliated to, or any Institution or Institutions recognized by, or department of the University and have passed the qualifying examinations for the same in accordance with the ordinances and rules.

1. Bachelor of Ayurved in Medicine & Surgery (B. S. A. M.)
2. Master of Ayurved in Medicine & Surgery (M. S. A. M.)
3. Bachelor of Pharmacy in Ayurved (B. Pharm Ayurved)
4. Bachelor of Ayurved in Naturopathy (B. Nat. Ayurved)
5. Doctor of Medicine (Ayurved) (M. D. Ayurved)
6. Ayurvedyavaridhi - Ph. D.
7. Doctor of Literature (Ayurved) (D. Litt. Ayurved)
8. Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) (B. A. M. S.)
9. Panchakarmanishnat - D. P. C. (Ay.)
10. Diploma in Naturopathy & Yoga (Ayurved) [D. Nat & Yoga (Ayu.)].
  - a. Diploma in Naturopathy & Yoga (Ayurved) (Therapy & Health Education. (D. Nat & Yoga (Ayu.) T. & H. E.).
  - b. Diploma in Naturopathy & Yoga (Ayurved) (Health Education). (D. Nat & Yoga (Ayu.) H. E.).
11. Diploma in Pharmacy.
12. P.G. Diploma in Pharmacy.
13. M. Sc. (Medicinal Plants)
14. Ph. D. (Medicinal Plants)
15. P. G. Diploma in (a) Identification (b) Cultivation & (c) Collection, storage & preservation of Medicinal plants.
16. P.G. Diploma in Yoga & Naturopathy (P.G.D.Y.N.)
17. Bachelor of Yoga & Naturopathy Sciences (B.Y.N.S.)
18. Bachelor of Yoga Education (B.Y. Ed.)
19. Diploma in Yoga & Naturopathy (D.Y.N.)
20. Master of Pharmacy (Ayurved) M. Pharm. (Ayu.)
21. Doctor of Philosophy (Ayurved Pharmacy) Ph. D. (Ayu Pharm)

22. Ayurved Dhanwantari (Master of Surgery- Ayurved) M.S. (Ayu.).
23. Bachelor of science (Yoga) – B.Sc (Yoga)
24. Bachelor of Science (Ayurved Nursing) –B.Sc (Ayurved Nursing)
25. Diploma in Panchkarma
26. Diploma in Kshar Karma
27. Diploma in Ayurvedic Pharmaceutics-Ras Shastra and Bhaishajya Kalpana
28. Diploma in Ayurvedic Cosmetology & Skin Disease
29. Diploma in Ayurvedic Dietetics
30. Diploma in Swasthavritta and Yoga
31. Diploma in Prasuti and Striroga
32. Diploma in Balroga
33. (Dravyaguna Vigyan) Diploma in Dravyaguna Pharmacognosy and Standardisation
34. Diploma in Manasik Swasthya Vigyan
35. Diploma in Netraroga Vigyan
36. Diploma in Rasayan and Vajikaran
37. Diploma in Ayurvedic Sangyahan
38. Diploma in Chhaya evam Vikiran Vigyan
39. Diploma in Marma Evam Asthi Chikitsa (Orthopaedics)
40. Diploma in Rog Nidan Vidhi (Diagnostic techniques)

## 7.2 ARRANGEMENT FOR CONVOCATION AND “CONFERMENT OF DEGREE”:

- i. The University shall confer the degrees in the fields as specified in the Chapter Section ( ) of GAU Act, 2021
- ii. For conferment of degrees, certificates or any other academic Distinctions, University shall organize or arrange Convocation at least once in a year and shall make any kind of arrangement as per requirement, for this purpose, at any other time apart from Annual Convocation.
- iii. After the approval of Academic council, registrar shall propose the number of eligible candidates to the Board of Governors (BOG) for conferment of Degree. No student shall be awarded degree/diploma without the consent of the BOG.

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- iv. The Annual Convocation shall be organized after the completion and declaration of the result of summer examination. For this purpose, the Annual Convocation shall be organized as per the convenience of Chancellor in the every year.
  - v. If, in any case, because of unavoidable circumstances or situations beyond the control of the University, the annual convocation is not held then, it may be scheduled in coming months at the earliest.
  - vi. The annual convocation shall only include those students who have cleared their examinations and qualify to get degree.
  - vii. At least, all medal winners shall be invited at the convocation, however, University may invite fix number of students at the convocation by specifying all or any of the criteria related to the score of CPI/CGPA/percentage/percentile. The Vice-Chancellor shall decide the number of students in consultation with Deans and other members of the committee formed for planning and execution of convocation.
  - viii. The Vice-Chancellor may form a committee for the purpose of “Convocation” for detail planning and its execution.

### 7.3 ELIGIBILITY FOR DEGREE, DIPLOMA, CERTIFICATE OR TITLE:

1. No candidates shall be eligible to qualify for a degree, certificate or title in this University unless he/she has undergone the prescribed course of study or research program as an enrolled student of a college / a school / a department or other institution affiliated to this University or directly registered for the course/program run by the University and has successfully qualified to receive the degree or any other academic distinction, prescribed for the Couse of study or research program.
2. The award of Degrees, Certificate, Titles, etc. shall be conferred in presentia or absentia at Annual Convocation held after the declaration of the results of the examination.
3. No candidate who has already been awarded a degree shall be admitted for second time to the convocation for the same degree until and unless he/she has qualified in an additional group or branch or may have improved upon his/her earlier performance.
4. In case, when he/she has qualified for the same degree with the purpose of improving his/her performance, he/she shall be awarded fresh degree on the

surrender of his/her previous certificate. In case, if he/she was not issued any such degree, then he/she will have to submit a notarize application to issue updated degree/diploma certificate in lieu of the earlier degree/diploma.

#### 7.4 SIGNATURE ON THE CERTIFICATE:

##### 1. Annual Convocation:

- (a) The Hon'ble Chancellor shall, on the recommendation of the Board of Governors confer upon persons who have fulfilled the requirements of the Act and Regulations for the time being in force, degree, certificate or title either at an Annual convocation or in absentia, at the option of the students.
- (b) In case of all Degree Certificates, the certificate shall bear the signature of Chancellor.

##### 2. D.Litt / HONORARY DEGREE

The University may confer an D.Litt/Honorary Degree or Title on any person having achieved outstanding merits.

1. The selection of meritorious persons eligible for honorary degrees shall be decided by the members of BOG as per the provisions of the Act.
2. Such a person will be expert/excellent in Ayurveda and other fields.
3. Taking this title very seriously is the only Ayurveda university in the world to think of the name of a person whose dignity is preserved.
4. The educational level of such a person will be high.
5. Such a person will have excelled in academic/social field.
6. Should have done outstanding work in promotion/dissemination and development of Ayurveda then it may be in Ayurveda or other fields.
7. Must have achieved national/international reputation.
8. Should have done high level research work in Ayurveda or allied field.
9. Must have successfully rendered services in senior positions at national/international level.
10. The D.Litt / honorary degree certificate or title shall bear the signature of the Chancellor.

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#### 7.5 FEES FOR AWARD OF DEGREE CERTIFICATE:

- (1) Every person who has fulfilled the requirements specified by the University shall be eligible, on payment of fees and incidental charges prescribed by the University, to be admitted for receiving the respective Degree in person or in absentia at his option (in case of Convocation) in testimony thereof, the same shall be awarded to him.
- (2) Any candidate who having applied as a candidate for a degree in person at Convocation but failed to appear at that occasion, can receive the Degree by post.
- (3) Degrees may be awarded posthumously, on application, to such representative of the eligible and deceased candidates, as may be approved by the Vice- Chancellor. The Vice-Chancellor's choice of the representative of the deceased shall be final.

#### 7.6 MEDAL:

- (1) University shall award Medal, only at Annual Convocation.
- (2) Any student who is qualified to get medal in any branch/course will be awarded Medal and merit certificate during Annual Convocation irrespective of the exam cleared by him/her.
- (3) The rules to award medal(s) will be stipulated by Academic Council from time to time.

#### 7.7 FEATURES OF THE CERTIFICATE:

- (1) University shall introduce or include security features which it thinks are essential for maintaining genuineness and authenticity so that duplication of the certificate cannot be done. University shall take the help of advancement in technology and improve upon the security features of the certificate, from time to time.
- (2) University may have its own fonts (copy righted) for degree certificates.
- (3) University shall maintain uniformity in its logo / emblem / seal and should ensure for the similarity of size, design, and color of fonts printed on the certificates issued in different years.
- (4) Until and unless required, University shall not frequently change the type of font, size of font, lay out, size of the certificate, color combination, etc. so that the uniformity shall be maintained.

## 7.8 INVITING APPLICATION:

- (1) University shall invite application from eligible students through online/offline mode. The online/offline application must have provision to upload signature.
- (2) University shall accept the fees by either online/offline mode or student can directly deposit required fees in the bank account in the manner specified by the University.
- (3) Sufficient number of days should be given to the students to fill up the online/offline application forms and payment of fees.
- (4) University shall adopt environment friendly method to accept application and shall not demand the hard copy of the application form which has been already submitted / uploaded on the website.

## **CONVOCATION:**

### **1. Convocation:**

1. A convocation for conferring degrees, other academic distinctions, D.Litt / honorary degrees and the titles shall be held ordinarily once in a year at Jamnagar.
2. The Annual convocation to be organized every year as per the decision of the Board of Governors.

### **2. Date of Convocation:**

1. Keeping in view these regulations and administrative task for this purpose, the registrar shall in consultation with Vice-Chancellor propose to the Hon'ble Chancellor three alternate dates for holding the convocation.
2. On the confirmation of the date from the office of the Hon'ble Chancellor, the registrar shall publish the advertisement in the newspapers and must be displayed on the website of the University by clearly mentioning the date of the convocation.

### **3. Chief Guest / Guest of Honour at Convocation:**

1. The Vice-Chancellor, in consultation with Deans and Board of Governors, shall identify a person and invite him/her as the Chief Guest for delivering the Convocation Address.

2. The University shall invite, An academician of eminence known for his/her life-time contribution in various spheres of education, research and contemporary thoughts having unbiased vision and ability to ignite the minds of young recipients of the degrees or any person of eminence known for his/her life time contribution in the field of Social Service or Art or Literature or Sport or Public Service or Human Rights Protection or Environment Protection or exhibited exemplary leadership style in the fields such as Industry or Defence or Politics or Social Service etc.
3. Following the above points, University may also invite Guest of Honour for delivering Convocation Address.

**4. The Dais plan (For 5 dignitaries):**

1. The Chancellor will have the centre position.
2. On each side of the Chancellor, Chief Guest and Guest of Honour shall have sitting position.
3. The Vice-Chancellor shall take his position besides Chief Guest.
4. The Registrar shall take position besides Guest of Honour. The chair reserved for registrar should be adjacent to the Podium.
5. The Vice-Chancellor shall preside at convocation in the absence of Hon'ble Chancellor.
6. In case, any seat remains vacant, the Vice-Chancellor shall nominate a person from Board of Governors or Deans or Directors.
7. University shall make changes in the dais plan as per the instructions from Raj Bhavan Secretariat.

**5. The Dais plan (For 7 dignitaries):**

1. The Chancellor will have the centre position.\
2. On each side of the Chancellor, Chief Guest and Guest of Honour shall have sitting position.
3. The Vice-Chancellor shall take his position besides Chief Guest.
4. One of the members, nominated by Vice-Chancellor shall have place besides Vice Chancellor.
5. Another member, nominated by Vice-Chancellor shall have place besides guest of honour.



6. The Registrar shall take position besides another member nominated by Vice-Chancellor sitting beside Guest of Honour. The chair reserved for registrar should be adjacent to the Podium.
7. The Vice-Chancellor shall preside at convocation in the absence of Hon'ble Chancellor.
8. In case, any seat remains vacant, the Vice-Chancellor shall nominate a person from Board of Governors or Deans or Directors.
9. University shall make changes in the dais plan as per the instructions from Raj Bhavan Secretariat.

**6. Costume (dress code):**

1. The University shall define the costume for the convocation.
2. The costume should be such that it symbolizes the India tradition and values.
3. The University shall provide distinctive costume for (1) Dias members and members of Board of Governors (2) Deans and members of Academic Council.
4. The University may provide distinctive costume for GAU officers and Convocation committee members and other staff members.

**7. Convocation Procession:**

- (a) The procession shall be led by Chancellor and followed by Vice-Chancellor, Chief Guest, Guest of Honour, members of Board of Governors, Directors, Deans, members of Academic Council and Registrar.
- (b) The Vice-Chancellor may limit the number of persons in the procession by nomination, if required.

**8. Order of the Convocation Programme:**

- (a) Guard of Honour by N.C.C. cadets to Honourable Chancellor
- (b) Dignitaries will march in Convocation Procession towards the dais
- (c) Invocation
- (d) Welcome of Dignitaries by the Registrar
- (e) Declaration of the Convocation Open by Honourable Chancellor
- (f) Annual Report by the Vice-Chancellor
- (g) Address by Guest(s) of Honour (if any)
- (h) Proposal for Award of Degrees by Deans and the Consent of Honourable

Chancellor for the Conferment of Degrees as per given citations in this regulation

- (i) Convocational Address by the Chief Guest
- (j) Presidential Address by the Honourable Chancellor
- (k) Medal Distribution
- (l) Vote of Thanks
- (m) Declaration of Closing of Convocation Ceremony by the The Vice-Chancellor with the permission of Honourable Chancellor
- (n) National Anthem
- (o) Departure of Convocation Procession

**Note** - University shall make necessary changes in the above flow of programme to meet the protocol or as per the instruction from the Raj Bhavan Secretariat.

## 9. Citations

### (a) For D.Litt / Honorary Degree

#### (i) **The Vice-Chancellor to say:**

“Honorable Chancellor, the Convocation Committee, the Academic Council and the Board of Governors

Have examined \_\_\_\_\_ and found qualified \*\* eminent Personality(ties) for the award of D.Litt / Honorary Doctorate \*\*\* is / are present here to receive D.Litt / Honorary Doctorate in -person. I request to confer the said degrees on him/her/them.”

**Note:** \*\* number of honorary degree recipient

\*\*\*: - Name of the person(s) receiving the D.Litt/honorary degree.

#### (ii) **Honorable Chancellor to say:**

“\*\*\*, I confer Honorary Doctorate upon you. I charge you that ever in your life, by word and by deed you will prove yourself worthy of it.”

**Note:** \*\*\* : - Name of the person(s) receiving the honorary degree.

### (b) For other Degrees

#### (i) **Dean of respective faculty to say:**

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“Candidates for the degree of #\$#, please rise”

**(After student(s) have risen)**

“Honorable Chancellor, I present to you \*\* candidates for the Degree of #\$#, who have been examined and found qualified for the said Degrees and I request you to confer the said Degrees on them. I also request you to confer the said Degrees to the candidates who are permitted to receive the same in absentia”

Note: #\$# :- Name of the Degree

\*\* : - number of the candidate(s) receiving the degree.

**After the above procedure followed by dean of every faculty, Honorable Chancellor to say:**

“I confer the \*#@#\* degrees to respective candidates. I confer on you the Degree. I charge you that ever in your life, by word and by deed you will prove your selves worthy of it. I admit the other candidates also for the said degrees in absentia”

Note: \*#@#\* :- Name of the Program(s) /(Degree(s))

**In the absence of Dean of any faculty, a person authorized by the Vice-Chancellor shall perform the Citation.**

1. The Registrar shall ensure to arrange for the minute-to-minute program, list of medal winners, proposal to be made by Vice-Chancellor and Deans of the University to the Chancellor for the award of Degree/Diploma in the form of citations as mentioned in this regulation. The citations shall be in the proper sequence to be define by the convocation committee.

2.The Registrar shall, if confirmed by Vice-Chancellor, ensure to arrange and published annual report of the university and circulate among the present members and students of the university.

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**WITHDRAWAL OF DEGREES, HONORARY DEGREES, CERTIFICATES, TITLES ETC.:**

1. The Board of Governors may on the recommendations of the Academic Council, by a resolution passed by a majority of the total membership of the Council and not less than two-thirds of the members of the Board of Governors present and voting, recommend to the Hon'ble Chancellor to withdraw a degree, honorary degree, diploma, certificate and title conferred by the University and the Hon'ble Chancellor may order withdrawal of the same.
2. Before withdrawing a degree, honorary degree, certificate and title it shall be incumbent upon the Academic Council to notify the person concerned of the action contemplated and to give him/her an opportunity to tender either in person or by a written statement within 21 (twenty one) clear days from the date of issue of such notice, such defense as he/she may wish to put up, If the Academic Council after taking into consideration the defense so set up, decides to recommend to the Board of Governors that action be taken against him/her, a copy of such recommendation shall be forwarded to him/her with an intimation of the date of the meeting of the Board of Governors at which his/her case will come up for consideration and he/she shall be informed that if he has any further statement to make, in writing he/she should submit the same to the Academic Council six weeks before the date of the meeting.
3. The statement, if any, so received, shall be submitted to the Board of Governors with recommendation of the Academic Council and the relevant details of the case.

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**R8 CRITERIA FOR ADMISSION:****8.1 UG study programmes:**

8.1.1 Admission in Ayurvedacharya (B.A.M.S. - Bachelor of Ayurvedic Medicine and Surgery) Programme:

- a. Educational qualification: The candidate shall have passed 10+2 or its equivalent examination from any recognised Board with Physics, Chemistry, Biology and have obtained minimum of 50 (fifty) percentage marks taken together in Physics, Chemistry and Biology in the case of general category and 40 (forty) percentage marks in the case of the Scheduled Castes, Scheduled Tribes and Other Backward Classes:

Provided that in respect of persons with disability candidate specified under the Rights of Persons with Disabilities Act, 2016 (49 of 2016), the minimum qualifying marks in the said examinations shall be 45 (forty-five) percentage in the case of General category and 40 (forty) percentage in the case of the Scheduled Castes, Scheduled Tribes and Other Backward Classes.

- b. Qualifying Examination: National Eligibility-cum-Entrance Test (NEET):

- (i) There shall be a uniform entrance examination for all medical institutions at the under-graduate level, namely the National Eligibility-cum- Entrance Test (NEET) for admission to under-graduate programme in each academic year and shall be conducted by an authority designated by the National Commission for Indian System of Medicine.
- (ii) In order to consider for admission to under-graduate programme for an academic year, it shall be necessary for a candidate to obtain minimum of marks at 50th (fiftieth) percentile in the National Eligibility-cum- Entrance Test for under-graduate programme held for the said academic year:

Provided that in respect of,-

- (i) Candidates belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Classes, the minimum marks shall at 40th (fortieth) percentile;
- (ii) Candidates with specified disabilities under the Rights of Persons with Disabilities Act, 2016 (49 of 2016) the minimum marks shall be at 45th (forty-fifth) percentile in the case

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of general category and 40th (fortieth) percentile in the case of the Scheduled Castes, Scheduled Tribes and Other Backward Classes:

Provided further that where sufficient number of candidates in the respective category fail to secure minimum marks in the National Eligibility - cum - Entrance Test held for any academic year for admission to undergraduate programme, the National Commission for Indian System of Medicine in consultation with the Central Government may at its discretion lower the minimum marks required for admission to undergraduate programme for candidates belonging to respective category and marks so lowered by the Central Government shall be **applicable for that academic year only**.

#### 8.1.2 Admission in B.N.Y.S.:

- a. Educational Qualification: Pass (for any category of student) 12<sup>th</sup> standard with science stream or any other equivalent examination recognised by concerned State or National Education Boards in the subjects of B-Group (Physics, Chemistry, Biology) or with AB Group (Physics, Chemistry, Biology and Maths).

#### 8.1.3 Admission in B.Pharm. (Ayu.):

##### a. Educational Qualification:

- i. Pass 12<sup>th</sup> standard with science stream or any other equivalent examination recognised by concerned State or National Education Boards in the subjects of B-Group (Physics, Chemistry, Biology) or with AB Group (Physics, Chemistry, Biology and Maths).
- ii. Candidate having completed Diploma in Pharmacy (Ayu.) shall be eligible to get admission to B.Pharm. (Ayu.) course. Admission from Diploma Pharm. (Ayu.) to B.Pharm. (Ayu.) shall be given upto a limit of 10% of total intake capacity of B.Pharm. (Ayu.) course strictly on merit list of preceding academic year. However, after the completion of admission procedure if sheet/s remain vacant, the same shall be fit by students of Diploma in Pharmacy (Ayu.) from previous year/s based on merit.

#### 8.1.4 Admission in B.V.Sc. (Ayu.):

- a. Educational Qualification: Pass 12<sup>th</sup> standard with science stream or any other equivalent examination recognised by concerned State or National Education Boards in the subjects of B-Group (Physics, Chemistry, Biology) or with AB Group (Physics, Chemistry, Biology and Maths).

#### 8.1.5 Admission in B.Sc. Nursing (Ayu.):

a. Educational Qualification: Pass 12<sup>th</sup> standard with science stream or any other equivalent examination recognised by concerned State or National Education Boards in the subjects of B-Group (Physics, Chemistry, Biology) or with AB Group (Physics, Chemistry, Biology and Maths)

#### 8.1.6 Admission in B.Sc.(Medicinal Plants):

a. Educational Qualification: Pass 12<sup>th</sup> standard with science stream or any other equivalent examination recognised by concerned State or National Education Boards in the subjects of B-Group (Physics, Chemistry, Biology) or with AB Group (Physics, Chemistry, Biology and Maths)

#### 8.1.7 Age Limit:

No candidate shall be admitted to B.A.M.S / B.N.Y.S. / B.Pharm. (Ayu.)/ B.V.Sc. (Ayu.)/ B.Sc. Nursing (Ayu.)/ B.Sc.(Medicinal Plants) programme unless the candidate attained the age of 17 (seventeen) years on or before the 31st December of the year of admission in the first year of the programme and not more than 25 (twenty-five) years on the 31st December of the year of admission in the first year of the programme:

Provided that, the upper age-limit may be relaxed by 5 (five) years in the case of Scheduled Castes, Scheduled Tribes, Other Backward Classes and disabled candidates.

### 8.2 PG study programmes:

#### 8.2.1 Admission in Ayurved Vachaspati (M.D. Ayu.) and Ayurved Dhanvantari (M.S. Ayu.) :

- a. Educational qualification: A candidate possessing the degree of Ayurvedacharya (B.A.M.S. / B.S.A.M.) from a recognized University or Board or medical institution specified in the Second Schedule of erstwhile CCIM Act 1970 or Section 35 & 36 of NCISM Act 2020 and enrolled in Central or State register of Indian System of Medicine shall be eligible for admission in the post-graduate degree (MD/MS) programs.
- b. Qualifying Examination: All India AYUSH Post Graduate Entrance Test (AIAPGET):
- (i) There shall be a uniform entrance examination for all medical institutions at the Post-graduate level, namely the All India AYUSH Post Graduate Entrance Test (AIAPGET) for

admission to Post-graduate programme in each academic year and shall be conducted by an authority designated by the National Commission for Indian System of Medicine.

- (ii) In order to consider for admission to Post-graduate programme for an academic year, it shall be necessary for a candidate to obtain minimum of marks at 50th (fiftieth) percentile in the All India AYUSH Post Graduate Entrance Test (AIAPGET) for Post-graduate programme held for the said academic year:

Provided that in respect of,-

- (i) Candidates belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Classes, the minimum marks shall at 40th (fortieth) percentile;
- (ii) Candidates with specified disabilities under the Rights of Persons with Disabilities Act, 2016 (49 of 2016) the minimum marks shall be at 45th (forty-fifth) percentile in the case of general category and 40th (fortieth) percentile in the case of the Scheduled Castes, Scheduled Tribes and Other Backward Classes:

Provided further that where sufficient number of candidates in the respective category fail to secure minimum marks in the National Eligibility - cum - Entrance Test held for any academic year for admission to undergraduate programme, the National Commission for Indian System of Medicine in consultation with the Central Government may at its discretion lower the minimum marks required for admission to undergraduate programme for candidates belonging to respective category and marks so lowered by the Central Government shall be **applicable for that academic year only.**

#### 8.2.2 Admission in M.N.Y.S. M.D. (Nisargopachara-Yoga) :

- a. Educational qualification: A candidate possessing the degree of B.N.Y.S. from an institute recognized by the University / competent regulatory body shall be eligible for admission in the post-graduate degree (M.N.Y.S. M.D. (Nisargopachara-Yoga)) program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

#### 8.2.3 Admission in M.Pharm. (Ayu.):

- a. Educational qualification: A candidate possessing the degree of B.Pharm. (Ayu.) from an institute recognized by the University / competent regulatory body shall be eligible for admission in the post-graduate degree M.Pharm. (Ayu.) Program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.



#### 8.2.4 Admission in M.V.Sc. (Ayu.):

- a. Educational qualification: A candidate possessing the degree of B.V.Sc. (Ayu.) from an institute recognized by the University / competent regulatory body shall be eligible for admission in the post-graduate degree M.V.Sc. (Ayu.) Program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

#### 8.2.5 Admission in M.Sc. Nursing (Ayu.):

- a. Educational qualification: A candidate possessing the degree of B.Sc. Nursing (Ayu.) from an institute recognized by the University / competent regulatory body shall be eligible for admission in the post-graduate degree M.Sc. Nursing (Ayu.) Program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

#### 8.2.6 Admission in M.Sc. (Medicinal Plants):

- a. Educational qualification: A candidate possessing the degree of B.Sc. (Medicinal Plants) from an institute recognized by the University / competent regulatory body shall be eligible for admission in the post-graduate degree M.Sc. (Medicinal Plants) Program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

### **8.3 Ph.D. study programmes:**

#### 8.3.1 Admission in Ayurvedyavaridhi (Ph.D.) (Ayu.):

- a. Educational qualification: A candidate possessing the degree of Ayurved Vachaspati (M.D. Ayu.) and Ayurved Dhanvantari (M.S. Ayu.) from a recognized University or Board or medical institution specified in the Second Schedule of erstwhile CCIM Act 1970 or Section 35 & 36 of NCISM Act 2020 shall be eligible for admission in the Ayurvedyavaridhi (Ph.D.) (Ayu.) degree programs. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

#### 8.3.2 Admission in Ph.D. (Nisargopachara-Yoga):

- a. Educational qualification: A candidate possessing the degree of M.N.Y.S. M.D.

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(Nisargopachara-Yoga) from an institute recognized by the University / competent regulatory body shall be eligible for admission in the Ph.D. (Nisargopachara-Yoga) Program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

#### 8.3.3 Admission in Ph.D. Pharmacy (Ayu.):

- a. Educational qualification: A candidate possessing the degree of M.Pharm. (Ayu.) from an institute recognized by the University / competent regulatory body shall be eligible for admission in the Ph.D. Pharmacy (Ayu.) Program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

#### 8.3.4 Admission in Ph.D. V.Sc. (Ayu.):

- a. Educational qualification: A candidate possessing the degree of M.V.Sc. (Ayu.) from an institute recognized by the University / competent regulatory body shall be eligible for admission in the Ph.D. V.Sc. (Ayu.) Program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

#### 8.3.5 Admission in Ph.D. Nursing (Ayu.):

- a. Educational qualification: A candidate possessing the degree of M.Sc. Nursing (Ayu.) from an institute recognized by the University / competent regulatory body shall be eligible for admission in the Ph.D. Nursing (Ayu.) Program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

#### 8.3.6 Admission in Ph.D. (Medicinal Plants):

- a. Educational qualification: A candidate possessing the degree of M.Sc. (Medicinal Plants) from an institute recognized by the University / competent regulatory body shall be eligible for admission in the Ph.D. (Medicinal Plants) Program. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

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**8.4 Diploma study programmes:**

## 8.4.1 Admission in D. Pharm. (Ayu.):

- a. Educational qualification: Pass 10<sup>th</sup> standard or any other equivalent examination recognised by concerned State or National Education Boards. Admission shall be made on the basis of the merit list prepared by the University / competent authority.

The University may initiate and prescribe syllabus and curriculum for Diploma / Post Graduate Diploma Courses related to Ayurved and allied subjects. The admission criteria shall follow the same.

**8.5 Certificate study programmes:**

The University may initiate and prescribe syllabus and curriculum for Certificate Courses related to Ayurved and allied subjects. The admission criteria shall follow the same.

**Note:**

1. For reserved category or special category like physically handicapped eligible students, the relaxation policy with regards to admission criteria shall be in accordance with the rules of the Gujarat State Government / Central Government coming in force from time to time.
2. The admission of NRI / foreigner students shall be subject to the existing policy of the concerned authority at State / Central Government level as amended from time to time.

Any change with regards to regulation no. 6 by NCISM / competent regulatory body / the University from time to time shall automatically be applicable.

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**R9 BOARD OF EXTRA-MURAL ACTIVITIES (UNDER SECTION – 13(VII)):****9.1 CONSTITUTION OF BOARD OF EXTRA-MURAL ACTIVITIES**

The Board of Extra-mural activities shall consist of the following members, namely:-

- (i) Chairman - The Vice-Chancellor – Ex officio
- (ii) Member - Director, ITRA – Ex officio - Member / One member from PG council nominated by the Chairman
- (iii) Member - Director of School of Post-Graduate Studies and Research – Ex Officio
- (iv) Member - One member from academic council (for Ayurveda) nominated by the Chairman
- (v) Member - One member from academic council for Allied Subjects nominated by the Chairman
- (vi) Member - Head of Account Section – Ex officio
- (vii) Member Secretary - Head of Academic Section – Ex officio

**9.2 POWERS AND FUNCTIONS OF BOARD OF EXTRA-MURAL ACTIVITIES:**

7.2.1 The Board of Extra-mural activities shall exercise the following powers and perform the following functions, namely:-

**a. Powers:**

- (i) To approve and endorse all the proposals received by extra mural board.
- (ii) To look after and implement the activities included in the functions under regulation No. - \_\_\_\_\_
- (iii) To approve financial assistance for extra mural activities.
- (iv) To exercise such other powers and perform such other functions as may be conferred or imposed upon it by the regulations.

**b. Functions :**

Board shall work in the fields of extra - mural academics, research and extension activities.

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(i) Extra mural academics

- I. School of Continuing Education shall initiate the proposals regarding short term courses related with Ayurveda and allied sciences.
- II. School of Continuing Education shall receive, scrutinize and submit the proposals initiated or received from various institutions regarding short term courses related with Ayurveda and allied sciences.
- III. To arrange popular lectures at the University or selected centres within the territorial limits of the University.
- IV. Co-ordination and synthesis of subjects taught by colleges in the University.
- V. To initiate lectures / lecture series dedicated to the luminaries of Ayurveda and Allied Subjects.

(ii) Research:

- I. Project Planning and development committee shall initiate short term research proposals, pilot studies, surveys, innovations etc. related with Ayurveda and Allied Subjects.
- II. Project Planning and development committee shall receive, scrutinize and submit the proposals initiated or received from various institutions or registered practitioners from the field of Ayurved and Allied Subjects.
- III. To carry out clinical trials of raw drugs or prepare formulations on proposal from manufacturing houses, organizations or individuals.
- IV. To provide assistance in Patent and Intellectual Property Rights Registry reported to the board by the relevant body of university and endorse it.

(iii) Extension:

- I. To provide assistance in organizing camps, summer schools, social service project and other similar activities.
- II. To provide assistance in organizing awareness programmes, expos, Aargoya Mela, etc.

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### 9.3 INVITING AN EXPERT:

If so required, the chairman shall invite two experts from concerned field in accordance with the proposal received for consultation and opinion about the proposal.

Such invited expert/s may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.

The invited expert/s may be provided travelling allowance and sitting fees as per existing University's norms.

### 9.4 THE PROCEDURE FOR CONVENING THE MEETING:

- i. The meetings of the Board of Extra-mural activities shall be convened through the Secretary as per directions of the Chairman of this board.
- ii. The meeting may be convened in either physical or hybrid or virtual mode.
- iii. The Board of Extra-mural activities shall its regular meeting at the end of every quarter in the calendar year.
- iv. The meeting of Board of Extra-mural activities shall be called upon at a notice of minimum 15 days prior to the scheduled date. However the Chairman may call a special / emergency meeting of the Board at a shorter notice.
- v. However the Chairman may pre-pone / postpone / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

### 9.5 AGENDA:

- i. The Member Secretary shall frame the agenda of a meeting of the Board of Extra-mural activities with the approval of the Chairman.
- ii. The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Board of Extra-mural activities well in advance.
- iii. If the Chairman of the Board of Extra-mural activities is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.
- iv. The Chairman of the Board of Extra-mural activities shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

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**9.6 QUORUM AND ATTENDANCE:**

- i. At least 50% (percent) of the total number of members of Board of Extra-mural activities including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business. The invited expert/s may not be a part of the quorum.
- ii. If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.
- iii. Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.
- iv. The virtual attendance of virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

**9.7 DECISION MAKING:**

All propositions before the Board of Extra-mural activities shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

**9.8 MINUTES OF MEETING OF BOARD OF EXTRA-MURAL ACTIVITIES:**

- i. The proceedings of the Board of Extra-mural activities shall be recorded by the Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.
- ii. The discrepancy if any in the circulated minutes may be pointed out by the members present in the meeting, within seven days from the receipt of the soft copy to the Member Secretary in writing.
- iii. The minutes of the previous Board of Extra-mural activities meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.

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**R10 Board of Studies (BOS) U/S. 25(1)(2)**

10.1 There shall be following Board of Studies of the University.

1. Board of studies of Samhita Siddhant and Sanskrut
2. Board of studies of Rachana Sharir
3. Board of studies of Kriya Sharir
4. Board of studies of Dravyaguna Vijnan
5. Board of studies of Ras-shastra & Bhaishajya Kalpana
6. Board of studies of Agadtantra & Vidhi Vaidak
7. Board of studies of Swasthavritta and Yoga
8. Board of studies of Rog Nidan evam Vikruti Vijnan
9. Board of studies of Kayachikitsa
10. Board of studies of Panchakarma
11. Board of studies of Stree Rog evam Prasutitantra
12. Board of studies of Kaumabhurutya
13. Board of studies of Shalyatantra
14. Board of studies of Shalakyatantra
15. Board of studies of Naturopathy & Yoga
16. Board of studies of Ayurved Pharmacy
17. Board of studies of Ayurved Nursing
18. Board of studies of Ayurvedic Veterinary
19. Board of studies of Ayurvedic Medicinal Plant Sciences

In addition to above mentioned list of Board of Studies, more Board of Studies shall be established as and when required.

**10.2 CONSTITUTION OF BOARD OF STUDIES**

- i. There shall be nine members in the board of studies of Sanskrut evam Samhita.
- ii. There shall be seven members in all remaining board of studies.
- iii. The Vice chancellor will preside over the meeting of each Board of Studies.
- iv. Convener of the respective board will preside the meeting in the absence of the Vice-chancellor in respective board.



### 10.2.1 Board of Studies of subject – Samhita Siddhant and Sanskrit

There shall be Nine members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Samhita Siddhant and Sanskrit from any affiliated college/institute
- (ii) Members – } Two Associate Professor of the subject of Samhita Siddhant and Sanskrit from any affiliated college/institute
- (iii) Members – }
- (iv) Members – } Two Assistant Professor of the subject of Samhita Siddhant and Sanskrit from any affiliated college/institute
- (v) Members – }
- (vi) Members – } Two Assistant Professor of the Sanskrit subject from any affiliated college/institute
- (vii) Members – }
- (viii) Member - Controller of Examination – *Ex-officio*
- (ix) Member Secretary- Head of Academic Section – *Ex-officio*

### 10.2.2 Board of Studies of subject – Rachana Sharir

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Rachana Sharir from any affiliated college/institute
- (ii) Members – } Two Associate Professor of the subject of Rachana Sharir from any affiliated college/institute
- (iii) Members – }
- (iv) Members – } Two Assistant Professor of the subject of Rachana Sharir from any affiliated college/institute
- (v) Members – }
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

### 10.2.3 Board of Studies of subject – Kriya Sharir

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Kriya Sharir from any affiliated college/institute
- (ii) Members – } Two Associate Professor of the subject of Kriya Sharir from any affiliated college/institute
- (iii) Members – }

- (iv) Members – }  
 (v) Members – } Two Assistant Professor of the subject of Kriya Sharir from any affiliated college/institute
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

#### 10.2.4 Board of Studies of subject – Dravyaguna Vijnan

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Dravyaguna Vijnan from any affiliated college/institute
- (ii) Members – }  
 (iii) Members – } Two Associate Professor of the subject of Dravyaguna Vijnan from any affiliated college/institute
- (iv) Members – }  
 (v) Members – } Two Assistant Professor of the subject of Dravyaguna Vijnan from any affiliated college/institute
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

#### 10.2.5 Board of Studies of subject – Ras-shastra evam Bhaishajya Kalpana

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Ras-shastra evam Bhaishajya Kalpana from any affiliated college/institute
- (ii) Members – }  
 (iii) Members – } Two Associate Professor of the subject of Ras-shastra evam Bhaishajya Kalpana from any affiliated college/institute
- (iv) Members – }  
 (v) Members – } Two Assistant Professor of the subject of Ras-shastra evam Bhaishajya Kalpana from any affiliated college/institute
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

#### 10.2.6 Board of Studies of subject – Agadtantra evam Vidhi Vaidak

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Agadtantra evam Vidhi Vaidak from any affiliated college/institute

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|-----------------|--|
| (ii) Members –  | Two Associate Professor of the subject of Agadtantra evam Vidhi Vaidak from any affiliated college/institute |
| (iii) Members – |  |
| (iv) Members –  | Two Assistant Professor of the subject of Agadtantra evam Vidhi Vaidak from any affiliated college/institute |
| (v) Members –   |  |
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

### 10.2.7 Board of Studies of subject – Rog Nidan evam Vikruti Vijnan

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Rog Nidain evam Vikruti Vijnan from any affiliated college/institute
- |                 |  |
|-----------------|--|
| (ii) Members –  | Two Associate Professor of the subject of Rog Nidain evam Vikruti Vijnan from any affiliated college/institute |
| (iii) Members – |  |
| (iv) Members –  | Two Assistant Professor of the subject of Rog Nidain evam Vikruti Vijnan from any affiliated college/institute |
| (v) Members –   |  |
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

### 10.2.8 Board of Studies of subject – Swasthavritta and Yoga

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Swasthavritta and Yoga from any affiliated college/institute
- |                 |  |
|-----------------|--|
| (ii) Members –  | Two Associate Professor of the subject of Swasthavritta and Yoga from any affiliated college/institute |
| (iii) Members – |  |
| (iv) Members –  | Two Assistant Professor of the subject of Swasthavritta and Yoga from any affiliated college/institute |
| (v) Members –   |  |
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

### 10.2.9 Board of Studies of subject – Kayachikitsa

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Kayachikitsa from any affiliated college/institute
- (ii) Members – }  
 (iii) Members – } Two Associate Professor of the subject of Kayachikitsa from any affiliated college/institute
- (iv) Members – }  
 (v) Members – } Two Assistant Professor of the subject of Kayachikitsa from any affiliated college/institute
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

#### 10.2.10 Board of Studies of subject – Panchakarma

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Panchakarma from any affiliated college/institute
- (ii) Members – }  
 (iii) Members – } Two Associate Professor of the subject of Panchakarma from any affiliated college/institute
- (iv) Members – }  
 (v) Members – } Two Assistant Professor of the subject of Panchakarma from any affiliated college/institute
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

#### 10.2.11 Board of Studies of subject – Stree Roga evam Prasutitanra

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Stree Roga evam Prasutitantra from any affiliated college/institute
- (ii) Members – }  
 (iii) Members – } Two Associate Professor of the subject of Stree Roga evam Prasutitantra from any affiliated college/institute
- (iv) Members – }  
 (v) Members – } Two Assistant Professor of the subject of Stree Roga evam Prasutitantra from any affiliated college/institute
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

**10.2.12 Board of Studies of subject – Kaumarbhrutya**

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Kaumarbhrutya from any affiliated college/institute
- (ii) Members – } 

Two Associate Professor of the subject of Kaumarbhrutya from any affiliated college/institute
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- (iii) Members – }
- (iv) Members – } 

Two Assistant Professor of the subject of Kaumarbhrutya from any affiliated college/institute
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- (v) Members – }
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

**10.2.13 Board of Studies of subject – Shalya Tantra**

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Shalya Tantra from any affiliated college/institute
- (ii) Members – } 

Two Associate Professor of the subject of Shalya Tantra from any affiliated college/institute
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- (iii) Members – }
- (iv) Members – } 

Two Assistant Professor of the subject of Shalya Tantra from any affiliated college/institute
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- (v) Members – }
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

**10.2.14 Board of Studies of subject – Shalakyia Tantra**

There shall be seven members in this BOS:

- (i) Convener - One Professor (PG Programme as and when available) of the subject of Shalakyia Tantra from any affiliated college/institute
- (ii) Members – } 

Two Associate Professor of the subject of Shalakyia Tantra from any affiliated college/institute
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- (iii) Members – }
- (iv) Members – } 

Two Assistant Professor of the subject of Shalakyia Tantra from any affiliated college/institute
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- (v) Members – }
- (vi) Member - Controller of Examination – *Ex-officio*

- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

#### 10.2.15 Board of Studies of subject – Yoga & Nisargopachar

There shall be seven members in this BOS:

- (i) Convener - One from the post of principal/professor of any subject of Yoga & Nisargopachar course from any college/institute affiliated to the University conducting full time bachelor course of Yoga & Nisargopachar
- (ii) Members – }  
 (iii) Members – } Two from the post of associate professor of the subject of Yoga & Nisargopachar course from any college/institute affiliated to the University conducting full time bachelor course of Yoga & Nisargopachar
- (iv) Members – }  
 (v) Members – } Two from the post of assistant professor of the subject of Yoga & Nisargopachar course from any college/institute affiliated to the University conducting full time bachelor course of Yoga & Nisargopachar
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

#### 10.2.16 Board of Studies of subject – Ayurveda Pharmacy

There shall be seven members in this BOS:

- (i) Convener - One from the post of professor (PG Programme as and when available) of the subject of Ayurveda Pharmacy from any college/institute affiliated to the University
- (ii) Members – }  
 (iii) Members – } Two Associate Professor of the subject of Ayurveda Pharmacy from any affiliated college/institute
- (iv) Members – }  
 (v) Members – } Two Assistant Professor of the subject of Ayurveda Pharmacy from any affiliated college/institute
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

#### 10.2.17 Board of Studies of subject – Ayurved Nursing

There shall be seven members in this BOS:

- (i) Convener - One from the post of professor (PG Programme as and when available) of the subject of Ayurved Nursing from any college/institute affiliated to the University

- |                 |   |
|-----------------|---|
| (ii) Members –  | Two Associate Professor of the subject of Ayurved Nursing from any affiliated college/institute |
| (iii) Members – |   |
| (iv) Members –  | Two Assistant Professor of the subject of Ayurved Nursing from any affiliated college/institute |
| (v) Members –   |   |
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

### 10.2.18 Board of Studies of subject – Ayurvedic Veterinary

There shall be seven members in this BOS:

- (i) Convener - One from the post of professor (PG Programme as and when available) of the subject of Ayurvedic Veterinary from any college/institute affiliated to the University
- |                 |  |
|-----------------|--|
| (ii) Members –  | Two Associate Professor of the subject of Ayurvedic Veterinary from any affiliated college/institute |
| (iii) Members – |  |
| (iv) Members –  | Two Assistant Professor of the subject of Ayurvedic Veterinary from any affiliated college/institute |
| (v) Members –   |  |
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

### 10.2.19 Board of Studies of subject – Ayurvedic Medicinal Plant Sciences

There shall be seven members in this BOS:

- (i) Convener - One from the post of professor (PG Programme as and when available) of the subject of Ayurvedic Medicinal Plant Sciences from any college/institute affiliated to the University
- |                 |   |
|-----------------|---|
| (ii) Members –  | Two Associate Professor of the subject of Ayurvedic Medicinal Plant Sciences from any affiliated college/institute    |
| (iii) Members – |   |
| (iv) Members –  | Two Assistant Professor of the subject of of Ayurvedic Medicinal Plant Sciences from any affiliated college/institute |
| (v) Members –   |   |
- (vi) Member - Controller of Examination – *Ex-officio*
- (vii) Member Secretary- Head of Academic Section – *Ex-officio*

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**10.3 POWERS AND FUNCTIONS OF BOARD OF STUDIES: GAU ACT U/S 25(2)**

Each Board shall exercise the following powers and perform the following functions, namely:-

1. Board shall suggest about preparation of academic calendar i.e. from July to June of respective year for respective subject.
2. Board shall prepare format for distribution of marks for practical/viva voce for respective subject.
3. Board shall prepare Journal for respective subject.
4. The Board shall recommend text books and courses of study in their respective department/subjects.
5. The Board shall suggest regarding the matters related to their respective department/subjects in accordance with guidelines laid down by NCISM from time to time as referred to them by the University authorities.
6. The Board shall suggest the suggestions regarding improvement of examination procedure/pattern of respective department/subjects to the University as when required.
7. Any two or more boards shall meet and act in concurrence and render a joint report upon any common matter which lies within the province of both or more board on recommendation of the University authorities. The quorum for a joint meeting of the board must include a quorum of each board represented.
8. The Vice-Chancellor shall preside over joint meeting of the board/s. In absence of the Vice-Chancellor shall nominate by the Convener of the Boards meet together for joint meeting.
9. All meeting of the boards shall be convened through the head of academic section.
10. Head of Academic section shall keep a record of the proceedings of the meeting.

**12.4 THE PROCEDURE FOR CONVENING THE MEETING:**

1. The meetings of the Board shall be convened through the Secretary as per directions of the Chairman of the Board.
2. The meeting may be convened in either physical or hybrid or virtual mode.
3. The Board shall be convened its regular meeting at the end of every quarter in the calendar year.
4. The meeting of the Board shall be called upon at a notice of minimum 15 days prior to the scheduled date. However the Chairman may call a special / emergency meeting of the Board at a shorter notice.



5. However the Chairman may prepond / postpond / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

#### 12.5 AGENDA:

1. The secretary shall frame the agenda of a meeting of the Board with the approval of the Chairman.
2. The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Board well in advance.
3. If the Chairman of the Board is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.
4. The Chairman of the Board shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

#### 12.6 QUORUM AND ATTENDANCE:

1. At least 50% (percent) of the total number of members of the Board including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business.
2. If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.
3. Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.
4. The virtual attendance of virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

#### 12.7 DECISION MAKING:

All propositions before the Board shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

12.8 MINUTES OF MEETING OF THE BOARD :

1. The proceedings of the Board shall be recorded by the Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.
2. The discrepancy if any in the circulated minutes may be pointed out by the members present in the meeting, within seven days from the receipt of the soft copy to the Secretary in writing.
3. The minutes of the previous Board meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.

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**R11 ADDITIONAL AUTHORITIES (SUCH OTHER BOARDS) OF UNIVERSITY:**

The following shall be the “Additional Authorities i.e. Boards” declared by these regulations to be authorities of the University under clause of section 13(vii).

These Boards shall function as per the provisions of these regulations.

There shall be following other boards of University.

1. Board of Multi Faculty and Inter - Disciplinary Studies
2. Board of International Study
3. Board of Innovation, Incubation and co-operative activities.
4. Board of Planning, Development and Monitoring
5. Board of International Department
6. Board of Cultural and Recreational Activities
7. Board of Publication
8. Board of Continuing Education and Extension Activities

**11.1 BOARD OF MULTI FACULTY AND INTER DISCIPLINARY STUDIES :-****11.1.1 The constitution, powers and duties u/s. 13(vii)**

The Board of Multi Faculty and Inter Disciplinary Studies shall exercise the following members, namely:-

- [1] Chairman – The Vice – Chancellor –Ex-officio
- [2] Member Secretary – Registrar – Ex-officio
- [3] Member - The Director of School of Post Graduate Studies and Research – Ex-officio
- [4] Member - Conveners of the All Board of Studies u/s. 13(v) – Ex-officio
- [5] Member - Controller of Examination – Ex-officio
- [6] Member - Chief Accounts Officer – Ex-officio
- [7] Member - Head of Academic Section – Ex-officio
- [8] Member - One BOG member nominated by the Chairman

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### 11.1.2 Tenure of the Board :

- (1) The term of a nominated member of the Board of Governors shall usually be three years from the date of nomination or till he /she holds the respective office, whichever is earlier.
- (2) The *ex-officio* member shall continue to be a member so long as he holds the office by virtue of post.
- (3) Any vacancy in the Board occurring before the next reconstruction or before the expiry of the prescribed period shall be filled in the same manner as prescribed in Regulations - \_\_\_\_\_ and such a member shall hold office for the remaining period of the term of the member in whose place he / she is nominated.
- (4) A member shall be eligible for re-nomination for the next term.
- (5) A member may resign from his/her office by writing under his/her hand, addressed to the Chairman and his/her resignation shall take effect from the date it is accepted by the Chairman.

### 11.1.3 POWERS AND FUNCTIONS OF THE BOARD

The Board shall exercise the following powers and perform the following functions, namely:-

- (i) To recommend common academic policies, examination policies, financial policies regarding academic programme of respective faculties.
- (ii) To recommend regarding the maintenance and the improvement of standards of pedagogy, evaluation and research activities in respective faculties.
- (iii) To establish and monitor an abridgement of inter disciplinary activities and faculty exchanged programme pertaining to pedagogy, evaluation and research activities.
- (iv) The board shall guide to prepare the draft of common University calendar in collaboration with all faculties / departments of the University.
- (v) To guide and discuss regarding academic, administrative and financial aspects of respective faculties to minimize and rationalize proposed budget allocations.

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- (vi) to make proposals to the Academic Council, for the conduct of inter-disciplinary and area or regional studies;
  - (vii) to recommend to the Academic Council, under a reference to it by the Board of Governors or by the Academic Council or by the Board of Studies or by the Faculty concerned or otherwise, the course of inter- disciplinary studies;
  - (viii) Such other matters as may be referred to it and relevant to the subjects of the discipline or the Board of Inter-disciplinary Studies.
  - (ix) The concerned minutes of the Board decision shall be circulate to the respective Boards / Council / Committees / Department of University for further pursuance and actions.

#### 11.1.4 INVITING AN EXPERT:

If so required, The Chairman of Board may invite expert/s of the concern field for consultation and opinion about the concerned matter / issue.

Such invited expert/s may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.

The invited expert/s may be provided travelling allowance and sitting fees as per existing University's norms.

#### 11.1.5 THE PROCEDURE FOR CONVENING THE MEETING :

- i. The meetings of the Board shall be convened through the Secretary as per directions of the Chairman of the Board.
- ii. The meeting may be convened in either physical or hybrid or virtual mode.
- iii. The Board shall its regular meeting twice in the year i.e. June and March.
- iv. The meeting of Board shall be called upon at a notice of minimum 15 days prior to the scheduled date. However the Chairman may call a special / emergency meeting of the Board at a shorter notice.
- v. However The Chairman may prepond / postpone / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

#### 11.1.6 AGENDA:

- i. The secretary shall frame the agenda of a meeting of the Board with the approval of the Chairman.

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- ii. The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Board well in advance.
  - iii. If the Chairman of the Board is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.
  - iv. The Chairman of the Board shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

#### 11.1.7 QUORUM AND ATTENDANCE:

At least 50% (percent) of the total number of members of Board including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business. The invited expert/s may not be a part of the quorum.

- i. If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.
- ii. Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.
- iii. The virtual attendance of virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

#### 11.1.8 DECISION MAKING:

All propositions before the Board shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

#### 11.1.9 MINUTES OF MEETING OF BOARD :

- i. The proceedings of the Board shall be recorded by the Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.
- ii. The discrepancy if any in the circulated minutes may be pointed out by the members

present in the meeting, within seven days from the receipt of the soft copy to the Secretary in writing.

- iii. The minutes of the previous Board meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.

## 11.2 Board of International Study

### 11.2.1 The constitution, powers and duties u/s. 13(vii)

The Board of International Study shall exercise the following members, namely:-

- [1] Chairman – The Vice – Chancellor – Ex-officio
- [2] Member Secretary – Registrar – Ex-officio
- [3] Member - The Director of School of Post Graduate Studies and Research – Ex-officio
- [4] Member - Conveners of the All Board of Studies u/s. 13(v) – Ex-officio
- [5] Member - Controller of Examination – Ex-officio
- [6] Member - Chief Accounts Officer – Ex-officio
- [7] Member - Head of Academic Section – Ex-officio
- [8] Member - One BOG member nominated by the Chairman

### 11.2.2 Tenure of the Board :

- (1) The term of a nominated member of the Board of Governors shall usually be three years from the date of nomination or till he /she holds the respective office, whichever is earlier.
- (2) The *ex-officio* member shall continue to be a member so long as he holds the office by virtue of post.
- (3) Any vacancy in the Board occurring before the next reconstruction or before the expiry of the prescribed period shall be filled in the same manner as prescribed in Regulations - \_\_\_\_\_ and such a member shall hold office for the remainder of the term of the member in whose place he / she is nominated.
- (4) A member shall be eligible for re-nomination for the next term.
- (5) A member may resign from his/her office by writing under his/her hand

addressed to the Chairman and his/her resignation shall take effect from the date it is accepted by the Chairman.

### 11.2.3 POWERS AND FUNCTIONS OF THE BOARD

The Board shall exercise the following powers and perform the following functions, namely:-

- (i) To recommend common academic policies, examination policies, financial policies regarding academic programme of respective faculties.
- (ii) To recommend regarding the maintenance and the improvement of standards of pedagogy, evaluation and research activities in respective faculties.
- (iii) To establish and monitor an abridgement of inter disciplinary activities and faculty exchanged programme pertaining to pedagogy, evaluation and research activities.
- (iv) The board shall guide to prepare the draft of common University calendar in collaboration with all faculties / departments of the University.
- (v) To guide and discuss regarding academic, administrative and financial aspects of respective faculties to minimize and rationalize proposed budget allocations.
- (vi) to make proposals to the Academic Council, for the conduct of inter-disciplinary and area or regional studies;
- (vii) to recommend to the Academic Council, under a reference to it by the Board of Governors or by the Academic Council or by the Board of Studies or by the Faculty concerned or otherwise, the course of inter- disciplinary studies;
- (viii) Such other matters as may be referred to it and relevant to the subjects of the discipline or the Board of Inter-disciplinary Studies.
- (ix) The concerned minutes of the Board decision shall be circulate to the respective Boards / Council / Committees / Department of University for further pursuance and actions.

### 11.2.4 INVITING AN EXPERT:

- i. If so required, The Chairman of Board may invite expert/s of the concern field for consultation and opinion about the concerned matter / issue.



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- ii. Such invited expert/s may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.
  - iii. The invited expert/s may be provided travelling allowance and sitting fees as per existing University's norms.

#### 11.2.5 THE PROCEDURE FOR CONVENING THE MEETING :

- i. The meetings of the Board shall be convened through the Secretary as per directions of the Chairman of the Board.
- ii. The meeting may be convened in either physical or hybrid or virtual mode.
- iii. The Board shall its regular meeting twice in the year i.e. June and March.
- iv. The meeting of Board shall be called upon at a notice of minimum 15 days prior to the scheduled date. However the Chairman may call a special / emergency meeting of the Board at a shorter notice.
- v. However The Chairman may prepond / postpond / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

#### 11.2.6 AGENDA:

- i. The secretary shall frame the agenda of a meeting of the Board with the approval of the Chairman.
- ii. The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Board well in advance.
- iii. If the Chairman of the Board is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.
- iv. The Chairman of the Board shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

#### 11.2.7 QUORUM AND ATTENDANCE:

- i. At least 50% (percent) of the total number of members of Board including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business. The invited expert/s may not be a part of the quorum.
- ii. If there is no quorum at the time of commencement of the meeting, the meeting

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shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.

- iii. Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.
- iv. The virtual attendance of a virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

#### 11.2.8 DECISION MAKING:

All propositions before the Board shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

#### 11.2.9 MINUTES OF MEETING OF BOARD:

- i. The proceedings of the Board shall be recorded by the Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.
- ii. The discrepancy if any in the circulated minutes may be pointed out by the members present in the meeting, within seven days from the receipt of the soft copy to the Secretary in writing.
- iii. The minutes of the previous Board meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.

### 11.3 Boards of Continuing Education and Extension Activities:

## R12 THE EXAMINATION CONTROL BOARD

### 12.1 Constitution of the Examination Control Board

There shall be two examination control boards namely,

- (1) Examination Control Board for Ayurved
- (2) Examination Control Board for Allied Subjects

#### 12.1.1 Constitution of the Examination Control Board for Ayurveda

The Examination Control Board for Ayurveda shall consist of members as described in section 13(vii) of the GAU Act-2021

The Board shall consist of the following members, namely:-

- i) Chairman - The Vice – Chancellor - *Ex-officio*
- ii) Member - The Registrar – *Ex-officio*.
- iii) Member - The Director – School of Post Graduate Teaching and Research - *Ex-officio*.
- iv) Member - One Principal from BOG nominated by the Vice Chancellor.
- v) Member - One Professor from the affiliated college of the University who is a member of Academic Council, to be nominated by the Vice –Chancellor
- vi) Member - One Associate Professor / Reader having ten years' experience from the affiliated colleges of the University, who is a member of Academic Council, to be nominated by the Vice-Chancellor
- vii) Member - One Professor or Associate Professor/Reader, who is recognised for guiding research from the affiliated colleges of the University, who is a member of PG Council, to be nominated by the Vice-Chancellor
- viii) Member - One Principal or Professor (other than Member of BOG, Academic Council and PG Council) from the affiliated colleges of the University to be nominated by the Vice-Chancellor
- ix) Member Secretary – Controller of Examination - *Ex-officio*.

#### 12.1.2 Constitution of the Examination Control Board for Allied Subjects

The Examination Control Board for allied subjects shall consist of members as described in section 13(vii) of the GAU Act-2021

The Board shall consist of the following members, namely: -

- i) Chairman - The Vice – Chancellor - *Ex-officio*

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- ii) Member - The Registrar – *Ex-officio*.
  - iii) Member - The Director – School of Post Graduate Teaching and Research - *Ex-officio*.
  - iv) Member - One Principal from BOG nominated by the Vice Chancellor.
  - v) Member - One Professor from the affiliated college of the University who is a member of Academic Council, to be nominated by the Vice –Chancellor
  - vi) Member - One Associate Professor / Reader having ten years' experience from the affiliated colleges of the University, who is a member of Academic Council, to be nominated by the Vice-Chancellor
  - vii) Member - One Professor or Associate Professor/Reader, who is recognised for guiding research from the affiliated colleges of the University, who is a member of PG Council, to be nominated by the Vice-Chancellor
  - viii) Member - One Principal or Professor (other than Member of BOG, Academic Council and PG Council) from the affiliated colleges of the University to be nominated by the Vice-Chancellor
  - ix) Member - One expert each, from every course of allied subjects, conducted by the University, nominated by the Vice-Chancellor from the academic council or otherwise – BNYS Course
  - x) Member Secretary – Controller of Examination - *Ex-officio*.

#### 12.1.3 Tenure of the Board:

- 1) The term of a nominated member of the Examination Control Board shall usually be 3 (three) years from the date of nomination or till he / she holds the respective office, whichever is earlier.
- 2) The *ex-officio* member shall continue to be a member as long as he/she holds the office by virtue of post.
- 3) Any vacancy in the Board occurring before the next reconstruction or before the expiry of the prescribed period, shall be filled in the same manner as prescribed in Regulations – 10.1.1 or 10.1.2 as applicable and such a member shall hold office for the remaining term of the member in whose place he / she is nominated.
- 4) A member shall be eligible for re-nomination for the next term.
- 5) A member may resign from his/her office by writing under his/her hand addressed to the Chairman and his/her resignation shall take effect from the

date it is approved by the Chairman.

#### 12.1.4 Powers and duties of Examination Control Board : GAU Act U/S. 51(2)(lii)

The Examination Control Board shall exercise the following powers and perform the following duties vide GAU Act 2021, u/s. 51(2) (iii) namely:-

##### **Powers of the Board:-**

- 1) The Board shall have the powers to do the following activities in addition to which it shall also have the powers as granted by the Board of Governors from time to time.
- 2) The Board shall have the power to form different committees for carrying out its various activities in a smooth manner.
- 3) The Board shall have power to prepare guidelines and instructions for paper setter, moderator, theory examiner, practical examiner, senior supervisor, chief supervisor, junior supervisor, officiating staff, concerned agency/ies and student from time to time.
- 4) The Board shall recommend the amount of remuneration for theory and practical/viva Examiner, Chief Supervisor, Presiding Officer, Senior Supervisor, Junior Supervisor, Exam Co-ordinator, Paper Setter, Moderator, Exam Clerks, Peon and any other such persons appointed for smooth conduction of examinations from time to time.
- 5) The Board shall have power to recommend the fee structure for examination and other related matters to be paid to the university from time to time.
- 6) The examination section through Controller of examination shall submit list of students eligible for awards/medals to academic section, which, then may be put before the ensuing meeting of examination control board for information.
- 7) The Controller of examination shall declare the result within the time period decided by the Board from time to time with prior approval of Vice chancellor.

#### 12.1.5 Duties of the Board :-

- 1) The Board shall arrange for transparent, smooth and ethical conduction of the university examinations.

- 2) The Board shall arrange for conducting the University examinations and publishing the results thereof as per the decided schedule.
- 3) The Board shall draw up the list of examiners from amongst the teachers included in the panels for the concerned subjects provided by the respective Board of Studies.

#### 12.1.6 The Procedure for convening the meeting:

- 1) The meetings of the Board shall be convened through the Member Secretary as per directions of the Chairman.
- 2) The meeting shall be convened in Physical Mode only.
- 3) However, with the prior approval of the chairman, the meeting may be convened in hybrid/online mode in case of emergency.
- 4) The Board shall have its regular meeting at the end of every quarter of the calendar year.
- 5) The meeting of Board shall be called upon at a notice of minimum 15 days prior to the scheduled date. However, the Chairman may call a special / emergency meeting of the Board at a shorter notice.
- 6) However, the Chairman may pre-poner / postpone / adjourn the date and time of already scheduled meeting in case of unavoidable circumstances.
- 7) In light of the NCISM guidelines, if the exams of different professional sessions are to be conducted in sequence, the matter pertaining to both such adjacent examinations may be taken up in the same meeting.
- 8) The chairman i.e. Vice-Chancellor shall preside over the meeting/s of the board and in his/her absence, shall nominate a person from among the board to preside over the concerned meeting.

#### 12.1.7 AGENDA:

- 1) The Member Secretary shall frame the agenda of a meeting of the Board with the approval of the Chairman.
- 2) The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Board well in advance.
- 3) If the Chairman of the Board is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate

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attention, the same may be included in the agenda, even during the course of the meeting.

- 4) The Chairman of the Board shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

#### 12.1.8 QUORUM AND ATTENDANCE:

- 1) At least 2/3 members of Board shall constitute a quorum at a meeting for the transaction of its business.
- 2) If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting and the decisions taken therein shall be all abiding.
- 3) Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.

#### 12.1.9 DECISION MAKING:

- 1) All propositions before the Board shall be decided by a majority of votes.
- 2) The regular president of the board, in case of a tie, in addition to his/her vote as a member shall have an extra vote.
- 3) Over and above the power delegated in regulation no. 10.1.9 (2), the chairman shall have power of veto.
- 4) The nominated president shall have power of single vote as a member only.

#### 12.1.10 MINUTES OF MEETING OF BOARD:

- 1) The proceedings of the Board shall be recorded by the Secretary and shall be circulated maintaining the confidentiality wherever essential, amongst its members with the approval of the Chairman through hard copy, within seven days after the said meeting.
- 2) The 'Action Taken Report' from approved minutes of the previous Examination Control Board meeting shall be presented for consideration and comments there upon.

## 12.2 EXAMINATION REGULATIONS

These regulations shall be applicable for all the courses governed/conducted by the University.

### 12.2.1 STUDENT'S ATTENDANCE:

- 1) Each student shall be required to maintain minimum 75 (seventy-five) percentage attendance in each subject in lecture hours and non-lecture hours separately for appearing in the University examination of concerned professional session.
- 2) Each student shall require to attend the prescribed number of terms in each professional session in each academic course as prescribed by competent authorities from time to time.
- 3) In case of any natural or man-made calamity or any other emergency reported at or around the place of any college or colleges, the operations of regulation 12.2.1 (1) may be suspended or altered as per the order of the Vice chancellor with regards to the number of attendance by the students on recommendation of the concerned head of the institute or otherwise by the order of the Vice chancellor.
- 4) Every institute shall maintain attendance registers separately for lectures and non-lectures for every subject of every professional session in physical format.
- 5) The presence of the student shall be recorded in cumulative numbering method as per the guidelines given by the competent authority and at the end of each course/term, after obtaining the signature of every student, the same shall be certified by the respective head of the department and finally approved by the head of the institute by 5<sup>th</sup> day of succeeding month.
- 6) It is mandatory to send duly certified monthly attendance records of all the students in the prescribed format, only in softcopy, latest by the 10<sup>th</sup> day of the succeeding month to the University. Head of the Institution shall be responsible for the attendance.
- 7) Every institute shall forward the cumulative attendance of every exam going students of respective professional session along with due certification from the head of the institute about fulfilment of attendance by the concerned students in accordance with the attendance rules.
- 8) On account of *bona-fide* illness or any other reason deemed sufficient including participation in sports, cultural or any other activity if done through proper channel, the Head of the Institute shall be the competent authority, to condone the



deficiency of attendance of concerned student up to 5% in concerned professional session on production of valid documents.

- 9) On account of *bona-fide* illness or any other reason deemed sufficient including participation in sports, cultural or any other activity if done through proper channel, the Vice Chancellor shall be the competent authority to condone the deficiency of attendance of concerned student up to 5% in addition to Regulation-12.2.1(8) in concerned professional session on the recommendation of Head of the Institution.

#### 12.2.2 Appointment / nomination of Examiners and any other personnel for Examinations

- 1) **Eligibility of examiner:** A teacher fulfilling the prescribed criteria for examinership by the concerned competent authority/ies from time to time shall be considered for examinership. However, the vice chancellor may be the competent authority to relax these norms in case of unavailability.
- 2) The Head of every institution shall submit subject /department wise updated list of teachers eligible to be examiner in the prescribed format to the University at the end of every quarter of the respective year. However, in case of any change in the teachers taking place, in between the prescribed limit, it needs to be duly informed to the concerned authorities mandatorily on the same day of such change/s. Failing to which, prescribed disciplinary actions/penalty may be imposed.
- 3) The panel of Examiners for theory and external examiner for practical/viva voce shall be prepared by the Examination Control Board from among the subject/department wise list of eligible teachers provided by concerned Boards of Studies from every institution/college. However, in case if list of eligible teachers is not provided by any institution/college, the Controller of Examination shall present panel of the examiners of concerned subject which is available with the office at the time of meeting.
- 4) If any external examiner is unable to remain present on the day of practical examination at the allotted centre due to unavoidable circumstances, the presiding officer of the respective centre shall be authorised to appoint examiner either from same institution or nearby institution/s or any retired teacher found to be eligible to be an examiner in the concerned subject after consultation with the concerned University authority/ies.

- 5) If any examiner, appointed by the University, is unable to accept the appointment, the controller of examination shall appoint another examiner in consultation with the Vice Chancellor from the panel of examiners available with the office or otherwise.
- 6) Appointment of the internal examiner for practical examination shall be made by the Head of the Institution/Presiding Officer of practical exam after intimation from the University.
- 7) After appointment of the internal examiner for practical examination, in case of emergency and non-availability of internal examiner in concerned subject in the examination centre, the Head of the Institution/Presiding Officer of practical examination shall be authorised to appoint another internal examiner either from same institution or nearby institution/s or any retired teacher found to be eligible to be an examiner in the concerned subject after consultation with the concerned University authority/ies.
- 8) The Examination Control Board shall not recommend name for examiner or paper setter or theory/practical examiner or senior supervisor from members of examination control board and members of BOG. However, the controller of examination can appoint examiner from the members of BOG in emergency situation in consultation with the Vice Chancellor.
- 9) No Chief Supervisor, Presiding Officer, Senior Supervisor, Practical Examiner, Junior Supervisor or Exam Co-ordinator shall be appointed / nominated for any University examination in such examination centre/s where a first blood relative of such appointee/nominee is appearing in the concerned university examination. It is mandatory for the appointed / nominated person for the examination purpose to intimate such conflict of interest well in advance to the concerned University authority.

### **12.2.3 ELIGIBILITY OF STUDENT FOR APPEARING IN THE UNIVERSITY EXAMINATION:**

Any student shall be eligible for appearing in the ensuing university examination provided:

- 1) The Student shall have completed the prescribed period of time and course work of the study for the concerned professional session.

- 2) The student shall have fulfilled the minimum required percentage of attendance as prescribed in regulation 12.2.1.
- 3) The student shall have to pay the prescribed amount of fees for the concerned examination as amended from time to time as per Annexure no.\_\_\_\_.
- 4) The application form of the student for appearing in the concerned examination should have been submitted to the university through proper channel on or before the prescribed last date for the same.

#### 12.2.4 PROCEDURE FOR SUBMISSION OF EXAMINATION FORM:

The procedure for submitting the application form for the University examination shall be as follows:

- 1) The University examination may be held at such times, in such places and commencing on such dates as the Vice-Chancellor may decide from time to time.
- 2) In commensuration with the date of examination declared by the competent authority, the University shall issue examination forms to all the institutions/colleges or shall upload the same.
- 3) Every student needs to mandatorily submit the duly filled examination form within 7 (Seven) days after date of issuance of the forms with existing prescribed regular fees for concerned examination through established process and proper channel.
- 4) Due to any reason, if a student fails to submit the examination form within the time limit as per regulation no. 12.2.4(3), the same may be submitted within the period of 7 (seven) more days with the payment of existing prescribed late fees on per day basis by the University in addition to the prescribed regular examination fees for the concerned examination. (Annexure- 03)
- 5) However, in a special case, considering the *bona-fide* reason/s; if a student is unable to submit the form within the prescribed limit as per regulation no. 12.2.4(3) and regulation no. 12.2.4(4) the same may be submitted to the university within the limit of 5 (five) more days along with recommendation and supporting documents from the respective Head of the Institution/colleges. This kind of application shall only be accepted after an approval from the Vice Chancellor within 2 (two) working days after the receipt of such application. In such case, a penalty of existing prescribed amount shall be levied over and above the prescribed late fee on per day basis and the regular examination fees for the concerned examination.

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- 6) No examination form, under any circumstances, shall be accepted after the above said **regulation no. 12.2.4(5)**.
  - 7) Withdrawal of Examination form:
    - I. In case of any *bona-fide* reason/s or medical emergency, the name of such student shall be deemed to stand cancelled from the list of candidates appearing in the University examination after approval from the Vice chancellor provided that the intimation about the incident is received by the University at least 24 (twenty-four) hours before the commencement of the first day of said examination.
    - II. Inability to appear in a scheduled exam owing to any *bona-fide* reason/s with prior approval shall not be regarded as an attempt by a given candidate and such lapse of term/time shall be cumulatively counted in the prescribed maximum duration allowable for the concerned professional session/degree as applicable.
    - III. After taking the approval of the Vice Chancellor for non-appearance at a scheduled examination, the concerned student shall not be permitted to appear in the said examination.
    - IV. In case of an examinee suffering from infectious or contagious disease during an on-going examination, the authorities of concerned examination centre, shall, in consultation and approval of competent university authority may allow the examinee to appear in the examination in a separate secluded and secured place under due surveillance as per the university guidelines within the premises of concerned examination centre.
    - V. The University will not be under any obligation to arrange examination/re-examination separately for any student or a group of students who have decided to quit an examination voluntarily for whatsoever reason.

#### 12.2.5 **NORMS FOR FEES TO BE COLLECTED BY THE EXAMINATION SECTION:**

- 1) There shall be various types of fees charged by the University towards conduct of examination and other related purposes as deemed to be necessary and as decided and amended from time to time as per **Annexure no.3**.
- 2) In any case, if scheduled/declared examinations are cancelled / postponed by the university, the examination fees paid for concerned examination shall be either

settled for subsequent examination or to be refunded to the examinees as per the decision of competent authority.

- 3) Examination fees once paid shall not be refunded except in the circumstances, where either the demise of the student happens or a student owing to any *bona-fide* reason/s withdraws from the concerned examination through established procedure prior to the examination (regulation no. 12.2.4(7[I])). However, in cases other than demise of a student, the refund of the examination fee shall be made after deducting the prescribed processing fee from the total amount paid by the said student.
- 4) In case, when a student has paid examination fees with prescribed penalty along with late fee per day as per norms to the University subject to an approval by the Vice chancellor, the full amount paid shall be refunded if such application is rejected.

#### 12.2.6 CHANGE OF EXAMINATION CENTRE:

- 1) Change of examination centre, only among the institutions affiliated to the University may only on being permitted to do so as per Regulation 12.2.6(1,2).
- 2) An application for Change of examination centre by a student shall be taken into consideration where the concerned examination of the university is held at more than one centres, within the centres conducting given examination at the given point of time. However, after allowing the student for change of examination centre, if the university authority decides to shift the said centre to any other place, the concerned student shall have to appear for the said exam at that shifted centre.
- 3) In order to change the centre, a student has to apply prior to the submission of examination form with appropriate supportive documents, duly endorsed and recommended by the Head of the respective Institutions for approval of the competent University authority.
- 4) A student willing to appear at different examination centre other than his/her institution; shall be allowed to do so on the grounds of medical or any other *bona-fide* reason/s; after following the due procedure and obtaining an approval from competent university authority.
- 5) However, the change of the examination centre would only be possible if the entire procedure prescribed in Regulation no. 3 and 4 is completed and intimated to the examination section before generation of seat numbers for concerned examination.

- 6) After approval for the change of examination center, the examinee has to appear at the changed center for the entire concerned examination (i.e. Theory and Practical / Viva-voce).

#### 12.2.7 RULES FOR WRITER:

- 1) An Examinee who is unable to read and/or write, a writer shall be allowed for theory examination, on medical ground only, on submission of appropriate documents.
- 2) The writer shall be allowed by the respective Institution on approval of the competent authority of the University.
- 3) The examinee has to apply for writer on or before the time of submission of examination form through proper channel in cases where the reason/s are known for such application.
- 4) The writer shall be allowed from the lower professional session/year of the concerned course of that particular examination.
- 5) If an examinee appears for the first professional session/year examination, the writer shall be from lower term of first professional session/year.
- 6) In case of non-availability of a writer, in accordance with regulation 12.2.7 (5,6), the head of the institute shall propose names of probable writers in sequential manner from nearby affiliated colleges.
- 7) The examinee shall apply for the writer stating the appropriate medical reason/s and submitting relevant supporting documents with appropriate recommendation by the Competent Government medical authority (Superintendent of Govt. Ayurved hospital/Govt. district or Civil hospital) to the Head of the institution and the same has to be forwarded to the University with names of 3 (three) probable writers in sequential manner along with a written consents from the concerned persons with address, ID proof as well as contact number.
- 8) In case of extra-ordinary medical circumstances, an examinee willing to avail the facility of a writer after submission of the examination form, has to follow the procedure as prescribed in Regulation no. 12.2.7 (7) before commencement of the concerned examination or during the concerned examination with special approval from the competent authority of the university.
- 9) In case where writer no.1 is unable to render the service as writer due to unavoidable circumstances put on record, the head of the institution shall be

authorised to replace with writer no. 2 from among the approved list of writers, in consultation with concerned competent authority of the university.

- 10) In case where writer no.2 is unable to render the service as writer due to unavoidable circumstances put on record, the head of the institution shall be authorised to replace with writer no. 3 from among the approved list of writers, in consultation with concerned competent authority of the university.
- 11) There shall be no relaxation provided in the time limit of examination to the examinee/s who have availed the facility of writer.

#### 12.2.8 **Trials/Attempt of Examination:**

If a student fails to appear in regular examination due to cognitive reason/s, he/she may appear in subsequent supplementary examination as a regular student and his/her nonappearance in previous regular examination shall not be treated as an attempt. However, the student has to complete the entire course of study of the concerned professional session or degree, as the case may be, within the prescribed period of time laid down by the concerned competent authority/ies.

#### 12.2.9 **EXEMPTIONS:**

The student who has been declared successful in a subject (Theory and Practical heads separately, as the case may be) shall be exempted from appearing in the concerned subject in the subsequent examination/s.

#### 12.2.10 **CONDONATION:**

- 1) A student failing in any examination held by the University except regulation-12.2.9(2), will be entitled to get the benefit of condonation for passing in any subject head in Theory examination only. However, such condonation of marks will remain within the limits of maximum condonation in the marks with respect to aggregate total marks of the subject head as follows:

<b>Sr. No.</b>	<b>Total Marks in the subject head</b>	<b>Maximum marks for condonation</b>
1	Upto 100 marks	2
2	Upto 200 marks	4
3	Upto 300 marks	6
4	Upto 400 marks	8
5	Upto 500 marks	10

- a. The benefit of condonation under this regulation shall be applicable only if the student passes the subject examination with benefit of condonation.
- b. The aggregate total of such condonation given in different subject heads of passing shall not exceed 1% (one percent) of the aggregate total of the Theory only marks in the examination of that professional session/year of the course.
- c. In the first attempt of the concerned professional examination, if an examinee is failing in only one subject head of passing, having passed in all other subject heads without availing the privilege of condonation, under this regulation, this deficiency of marks in such subject head may be condoned by awarding up to 5 % (five percent) of the maximum marks of that head of passing not exceeding 10 (ten) marks in total and within the limits of **Regulation No.12.2.9 (1) b.**
- d. A student, who gets condonation under this regulation, shall be eligible for passing, but will not be entitled for the scholarship, medals, prizes, ranks or merit certificate/s awarded by the university.
- e. Provision for Sequential award of condonation:



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- 1) When a student is failing in more than 1 (one) subject heads and it is felt that even after awarding the benefit of condonation within the permissible limits as mentioned in **regulation-12.2.9 (1)b**, he/she will not be able to pass all the subject heads, in that condition the permissible condonation shall be awarded in the ascending order of requirement as follows:-
- i. The subject head requiring least marks to pass the examination will be the first to be awarded the required condonation within permissible limit for the given subject head.
  - ii. This procedure will continue in the ascending order upto the exhaustion of the total permissible limit of condonation provided that the student shall pass every such subject head in which the condonation has been awarded.
  - iii. Where equal number of marks are required to pass in more than one subject, condonation will be allotted to the subject having highest head of passing and then, if required, in the serial order of the subject sequence in the mark list of examination.
- f. In case of a repeater examinee, the condonation for the subject head/s in which the concerned examinee has failed, shall be made from the remaining available limit of the condoning marks for the concerned examination under the provision of **regulation-12.2.9 (1)b** after subtracting the condoning marks already allotted to the same examinee in the previous concerned examination not exceeding the total limit of condonation for the given subject head in accordance with **regulation-12.2.9 (1)a**.

12.2.11 The condonation shall not be applicable for the University examination/s of any **Post-graduation degree courses**.

**12.2.12 EXAMINATION REGULATIONS FOR AYURVED:****1. BAMS Examination:**

- i. These regulations for examinations shall be applicable for the students admitted after NCISM GAZZET NOTIFICATION dated 16/02/2022 regarding minimum standard of under graduate Ayurved education regulations 2022.
- ii. The **then** existing guidelines of Gujarat Ayurved University for examinations shall be applicable for the students admitted before NCISM GAZZET NOTIFICATION dated 16/02/2022 regarding minimum standard of under graduate Ayurved education regulations 2022.

- a) List of the Subjects in three professional sessions with marking pattern for Theory component and Practical component (wherever applicable) for each subject of BAMS course conducted by the affiliated colleges / institutions shall be as follows:

**Table-1: Number of Papers and Marks Distribution for First Professional B.A.M.S. Subjects**

Sl. No	Subject Code	Papers	Theory	Practical or Clinical Assessment					Grand Total
				Practical/Clinical	Viva	Electives	IA	Sub Total	
1	AyUG-SN & AI Sanskrit Evam Ayurved Ithihas	2	200	-	75*	10 (Set-FA)	15	100	300
2	AyUG-PV Padartha Vijnanam	2	200	100	60	10 (Set-FB)	30	200	400
3	AyUG-KS Kriya Sharira	2	200	100	70	-	30	200	400
4	AyUG-RS Rachana Sharira	2	200	100	70	-	30	200	400
5	AyUG-SA1 Samhita Adhyayana-1	1	100	-	75	10(Set-FC)	15	100	200
Grand Total									1700

\*Viva voce examination shall be for Sanskrit and not for Ayurved Ithihasa

**Note:** Set-FA, FB, FC – sets of Electives for First Professional B.A.M.S. as prescribed by NCISM from time to time and it is available on official website of electives.NCISM.

**Table-2: Number of Papers and Marks Distribution for Second Professional B.A.M.S. Subjects**

Sl.No.	Subject Code	Papers	Theory	Practical or Clinical Assessment					Grand Total
				Practical/ Clinical	Viva	Electives	IA	Sub Total	
1	AyUG-DG Dravyaguna Vijnanam	2	200	100	70	-	30	200	400
2	AyUG-RB Rasashastra evam Bhaishajya Kalpana	2	200	100	70	-	30	200	400
3	AyUG-RN Roga Nidana evam Vikriti Vijnanam	2	200	100	70	-	30	200	400
4	AyUG-AT Agada Tantra evam Vidhi Vaidyaka	1	100	100	60	10 (Set- SA)	30	200	300
5	AyUG-SA2 Samhita Adhyayana-2	1	100	-	75	10 (Set- SB)	15	100	200
6	AyUG-SW Swasthavritta evam Yoga	2	200	100	60	10 (Set- SC)	30	200	400
<b>Grand Total</b>									<b>2100</b>

**Note:** Set-SA, SB, SC – sets of Electives for Second Professional B.A.M.S. as prescribed by NCISM from time to time and it is available on official website of electives.NCISM.

**Table-3: Number of Papers and Marks Distribution for Third Professional B.A.M.S. Subjects**

Sl.No.	Subject Code	Papers	Theory	Practical or Clinical Assessment					Grand Total
				Practical/ Clinical	Viva	Electives	IA	Sub Total	
1	AyUG-KC Kayachikitsa including Manasa Roga, Rasayana evam Vajikarana	3	300	100	70		30	200	500
2	AyUG-PK Panchakarma evam Upakarma	1	100	100	70		30	200	300
3	AyUG-ST Shalya Tantra	2	200	100	70		30	200	400
4	AyUG-SL Shalakya Tantra	2	200	100	70		30	200	400
5	AyUG-PS Prasuti Tantra evam StreeRoga	2	200	100	60	10 (Set- TA)	30	200	400
6	AyUG-KB Kaumarabhritya	1	100	100	60	10 (Set- TB)	30	200	300
7	AyUG-SA3 Samhita Adhyayana-3	1	100	-	75	10 (Set- TC)	15	100	200
8	AyUG-RM Research Methodology and Medical-statistics	1	50	-	-	-	-	-	50
<b>Grand Total</b>									<b>2550</b>

**Note:** Set-TA, TB, TC – sets of Electives for Third Professional B.A.M.S. as prescribed by NCISM from time to time and it is available on official website of electives.NCISM.

- b) Assessment:
- a. Formative assessment
    - i. Internal Assessment: It is mandatory for the institutions to follow the guidelines of NCISM with regards to internal assessment and submit the duly certified copy of the marks to the University portal and hardcopy on or before the date of declaration of the university exam of the concerned professional session.  
It is mandatory for every institute to preserve all the evidences of internal assessment as per the **government guidelines**.
    - ii. **Electives: Student shall have to qualify (obtaining any grade) in minimum of three elective subjects prescribed for concerned professional session prior to appearing for the examination of concerned professional session as prescribed by NCISM from time to time. It is mandatory for affiliated institutions to follow the guidelines of NCISM with regards to Electives time to time.**
  - c) **SUMMATIVE ASSESSMENT:**
    - 1) Final University examination conducted at the end of each professional BAMS shall be the Summative assessment
    - 2) The valuation system for the summative assessment shall be as per the guidelines of NCISM or competent authority from time to time.
    - 3) There shall be double valuation system and shall be no provision for revaluation

An answer-sheet shall be evaluated by two independent evaluators

**Situation A**

- i. After double valuation, in case of variation between both the scores is upto 19% of the total marks, the average of both the scores shall be considered as the final score.
- ii. In case of fractional scores, if fraction is 0.5 or above, it is rounded off to the succeeding digit and if the fraction is below 0.5, it is rounded off to the preceding digit.

**Situation B**

- i. After double valuation, in case of variation between both the scores is 20% or more of the total marks (provided that at least one of the scores among two should be 50% or more of the maximum marks),\* then such Answer-sheets should be considered for third valuation.

\* Though the 50% in this regulation is not at par with the concerned NCISM regulation, it is logical and rational with regards to the smooth function of examination branch. BOG holds the power to alter the percentage for third valuation.

- ii. A third independent evaluator / assessor evaluates such Answer-sheets (Situation B – i) and assign the score.
- iii. After third valuation, the Average of the higher two scores among all three valuations considered as the final score.

**Note: There shall not be any markings by any of the Evaluators on the Answer-sheets in case offline evaluation.**

- 4) There shall be two examiners (one internal and one external) for University Practical or Clinical assessment.
- 5) The marking scheme for the practical or clinical assessment shall be accorded as per the guidelines of NCISM/ competent authority time to time.

d) **PASSING STANDARD AND EXEMPTIONS**

- 1) The minimum marks required for passing the examination shall be fifty percentage in theory component and fifty percentage in practical component (that include practical or clinical assessment) separately in each subject or as decided by the NCISM / concerned competent authority from time to time.
- 2) The minimum marks required for offering exemptions from subsequent exam for a subject shall be fifty percentage in theory component and fifty percentage in practical component (that include practical, clinical, viva-voce, internal assessment and electives wherever applicable) separately in particular subject or as decided by the NCISM / concerned competent authority from time to time.

e) **RESULT:**

- 1) The student who has failed in one or two subjects of First Professional session examination shall be eligible to keep term of the Second Professional session and this will be declared as “Failed but Promoted” and shall be entered in his/her First professional mark-sheet. Such student shall be allowed to appear in the University examination of Second professional provided that he/she has completed the requisite duration of study of Second professional.
- 2) The student who has failed in one or two subjects of Second Professional session examination shall be eligible to keep term of the Third Professional session and this will

be declared as “Failed but Promoted” and shall be entered in his/her second professional mark-sheet.

- 3) The student who has failed in more than two subjects of First or Second Professional session examination shall neither be eligible to keep term of the succeeding Professional (Second or third) session nor to appear in University examination of succeeding professional session as the case may be. This will be declared as “Failed and Detained” and shall be entered in his/her mark-sheet. However, the student shall be allowed to appear in the subsequent university examination of the concerned professional of which he/she Failed.
- 4) There shall be no separate class for the students who have failed and been Detained in the same professional session. Such students after being “Pass and Promoted” or “Failed but Promoted” in the subsequent university examination for the concerned professional session shall be allowed to attend class along with his/her batch of admission or with the succeeding batch as applicable.
- 5) The subsequent supplementary examination for any professional/year session shall be held at an interval of every six months.
- 6) Before appearing for Third (Final) Professional examination, the student shall have to pass all the subjects of first and second professional and shall qualify all 9 (nine) electives as prescribed by NCISM / competent authority from time to time.
- 7) A candidate obtaining 65 (**sixty-five**) **percentage** and above marks shall be awarded as **first class** in the subject and 75 (**seventy-five**) **percentage** and above marks shall be awarded as **distinction** in the subject, 50 (**Fifty**) **Percentage or more shall be declared as Pass and Less than 50 (Fifty) Percentage shall be declared as Fail.**
- 8) The award of first class and distinction shall not be applicable for supplementary examinations.
- 9) Student shall complete his/her course of study within 10 (ten) years or the limit prescribed by NCISM / Competent authority from time to time.
- 10) Student shall have to pass or at-least allowed to keep term (ATKT) in the first professional year examination within 7 (seven) years from the date of admission. Failure to which shall disqualify him/her to appear in the subsequent examination. The same has to be intimated to the student immediately after declaration of the last result through the college.
- 11) Student shall have to pass or at-least allowed to keep term (ATKT) in the second professional year examination within 8.5 (eight and a half) years from the date of

admission. Failure to which shall disqualify him/her to appear in the subsequent examination. The same has to be intimated to the student immediately after declaration of the last result through the college.

## 2. M.D. (AYU.) / M.S. (AYU.) EXAMINATION:

The M.D. (Ayu.) / M.S. (Ayu.) course shall have two University examinations as follows:

- (a) Preliminary/1<sup>st</sup> year examination will be held at the end of the first academic year in the subjects prescribed for the first year (preliminary) course of study as per the regulations of NCISM / COMPETENT AUTHORITY from time to time. **(Annexure-4)**
- (b) Final examination/ 3<sup>rd</sup> year examination will be held at the end of the third academic year in the subjects prescribed for the Final year course of study as per the regulations of NCISM / COMPETENT AUTHORITY from time to time. **(Annexure-5)**

The second year examination shall be an internal examination which will be conducted by the affiliated Institute.

- (c) Result of the performance of the students in Post Graduate M.D.(Ayu)/M.S.(Ayu) in all the P.G. First & Final year university examination will be expressed in letter grades. Percentage equivalent to letter grades will be as follows.

Grade	Performance	Percentage equivalent	Result
O	Outstanding	75 – 100	Pass
A	Very good	65 – 74.99	Pass
B	Good	55 – 64.99	Pass
C	Average	50 – 54.99	Pass
D	Fail	0 – 49.99	Fail



**A. First P.G. (Ayurveda)– Preliminary-Examination:-**

- I. There shall be two theory papers, each of 3 hours duration and of 100 marks, followed by practical / clinical / viva examination. The subjects should be as per NCISM /COMPETENT AUTHORITY regulation amended time to time.
- II. 50% marks will be required in theory and practical separately for passing the examination. No grace marks will be admissible.
- III. For being declared successful in the examination, the student shall have to pass all the subjects separately.
- IV. A student needs not to appear in the subsequent chances in subject or subjects if he/she has already been declared successful.
- V. If a student fails in one subject only, he/she shall be promoted to the next higher class but he/she shall have to pass in the subject in the succeeding examination/s.
- VI. For the 1<sup>st</sup> year examination of M.D. (Ayu) / M.S. (Ayu) course, the student can avail of maximum of three chances to pass in all the subjects mentioned under the P.G. Regulation No. 12(e), if any student fails in 3<sup>rd</sup> attempt, one shall be debarred from the course.
- VII. Nonappearance in the examination shall not be treated as an attempt.
  - i. Provided the student has not submitted the examination form owing to bona-fide reason with prior approval competent university authority or
  - ii. Inability to appear in the examination owing to bona-fide reason with prior approval competent university authority before 24 (Twenty four) hours of the commencement of the respective university examination.

**B. Final P.G. (Ayurveda)– Examination:-**

- (a) No student shall be eligible for appearing in the final examination unless he/she has passed the first year examination and his/her thesis is approved as per PG regulation no.15.
- (b) There shall be four papers each of 100 marks and of 3 hours duration, followed by practical/clinical/oral examination of 100 marks as per details given below/amended by NCISM/COMPETENT AUTHORITY time to time.

- (c) The syllabus for each paper of the specialties mentioned above shall be prescribed as per NCISM-Regulation and amended from time to time and published in the Gazette of Govt. of India.
  - (d) 50% marks will be required in theory and practical separately for passing the examination. No grace marks will be admissible.
- d) The maximum duration for completion of the course shall not exceed beyond the period of 6 years from the date of admission to the course

#### 12.2.13 **EXAMINATION REGULATIONS FOR ALLIED SUBJECTS**

These regulations for examinations shall be applicable for the students admitted after publication of these regulations.

##### 1. **GRADUATION LEVEL**

###### **i. PROFESSIONAL COURSES:**

- 1) The examination for each Professional session/year shall ordinarily be held and completed by the end of each professional session/year according to guidelines prescribed by competent authority from time to time.
- 2) List of the Subjects in prescribed professional sessions with marking pattern for Theory component and Practical component (wherever applicable) for each subject of respective course/s conducted by the affiliated colleges / institutions shall be as per the syllabus and curriculum prescribed by the university/concerned regulatory body from time to time.
- 3) Assessment:
  - i. Final University examination with Theory papers and Practical / Viva examination to be conducted at the end of each professional session/year of respective course shall be the assessment.
  - ii. There shall be two **internal examiners** for the University Practical or Clinical assessment other than final professional session/year.
  - iii. There shall be two examiners (one internal and one external) for final professional session/year University Practical or Clinical assessment.
  - iv. The marking scheme for the practical or clinical assessment shall be accorded as per the guidelines prescribed by concerned competent authority from time to time.

- v. The valuation system for the assessment shall be as per the guidelines prescribed by concerned competent authority from time to time.

#### 4) PASSING STANDARD AND EXEMPTIONS

- i. The minimum marks required for passing the examination shall be 50 (fifty) percentage in theory component and 50 (fifty) percentage in practical component (that include practical or clinical assessment) separately in each subject or as decided by the concerned competent authority from time to time.
- ii. The minimum marks required for offering exemptions from subsequent exam for a subject shall be 50 (fifty) percentage in theory component and 50 (fifty) percentage in practical component (that include practical, clinical, viva-voce, internal assessment and electives wherever applicable) separately in particular subject or as decided by the concerned competent authority from time to time.

#### 5) RESULT:

- i. A candidate obtaining 65 (**sixty-five**) **percentage** and above marks shall be awarded as **first class** in the subject and 75 (**seventy-five**) **percentage** and above marks shall be awarded as **distinction** in the subject, 50 (**Fifty Percentage or more shall be declared as Pass and Less than 50 (Fifty) Percentage shall be declared as Fail.**
- ii. The award of first class and distinction shall not be applicable for supplementary examinations.

#### ii. Other than Professional Courses:

- 1) The examination for each year shall ordinarily be held and completed by the end of each year according to guidelines prescribed by competent authority from time to time.
- 2) List of the Subjects in prescribed academic sessions with marking pattern for Theory component and Practical component (wherever applicable) for each subject of respective course/s conducted by the affiliated colleges / institutions shall be as per the syllabus and curriculum prescribed by the university/concerned regulatory body time to time.

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- 3) Assessment:
- i. Final University examination with Theory papers and Practical / Viva examination (where applicable) to be conducted at the end of each academic year of respective course shall be the assessment.
  - ii. There shall be two internal examiners for the University Practical or Clinical assessment other than final professional session/year.
  - iii. There shall be two examiners (one internal and one external) for final professional session/year University Practical or Clinical assessment.
  - iv. The marking scheme for the practical or clinical assessment shall be accorded as per the guidelines prescribed by concerned competent authority from time to time.
  - v. The valuation system for the assessment shall be as per the guidelines prescribed by concerned competent authority from time to time.
- 4) PASSING STANDARD AND EXEMPTIONS
- i. The minimum marks required for passing the examination shall be 40 (forty) percentage in theory component and 40 (forty) percentage in practical component (where applicable) separately in each subject or as decided by the concerned competent authority from time to time.
  - ii. The minimum marks required for offering exemptions from subsequent exam for a subject shall be 40 (forty) percentage in theory component and 40 (forty) percentage in practical component (wherever applicable) separately in particular subject or as decided by the concerned competent authority from time to time.
- 5) RESULT:
- i. A candidate obtaining 60 (**sixty**) **percentage** and above marks shall be awarded as **first class** in the subject and 75 (**seventy-five**) **percentage** and above marks shall be awarded as **distinction** in the subject, **40 (forty) Percentage or more shall be declared as Pass and Less than 40 (forty) Percentage shall be declared as Fail.**
  - ii. The award of first class and distinction shall not be applicable for supplementary examinations.

## 2. Post-Graduation level:

### i. Professional Courses:

- 1) The examination for each Professional session/year shall ordinarily be held and completed by the end of each professional session/year according to guidelines prescribed by competent authority from time to time.
- 2) List of the Subjects in prescribed professional sessions with marking pattern for Theory component and Practical component for each subject of respective course/s conducted by the affiliated colleges / institutions shall be as per the syllabus and curriculum prescribed by the university/concerned regulatory body from time to time.
- 3) Result of the performance of the students in Post Graduate courses in all the university examination will be expressed in letter grades. Percentage equivalent to letter grades will be as follows.

Grade	Performance	Percentage equivalent	Result
O	Outstanding	75 – 100	Pass
A	Very good	65 – 74.99	Pass
B	Good	55 – 64.99	Pass
C	Average	50 – 54.99	Pass
D	Fail	0 – 49.99	Fail

### 4) PASSING STANDARD AND EXEMPTIONS

- i. The minimum marks required for passing the examination shall be 50 (fifty) percentage in theory component and 50 (fifty) percentage in practical component (that include practical or clinical assessment) separately in each subject or as decided by the concerned competent authority from time to time.
- ii. The minimum marks required for offering exemptions from subsequent exam for a subject shall be fifty percentage in theory component and fifty percentage in practical component (that include practical, clinical, viva-voce, internal assessment and electives wherever applicable) separately in particular subject or as decided by the concerned competent authority from time to time.

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- iii. For the 1<sup>st</sup> year examination of Post-Graduate course, the student can avail of maximum of three chances to pass in all the subjects, if any student fails in 3<sup>rd</sup> attempt, one shall be debarred from the course.
  - iv. Owing to *bona-fide* reason/s, when a student does not submit the examination form with prior approval obtained through proper channel, the concerned examination shall not be treated as an attempt.
  - v. Nonappearance in the examination will not be treated as an attempt. Provided the student doesn't submit the examination form or inability to appear in the examination is communicated to the University through written communication before the actual starting of examination.
  - vi. No student shall be eligible for appearing in the final examination unless he/she has passed the first year examination and his/her thesis is approved (where applicable).

**ii. Other than Professional Courses:**

- 1) The examination for each academic session/year shall ordinarily be held and completed by the end of each professional session/year according to guidelines prescribed by competent authority from time to time.
- 2) List of the Subjects in prescribed academic sessions with marking pattern for Theory component and Practical component (wherever applicable) for each subject of respective course/s conducted by the affiliated colleges / institutions shall be as per the syllabus and curriculum prescribed by the university/concerned regulatory body from time to time.
- 3) Result of the performance of the students in Post Graduate courses in all the university examination will be expressed in letter grades. Percentage equivalent to letter grades will be as follows.

Grade	Performance	Percentage equivalent	Result
O	Outstanding	75 – 100	Pass
A	Very good	65 – 74.99	Pass
B	Good	55 – 64.99	Pass
C	Average	50 – 54.99	Pass
D	Fail	0 – 49.99	Fail

#### 4) PASSING STANDARD AND EXEMPTIONS

- i. The minimum marks required for passing the examination shall be 50 (fifty) percentage in theory component and 50 (fifty) percentage in practical component (that include practical or clinical assessment) separately in each subject or as decided by the concerned competent authority from time to time.
- ii. The minimum marks required for offering exemptions from subsequent exam for a subject shall be 50 (fifty) percentage in theory component and 50 (fifty) percentage in practical component (that include practical, clinical, viva-voce, internal assessment and electives wherever applicable) separately in particular subject or as decided by the concerned competent authority from time to time.
- iii. Owing to *bona-fide* reason/s, when a student does not submit the examination form with prior approval obtained through proper channel, the concerned examination shall not be treated as an attempt.
- iv. Nonappearance in the examination will not be treated as an attempt. Provided the student doesn't submit the examination form or inability to appear in the examination is communicated to the University through written communication before the actual starting of examination.

The maximum duration for completion of the course shall not exceed beyond the double period of prescribed duration of the concerned course from the date of admission.

### **3. Diploma level:**

#### **A. Post-graduate Diploma**

##### **i. Professional Courses:**

- 1) The examination for each academic session/year shall ordinarily be held and completed by the end of each academic session/year according to guidelines prescribed by competent authority from time to time.
- 2) List of the Subjects prescribed for each academic session/year with marking pattern for Theory component and Practical component (wherever applicable) for each subject of respective course/s conducted by the affiliated colleges / institutions shall be as per the syllabus and curriculum prescribed by the university/concerned regulatory body from time to time.
- 3) Assessment:
  - i. Final University examination with Theory papers and Practical / Viva examination (where applicable) to be conducted at the end of each academic session/year of respective course shall be the assessment.
  - ii. There shall be two internal examiners for the University Practical or Clinical assessment other than final professional session/year.
  - iii. There shall be two examiners (one internal and one external) for final professional session/year University Practical or Clinical assessment.
  - iv. The marking scheme for the practical or clinical assessment shall be accorded as per the guidelines prescribed by concerned competent authority from time to time.
  - v. The valuation system for the assessment shall be as per the guidelines prescribed by concerned competent authority from time to time.
- 4) PASSING STANDARD AND EXEMPTIONS
  - i. The minimum marks required for passing the examination shall be 50 (fifty) percentage in theory component and 50 (fifty) percentage in practical component (that include practical or clinical assessment) separately in each subject or as decided by the concerned competent authority from time to time.



- ii. The minimum marks required for offering exemptions from subsequent exam for a subject shall be 50 (fifty) percentage in theory component and 50 (fifty) percentage in practical component (that include practical, clinical, viva-voce, internal assessment and electives wherever applicable) separately in particular subject or as decided by the concerned competent authority from time to time.

5) RESULT:

- i. A candidate obtaining 65 (**sixty-five**) **percentage** and above marks shall be awarded as **first class** in the subject and 75 (**seventy-five**) **percentage** and above marks shall be awarded as **distinction** in the subject, 50 (fifty) **Percentage or more shall be declared as Pass and Less than 50 (fifty) Percentage shall be declared as Fail.**
- ii. The award of first class and distinction shall not be applicable for supplementary examinations.

ii. **OTHER THAN PROFESSIONAL COURSES:**

- 1) The examination for each year shall ordinarily be held and completed by the end of each year according to guidelines prescribed by competent authority from time to time.
- 2) List of the Subjects prescribed for each academic session/year with marking pattern for Theory component and Practical component (wherever applicable) for each subject of respective course/s conducted by the affiliated colleges / institutions shall be as per the syllabus and curriculum prescribed by the university/concerned regulatory body from time to time.
- 3) Assessment:
  - i. Final University examination with Theory papers and Practical / Viva examination (where applicable) to be conducted at the end of each academic year of respective course shall be the assessment.
  - ii. There shall be two examiners (one internal and one external) for University Practical (where applicable) assessment.
  - iii. The marking scheme for the practical (where applicable) assessment shall be accorded as per the guidelines of concerned competent authority time to time.

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- iv. The valuation system for the assessment shall be as per the guidelines of concerned competent authority time to time.
- 4) **PASSING STANDARD AND EXEMPTIONS**
- i. The minimum marks required for passing the examination shall be 40 (forty) percentage in theory component and 40 (forty) percentage in practical component (where applicable) separately in each subject or as decided by the concerned competent authority from time to time.
- ii. The minimum marks required for offering exemptions from subsequent exam for a subject shall be 40 (forty) percentage in theory component and 40 (forty) percentage in practical component (wherever applicable) separately in particular subject or as decided by the concerned competent authority from time to time.
- 5) **RESULT:**
- i. A candidate obtaining 60 (**sixty**) **percentage** and above marks shall be awarded as **first class** in the subject and 75 (**seventy-five**) **percentage** and above marks shall be awarded as **distinction** in the subject, **40 (forty) Percentage or more shall be declared as Pass and Less than 40 (forty) Percentage shall be declared as Fail.**
- ii. The award of first class and distinction shall not be applicable for supplementary examinations.

**B. Diploma:**

**i. Professional Courses:**

- 1) The examination for each academic session/year shall ordinarily be held and completed by the end of each academic session/year according to guidelines prescribed by competent authority from time to time.
- 2) List of the Subjects prescribed for each academic session/year with marking pattern for Theory component and Practical component (wherever applicable) for each subject of respective course/s conducted by the affiliated colleges / institutions shall be as per the syllabus and curriculum prescribed by the university/concerned regulatory body from time to time.
- 3) **Assessment:**

- i. Final University examination with Theory papers and Practical / Viva examination (where applicable) to be conducted at the end of each academic session/year of respective course shall be the assessment.
- ii. There shall be two internal examiners for the University Practical or Clinical assessment other than final professional session/year.
- iii. There shall be two examiners (one internal and one external) for final professional session/year University Practical or Clinical assessment.
- iv. The marking scheme for the practical or clinical assessment shall be accorded as per the guidelines prescribed by concerned competent authority from time to time.
- v. The valuation system for the assessment shall be as per the guidelines prescribed by concerned competent authority from time to time.

#### 4) PASSING STANDARD AND EXEMPTIONS

- i. The minimum marks required for passing the examination shall be 40 (forty) percentage in theory component and 40 (forty) percentage in practical component (that include practical or clinical assessment) separately in each subject or as decided by the concerned competent authority from time to time.
- ii. The minimum marks required for offering exemptions from subsequent exam for a subject shall be 40 (forty) percentage in theory component and 40 (forty) percentage in practical component (that include practical, clinical, viva-voce, internal assessment and electives wherever applicable) separately in particular subject or as decided by the concerned competent authority from time to time.

#### 5) RESULT:

- i. A candidate obtaining 60 (**sixty**) percentage and above marks shall be awarded as **first class** in the subject and 75 (**seventy-five**) percentage and above marks shall be awarded as **distinction** in the subject, 40 (forty) **Percentage or more shall be declared as Pass and Less than 40 (forty) Percentage shall be declared as Fail.**
- ii. The award of first class and distinction shall not be applicable for supplementary examinations.

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**ii. OTHER THAN PROFESSIONAL COURSES:**

- 1) The examination for each year shall ordinarily be held and completed by the end of each year according to guidelines prescribed by competent authority from time to time.
- 2) List of the Subjects prescribed for each academic session/year with marking pattern for Theory component and Practical component (wherever applicable) for each subject of respective course/s conducted by the affiliated colleges / institutions shall be as per the syllabus and curriculum prescribed by the university/concerned regulatory body from time to time.
- 3) Assessment:
  - i. Final University examination with Theory papers and Practical / Viva examination (where applicable) to be conducted at the end of each academic year of respective course shall be the assessment.
  - ii. There shall be two internal examiners for the University Practical or Clinical assessment other than final professional session/year.
  - iii. There shall be two examiners (one internal and one external) for final professional session/year University Practical or Clinical assessment.
  - iv. The marking scheme for the practical or clinical assessment shall be accorded as per the guidelines prescribed by concerned competent authority from time to time.
  - v. The valuation system for the assessment shall be as per the guidelines prescribed by concerned competent authority from time to time.
- 4) PASSING STANDARD AND EXEMPTIONS
  - i. The minimum marks required for passing the examination shall be 40 (forty) percentage in theory component and 40 (forty) percentage in practical component (where applicable) separately in each subject or as decided by the concerned competent authority from time to time.
  - ii. The minimum marks required for offering exemptions from subsequent exam for a subject shall be 40 (forty) percentage in theory component and 40 (forty) percentage in practical component (wherever applicable) separately in particular subject or as decided by the concerned competent authority from time to time.

## 5) RESULT:

- i. A candidate obtaining 60 (**sixty**) **percentage** and above marks shall be awarded as **first class** in the subject and 75 (**seventy-five**) **percentage** and above marks shall be awarded as **distinction** in the subject, **40 (forty) Percentage or more shall be declared as Pass and Less than 40 (forty) Percentage shall be declared as Fail.**
- ii. The award of first class and distinction shall not be applicable for supplementary examinations

12.2.14 **Determination of Misconduct and Unfair Means**

(1) There shall be a committee to be known as “Examination Defaults Inquiry Committee” and the constitution, duties and functions of the committee shall be as under :

- (i) The committee shall be consist of :
 

[a]	The Vice-Chancellor	– Chairman
[b]	Two members nominated by the Board of Governors amongst its members	– Member
[c]	One member nominated by the Board of Governors from Academic Council	– Member
[d]	The Registrar	– Member Secretary
- (ii) Three members shall form a quorum of the committee.
- (iii) The term of the nominated members shall be co – terminus with the Board of Governors.
- (iv) Any causal vacancy of a nominated member caused by death, resignation or on account of ceasing to be a member of the Board of Governors, shall be filled in by the Board of Governors by making fresh nomination.
- (v) The duty and the function of the committee shall be to inquire into all cases of errors, mistakes, negligence, improper conduct, and malpractices of any kind reported or suspected to have taken place at any level in conduct of an examination by a paper-setter, an examiner, a moderator, supervisor, an officer or an employee

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of a college and to recommend to the BOG appropriate action required to be taken including the panel or deterrent nature of action which may be proposed to be taken against the persons involved. The committee may, for the purpose of inquiry and investigation, call any person or persons and record statements, call for explanations, give oral hearings or call for any records.

**(2)** The constitution of the “Examination Disciplinary Action Committee” for the students is as under :-

[A] The committee shall be constituted of three members of the Board of Governors (BOG) appointed by the Board of Governors. BOG will appoint one of the three members as the Chairman of the Committee.

**The Controller of Examination, Exam Section, Gujarat Ayurved University is Member Secretary of this committee.**

[B] Two members shall form quorum of the committee.

[C] The duties and the functions of the committee shall be as under :  
It will be the duty and function of the committee to inquire into the charges, regarding misconduct in accordance with the procedure mentioned hereunder and to give a decision at the end of the enquiry in which the charges against the students may be held proved or not proved and suitable punishment awarded where a charge is held proved.

[i] On receipt of a report against a student regarding his / her alleged misconduct at an examination, the Registrar shall determine prima-facie on the material available, the charge, which can be made against the student, and if so, he / she will send a letter under his / her signature containing a charge of charges based on the substance of the allegation against the student through the Principal of concerned affiliated college and in for him / her for representation by a written statement or an oral statement before the committee at the hearing of the case on a day, time and place to be communicated to him / her.

[ii] On the appointed day, the committee will hold the hearing of the case and after appreciating the evidence, material available and the circumstances of the case, it shall come to a decision as to whether the charge against the student is held proved or not proved and in case where it holds the charge as proved, it shall decide the punishment to be awarded to the student or where the charge is held as not proved, it shall decide that the student be acquitted of the charge.

[iii] The committee, at the end of the enquiry shall decide and pass a written order.

[iv] The Registrar shall communicate to the student through the principal the result of the enquiry as soon as possible after the decision is taken by the committee and in the mark sheet of such student, result declared.

**A. Procedure to determine Misconduct:**

(Employee/ Faculty/ Examination centre/ Agency)

- 1) The Examination branch shall forward, the suspected/reported case of Misconduct at any University Examination on receipt of a report from respective examination centre or on detection, to the Registrar.
- 2) The Registrar shall determine prima-facie and intimate the substance of allegation against the suspected person/agency/firm/organization for oral and or written representation in person before the disciplinary action committee at own expense.
- 3) The time and place for hearing shall be informed to the suspected well in advance and it is bound to remain present.
- 4) The disciplinary action committee shall hold the hearing of the case on the decided date, time and place.
- 5) The disciplinary action committee shall decide the case by hearing of the suspected after considering the evidence/s available and circumstances of the case.
- 6) The decision shall be declared as the charge against the suspect/s is held proved or not proved.
- 7) In case where it holds the charge as proved, it shall decide the punishment to be imposed to the suspect/s as per the Annexure no.\_\_\_\_\_.

- 8) In case if the charge is held as not proved, it shall decide that the suspect/s be acquitted of the charge.
- 9) Failing to remain present on decided date, time and place shall be considered that suspected is not willing to submit any representation in this regard and decision of the committee shall be abide.
- 10) The committee, at the end of the inquiry shall decide and pass a written order.
- 11) The registrar shall communicate the result of the inquiry as soon as possible after the decision is taken by the committee, to the suspect/s.
- 12) **Recovery of financial penalty:** -
  - i. If the penalized faculty or other college staff member of Government College/ Institute is not ready to deposit the amount of penalty imposed, the University shall intimate the institute to proceed for recovery as per the concerned Government rules from time to time. Failing to which, appropriate legal actions shall be initiated by the University.
  - ii. If the penalized faculty or other college staff member of Self Finance College/ Institute is not ready to deposit the amount of penalty imposed, the institute shall be made responsible to deposit the penalty. Failing to which, appropriate legal actions shall be initiated by the University.
  - iii. If the penalized University staff member is not ready to deposit the amount of penalty imposed, the University shall initiate the process of recovery through concerned head / authority. Failing to which, appropriate legal actions shall be initiated by the University.
  - iv. If the penalized Institution/college is not ready to deposit the amount of penalty imposed, the University shall initiate appropriate legal actions.
  - v. If the penalized Agency / Firm / Organization is not ready to deposit the amount of penalty imposed, the University shall recover the penalty from the due amount of payment from penalized Agency / Firm / Organization. Failing to which, appropriate legal actions shall be initiated by the University.

13) **Disciplinary Action :**

When the misconduct/ Indiscipline is proven, as per the recommendation of Disciplinary Action Committee, In addition to the financial penalty as prescribed in the annexure no \_\_\_\_, the University shall

1. Faculty of constituent / affiliated college



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- a. Intimate to the concerned appointing authority regarding misconduct of teacher and for necessary action and / or
    - b. Debar the teacher from all types of University examination work and / or
    - c. Disqualify the teacher on temporary or permanent basis and / or
    - d. Intimate the matter to NCISM / Concerned competent authority and / or
    - e. Initiate appropriate legal action
  2. Other staff of constituent / affiliated college
    - a. Intimate to the concerned appointing authority regarding misconduct of staff member and for necessary action and / or
    - b. Debar the staff member from all types of University examination work and / or
    - c. Initiate appropriate legal action
  3. Student/s of constituent / affiliated college
    - a. Disqualify the student on temporary or permanent basis from all activities of the university and / or
    - b. Suspend the student for definite period of time and / or
    - c. Dismiss the student permanently from the course and / or
    - d. Initiate appropriate legal action
  4. Staff of the University
    - a. Debar the staff member from all types of University examination work and / or
    - b. Intimate to the concerned appointing authority regarding misconduct of staff member and for necessary action and / or
    - c. Initiate appropriate legal action
  5. Agency / firm / organization hired by the University
    - a. Cancel the contract and black list the Agency from all types of University examination work / other work and / or
    - b. Initiate appropriate legal action
  6. Affiliated / Constituent College / Institution

- a. Impose financial penalty and / or
- b. Suspend affiliation temporarily (for a period of 1 [one] or 2 [two] or 3 [three] years or more) and / or
- c. Initiate appropriate legal action

## **B. Procedure to determine Unfair means:**

(Examinee)

On detection of a case regarding the “unfair means,” of any examinee at any University Examination, the “Disciplinary Action Committee” shall have the power to punish the student, after following the procedure as laid down herein. Any one or more of the following punishments may be given by the committee to the examinee after the charge/s of “unfair means” at an examination is proven against the examinee:

- 1) Chief Supervisor, Senior Supervisor, Junior Supervisor, Squad member or evaluator of the respective examination centre shall report of any suspected “Unfair means” committed by examinee/s to the Controller of examination with the evidence/s.
- 2) The Controller of examination shall take *suo moto*, if found suspected “Unfair means” during observation of CCTV footage of the concerned examination centre or by any other mode.
- 3) The controller of examination at on discretion or on approval of Vice chancellor/Registrar shall keep the result of the suspected examinee in reserve till the final decision.
- 4) The Registrar shall determine prima-facie and intimate the substance of allegation against the suspected examinee through Principal of respective college/institution for oral and or written representation in person before the disciplinary action committee at own expense.
- 5) The time and place for hearing shall be informed to the suspected examinee well in advance and it is bound to remain present.
- 6) The disciplinary action committee shall hold the hearing of the case on the decided date, time and place.

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- 7) The disciplinary action committee shall decide the case by hearing of the suspected examinee after considering the evidence available and circumstances of the case.
  - 8) The decision shall be declared as the charge against the examinee is held proved or not proved.
    - a. In case where it holds the charge as proved, it shall decide the punishment to be imposed to the examinee as per the Annexure no.\_\_\_\_\_.
  - 9) In case if the charge is held as not proved, it shall decide that the examinee be acquitted of the charge and result to be declared as it is.
  - 10) Failing to remain present on decided date, time and place shall be considered that suspected examinee is not willing to submit any representation in this regard and decision of the committee shall be abide.
  - 11) The committee, at the end of the inquiry shall decide and pass a written order.
  - 12) The registrar shall communicate the result of the inquiry as soon as possible after the decision is taken by the committee, to the examinee, through the Principal.
  - 13) In the Marksheet of the examinee, result declared as per the regulation no.\_\_\_\_ should be mentioned.
- 12.2.15 In any case where it is found that the result of an examination has been affected by error, mal-practice, fraud, improper conduct or any other matter of whatsoever nature it shall be competent for the Board of Governors to amend such result in such manner as shall be in accordance with true position and to make such declaration as the Board of Governors shall in its discretion consider necessary in that behalf. Provided that, but subject to **regulation no.12.2.16**, no result shall be amended after the expiration of six months from the date of publication of the result by the University.
- 12.2.16 In any case where the result of an examination has been ascertained and published and it is found that such result has been affected by any mal-practice, fraud or any other improper conduct whereby an examiner has been benefited and that such examinee has, in the opinion of the Board of Governors, been partly or privy to, or connived at such mal-practice, fraud or improper conduct, the Board of Governors shall have power at any time,

notwithstanding the issue of a certificate or the award of a prize or scholarship to amend the result of such examinee and to make such declaration as the Board of Governors shall consider necessary in that behalf.

12.2.17 **COMPULSORY ROTATORY INTERNSHIP:**

I. For BAMS:

- i. The duration of Compulsory Rotatory Internship including Internship Orientation Programme shall be one year and ordinarily commence on first working day of April for regular batch students and first working day of October for supplementary batch students.
- ii. The student shall be eligible to join the Compulsory Internship programme after passing all the subjects from First to Third (Final) Professional examination including nine electives within a period of maximum 10 (ten) years from the date of admission and after getting Provisional Degree Certificate from the University and Provisional Registration Certificates from GBAU (Gujarat Board of Ayurvedic and Unani Systems of the Medicine) or concerned competent authority time to time for Compulsory Rotatory Internship.
- iii. Schedule of the Orientation Programme, activities and duties to be discharged during internship, E-logbook and evaluation shall be decided in accordance with the respective regulations of NCISM / Concerned authority / the University authority from time to time.
- iv. Leave for interns:
  - (i) During compulsory rotatory internship of 1 (one) year, 12 (twelve) leaves are permitted and any kind of absence beyond 12 (twelve) days shall be extended accordingly.
  - (ii) Intern cannot take leaves more than 6 (six) days including prefix or suffix of any kind of holidays at a time.
- v. Completion of Internship: If any delay in the commencement of internship or abnormal break during internship due to unavoidable conditions, in such cases internship period shall be completed within maximum period of three years from the date of passing the qualifying examination of Third (Final) professional BAMS including first and second professional subjects and nine electives, specified as eligible for internship.

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- vi. Provided that in such cases, the student shall get prior permission from the head of the institution in written with all supporting documents and it shall be the responsibility of the head of the institution to scrutinize the documents, and assess the genuine nature of the request before issuing permission letter and while joining internship the student shall submit the request letter along with supportive documents, and all necessary documents as mentioned in the sub-regulation (a) (ii) and undergo the internship as scheduled in accordance with sub-regulation (21) (c).
  - vii. The student shall be awarded BAMS degree only after successful completion of the Internship as certified by the Head of the institution and the competent authority of the University in the prescribed format
- II. For other Graduation level professional courses (where internship is applicable):
- i. The duration of Compulsory Rotatory Internship including Internship Orientation Programme shall be one year and ordinarily commence on first working day of April for regular batch students and first working day of October for supplementary batch students.
  - ii. The student shall be eligible to join the Compulsory Internship programme after passing all the subjects from First to Third (Final) Professional examination including nine electives within a period of maximum 10 (ten) years from the date of admission and after getting Provisional Degree Certificate from the University and Provisional Registration Certificates from GBAU (Gujarat Board of Ayurvedic and Unani Systems of the Medicine) or concerned competent authority time to time for Compulsory Rotatory Internship.
  - iii. Schedule of the Orientation Programme, activities and duties to be discharged during internship, E-logbook and evaluation shall be decided in accordance with the respective regulations of NCISM / Concerned authority / the University authority from time to time.
  - iv. Leave for interns:
    - (i) During compulsory rotatory internship of 1 (one) year, 12 (twelve) leaves are permitted and any kind of absence beyond 12 (twelve) days shall be extended accordingly.

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- (ii) Intern cannot take leaves more than 6 (six) days including prefix or suffix of any kind of holidays at a time.
  - v. Completion of Internship: If any delay in the commencement of internship or abnormal break during internship due to unavoidable conditions, in such cases internship period shall be completed within maximum period of three years from the date of passing the qualifying examination of Third (Final) professional BAMS including first and second professional subjects and nine electives, specified as eligible for internship.
  - vi. Provided that in such cases, the student shall get prior permission from the head of the institution in written with all supporting documents and it shall be the responsibility of the head of the institution to scrutiny the documents, and assess the genuine nature of the request before issuing permission letter and while joining internship the student shall submit the request letter along with supportive documents, and all necessary documents as mentioned in the sub-regulation (a) (ii) and undergo the internship as scheduled in accordance with sub-regulation (21) (c).
  - vii. The student shall be awarded respective Professional degree only after successful completion of the Internship as certified by the Head of the institution and the competent authority of the University in the prescribed format

#### 12.2.18 MIGRATION / TRANSFER

##### A. DURING INTERNSHIP (where applicable) :

- 1) Migration of a student from one institute of a University to other institute of any other University shall be with the No Objection Certificate and consent from the mother institute and University and consent from the other institute and University. The mother institute shall provide the required character certificate to the migrant.
- 2) Transfer of a student from one institute to another institute of this University shall be with the No Objection Certificate and consent from the mother institute and consent from the other institute. The same has to be intimated to University within 7 working days of commencement of transfer.

- 3) Migration shall be accepted by the University on the production of the character certificate issued by Institute or college and application forwarded by the Head of Institute and University with a 'No Objection Certificate' as the case may be.
- 4) The Rules and Regulations / Guidelines /Notifications / Resolutions pertaining to migration / transfer of internship, of the Government of Gujarat / NCISM and other regulatory bodies shall be applicable as issued / amended from time to time.

## **B. MIGRATION OF STUDENT:**

### **1. From this University to other University:**

#### **1.1 During the study**

- 1.1.1. The Students may be allowed to migrate to another University to continue their study after passing the first professional exam within the prescribed period of time.
- 1.1.2. The students failing or having ATKT in any professional exam shall not be allowed to migrate.
- 1.1.3. Mid-term and / or final professional migration shall not be allowed.
- 1.1.4. For migration, the students shall have to obtain mutual consent of both the colleges as well as both the Universities and it shall be against the vacant seat after obtaining NOC from concerned competent authority/s.
- 1.1.5. A student migrating from this University will be issued a Migration Certificate on applying in a prescribed form as annexure no. \_\_\_\_\_ through the Head of the Institute last attended on paying prescribed fee for the same.

#### **1.2. After completion of the course**

- 1.2.1. A student migrating from this University will be issued a Migration Certificate on applying in a prescribed form as annexure no. \_\_\_\_\_ through the Head of the Institute last attended on paying prescribed fee for the same.

### **2. From other University or other statutory examining body to this University.**

#### **2.1 During the study**

- 2.1.1 The Students may be allowed to migrate from another University to continue their study after passing the first professional exam.
- 2.1.2 The students failing or having ATKT in any professional exam shall not be allowed to migrate.
- 2.1.3 Mid-term and / or final professional migration shall not be allowed.

2.1.4 For migration, the students shall have to obtain mutual consent of both the colleges as well as both the Universities and it shall be against the vacant seat after obtaining NOC from concerned competent authority/s.

2.1.5 A student migrating to this University will be issued a Migration Certificate on applying in a prescribed form no. \_\_\_\_\_ through the Head of the Institute last attended on paying prescribed fee for the same.

## **2.2 After completion of the course**

A student migrating to this University will be issued an Eligibility Certificate on applying in a prescribed form no. \_\_\_\_\_ through the Head of the Institute last attended on paying prescribed fee for the same.

### **C. MIGRATION OF INTERN:**

The migration of Intern shall be governed by regulation no. 12.2.18 [A]

### **D. TRANSFER WITHIN UNIVERSITY:**

#### **1. Transfer of a student**

- 1) The Students may be allowed to transfer from one college / institute to another college / institute affiliated to this University to continue their study after passing the first professional exam within the prescribed period of time.
- 2) The students failing or having ATKT in any professional exam shall not be allowed to transfer.
- 3) Mid-term and / or final professional transfer shall not be allowed.
- 4) For transfer, the students shall have to obtain mutual consent of both the colleges / institutions and it shall be against the vacant seat after obtaining NOC from concerned competent authority/s.
- 5) It is mandatory for both the institutes to inform about any such transfer of the student/s taking place from one institution to the other institution through the established process to the University authorities.

#### **2. Transfer of intern :**

The transfer of Intern shall be governed by regulation no. 12.2.18 [A]

#### **Note :-**

- (1) Application for Migration Certificate / Duplicate Marksheet / Transcript to be send through head of the institution where student has studied in the final professional.



- (2) Fees for Migration Certificate / Duplicate Marksheet / Transcript to be send by Demand Draft in the Name of **REGISTRAR, GUJARAT AYURVED UNIVERSITY, JAMNAGAR.**

## **Annexure no. 1**

### **CERTIFICATE OF ELIGIBILITY**

Certified that (name of the student).....has passed the examination of the First / Second / Third BAMS / BNYS from .....University in the year ..... after completing the prescribed course of instruction at..... College is eligible for admission to the..... Professional Session in this University.

deliberate errors, mistakes, negligence, improper conduct, and malpractices of any kind, reported or suspected to have taken place at any level in conduction of an examination by a paper-setter, an examiner, a moderator, a supervisor, an officer or an employee of the University or an affiliated College or an Agency assigned for Examination work at any University Examination

## Annexure no. 2

The table containing list of "Misconduct" and proposed action:

Misconduct	Action	Suspect
<b>A. SUBMISSION OF EXAMINATION APPLICATION FORMS BY THE INSTITUTE</b>		
1. Non submission of examination application forms of the students willing to appear for concerned examination to the Registrar before the deadline as declared by Exam Section.	Impose a penalty of Rs. 5,000/- per student	college
2. In case of late application within the purview of Vice chancellor, submission of fake/manipulated/forged/ incomplete documents or forwarding of Examination application form/s.	Impose a penalty of Rs. 500/- per application	college
<b>B. SUBMISSION / ACCEPTANCE OF EXAMINATION FORMS AT UNIVERSITY</b>		
1. Submission / Acceptance of the application after the last date without the approval of Registrar / Vice Chancellor	Impose a penalty of Rs. 1,00,000/- per Application and a cancellation of contract and to be black listed	Concerned Agency/firm/ Organization
	Impose a penalty of Rs. 50,000/- per Application	The institute
<b>C. PAPER SETTING, MODERATING AND PRINTING</b>		
1. Any kind of Conflict of interest	Impose a penalty of Rs. 5,000/- and disciplinary action/s	Paper setter/ Moderator/ Concerned person/s from the university
2. Failure to set question paper within timeline.	Impose a penalty of 10% of remuneration per set	Paper setter

	per day	
3. Setting of question paper not in accordance with the prescribed blueprint.	Impose a penalty of Rs. 30/- per mistake	Paper setter/ Moderator
4. Improper packaging of question papers.	Impose penalty of Rs. 1,000/- per paper	Paper setter/ Moderator/ Concerned person/s from the university
6. Breach of confidentiality / Leakage of confidential matter at any level.	Impose a penalty of Rs. 50,000/- + any other disciplinary action as per recommendation of the committee	Concerned person/s /agency / firm / organization
9. Incomplete / ambiguous framing of question	Impose a penalty of Rs. 30/- per mistake	Paper setter/ Moderator
<b>D. DURING EXAMINATION:</b>		
1. Delay in generation / forwarding of the link and PDF file of question paper causing obstacle in the smooth conduction of the examination.	Impose a penalty of Rs.25,000/-	Concerned person/s
2. Delay in the printing at examination center except connectivity / server problem.	Impose a penalty of Rs.5,000/-	Senior Supervisor and / or Chief Supervisor
3. Opening of wrong question paper packets – offline mode.	Impose a penalty of Rs. 10,000/- per paper per person	Senior Supervisor and Chief Supervisor
4. Not keeping question paper / Answer Sheet under safe custody before, during and after examination.	Impose a penalty of Rs.10,000/-	Principal/Chief Supervisor
5. Not keeping question paper / Answer Sheet under safe custody during the examination.	Impose a penalty of Rs.10,000/-	Senior Supervisor
6. Not signing an answer sheet or wrongly	Impose a penalty of 10%	Junior Supervisor

affix barcode sticker / Brown Sticker.	of remuneration per mistake up to the amount of remuneration per session.	
7. Absence at the Examination Centre without prior permission of the concerned authority of the University.	Impose a penalty of 500% of remuneration per session to the absentee.	Chief Supervisor /Senior Supervisor
8. Absence without prior permission of Chief Supervisor.	Impose a penalty of 200% of remuneration per session to the absentee.	Junior Supervisor / Coordinator / Clerk / Peon or any other exam concerned staff
9. Allowing any person other than examinee to appear in the examination (Impersonation / dummy).	Impose a penalty of Rs.10,000/- per candidate to the responsible person/s + any other disciplinary action as per recommendation of the committee	Exam clerk/ Junior Supervisor/ Senior Supervisor/ Chief Supervisor / Institution
10. Allowing any unauthorized person to enter in the examination premises.	Impose a penalty of Rs.1,000/- + any disciplinary action as per recommendation of the committee	Chief Supervisor /Senior Supervisor / Institution
11. Lapses of duty during conduction of examination as prescribed by the University.	Impose a penalty of remuneration of the respective person per session.	Chief Supervisor / Senior Supervisor / Junior Supervisor / any other concerned person/s.

13. Negligence in discharging duties leading to copying / mass copying, unruly behavior etc. affecting smooth conduction of examination.	Impose a penalty of Rs. 25,000/- + any other disciplinary action as per recommendation of the committee.	Chief Supervisor and Senior Supervisor
	Impose a penalty of Rs. 10,000/- + any other disciplinary action as per recommendation of the committee.	Junior Supervisor
	Impose a penalty of Rs. 5000/- + any other disciplinary action as per recommendation of the committee.	Other person/s concerned to examination
	A penalty of Rs. 5,00,000/- In addition, the proceedings for the withdrawal of affiliation of the college shall be instituted.	College
14. Mass copying observed in any center during a session when squad visited that center but not reported.	Impose a penalty of Rs. 15,000/- per session and disciplinary action as per recommendation of the committee.	squad member
15. Refusal of any kind of examination duties without <i>bona-fide</i> reason/s and prior approval from the University.	Impose a penalty of Rs.5,000/- for first refusal and Rs. 10,000/-	Nominated / appointed person

	for subsequent refusal/s.	
16. Insertion / Replacing of answer book / pages / over writing during / after the examination/s at center or any stage prior to result declaration.	Impose a penalty of Rs.15,000/- per malpractice disciplinary action as per recommendation of the committee.	The person/s concerned to examination proved responsible

<b>(E) DURING CODING AND DECODING</b>		
1. Disclosure of code numbers / Barcode	Impose a penalty of Rs. 15,000/- + disciplinary action.	The concerned person/s or agency / firm / organization
2. Wrong Barcoding	Impose a penalty of Rs.200/- per mistake.	
3. Tampering with Marks of Examiners	Impose a penalty of Rs. 10,000/- for each case and disciplinary action.	
4. Disclosure of result before declaration by the University	Impose a penalty of Rs. 25,000/-	

<b>(F) DURING VALUATION</b>		
1. Erratic valuation by (more than 20%)	Impose a penalty of Rs. 500/- per paper	The Evaluator
2. Non valuation of a part of an answer	Impose a penalty of Rs. 100/- per mistake	
3. Non valuation of a complete answer/ non assignment of marks to an answer	Impose a penalty of Rs. 300/- each	
4. Wrong/non carrying of marks from inside to the Cover page of the answer sheet.	Up to 10% of number of Answer sheets : Impose a penalty Rs.20/- for each mistake More than 10% : Forfeiture of the entire remuneration More than 30% : Forfeiture of the	

	entire remuneration + Impose a penalty Rs.5000/-	
5. Wrong writing of marks in figures and words in the OMR Sheet/marks list	Impose a penalty Rs. 100/- per mistake	
6. Awarding more marks than the maximum marks for the question/s.	Impose a penalty of Rs. 500/- per Mark	
7. Favoring a student	Impose a penalty of Rs. 10,000/-	
<b>(G) VERIFICATION AND SCRUTINY:</b>		
1. Wrong verification and scrutiny	Impose a penalty of Rs.20/- for each mistake.	The concerned person/s or agency / firm / organization
2. Considering as "Absent" to the candidate who has been appeared for the examination.	Impose a penalty of Rs 500/- per candidate	
3. Awarding of wrong exemptions	Impose a penalty of Rs.500/- per such Exemption.	
<b>(H) GENERAL</b>		
1. Any breach of confidentiality relating to the examination work entrusted by the University.	Impose a penalty of Rs. 50,000/- + any other disciplinary action as per recommendation of the committee	Concerned person/s/agency / firm / organization

### Annexure no. 3

The table containing list of “unfair means” and relevant punishment:

S. No.	Unfair Means Acts	Punishment
1	To appear in the examination on any kind of false representation in the application form.	Cancel the exam form and by chance if examinee appears in the exam, the result shall be cancelled.
2	Writing questions or answers or anything on any material other than assigned answer book/sheet inside the examination hall.	Cancelling the result of respective subject
3	Possession of material which is/are relevant to the subject of the–examination in examination hall such as: (a) Papers, books or notes; or (b) Written notes on any part of the clothes worn by the examinee or on any part of own body, or table or desk, or (c) Foot-rule and or instruments like set-squares, protectors, slide rules, etc. with notes written on them.	Cancelling the result of respective subject..... On the first single incidence proved.  Cancelling the complete result of respective examination ..... On the second/dual incidence proved.
4	Copying is found or established from answer-book or it is otherwise established that the student has:  (a) copied or taken help from any paper/s, book/s, note, answer-book or any other source in any manner during the examination or at any time thereafter; or  (b) copied from or allowed to another examinee to copy from each other’s answer-book; or  (c) received help from or given help to another examinee ; or  (d) Exchange of answer-book or a part thereof.	Cancelling the complete result of respective examination and Disqualification from appearing in University examinations for 1 (One) to 3 (Three) subsequent attempts..... on the third incidence onwards.



5	On passing or attempting to pass on the question paper (or part thereof) outside the examination hall.		
6	Destruction of incriminating material by swallowing, running away with it or causing its disappearance by any other means.		
7	Smuggling in or out of an answer-book or replacing or getting it replaced after attempting answers (during or after the examination with or without the help or connivance of any person).		
8	Non delivery of answer-book to the supervisor or destroying the answer book.		
9	If the student is found conversing or practicing any other misconduct during the examination and / or keeping mobile phone/s, Bluetooth earbuds/earphones, smart watch or any other such electronic gadget/s that may be useful for copying/misconduct.		
10	Disobedience, change of seat without permission, misbehaviour in or around examination hall or writing another student's seat number on the answer-book.		
11	Serious misconduct in the examination hall like misbehaviour with staff or using force or using abusive language or rowdyism with the staff appointed on exam duty inside or outside the examination hall.		Cancelling the complete result of respective examination and Disqualification from appearing in University examinations for 4 (four) to 6 (six) subsequent attempts.
12	Impersonation – impersonator (who writes for another student i.e. dummy) if is a student of this University as well as impersonated student.		

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13	Approaching examiner for raising marks or for writing the answer on blank pages OR trying to giving bribe by any staff member or any other way.	
14	When answer-book contains (a) abusive or obscene or threatening language, (b) appeal to the examiner and (c) Distinctive mark to disclose the identity (d) Any type of bribe	Cancelling the result of respective subject.

## Annexure no. 4

### PRESCRIBED FEES TO BE COLLECTED BY THE EXAMINATION SECTION

No.	Particular of Documents	Fee Rs.
1	First Professional Examination	3000/-
2	Second Professional Examination	3000/-
3	Third Professional Examination	3000/-
4	Forth Professional Examination	3000/-
5	Provisional Degree Certificate	300/-
6	Internship Completion Certificate	300/-
7	First M. D. / M.S. (Ayu.) Examination	1000/-
8	Final M. D. / M.S. (Ayu.) Examination	7000/-
9	Provisional Certificate (M.D. / M.S.)	300/-
10	Thesis M.D. / M.S. (Ayu.)	3000/-
11	Ph. D. Thesis	5000/-
12	Migration Certificate	1000/-
13	Re-Checking ( Per Answer Sheet )	200/-
14	Re-Assessment for Written Exam. ( Per Answer Sheet )	500/-
15	Re-Assessment for Practical Exam.	500/-
16	Merit Certificate	300/-
17	Transcript	1500/-
18	Marksheet attested ( Per Marksheet )	500/-
19	Marksheet / Certificate Verification ( Per Document )	500/-

20	Duplicate Marksheet / Internship Completion Certificate ( Per Marksheet / Internship Completion Certificate )	1500/-
21	Exam. Centre Change	300/-
22	Correction in the Marksheet / Certificate	500/-
23	Medicinal Plants Ph. D. Thesis submit	5000/-
24	Examination Fees for P.G.D.Y.N., D. Nat., B.Y.N.S., B.Pharm, D.Pharm, M.Pharm, M.Sc. Medicinal Plants	2300/-
25	Marksheet of All Examination	200/-
26	Ph.D. Provisional Certificate	200/-
27	Internship N. O. C.	500/-
28	Migration N. O. C.	1000/-
29	Late fee for concerned examination.	200/- per day
30	Penalty to be paid over and above the prescribed late fee on per day basis and the regular examination fees for concerned examination	4000/-
31	Medium of Instruction Certificate	1000/-
32	Examination form processing fees (regulation no. 10.2.5(3))	20% of regular exam fees for the concerned examination

## Annexure no. 5

<b>SUBJECTS AND MARK DISTRIBUTION FOR FIRST YEAR M.D. (AYU) / M.S. (AYU) - PRELIMINARY</b>				
S.no	Name of Subject	Marks		Total
		Theory	Practical/Clinical /Oral	
1	Research methodology of medical statistics (common for all disciplines)	100	100	200
<b>SECOND SUBJECT AS PER THE SPECIALITY</b>				
1	AYURVED SAMHITA EVAM SIDDHANTA	100	100	200
2	RACHANA SHARIRA	100	100	200
3	KRIYA SHARIRA	100	100	200
4	DRAVYAGUNA VIGYAN	100	100	200
5	RASA SHASTRA EVAM BHAISHAJYA KALPANA	100	100	200
6	ROGA NIDANA EVAM VIKRITIVIGYANA	100	100	200
7	PRASUTI EVAM – STRI ROGA	100	100	200
8	KAUMARBHRITYA-BALA ROGA	100	100	200
9	SWASTHAVRITTA	100	100	200
10	KAYACHIKITSA	100	100	200
11	RASAYANA EVAM VAJIKARANA	100	100	200
12	MANOVIGYANA EVAM MANASA ROGA	100	100	200
13	SHALYA TANTRA	100	100	200
14	SHALAKYA TANTRA	100	100	200
15	PANCHAKARMA	100	100	200
16	AGAD TANTRA	100	100	200
17	YOGA	100	100	200

**Annexure no. 6**

<b>SUBJECTS AND MARK DISTRIBUTION FOR FINAL YEAR M.D. (AYU) / M.S. (AYU)</b>				
S.no	Name of Subject	Marks		Total
		Theor y	Practical/Clinical/ Oral	
<b>1. AYURVED SAMHITA EVAM SIDDHANT</b>				
A	Charak Samhita	100	100	500
B	Sushrut Samhita & Ashtang-Hridayam	100		
C	Ayurvediya and Darshanika Siddhanta	100		
D	Ayurved Itihās and Prayogika Siddhant	100		
<b>2. RACHANA SHARIRA</b>				
A	Garbha Shareeram	100	100	500
B	Koshthanga-Sira-Dhamani-Srotas Shareeram	100		
C	Marma Shareeram evum Asthi-Peshee Shareeram	100		
D	Tantra Shareera evum Antah &	100		
<b>KRIYA SHARIRA</b>				
A	Dosha – Dhatu – Mala Vigyana	100	100	500
B	Prakriti – Sattva Vigyana	100		
C	Kosthanga Kriya Vigyana	100		
D	Modern Physiology and its applied aspect	100		
<b>DRAVYAGUNA VIGYAN</b>				
A	Namarupa Vigyana	100	100	500
B	Guna Karma Vigyan	100		
C	Prayogavigyana	100		
D	Nighantu Parichaya Yogavigyanam	100		
<b>RASA SHASTRA EVAM BHAISHAJYA KALPANA</b>				
A	Rasa Shastra	100	100	500
B	Bhaishajya Kalpana	100		
C	Rasa Chikitsa & Aushadha Yoga Vigyana	100		
D	Pharmacology and Pharmacy Management	100		
<b>ROGA NIDANA EVAM VIKRITIVIGYANA</b>				
A	Fundamental principles of Roganidana	100	100	500
B	Roga vigyana	100		
C	Pariksha Vigyana	100		

D	Vikriti Vigyana and Jivanu Vigyana	100		
PRASUTI EVAM – STRI ROGA				
A	Garbhagarbhini Vigyan	100	100	500
B	Prasava – Vigyan	100		
C	Stree Rog vigyan	100		
D	Prasuti – Streerog – Shalya Karma	100		
KAUMARBHRITYA-BALA ROGA				
A	Bija, Garbha Vigyaniya (Human Genetics, Embryology)	100	100	500
B	Navajata Shishu Vigyan evam Poshana	100		
C	Balrog (Pediatric Disorders)	100		
D	Kaumrabhritya in Ancient Classics and recent Advances	100		
SWASTHAVRITTA				
A	Vaiyaktika Swasthavrittam Sadvrittamcha	100	100	500
B	Samajika Swasthavrittam (communityhealth)	100		
C	Samkramaka Roga Pratishedham Evam Swasthyaprashasanam	100		
D	Yoga and Nisargopachara	100		
KAYACHIKITSA				
A	Fundamentals of Kayachikitsa	100	100	500
B	Samanya Roga Chikitsa	100		
C	Vishishta Roga Chikitsa	100		
D	Advances in Kayachikitsa	100		
RASAYANA EVAM VAJIKARANA				
A	Concept and practice in Rasayana	100	100	500
B	Concepts of Apatya and Susantaana	100		
C	Concepts and practice of Vajikarana	100		
D	Pharmaco-Therapeutics of Rasayana and Vajikarana	100		
MANOVIGYANA EVAM MANASA ROGA				
A	Manovyapara Evam Manovigayanam	100	100	500
B	Manovaikariki Evam Bhutavidya	100		
C	Manasa Roga Chikitsa	100		
D	Manasa Roge Anya Chikitsa Evam Yoga	100		
SHALYA				

A	Shalya Siddhanta–Fundamentals of Surgery	100	100	500
B	Vishishta Shalya Vigyana – Shalya Tantra Speciality	100		
C	Adhunik Shalya Karma – Modern surgery	100		
D	Shalya Vangmaya – Shalya literature, Research and Development	100		
SHALAKYA				
A	Shalakya – Netra Roga	100	100	500
B	Shalakya – Karna Nasa Kantha Roga	100		
C	Shalakya – Mukha Danta Roga	100		
D	Shalakya - Shalakya Vishishta Chikitsa Vigyana	100		
PANCHAKARMA				
A	Purva Karma-Snehana and Svedana	100	100	500
B	Vamana and Virechana Karma	100		
C	Basti Karma and Nasya Karma	100		
D	Raktamokshana, Physiotherapy and Diseasewise Panchakarma	100		
AGAD TANTRA				
A	Agadtantra	100	100	500
B	Visha Chikitsa Vigyan	100		
C	Vyavahar Ayurveda Evam Vidhi Vaidyaka	100		
D	Aushadha Yoga Vigyan	100		
YOGA				
A	Philosophy of Yoga	100	100	500
B	Practice of Yoga	100		
C	Yoga Chikitsa-I	100		
D	Yoga Chikitsa-II	100		



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**R13 UNIVERSITY FUND AND MANNER OF UTILIZATION****SUPPLEMENTARY PROVISIONS**

1. (1) The University shall establish, a fund to be called the “University Fund” consisting of:-
  - (i) any contribution or grant or loan by the State Government and the Central Government;
  - (ii) the income of the University from all sources including income from the fees and charges;
  - (iii) bequest, donations, gifts, endowments and other grants; if any,
  - (iv) the money received by the University from the collaborating organisation or industry in terms of the provisions of the Memorandum of Understanding between these two for establishment of sponsored chairs, fellowship and infrastructure facilities of the University.
- (2) All funds of the University shall be deposited in such Banks or invested in such manner as the Board of Governors may decide on the recommendation of the Finance Committee.
- (3) The funds of the University shall be applied towards the expenses of the University including expenses incurred in the exercise of its powers a discharge of its functions by or under this Act.
2.
  - (1) The University shall maintain proper accounts and other relevant records and prepare an annual statement of accounts, including income and expenditure account and the balance sheet in such form and in such manner as may be prescribed.
  - (2) The University shall adopt a proper system of internal checks and balances and controls in the discharge of its financial, accounting and auditing functions as may be prescribed.
  - (3) The accounts of the University shall be audited every year by an auditor, who shall be the Chartered Accountant, as defined in the Chartered Accountants Act, 1949 or a firm of Chartered Accountant to be appointed by the Board of Governors.
  - (4) The accounts of the University certified by the Chartered Accountant or firm appointed

or any other person authorised in this behalf, together with audit report thereon shall be placed before the Board of Governors and the Board of Governors may issue such instructions to the University in respect thereof as it deems fit and the University shall comply with such instructions.

(5) An internal auditor shall audit the accounts of the University to ensure concurrent audit of all book of accounts and such periodical internal report shall be placed before the Board of Governors for review.

3. (1) The University shall prepare for each financial year an annual report containing such particulars as the Board of Governors may specify and shall submit to the Board of Governors on or before such date as may be prescribed. The Board of Governors shall consider such report and may pass resolution thereon and thereupon the Finance Committee shall take action in accordance with such resolution and if no action is taken, the reasons for taking no action shall be communicated to the Board of Governors.

(2) The copy of the Annual Report along with the resolution of the Board of Governorsthereon shall be submitted to the State Government.

4. (1) The University shall, with the approval of the Board of Governors, constitute for the benefit of its officers, teachers and other employees, in such manner and subject to such conditions as may be prescribed, such schemes of pension, provident fund, insurance as it may deem fit, and also aid in establishment and support of the associations, funds, trusts and conveyance calculated to benefit of the officers, teachers and other employees of the University.

(2) Where any such provident fund has been so constituted, the provision for the Provident Fund Act, 1925 shall apply to such fund as if it is a Government Provident Fund.

#### **POWERS DELEGATED TO THE OFFICERS AND OTHER ADMINISTRATIVE HEADS:**

The following Officers and other administrative heads of the University be empowered to sanction all expenditure up to the monetary limit mentioned against them on behalf of the Board of Governors. The exercise of these powers shall be subject to the rules and regulations made by the Board of Governors and instructions given by the Vice-Chancellor from time to time.

##### **(I) VICE-CHANCELLOR:**

(1) Sanctioning all expenditure pertaining to University Building work (i) up to Rs. 2,00,000/- per item without inviting quotations, (ii) up to Rs. 5,00,000/- per item

after inviting quotations or tenders. No tenders or quotation is necessary in case of work to be executed as per S.O.R of State Government of time to time.

- (2) Sanctioning all expenditure pertaining to the University (i) up to Rs.2,00,000/- per item without inviting quotations, (ii) up to Rs.5,00,000/- per item after inviting quotations or tenders. If the item to be purchased is equipment or other materials or research materials which are manufactured by State Government owned or Government of India owned Institutes or Companies or are conducted on behalf of the State Government or Governments of India undertaking, the Vice-Chancellor's power shall be Rs. 5,00,000/- per item and no quotations or tenders will be necessary in such cases.
- (3) Sanctioning T.A Advance to self, Registrar, Directors and Deans for approved programs.
- (4) Sanctioning all types of other advances to all members of the staff as per requirement.
- (5) Approval of all tour programs for self and all officers within state tour programs and for self and all employees for outstate and overseas tour programs.
- (6) The Vice-Chancellor shall have power to decide what is the standard item and in case of standard items decided by the Vice-Chancellor, no quotations will be required to be invited and the purchases can be made either direct from the manufacturer or from the dealer.

**(II) REGISTRAR:**

- (1) All expenditures to the University office including stationery, purchase of furniture and other materials required for the office, etc. (i) up to Rs. 50,000/- per item without inviting quotations, (ii) up to Rs.1,00,000/- per item after inviting quotations.
- (2) Sanctioning T.A advanced to subordinate staff for approved programs.
- (3) Approval of tour programs for other than Officers of the University within a state.

**(III) CONTROLLER OF EXAMINATIONS:**

- (1) All expenditure pertaining to the University office including stationery and furniture for examination and branches under him, (i) up to Rs.5,000/- per item without inviting quotations, (ii) up to Rs.15,000/- per item after inviting quotations.
- (2) Sanctioning T.A advances to subordinate staff for approved programs.

- (3) Sanctioning any expenditure up to Rs.5,000/- connected with arrangement and conduct of Examinations.
- (4) Sanctioning refund of Examination fees and such other fees.

**(IV) UNIVERSITY ENGINEER:**

- (1) Every item to be purchased in case of immediate requirements when the same are not in stock valued up to Rs.5000/- without quotation.
- (2) Sanctioning T.A. advances to subordinate staff for approved programs.
- (3) Sanctioning refund of earnest money.
- (4) Sanctioning of refund of security deposits only after the approval of the competent authority.
- (5) Sanctioning ordinary repairs to buildings, vehicles, roads, electrical installations, sanitary fittings, water supply and fans, petrol, oil, etc. for vehicles, electrical lamps, tube-lights (when not available on stock and required urgently) Rs.5,000/- per item without inviting quotations and Rs.15,000/- per item after inviting quotations.
- (6) Sanctioning expenditure on purchase of spare parts of vehicles amounting to Rs.5,000/- per item without inviting quotations and Rs.15,000/- per item after inviting quotations.
- (7) Technical sanction to special repairs up to Rs.1,00,000/-
- (8) Power to accord technical sanction to original and revised estimates up to Rs.1,00,000/-
- (9) Power to accord technical sanction to excess over estimates 5% or up to Rs. 15,000/- whichever is less.
- (10) Power to accord technical sanction to the works of Electrical installations up to Rs.25,000/-
- (11) Power to divert provision for work contingencies in the estimates for a work to new items not approved for in the sanctioned estimates up to Rs.25,000/-
- (12) Powers to write off (i) irrecoverable value of stores, (ii) losses of public money, etc. up to Rs.5,000/-.

**(V) CHIEF ACCOUNT OFFICER, DEPUTY REGISTRAR AND INTERNAL AUDITOR:**

- (1) Sanctioning all expenditure pertaining to his/her Department/Branches up to Rs.5,000/- per item without inviting quotations and up to Rs.10,000/- per item after inviting quotations but excluding Stationery and Furniture.
- (2) Sanctioning any miscellaneous contingent expenditure other than stationery and furniture up to Rs.1000/- per item without inviting quotations in respect of expenditure connected with the conduct and arrangement of examinations.
- (3) Sanctioning T.A advances to subordinate staff for approved programs.

**(VI) LIBRARIAN:**

- (1) Sanctioning all expenditure pertaining to the University Library including stationery but excluding purchase of furniture up to Rs.5,000/- per item without inviting quotations and up to Rs.10,000/- per item after inviting quotations for expenditure pertaining to the Library only.
- (2) Sanctioning refund of Library deposits.

**(VII) HEAD -PHYSICAL EDUCATION AND NSS:**

- (1) Sanctioning T.A. advances to subordinate staff for approved programs.
- (2) Sanctioning any miscellaneous contingent expenditure other than stationery and furniture up to Rs.5000/- per item without inviting quotations (for branches under him) & up to 10,000/- Rs. per item after inviting quotations.
- (3) Sanctioning T.A advance to the student/delegates for approved tour programs to the extent of 75% of the estimated expenditure but up to Rs.5,000/- maximum for each delegate.

**(VIII) HEAD- CONTINUING EDUCATION CENTRE:**

- (1) All expenditure pertaining to the University office other than stationery and furniture;
  - (i) up to Rs. 5,000/- per item without inviting quotations, (ii) up to Rs.15,000/- per item after inviting quotations.
- (2) Sanctioning T.A. advances to subordinate staff for approved programs.

**(IX) DIRECTOR - UNIVERSITY GRADUATE SCHOOL:**

- (1) Sanctioning all expenditure pertaining to his/her school up to Rs.15,000/- per item without inviting quotations and up to Rs. 25,000/- per item after inviting quotations.
- (2) Sanctioning refund of caution money, tuition fees and other fees as per rules.
- (3) Sanctioning T.A. advance to subordinate staff for approved programs.
- (4) After the sanction of the Vice-Chancellor or the Finance Committee or the Board of Governors has been taken for the purchase of item if items and of the condition of releasing the R.R through bank has been accepted in the sanction of the Vice-Chancellor or the Finance Committee or the Board of Governors, the Director of School shall have authority to give sanction for the respective amount for purpose of releasing the R.R through bank.
- (5) When for purchase of chemicals, glassware or equipment a rate contract has been approved by the Vice-Chancellor, or the Finance Committee or the Board of Governors, the Director of School shall have power to sanction purchase of any of the items of rate contract up to a limit of Rs.50,000/- per order.

**(X) RECTOR – UNIVERSITY HOSTEL:**

- (1) Sanctioning all expenditure pertaining to the to the University hostel up to Rs.5,000/- per item without inviting quotations, and up to Rs. 10,000 with quotation.
- (2) Incurring expenditure in connection with the Hostel Mess (but in proportion to the income received on this head)
- (3) Refund of all kind of deposits in connection with the Hostel after obtaining clearance certificate from the respective School, Library, and Chief Account Officer.
- (4) Sanctioning T.A. advance to subordinate staff for approved programs.

**(XI) HEAD- I.T.CENTRE:**

- (1) Sanctioning any miscellaneous contingency up to Rs.5,000/- per item without inviting quotations, and up to Rs. 10,000/- per item with inviting quotations.
- (2) Sanctioning T.A. advance to subordinate staff for approved programs..

**(XII) HEAD PURCHASE AND STORE:**

- (1) Every item to be purchased in case of immediate requirements/ miscellaneous contingency when the same are not in stock valued up to Rs.5000/- per item without

quotation and up to Rs.10000/- per item with inviting quotations.

- (2) Sanctioning T.A. advances to subordinate staff for approved programs.
- (3) Sanctioning refund of Earnest money and Security deposits.

**(XIII) WRITE OFF:**

With regard to the writing off old, useless and surplus dead stock articles, books, apparatus, etc. or waiving the recovery of the value of property money lost, over payments, outstanding dues and all other items having money value, a committee consisting of-

1. The Deputy Registrar/Assistant Registrar (general store) - Member secretary of the committee.
2. Chief Account Officer
3. Internal Auditor
4. Head of Section
5. All members of Technical Committee (in case of Computers & Related Hardware/Peripherals).
6. Two experts to be nominated by the Vice-Chancellor-shall have powers to Examine, to propose write-off value/ upset value and to recommend before the Board of Governors in case of value above Rs.5,00,000.

The Vice-Chancellor as an authority can sanction such write off as recommended by the committee up to the value of Rs.5,00,000/-

The registrar shall then take steps through concerned section/officer to dispose off the articles written off.

**REASONS:**

- (1) Theft
- (2) Ware and tear
- (3) Breakages during the operations and losses in operation.
- (4) Unaccounted losses.
- (5) Natural calamity.
- (6) Technologically out-dated equipment
- (7) Reasons deemed sufficient/satisfactory by the Committee.

**Note:**

- (a) Whenever quotations are required it is necessary to have at least three quotations. But where the number of quotations received in respect of an item is less than three, the Vice-Chancellor is authorized to decide the matter on the basis of the quotations received.
- (b) In case if the expenditure is more than Rs.5,00,000/- the tender notice be issued in the newspaper as per rules. However, when purchase of back volumes is to be made the necessary of tender notice in newspaper will arise only if the expenditure is more than Rs.5,00,000/- . Quotations will have to be invited for such purchases. When purchases are to be made from State Government or Govt. of India or their undertaking or Institutions recognized by such Governments for direct purchases, the purchase may be made from them up to any amount with the prior sanction of the Vice-Chancellor. In special circumstances and other special urgent requirements, the Vice-Chancellor with reasons, may waive the requirements of issuing tender notice in the newspaper.
- (c) All these powers will be subject to the necessary provisions for expenditure on such items in the budget estimates. Any expenditure not envisaged in the budget estimates cannot be sanctioned.
- (d) The monetary limits fixed in the above financial powers will be applicable to each case at a time. But requirements at a time should not be split up so as to cover the expenditure not involved within their power.
- (e) A bill should be certified for its reasonability by the competent Officer to sanction the expenditure.
- (f) The financial limit prescribe in the regulations for University officers is upto 5 Lakh on annual basis.]

With regard to signing of cheques, the Board of Governors shall from time to time decide the officers who shall sign the cheques. However, apart from signing of cheques, no bills in connection with the T.A. , D.A. of members of the authorities and committees, paper setter and examiners or payment of advances or recoupment of petty-cash bills will be placed for the signature of the Registrar but the sanction already given either by the Registrar or by the Vice-Chancellor or by the Director of School or the respective officer/administrative head concerned shall be considered as "Passed for payment" for purpose of payment of amount either by cash or by cheque. The T.A. bills for the meeting of the authorities of the committees of the University will be signed and passed for payment by the Chief Accounts Officer of the



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University. The bills in connection with the conduct of examinations, paper- setting, printing of question papers and other printing work relating to examinations, T.A. bills of paper-setters and examiners, etc. will be signed and passed for payment by the Controller of Examinations and Chief Accounts Officer. Sanction for the expenditure from the petty cash will be given by the respective Director of School/ Professor-in-charge, the respective officer/administrative head concerned and the bills in that connection will be signed and passed for payment by the officer or Director of School or the Professor in charge concerned and the Chief Accounts Officer. The amount of advances once sanctioned by the Registrar or by the Vice- Chancellor will be considered as sanctioned and passed for payment and at the time of payment or after the payment the vouchers thereof shall not be placed again for the signature of the Registrar or the Vice-Chancellor

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**R14 FINANCE COMMITTEE:****14.1 CONSTITUTION OF FINANCE COMMITTEE:**

The Finance Committee shall consist of members as described in section 23 of the GAU Act-2021

1. The Finance Committee shall consist of the following members, namely:
  - (i) Chairman –The Vice Chancellor - Ex Officio
  - (ii) Member - one member of the Board of Governors, to be nominated by the Board of Governors;
  - (iii) Member - one Director, by rotation, to be nominated by the Vice-Chancellor; and
  - (iv) Member - One expert in the field of finance, to be nominated by the Board of Governors.
  - (v) Member Secretary – The Registrar - Ex-officio.

The term of the office of the nominated member shall be three years.

Any vacancy in the Finance Committee occurring before the next reconstitution or before the expire of the prescribed period shall be filled in the same manner as provided in Section 23 and such a member shall hold office for the remaining period of the term of the member in whose place he/she is nominated.

**14.2 The Finance Committee shall exercise the following powers and perform the following functions, namely:-**

Subject to the other provisions of this Act, the Finance Committee shall exercise the following powers and perform the following functions, namely:-

- (i) to examine the annual accounts and annual budget estimates of the University and to advise the Board of Governors thereon;
- (ii) to review from time to time, the financial position of the University;
- (iii) to make recommendation to the Board of Governors on all proposals involving raising of funds, receipts and expenditure,
- (iv) to provide guidelines for investment of surplus fund;

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- (v) to make recommendation to the Board of Governors on all financial policy matters of the University;
  - (vi) to make recommendation to the Board of Governors on all proposals involving expenditure for which no provision has been made in the budget or for which expenditure in excess of the amount provided in the budget needs to be incurred;
  - (vii) to examine all proposals relating to the revision of pay-scales, up-gradation of pay-scales and those items which are not included in the budget prior to placing before the Board of Governors; and
  - (viii) to exercise such other powers and perform such other functions as may be conferred or imposed upon by the regulations.

#### **14.3 INVITING AN EXPERT:**

- i. If so required, The Chairman of Finance Committee may invite expert/s of the concern field for consultation and opinion about the concerned matter / issue.
- ii. Such invited expert/s may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.
- iii. The invited expert/s may be provided travelling allowance and sitting fees as per existing University's norms.

#### **14.4 THE PROCEDURE FOR CONVENING THE MEETING :**

- i. The meetings of the Finance Committee shall be convened through the Secretary as per directions of the Chairman of the Finance committee.
- ii. The meeting may be convened in either physical or hybrid or virtual mode.
- iii. The Finance Committee shall its regular meeting at the end of every quarter in the calendar year.
- iv. The meeting of Finance Committee shall be called upon at a notice of minimum 15 days prior to the scheduled date. However the Chairman may call a special / emergency meeting of the Board at a shorter notice.
- v. However The Chairman may pre-pone / post-pone / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

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**14.5 AGENDA:**

- i. The secretary shall frame the agenda of a meeting of the Finance Committee with the approval of the Chairman.
- ii. The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Finance Committee well in advance.
- iii. If the Chairman of the Finance Committee is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.
- iv. The Chairman of the Finance Committee shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

**14.6 QUORUM AND ATTENDANCE:**

- i. At least 50% (percent) of the total number of members of Finance Committee including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business. The invited expert/s may not be a part of the quorum.
- ii. If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.
- iii. Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.
- iv. The virtual attendance of virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

**14.7 DECISION MAKING:**

All propositions before the Finance Committee shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

**14.8 MINUTES OF MEETING OF FINANCE COMMITTEE:**

- i. The proceedings of the Finance Committee shall be recorded by the Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.

- ii. The discrepancy if any in the circulated minutes may be pointed out by the members present in the meeting, within seven days from the receipt of the soft copy to the Secretary in writing.
- iii. The minutes of the previous Finance Committee meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.

#### **14.9 ADDITIONAL POWERS AND FUNCTIONS OF FINANCE COMMITTEE:**

The following shall be the additional powers and functions of the Finance Committee, namely:-

- (i) to sanction all expenditure up to Rs.1,00,00,000 on behalf of the Board of Governors;
- (ii) to dispose of quotations and tenders received for the supply of materials, dead-stock, execution of work and other expenditure;
- (iii) to consider such other matters as are referred to it by Board of Governors from time to time.

**R15 UNIVERSITY LIBRARY COMMITTEE**

The following shall be the “UNIVERSITY LIBRARY COMMITTEE” declared by these regulations to be authorities of the University under clause of section 28. This committee shall function as per the provisions of these regulations.

**15.1 CONSTITUTION OF COMMITTEE:**

The University Library Committee shall consist of members as described in section 28 of the GAU Act-2021

The University Library Committee shall consist of the following members, namely: -

- (i) Chairman –The Vice Chancellor - Ex Officio
- (ii) Member - The Director, School of Post graduate Studies and Research
- (iii) Member - ]
- (iv) Member - ]
- (v) Member - One Principal, from constitute/affiliated college by rotation, to be nominated by the Vice-Chancellor
- (vi) Member - ]
- (vii) Member - ]
- (viii) Member Secretary – The Registrar - Ex-officio

Two members of the Academic Council, to be nominated by the Academic Council;

Two teachers from department of Samhita Siddhanta and Sanskrit from constitute/affiliated college; and

The term of the office of the nominated member shall be three years.

Any vacancy in the University Library Committee occurring before the next reconstitution or before the expire of the prescribed period shall be filled in the same manner as provided in Section 28 and such a member shall hold office for the remaining period of the term of the member in whose place he/she is nominated.

**15.2 The University Library Committee shall exercise the following powers and perform the following functions, namely:-**

Subject to the other provisions of this Act, the University Library Committee shall exercise the following powers and perform the following functions, namely:-

- 
- (i) The committee shall have power to make rules regarding the use of the library.
  - (ii) The committee has power to purchase of books, E-books, Journals, E-journals and other books shall include manuscript and periodicals, as per requirement given by students, college, Board of Studies, Academic Council and Board of Governors.
  - (iii) The committee has power to purchase computers, printer, photo copiers, scanners and any other required digital infrastructure, furniture and other requirement of smooth functioning of library.
  - (iv) The committee has power to suggest manpower regarding smooth functioning of library.
  - (v) The committee has power to disposed of such books, Journals, E-books, E-journals and other literatures, equipment as in the opinion of committee are either worthless, unserviceable or otherwise useless.
  - (vi) The committee shall look after regarding maintenance of library, E-library, infrastructure, equipment.
  - (vii) The committee shall prepare the budget for next financial year before month of December of previous year and submit to the Registrar.
  - (viii) The committee shall keep an account of funds provided for the purpose of library and forward a statement of such account to the Registrar for further pursuance.
  - (ix) The committee shall review the functions of library from time to time and submit the report to the Registrar.

To exercise such other powers and perform such other functions as may be conferred or imposed upon by the regulations.

- a. The University Library Committee shall consist of members as described in section 28 of the Act.

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### 15.3 INVITING AN EXPERT:

- i. If so required, The Chairman of University Library Committee may invite expert/s of the concern field for consultation and opinion about the concerned matter / issue.
- ii. Such invited expert/s may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.
- iii. The invited expert/s may be provided travelling allowance and Dearness allowance as per existing University's norms.

### 15.4 THE PROCEDURE FOR CONVENING THE MEETING :

- i. The meetings of the University Library Committee shall be convened through the Member Secretary as per directions of the Chairman of the University Library Committee.
- ii. The meeting may be convened in either physical or hybrid or virtual mode.
- iii. The University Library Committee shall its regular meeting at the end of every six month or as and when required in the calendar year.
- iv. The meeting of University Library Committee shall be called upon at a notice of minimum 15 days prior to the scheduled date. However the Chairman may call a special / emergency meeting of the Board at a shorter notice.
- v. However The Chairman may pre-pone / postpone / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

### 15.5 AGENDA:

- i. The Member Secretary shall frame the agenda of a meeting of the University Library Committee with the approval of the Chairman.
- ii. The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the University Library Committee well in advance.
- iii. If the Chairman of the University Library Committee is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.



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- iv. The Chairman of the University Library Committee shall be competent to decide the order in which the item on the agenda may be taken up and his/her decision in this regard shall be final.

#### 15.6 QUORUM AND ATTENDANCE:

- i. At least 50% (percent) of the total number of members of University Library Committee including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business. The invited expert/s may not be a part of the quorum.
- ii. If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.
- iii. Each member shall mark his/her physical attendance along with his/her signature in the register prescribed for the purpose of record.
- iv. The virtual attendance of virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

#### 15.7 DECISION MAKING:

All propositions before the University Library Committee shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

#### 15.8 MINUTES OF MEETING OF UNIVERSITY LIBRARY COMMITTEE:

- i. The proceedings of the University Library Committee shall be recorded by the Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.
- ii. The discrepancy if any in the circulated minutes may be pointed out by the members present in the meeting, within seven days from the receipt of the soft copy to the Secretary in writing.
- iii. The minutes of the previous University Library Committee meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.

**R16 OTHER COMMITTEES OF UNIVERSITY:**

The following shall be the “Additional Committees” declared by these regulations to be authorities of the University under clause of section 28. These committees shall function as per the provisions of these regulations.

There shall be following other committees of University.

The constitution, powers and duties u/s. 28

**16.1 The constitution:**

- [1] Chairman – The Vice – Chancellor – Ex-officio
- [2] Tenure of each Board and committee shall be three years.
- [2] The Chairman of the Board and committee shall preside over the meetings.
- [3] All meeting of the boards and committee and shall be convened through the section head – academic section, who shall prepare and publish the proceedings of the meeting and keep the record of the same.
- [4] No board shall meet more than thrice in a year. However, Board can meet more than thrice in a year with permission of the Vice-Chancellor.
- [5] At least 50% of the total number of members of Board shall constitute a quorum at a meeting for the transaction of its business.
- [6] If there is no quorum at the commencement of the meeting, the Chairman shall at the expiration of half an hour, take notice that there is quorum or no quorum. On scrutiny, if the chairman is satisfied about the quorum, then he/she shall continue the meeting, otherwise, he/she shall adjourn the meeting. In case of meeting adjourned, for want of a quorum, no quorum will be required to continue the meeting after half an hour.
- [7] All matters shall be decided by a majority of votes of the members present.
- [8] The Chairman shall, in case of tie, in addition to his/her vote as a member has an additional or casting vote.
- [9] Any casual vacancy caused by death, resignation or otherwise shall be filled up by nomination as the case may be and a member nominated in such vacancy shall hold office for the unexpired residue of the term of office of the original member whose place he occupies.

**16.2 Powers and Duties:**

- [1] The duties of the board shall be to recommend text books and courses of study in their respective departments and to advise on all matters relating to their respective departments in accordance with NCISM guidelines time to time as referred to them by the University authorities.
- [2] Panels for various subjects at the different examinations shall be prepared by the respective board of studies as and when required as per NCISM or competent authority guidelines time to time.
- [3] The board of studies may bring to the notice of the relevant University authority, important matters connected with the examinations in its special subject or subjects and may also address any authorities of University on any matters connected with the improvement of the courses in the special subject or subjects within its purview.
- [4] Any two or more boards shall meet and act in concurrence and render a joint report upon any matter which lies within the province of both or more board on recommendation of University authorities. The quorum for a joint meeting of the board must include a quorum of each board represented.
- [5] The Vice-Chancellor shall preside over joint meeting of the board. In absence of the Vice-Chancellor, Chairman nominated by him/her shall preside over the joint meeting.
- [6] All meeting of the boards shall be convened through the section head – academic section, who shall keep a record of the proceedings of the meeting.

**R 17 PG COUNCIL****17.1 CONSTITUTION OF COUNCIL OF POST GRADUATE STUDIES AND RESEARCH**

The academic council shall consist of members as described in section 21 of the GAU Act-2021

(1) The Council of Post Graduate Studies and Research shall consist of the following members, namely:-

- (i) Chairman –The Vice Chancellor - Ex Officio
  - (ii) Member –
  - (iii) Member –
  - (iv) Member -
- three Heads of Department of Post-Graduate Section of University by rotation;
- (v) Member - one member nominated by the Board of Governors from amongst fix members, who are pursuing Post-Graduate qualification in Ayurved;
  - (vi) Member - the Director of School of Post-Graduate Studies and Research;
  - (vii) Member –
  - (viii) Member –
  - (ix) Member -
- three Senior Professors in Post-Graduate Teaching to be nominated by Vice-Chancellor;
- (x) Member –
  - (xi) Member –
  - (xii) Member –
- three Professors or Associate Professors/Readers or Assistant Professors/Lecturers, who are recognised for guiding research leading to Ph.D;
- (xiii) Member –
  - (xiv) Member
- two outside academicians who have been conducting research or heading any research in any laminating institute outside the University.
- (xv) Member Secretary – The Registrar - Ex-officio

17.2 The term of the members of the Council of Post-Graduate Studies and Research shall be three years.

17.3 Subject to the provisions of this Act and the regulations, the Council of Post- Graduate Studies and Research shall exercise following powers and perform the following functions, namely:-

- 
- (i) to exercise and control over the academic policy of Post-Graduate Teaching and Research and shall be responsible for the maintenance of standards and quality of Post-Graduate Teaching and Research in different fields of Ayurved;
  - (ii) to organize and co-ordinate the Post-Graduate instruction, teaching and training in the University area;
  - (iii) to deal with all matters relating to Post-Graduate instruction, training and research in various subjects taught in the University or in which training is given research conducted;
  - (iv) to report to the Board of Governors on all matters referred to it by either of them;
  - (v) to recommend to the Board of Governors the names of teachers in faculties to be recognized as University teachers for Post-Graduate instruction or guidance in research;
  - (vi) to lay down conditions under which Post-Graduate students should work;
  - (vii) to recommend to the Board of Governors the names of suitable persons as referees for examining the thesis submitted by the students;
  - (viii) to exercise such other powers and discharge such duties as may be provided for by regulations; and,
  - (ix) generally, to advise on all academic matters falling within its purview.

The examination branch shall prepare the draft of exam calendar in the month of April – May every year. This draft shall be put before the exam control board and Academic Council and BOG for necessary guidance and approval.

#### 17.4 INVITING AN EXPERT:

If so required, The Chairman of Council of Post Graduate Studies and Research may invite expert/s of the concern field for consultation and opinion about the concerned matter / issue.

Such invited expert/s may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.

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The invited expert/s may be provided travelling allowance and sitting fees as per existing University's norms.

17.8 THE PROCEDURE FOR CONVENING THE MEETING :

17.8.1 The meetings of the Council of Post Graduate Studies and Research shall be convened through the Secretary as per directions of the Chairman of the Academic Council.

17.8.2 The meeting may be convened in either physical or hybrid or virtual mode.

17.8.3 The Council of Post Graduate Studies and Research shall its regular meeting at the end of every quarter in the calendar year.

17.8.4 The meeting of Council of Post Graduate Studies and Research shall be called upon at a notice of minimum 15 days prior to the scheduled date. However the Chairman may call a special / emergency meeting of the Board at a shorter notice.

17.8.5 However The Chairman may prepond / postpond / adjourned the date and time of already scheduled meeting in case of unavoidable circumstances.

17.9 AGENDA:

17.9.1 The secretary shall frame the agenda of a meeting of the Council of Post Graduate Studies and Research with the approval of the Chairman.

17.9.2 The agenda of the meeting other than the special / emergency meeting shall be sent to all members of the Council of Post Graduate Studies and Research well in advance.

17.9.3 If the Chairman of the Council of Post Graduate Studies and Research is of the opinion that any matter, not already included in the agenda, is of an urgent nature and / or requires immediate attention, the same may be included in the agenda, even during the course of the meeting.

17.9.4 The Chairman of the Council of Post Graduate Studies and Research shall be competent to decide the order in which the item on the agenda may be taken up and his / her decision in this regard shall be final.

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**17.10 QUORUM AND ATTENDANCE:**

- 17.10.1 At least 50% (percent) of the total number of members of Council of Post Graduate Studies and Research including physical and virtual presence shall constitute a quorum at a meeting for the transaction of its business. The invited expert/s may not be a part of the quorum.
- 17.10.2 If there is no quorum at the time of commencement of the meeting, the meeting shall continue after half an hour of the scheduled time as no quorum shall be required thereafter for the said meeting.
- 17.10.3 Each member shall mark his / her physical attendance along with his / her signature in the register prescribed for the purpose of record.
- 17.10.4 The virtual attendance of virtually attending member shall be marked by taking and preserving the screen shot for the purpose of record.

**17.8 DECISION MAKING:**

All propositions before the Council of Post Graduate Studies and Research shall be decided by a majority of verbal votes. The Chairman shall have the right of casting vote in case of equal voting. However, the decision of the Chairman shall be final regarding the concern issue.

**17.10 MINUTES OF MEETING OF PG COUNCIL:**

- 17.10.1 The proceedings of the Council of Post Graduate Studies and Research shall be recorded by the Secretary and shall be circulated amongst its members with the approval of the Chairman through soft and hard copy, within seven days after the said meeting.
- 17.10.2 The discrepancy if any in the circulated minutes may be pointed out by the members present in the meeting, within seven days from the receipt of the soft copy to the Secretary in writing.
- 17.10.3 The minutes of the previous Council of Post Graduate Studies and Research meeting shall be presented for confirmation along with the 'Action Taken Report' (ATR) of last approved minutes.

## R18 BOARD OF SPORTS AND STUDENTS' WELFARE

Regulation under section no. 26(1) of Gujarat Ayurved University Act – 2021

### 18.1 CONSTITUTION OF BOARD :-

Constitution of Board shall be under :

- [1] Chairman –The Vice Chancellor - Ex Officio
  - [2] Member – The Registrar - Ex-officio
  - [3] Member – One member from Academic council to be nominated by the Vice Chancellor.
  - [4] Member –
  - [5] Member –
  - [6] Member –
- |   |
|---|
| Three Principals of affiliated colleges to be nominated by the Vice Chancellor. |
|---|
- [7] Member -One Female Representative from the teaching staff from among the affiliated Colleges to be nominated by the Vice Chancellor.
  - [8] Member - One Sports / Cultural activity in charge from among the teaching staff of the affiliated Colleges to be nominated by the Vice Chancellor.
  - [9] Member – One Male Student Representative (based on achievement/s in Sports / Cultural / NSS / NCC activities) from among the affiliated colleges to be nominated by the Vice Chancellor.
  - [10] Member – One Female Student Representative (based on achievement/s in Sports / Cultural / NSS / NCC activities) from among the affiliated colleges to be nominated by the Vice Chancellor.
  - [11] Member Secretary – Director-Board of Sports and students' welfare -Ex Officio.

Tenure of the nominated members of Board shall be **three years** subject to their holding of posts. Whereas, tenure of the nominated student representative shall be **one year**.

Any casual vacancy caused by death, resignation or otherwise shall be filled up by nomination as the case may be and a member nominated in such vacancy shall hold office for the unexpired residue of the term of office of the original member whose place he/she occupies.

### 18.2 POWERS :-

- [1] Board shall form different committee/s for smooth functioning of board as per requirement.
- [2] Board members shall be entitled to receive remuneration as per the existing rules of the university.
- [3] Board shall recommend different fees for various activities.



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- [4] Board shall constitute and propose different awards and accolades pertaining to its activities.

### 18.3 DUTIES :-

- [1] Board shall organize annual various inter college sports activities.
- [2] Board shall organize Youth Festival every year.
- [3] Board shall monitor activities related to N.S.S./N.C.C. of affiliated colleges.
- [4] Board shall facilitate participation for inter university, state level, National level and international level sports and cultural competitions.
- [5] Board shall constitute and promote organising the events related to celebration of various national and international days within the purview of its activities.
- [6] Board shall foster, undertake and conduct inter University competitions pertaining to fields of sports and cultural activities.

### 18.4 FEES:

Every student has to pay non-refundable fees towards university Board of Sports and students' welfare as per the existing university regulation no.\_\_\_\_. Student has to pay this amount at the time of admission.

### 18.5 MEETING:-

- [1] The Board shall meet once every year or whenever necessary on such days as may be fixed by the Chairman or on requisition in writing by at least seven members.
- [2] The Vice-Chancellor shall, if present, preside at the meeting of the Board, or in his absence, members will elect the Chairman. The quorum for a meeting of the Board shall be the 2/3 members of total number of members. **No quorum shall be necessary for an adjourned meeting. All questions shall be decided by a majority of votes of the members present. The Chairman shall, in case of tie, in addition to his vote as a member have an additional or casting vote**

### 18.6 STUDENTS' ATTENDANCE IN NSS/NCC ACTIVITIES:

- (A) A newly affiliated college with the university shall propose to the university for starting an NSS or NCC or both unit/s as the case may be, to carry out the respective activities based on the guideline of the university.
- (B) The affiliated Institute has to nominate a program officer for NSS or NCC or both unit/s as the case may be to execute, manage and monitor the activities of the respective unit.

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- (C) It is mandatory for every student, enrolled for the course of two years or more duration either for diploma or under graduate to be enrolled in NSS or NCC activities by the respective program officer under institutional unit.
  - (D) Every student has to participate in the activities in accordance with the rules and regulations as prescribed by the concerned competent authorities.
  - (E) Attendance of students in the various activities of NSS/NCC must be recorded and certified by the concerned program officer and the same has to be endorsed by the head of the institution at the end of every year. The same has to be sent to the university with the annual report.
  - (F) It is mandatory for every student to fulfil 75% attendance in NSS/NCC activities as prescribed prior to filling of the form for the final examination where the certificate of NSS/NCC activity attendance has to be submitted/uploaded by the institute. Failing to which, the student shall not be allowed to appear in the final examination.
  - (G) **Exemptions from the minimum required attendance for the special NSS camps: -**  
The Principal of concern college will be final authority to decide the exemption from the minimum attendance owing to a bona-fide reason stated in writing along with duly attested supportive documents.

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**R19 OFFICERS OF UNIVERSITY (under section 14 of the Act)****19.1 THE VICE-CHANCELLOR (Under Section 14 (2) of the Act)**

(1) (a) The pay of the Vice-Chancellor will be as per 7<sup>th</sup> Pay [Level-16 (CS)] rules of State Government from time to time. He shall be provided with a furnished residence suitable to his status free of rent and taxes. He shall be provided with telephone facilities and with a car by the University, the expenditure on account of a driver, maintenance and repairs of the car (including servicing) petrol and oil expenses being borne by the University.

(b) In the case of any person appointed as Vice-Chancellor not accepting the salary mentioned in (a) above, he shall be entitled to an honorarium equivalent to salary mentioned (a) above as per desirability of Hon. Vice-Chancellor's choice. He shall be also provided with a furnished residence suitable to his status free of rent and taxes. He shall be provided with telephone facilities and with a motor car by the University, the expenditures on account of a driver, maintenance and repairs of the car (including servicing) petrol and oil expenses being borne by the University.

(c) After the date of superannuation of incumbent referred to in (b) above and those taken up after retirement shall be given pay and allowances, as per the normal rules applicable to re-employed Govt. servant, or the fixed (D) honorarium referred to in (c) whichever is more.

(d) For the inservice person appointed as the Vice-Chancellor on deputation or by other procedure. the incumbent's, pay, allowances and all other benefits which the incumbent was receiving in parent service will be protected in addition to the regular facilities mentioned in (a) & (b) above made available to him as the Vice-Chancellor.

(2) The Vice-Chancellor shall be paid travelling allowance when he happens to undertake rail journey or travels by air or steamer or for road journey by private car for University work at the rates at which such allowance is admissible as per the provisions contained in G.R.F.D. No. MSBH/102012/761/CH, dated 22th March, 2022.

(3) (a) The Vice-Chancellor shall be paid allowance when out of head quarter (i. e. Jamnagar) on University work at the rate referred to in (2) above entitled for A-Class, B-Class & B-1 Class cities, provided the stay is not in hotels/lodge.

(b) In case of his stay in hotels/lodge the Vice-Chancellor shall be entitled to such rates of daily allowance as are admissible as referred to in (2) above.

(4) (i) The Vice-Chancellor shall, during the tenure of their office, be entitled to such leave as may be necessary, from time to time and as the Chancellor may grant, provided that such leave with full salary shall not exceed three months at any one time, nor shall it exceed in the aggregate six months during the entire term of their office.

(ii) Leave exceeding three months at any one time shall be treated as leave without pay.

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(5) The fixed pay as stated in clause (1) (a) shall be admissible with effect from 06-04-2021.

### **19.2 THE REGISTRAR (Under Section 14 (3) of the Act)**

1) The Registrar shall be a whole-time salaried officer appointed by the university as per University recruitment rules.

2) The Registrar shall be appointed by the Vice-Chancellor on the recommendation of the Selection Committee.

3) He shall work directly under the superintendence, direction and control of the Vice-Chancellor.

4) The pay scale of the registrar shall be decided by the State Government from time to time and he shall, in addition, be entitled to receive such allowances at such rates as may be admissible to other whole-time employees of the University from time to time. He shall also be provided with a rent-free residence, water and telephone facilities and with a car by the University, the expenditure on account of a driver, maintenance and repairs of the car (including servicing) petrol and oil expenses being borne by the University.

5) He shall also be entitled to the benefit of Pension / NPS / Provident fund and gratuity and such other benefits are admissible to other whole-time employees of the University from time to time.

(3.) The Registrar shall, —

(a) act as a Member-Secretary of the Board of Governors, Academic Council and such other authorities, bodies and committees, as prescribed by or under the Act;

(b) be the appointing and the disciplinary authority of the employees of the university other than the teachers, non-vacation academic staff and officers of the rank of Assistant Registrar and other officers holding posts equivalent thereto or above. An appeal by a person aggrieved by the decision of the Registrar may be preferred within thirty days from the date of communication of such decision, to the Vice-Chancellor;

(c) be the custodian of the records, the common seal and such other property of the university as the Board of Management may, commit to his charge;

(d) prepare and update the Handbook of the Statutes and Regulations approved by the authorities, bodies or committees, from time to time, and make them available to all members of the authorities and officers of the university;

(e) receive complaints and suggestions in regard to the improvement of administration and consider them for appropriate action;

(f) render necessary assistance for inspection of the university, its buildings, class rooms, laboratories, libraries, knowledge resource centre, museums, workshops and equipment is made by such person or persons or body of persons, as directed by the Vice-Chancellor;

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- (g) organize training and orientation of non-teaching employees in the university and affiliated colleges;
  - (h) The Registrar shall have the powers to take decision up to Rs. 5 lakh.
  - (i) have the power to enter into agreements, sign documents and authenticate records on behalf of the university, subject to the decision of the authorities of the university;
  - (j) place before the Board of Management a report of the development activities of the university every six months;
  - (k) have the power to seek information in regard to any matter of the university, from the Dean/s, Finance and Accounts Officer and any other officer of the university for submission to the State Government/ Central Government and other external agencies.

### **19.3 THE DIRECTOR, SCHOOL OF POST-GRADUATE STUDIES AND RESEARCH (Under Section 14 (4) of the Act)**

- 1) The Director, School of Post-Graduate Studies and Research shall be a whole-time salaried officer appointed by the university as per University recruitment rules.
- 2) The Director, School of Post-Graduate Studies and Research shall be appointed by the Vice-Chancellor on the recommendation of the Selection Committee.
- 3) He shall work directly under the superintendence, direction and control of the Registrar and Vice-Chancellor.
- 4) The Director of Research shall be capable of maintaining the confidence and cooperation of members engaged for research, managing effectively and efficiently the research program and administrative affairs of the university and creating an environment conducive to intellectual and research growth.
- 5) The Director, School of Post-Graduate Studies and Research shall –
  - (a) be responsible for providing research leadership, which normally includes promoting and facilitating leading-edge research, including collaborative and interdisciplinary research, in areas related to the goals of the university;
  - (b) build and provide sufficient support for, a community of innovative researchers to enhance research capacity at the university and to increase internal and external research opportunities for faculty, post-doctoral fellows and graduate students;
  - (c) develop networks between the research centre of the university and researchers in the field in the public and private sectors, locally, nationally and internationally;

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- (d) act as the nexus between the university and the community with respect to research initiatives of mutual benefit; where applicable, developing mutually beneficial linkages with industry in order to develop partnerships and collaborative research;
  - (e) transfer knowledge to society through outreach (e.g. collaborative research; seminars; workshops; lectures; websites; publications) and, where applicable, through technology transfer (e.g. collaborative research; contract work; and commercialization of intellectual property);
  - (f) develop strong linkages with appropriate academic departments and units and adding value to line departments through aiding faculty and student recruitment and retention by enriching the research environment; advancing curriculum; informing the teaching of colleagues; mounting workshops and seminars; providing interdisciplinary research training and mentoring for undergraduate and graduate students; and regular communication of research centre activities and opportunities for faculty and students' involvement;
  - (g) lead strategic planning for the research centre to ensure that the research objectives are aligned with the university's Strategic Plan objectives;
  - (h) oversee the proper discharge of administrative duties of the university research including supervising personnel, financial management, and operations;
  - (i) work effectively with the university's governance committee(s);
  - (j) pursue the equity goals of the university in the operations of the research;
  - (k) manage the research plan effectively and efficiently, ensuring that accepted standards of research and ethical behaviour are met;
  - (l) manage the space needs for the research in cooperation with appropriate university authorities;
  - (m) represent the interests of the university research internally with senior academic administration;
  - (n) enhance the reputation of the university by undertaking quality research and communicating that research to the society and encourage and support the raising of funds for research conducted by the university, capital and operating funds, including cooperation with the Alumni and Development Department's fund raising initiatives.

#### **19.4 CONTROLLER OF EXAMINATION: (Under Section 14 (5) of the Act)**

1) The Controller of Examination shall be a whole-time salaried officer appointed by the University as per University as per University recruitment rules.

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- 2) The Controller of Examination shall be appointed by the Vice-Chancellor on the recommendation of the Selection Committee.
  - 3) Where an employee of this university or any other Institution/ Government and its organisations is appointed as Controller of Examinations, he/she shall continue to be governed by the same retirement benefit scheme, (namely Provident Fund/ Contributory Provident Fund/ Pension/ Gratuity/ Transfer TA) to which he was entitled prior to his appointment as Controller of Examinations and till he/she continues to hold his/her lien on that post.
  - 4) If the services of the Controller of Examination are borrowed from Government or any other organization/institution, the terms and conditions of his/her services shall be governed by the Deputation Rules of the Government of Gujarat.
  - 5) When the office of the Controller of Examination is vacant or when the Controller of Examination is, by reason of illness, absence or may other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint for the purpose.
  - 6) A Controller of Examination on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
  - 7) The Controller of Examination shall be entitled to unfurnished residential accommodation for which he shall pay prescribed license fee as also a free telephone service (with STD facility) at his/her residence.
  - 8) The Controller of Examination shall be entitled to such leave, allowances, provident fund and other, terminal benefits as prescribed by the Government of Gujarat from time to time.
  - 9) The Controller of Examination shall be entitled to the facility of staff car between the Office and his/her residence.
  - 10) The Controller of Examination shall –
    - (a) The Controller of Examination will be responsible for the preparation of the programmes and the conduct of University Examinations at different centres as may be fixed by the university and it shall be his/her duty to make arrangements connected with the printing of the question papers of the University Examinations.
    - (b) He shall also be in charge of preparation and publication of results of the University examinations with approval/direction of Registrar.
    - (c) He shall undertake such projects regarding research and reforms in Examinations as may be approved by the Executive Council and the Academic Council.
    - (d) He shall be the custodian of all the question papers, mark-sheets and all other confidential records connected with Examinations.

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- (e) He shall arrange to prepare every year panels of teachers in the University area and of suitable teachers in other universities in the state eligible for appointment as examiner/paper setter/moderator in each subject at different University Examinations and shall place them for approval of the respective Boards of Studies/Faculty/Examiner Committee/Academic Council and Vice-Chancellor.
  - (f) He shall carry out such duties regarding examinations as may be assigned to him by the Vice Chancellor or the Registrar.
  - (g) He shall take necessary steps for ICT enabled examination process or digitalization of examination process with prior approval of Registrar and Vice-Chancellor.
  - (h) He shall also make all necessary arrangements regarding the convocation and the award of Degrees, Diplomas, medals and prizes etc.

#### **19.5 CHIEF ACCOUNT OFFICER: (Under Section 14 (5) of the Act)**

- 1) The Chief Account Officer shall be the principal finance, accounts and audit officer of the university He shall be a whole-time salaried officer appointed by the University as per University as per University recruitment rules.
- 2) The Chief Account Officer shall be appointed by the Vice-Chancellor on the recommendation of the Selection Committee.
- 3) He shall work directly under the superintendence, direction and control of the Registrar and Vice-Chancellor
- 4) The Chief Account Officer shall be a person who is a chartered accountant or a cost accountant, with professional experience of not less than five years or as specified by regulatory authorities/ State Government
- 5) In case the person possessing the qualifications and experience as specified in sub-section (3) cannot be appointed, the Chief Account Officer may be appointed from amongst the Government Officers of the State Finance and Accounts Service, holding the post not below the rank of Deputy Director
- 6) The Chief Account Officer shall, —
  - (a) exercise general supervision over the funds of the university and advise the Vice-Chancellor as regards the finances of the university;
  - (b) hold and manage the funds, property and investments, including trust and endowed property, for furthering the objects of the university, with the approval of the Vice-Chancellor;



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- (c) ensure that the limits fixed by the university for recurring and non-recurring expenditure for a year are not exceeded, and that all allocations are expended for the purposes for which they are granted or allotted;
  - (d) keep watch on the state of the cash and bank balances and investments;
  - (e) ensure effective revenue management by keeping watch on the process and progress of collection of revenue, and advise the Vice-Chancellor on the methods to be employed in this regard;
  - (f) get the accounts of the university audited, regularly;
  - (g) ensure that the registers of buildings, land, equipment, machinery and other assets are maintained up-to-date and that the physical verification and reconciliation of these assets and other consumable material in all offices, conducted colleges, workshops and stores of the university are conducted regularly;
  - (h) propose to the Vice-Chancellor that explanation be called for unauthorized expenditure or other financial irregularities from any academic member or non- vacation academic staff or an officer of the university of the rank of Assistant Registrar or equivalent and above;
  - (i) propose to the Registrar that explanation be called from any non-academic member of the university, other than the teacher, non-vacation academic staff and an officer of the university of the rank of Assistant Registrar or equivalent and above, for unauthorized expenditure or irregularities in any particular case, and recommend disciplinary action against the persons in default;
  - (j) call for, from any office, center, laboratory, conducted college, department of the university or university institution, any information and returns that he thinks necessary for the proper discharge of his financial responsibilities;
  - (k) maintain the minutes of the meetings of the Finance and Accounts Committee;
  - (l) be responsible for preparation and maintenance of accounts by double entry accounting system, on accrual basis, presenting the annual financial estimates (budget), statement of accounts and audit reports, to the Finance and Accounts Committee and to the Board of Management;
  - (m) prepare financial reports as required by the various authorities or bodies of the university, the State Government, the Central Government, the Central Educational Commissions or Councils, Commission, University Grants Commission and any such body providing funds to the university;
  - (n) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor, from time to time.

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**19.6 DIRECTOR OF SPORTS AND PHYSICAL EDUCATION: (Under Section 14(5) of the Act)**

- 1) The Director of Sports and Physical Education shall be a full time Director, and Physical Education salaried officer responsible for promoting the culture of sports and supervising sports related activities in the university, colleges and recognized institutions. He shall work under the superintendence, direction and control of the Registrar and Vice-Chancellor.
- 2) The Director of Sports and Physical Education shall be appointed by the University as per University recruitment rules.
- 3) The Director of Sports and Physical Education shall be appointed by the Vice-Chancellor on the recommendation of the Selection Committee.
- 4) The Director of Sports and Physical Education shall, —
  - a) cultivate excellence in various domains of sports and also to promote a spirit of healthy competition;
  - b) promote sports, culture and organize activities in the field of sports in colleges, institutions and university departments;
  - c) co-ordinate and organize activities related to various sports jointly with regional and national bodies;
  - d) organize university level competitions, sports skill development camps in various sports on the university campus;
  - e) train students for regional, national and international competitions in various sports;
  - f) to prepare the report of the Board of Sports and Physical education to be submitted before the Board of Management;
  - g) undertake any other task that may be assigned to him by the university authorities, so as to carry out objectives of the Board of Sports and Physical education;
  - h) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor, from time to time.

**R20 FEE STRUCTURE**

No.	Particular of Documents	Fee Rs.
1	Enrolment fee for UG	300/-
2	Enrolment fee for PG of GAU Student	500/-
3	Enrolment fee for PG of other University Student	1000/-
4	Degree certificate verification fee	300/-
5	Name change in original degree certificate fee	300/-
6	BAMS / B.PHARM / BNYS original degree certificate application fee	2100/-
7	BAMS (Foreigners) original degree certificate application fee	10000/-
8	D.PHARM / D.NAT / PGDYN original degree certificate application fee	1000/-
9	MD (Ayu) / MS (Ayu) / M.PHARM / MSC original degree certificate application fee	3000/-
10	Ph.D. (Ayu) / Ph.D.(Medi.Plants) / Ph.D. (Ayu. Pharmacy)	5000/-
11	Diploma Course (Duplicate degree certificate fee)	2000/-
12	Graduation Course	4000/-
13	PG Course	6000/-
14	Ph. D	10000/-
15	For Foreign Student	20000/-
16	Board of Sports and students' welfare fee	1000/-

## Fee structure for the affiliation of institute

### Fee Details\*

**Details of fees payable along with each application: (For all Institutions)**

Application Fee	95,000/-
Application Scrutiny Fee	5,000/-
18% GST	18,000/-
<b>Total payable amount</b>	<b>1,18,000/-</b>

**(A) Details of inspection fee payable after scrutiny of each application:**

Inspection fee payable after scrutiny of application	Government/GIA institutions	SFI institutions
Inspection fee	1,00,000/-	1,00,000/-
18% GST	18,000/-	18,000/-
<b>Total payable amount</b>	<b>1,18,000/-</b>	<b>1,18,000/-</b>

**(B) Details of affiliation fee per annum payable after inspection: (Add 18% GST separately):**

Sr.No	Course	Government/GIA institutions	SFI institutions
1.	Certificate	-	1,00,000/-
2.	Diploma / P.G.Diploma	-	2,00,000/-
3.	Degree (60 Seat)	1,00,000/-	5,00,000/-
	Degree (100 Seat)	1,00,000/-	8,00,000/-
	Degree (More than 100 seats)	1,00,000/-	10,00,000/-
4.	PG (Subject wise)	3,00,000/-	5,00,000/-
5.	Ph.D. (per subject)	5,00,000/-	10,00,000/-

**(C) Details of inspection fee payable after approval of NCISM:**

Inspection fee payable after scrutiny of application	Government/GIA institutions	SFI institutions
Inspection fee	1,00,000/-	1,00,000/-
18% GST	18,000/-	18,000/-
<b>Total payable amount</b>	<b>1,18,000/-</b>	<b>1,18,000/-</b>

Details of affiliation fee payable after inspection (adding 18% GST separately) along with security deposit (refundable and non-refundable) as follows.

**(D) Refundable Deposit Payable for First Affiliation: (Since refundable 18% GST not to be added).**

Sr.No	Course	Government/GIA institutions	SFI institutions	Out of Gujarat
1.	Certificate	-	2,00,000/-	5,00,000/-
2.	Diploma	10,00,000/-	15,00,000/-	20,00,000/-
	P.G.Diploma	10,00,000/-	20,00,000/-	25,00,000/-
3.	Degree (Up to 4 years)	10,00,000/-	30,00,000/-	40,00,000/-
	Degree (More than 4 years)	10,00,000/-	40,00,000/-	50,00,000/-
4.	P.G (Up to 2 years)	10,00,000/-	20,00,000/-	60,00,000/-
	P.G (More than 2 years)	10,00,000/-	20,00,000/-	70,00,000/-
5.	Ph.D	10,00,000/-	70,00,000/-	80,00,000/-

**(E) Non-refundable fee payable for first affiliation: (18% GST to be added as non-refundable.)**

Sr.No	Course	Gujarat	Out of Gujarat
1.	Certificate	4,00,000/-	5,00,000/-
2.	Diploma	10,00,000/-	15,00,000/-
	P.G.Diploma	10,00,000/-	15,00,000/-
3.	Degree (Up to 4 years)	25,00,000/-	35,00,000/-
	Degree (More than 4 years)	40,00,000/-	50,00,000/-
4.	P.G (Up to 2 years)	20,00,000/-	40,00,000/-
	P.G (More than 2 years)	20,00,000/-	50,00,000/-
5.	Ph.D	50,00,000/-	60,00,000/-

**(F) Software and Digitization Fee payable for first affiliation (18% GST to be added.)**

Sr.No	Fee	Gujarat	Out of Gujarat	18% GST	Total Amount (Year 2022-23)
1.	Software Fee	20,00,000/-	20,00,000/-	3,60,000/-	23,60,000/-

**Note:** 1) \* From the year 2022-23 as approved in the meeting Babat-1 of BOG dated.24-01-2023.

Sr.No	Fees Details	Name of the Account	Account No.	Name of the Bank	IFSC Code	Branch
1.	Affiliation Fee	Development Fund	325110110002089	Bank of India	BKID0003251	Hospital Road, Jamnagar
	LIC Fee					
	Non-refundable Fee					
	Scrutiny Fee					
2.	Refundable Fee	Deposit	325110100001884			
	Security Deposit					
3.	Other Fee	CD 142	325121100000142			
<b>Application without certified grounds of payment of prescribed fee will not be entertained.</b>						