

PROSPECTUS

2022-23

**UNDERGRADUATE PROGRAMME
(B.V.Sc. & A.H.)**



Apollo College of Veterinary Medicine

Estd. 2003

**Affiliated to Rajasthan University of Veterinary and Animal Sciences, Bikaner
Recognised by Veterinary Council of India, Government of India, New Delhi**



Veterinarian's Oath

Being admitted to the profession of veterinary medicine, I solemnly swear to use my scientific knowledge and skills for the benefit of society through the protection of animal health, the relief of animal suffering, the conservation of animal resources, the promotion of public health and the advancement of medical knowledge.

I will practice my profession conscientiously, with dignity, and in keeping with the principles of veterinary medical ethics.

I accept as a lifelong obligation the continual improvement of my professional knowledge and competence.



Preface



Dulhe Ram Meena
Working Trustee

I am pleased to publish a profile on Apollo College of Veterinary Medicine, Jaipur. The ACVM, Jaipur made its modest beginning on 06th October 2003 and in India it happens to be the pioneering institute in private sector. The college is venturing to produce quality veterinary graduates who will be equipped with needed skills and shall be worthy to fulfil the aspiration of the society at large.

This institute is an ideal place for acquiring education in Veterinary and Animal Husbandry. The learning programme and hands on training are so arranged that students get wide exposure in diversified spectrum of Veterinary and Animal Science education including rural sociology, socio-economic and marketing aspects of livestock.

The mission of the institute is to produce quality graduates who possess the capacity and capability to serve the society effectively in livestock sector. Entrepreneur courses are organized to build confidence amongst graduates to establish their own venture in private sector.

I, appreciate the efforts of the Dean, faculty members and all supporting staff of ACVM for providing excellent administration & environment in campus as well as the high quality of teaching provided to the students.

Dulhe Ram Meena



From Dean's Desk



Dr. C. S. Sharma
Dean

*A*pollo College of Veterinary Medicine (ACVM) Jaipur, Rajasthan was established on 06th Oct. 2003. The ACVM is a pioneer institute in private sector, directed to human resource development & provide service for health care and management. It is to meet ever increasing demand of qualified veterinarians for health, care, management and production of domesticated livestock and poultry in terms of milk, meat, egg, hide, wool and fur, etc. This in turn will enable students be globally competitive in their chosen field and acquire international standards on different aspects of livestock industry.

Students are the future of the society and nation at large. Investing in people and raising the human facilities of professional cadres is one of the top priorities of our college. Delivery of quality graduates to the state and the nation needs not only teaching of technical subjects be also impregnate value and ethos to the student community.

All the graduates of this college are globally placed in different National and International organizations of Veterinary and Animal Husbandry profession through counseling and placement cell.

Keeping in view the changing scenario, the training of the graduate are imparted not only as to suit service sector of Animal Husbandry Department but also tailored to suit the industrial units especially dairy and poultry sectors needs.

Dr. C.S. Sharma



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1. INTRODUCTION

ABOUT THE COLLEGE:

Apollo Animal Medical Group Trust (AAMGT) was established in 2003. This AAMGT had established Apollo College of Veterinary Medicine, Jaipur (Rajasthan) with broad vision, mission and mandate. The college is permanently affiliated with the Rajasthan University of Veterinary & Animal Sciences (RAJUVAS), Bikaner. **It is a matter of great pride that Veterinary Council of India (VCI), under the Ministry of Fisheries, Animal Husbandry and Dairying, Government of India has included APOLLO COLLEGE OF VETERINARY MEDICINE, JAIPUR IN THE FIRST SCHEDULE PUBLISHED IN THE GAZETTE OF INDIA NO. 1306 DATED MAY 13, 2020, NEW DELHI.** The College follows course-curriculum as per Minimum Standards of Veterinary Education-2016 prescribed by the Veterinary Council of India (VCI) New Delhi.

The three storey building is available for teaching, research and extension education with most modern clinical, para-clinical and production departments. On each floor of the building, there are five wings, each one is housing an independent department with sitting rooms, research labs, store and office accommodations. Five spacious lecture halls accommodate 100 students in each and are provided with audio-visual aids, good lighting and ventilation. The college possesses well equipped spacious laboratories with **highly qualified and experienced faculty members of national and international repute.** Educational tours to different Veterinary colleges, National Research Centres, Government farms, stud farms, dairy plants, slaughter houses, zoo and national parks are the part of the curriculum. Extra-curricular activities such as games, sports, NSS, cultural and literary competition for all round growth and development of the students are the integral part of ongoing academic activities of ACVM.



LOCATION AND CLIMATE

The ACVM is located in Jaipur the capital city of Rajasthan, popularly known as PINK CITY. It is well connected by rail, road and air. The climate is arid and semi arid for major part of the year. The geographical area of the state is 342,239 sq km to sustain 81.00 million human and 56.8 million livestock populations besides 14.6 million poultry birds. Over 55% of land is desert with rainfed crops. The livestock possesses a greater role in boosting rural economy of Rajasthan. The state is rich in native breeds of cattle, sheep, goat, equines, camel and contributes (35%) high quality germ-plasm to the national pool. The city of Jaipur is a landmark center on world map for tourism and polo.

VISION

The Apollo College of Veterinary Medicine is a one stop destination for accessing and acquiring Veterinary and Animal Sciences education to produce competent human resources, capable of responding the challenges of the profession in scientific breeding, production, livestock health and product processing vulnerabilities through generation of "**Call of the time technologies**" that would suit the need of different stake holders.

MISSION

- (i) To be a centre of excellence in teaching, research and extension education in Veterinary & Animal Sciences.
- (ii) To develop sustainable livestock farming system for improving productivity, profitability and dissemination of advance technologies.
- (iii) To utilize Veterinary and Animal Sciences Technology into profitable industry through livestock entrepreneurship training and providing nutritional security to the nation.



MANDATE

- (I) To impart quality education for graduate, post graduates, doctoral and diploma programmes.
- (ii) To develop centre of excellence of learning in the field of Veterinary & Animal Sciences.
- (iii) To undertake lab to land training programme.
- (iv) To undertake such other activities in the fields of Veterinary & Animal Sciences as it may deem fit from time to time for stake holders.

FOCUS

To accomplish the vision and mission, focus will be to effect paradigm shift in education delivery system, research invention, innovation continuum in the field of Veterinary & Animal Sciences Technology and dissipation of information and technology output to the farmers/entrepreneurs.





LIBRARY

An excellent library having stacking and reading room measuring 3000 sq ft is available for staff and students in the main building of the college. At present more than 3000 books of different disciplines, scientific journals, copies of M. V. Sc. and Ph. D. thesis, departmental



manuals, magazines and news papers are available. Card cataloging system is used for library references. Photocopier, computer with internet and Wi-Fi facilities are also available.

MEETING/CONFERENCE HALL

A spacious air-conditioned meeting/conference hall is available in the college main building. It has a capacity of 150 seats. Interactive audio visual cum LCD facilities are available. These facilities are being used for meetings, technical seminars,



professional competitions and contests, personality development etc. A modern auditorium has been planned to be constructed.

GAMES AND SPORTS

There is an exclusive play ground near to the main building and excellent facilities are available for indoor and



outdoor games / sports etc. All the students are encouraged to take part in sport activities. A modern and fully functional gymnasium is also available.

COMPUTER CELL / ARIS CELL

Computer centre is a centralized facility to provide computer-aided education and training to B. V. Sc. & A. H. students. These facilities are being used for developing audiovisual instructional materials for teaching and other academic activities. Teachers and students are motivated to use audiovisual aids (LCD projector and computer aided facilities)



for better assimilation of the subject knowledge.

These centralized facilities are being used to prepare innovative classroom charts, projection slides, presentations, instructional manuals, class notes and models. The faculty members motivate the students to prepare suitable demonstration charts, handouts and three-dimensional exhibits as an effective mode of learning.



VETERINARY CLINICAL COMPLEX

Veterinary clinics is an integral part of ACVM academic activity. It provides treatment to the sick animals and at the same time students get hands-on training on various types of clinical cases. The college is planning to create a centre of excellence for equine *i.e.*, stud management and health care unit. In addition, initiatives have also been taken for critical animal health care and disaster management. Biotechnological intervention, molecular approach of vaccine production, toxicological and forensic medicine laboratory have also been planned.

The clinics uses ethno-veterinary medicines practice and latest technologies for diagnosis. Medicine, Surgery and Gynecological units have facilities of mobile USG and doppler USG, mobile and fixed X-ray, C-arm and other modern sophisticated equipments like endoscopy for small and large animals.

The Clinical Complex has also facilities of Intensive Care Unit, Indoor & Outdoor wards including accommodation facility for attendant of indoor cases. The Clinical complex has the facility of therapies related to acupuncture therapy, hydrotherapy, physiotherapy etc.





AMBULATORY CLINIC

An ambulatory clinic is operating to provide animal treatment at the doorstep of farmers and consultancy service on non-payment basis in the adopted villages of the college. Apart from serving the animals at the doorstep of the farmers, the students also get an opportunity to interact, manage and



treat the cases in animal health and treatment camps under the well qualified and experienced clinicians in various fields of specialization.

LIVESTOCK FARM COMPLEX (LFC)

Livestock Farm Complex is an independent department of ACVM. It imparts hands-on training and practical orientation to the



students.

LFC has

Cattle, Buffalo, Sheep, Goat, Camel, Equine, Pigs, Broiler and Layer units. It also has raised a laboratory animal house for rabbits and guinea pigs.



FIELD VISITS

Academic training is incomplete in the absence of effective field oriented Veterinary Education. Students are sent on field visit to specialized animal institutes / Veterinary hospitals and animal farms as per needs. This helps in better understanding of the subject matter. The



students are able to acquaint themselves and interact with the actual field problems of



livestock owners. The visit gives an exposure to the practical aspects of the subject and enable the students to understand the practical utility in a holistic manner. Through orientation and exposure, students understand the concepts of feeding, breeding, housing management of different species of animals. In extension, students participate in animal health and treatment camps, methodology of communication and interaction with farmers and livestock owners. Regular field visits are also undertaken to various places, organized livestock fairs, goseva sangh, rural India trade exhibitions, zoo, research institutes, dairy plants, slaughter houses and Veterinary clinics.

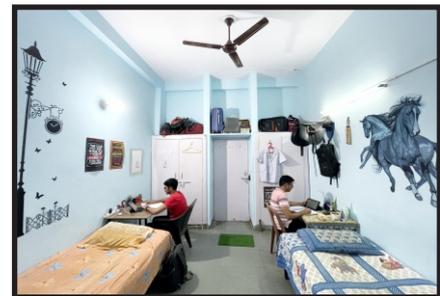


STUDENT HOSTEL

A Triple storey modern hostel building for boys to accommodate nearly 200 students is available. A separate independent girls hostel with double seated room is also available under the



strict supervision of two lady faculty members. The hostels are well equipped with modern facilities like



indoor games, gymnasium, TV and reading room. The hostel have

modern dining facilities. Air-conditioned rooms are also available in both the hostels which are allotted to the students on additional payment.



EXTRA-CURRICULAR ACTIVITIES

Students are encouraged to participate in various cultural and literary activities, blood donation camps, tree plantation programme, social meetings, debate competitions and seminars etc.



2. ADMISSION PROCEDURE

DEGREE OFFERED

Presently, Apollo College of Veterinary Medicine, Jaipur offers undergraduate degree programme of B.V.Sc. & A.H.

The B.V.Sc. & A.H. degree course is of five and half years duration (four and half year of course and 12 month of compulsory internship as per Veterinary Council of India, New Delhi).

In the near future, the college intends to start Master's and Doctoral courses. The college also proposes to conduct refreshers and specified courses for qualified Veterinarians in various subjects to cater the needs for livestock health and management under arid and semi arid conditions. Short term specialized courses on equines and canines have also been initiated.

ADMISSION

NUMBER OF SEATS: 100 (HUNDRED)

Admissions are made under three categories

1. State Quota (35 Seats) : Admission is made through RPVT (Rajasthan Domicile only) as per the rules and regulation made by Rajasthan University of Veterinary and Animal Sciences (RAJUVAS) Bikaner, Rajasthan.
2. Management Quota (50 Seats): Admission is made by the ACVM on the basis of NEET as well as RPVT subject to fulfillment of their eligibility conditions. Notification for the same is issued by the ACVM through Regional, National dailies and College website (www.apollovet.org)
3. VCI Quota (15 Seats): Admission is made by Veterinary Council of India

Note :

1. Necessary information regarding the vacant seats under State/ VCI Quota will be notified on the official website of RAJUVAS / VCI / College.
2. The person seeking admission it is their responsibility to keep themselves updated for the admission process by visiting the official website of RAJUVAS / VCI / College regularly.

ELIGIBILITY (As per VCI norms)

- Candidates must have completed the minimum age of 17 years and the maximum age of 25 years on or before 31st December, 2022.
- Candidates must have passed the higher secondary examination conducted by a Statutory Board under the 10 + 2 pattern of secondary education or any other examination recognized to be its equivalent (equivalent to class XII of 10 +2 pattern).
- Candidates under general category must have 50% aggregate marks in English, Physics, Chemistry and Biology/Biotechnology in the qualifying examination.
- The candidates belonging to the SC/ST or other special category as specified by the Government from time to time & the marks required for the admission shall be 5% less than that prescribed for general category *i.e.* 47.5%.
- He/She shall have to appear for the Rajasthan Pre-Veterinary Test (RPVT) / NEET for admission.

NOTE:- All the rules and regulations regarding the admission and eligibility of the candidate will be as per rules MSVE - 2016 (VCI norms).

FEES :

- The Duration of the Course is Five and a half years. The total fees of the course for the State Quota is Rs.27.50 lacs and Rs. 32.50 lacs for the Management Quota. The fee is to be paid by a student in the following manner:

FEE - STRUCTURE

(ACADEMIC SESSION 2022-23)

S.N.	YEAR	DURATION	SEATS	
			STATE/VCI QUOTA	MANAGEMENT QUOTA
1	1 st	1 Year	Rs. 5.5 Lacs	Rs. 6.5 Lacs
2	2 nd	1 Year	Rs. 5.5 Lacs	Rs. 6.5 Lacs
3	3 rd	1 Year	Rs. 5.5 Lacs	Rs. 6.5 Lacs
4	*4 th (a) 1 st Installment	1 ^{1/2} Year	Rs. 5.5 Lacs	Rs. 6.5 Lacs
	(b) 2 nd Installment		Rs. 5.5 Lacs	Rs. 6.5 Lacs
5	Internship	1 Year	NIL	NIL
TOTAL		5 ^{1/2} Year	Rs. 27.50 Lacs	Rs. 32.50 Lacs
Caution Money (One Time -Refundable)			Rs. 50,000/-	Rs. 50,000/-

Note : Fee for the 4th year is to be paid in two installments : First installment is to be paid at the time of registration of the 4 th year and second installment after one (01) year as per the rules of RAJUVAS, Bikaner.



MERIT SCHOLARSHIPS

Merit Scholarship is offered to the students of Apollo College of Veterinary Medicine securing first five positions in the university examination held by RAJUVAS, Bikaner. Students who secure the following positions will be awarded with **CASH PRIZE & CERTIFICATE**.

University Positions	Scholarship/Awards
First	Rs. 05 Lacs
Second	Rs. 01 Lacs
Third	Rs. 01 Lacs
Fourth	Rs. 50,000/-
Fifth	Rs. 50,000/-

ACVM students achieved various ranks in Provisional Merit List in Third year & Fourth Year B.V.Sc & A.H.-2021-22, Examination held by RAJUVAS, Bikaner (Raj.)

3rd Year B.V.Sc & A.H. 2021-22

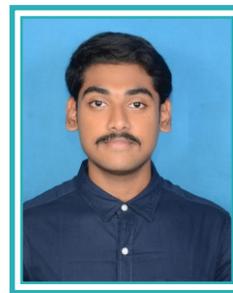


Puneet Goyal
II Rank



Anmol Singh
V Rank

3rd Year B.V.Sc & A.H. 2021-22



Naveen PK
II Rank

4th Year B.V.Sc & A.H. 2021-22



Hardik Arya
I Rank



Kamlesh
V Rank



3. COURSES REQUIREMENT FOR B. V. Sc. & A. H. DEGREE

The degree course of B. V. Sc. & A. H. shall comprise of study over complete five and half years duration (four and half year course work and 12 months of compulsory internship).

PROFESSIONAL YEAR-WISE DISTRIBUTION OF COURSES

FIRST PROFESSIONAL	
Veterinary Anatomy	4 + 3 = 7
Veterinary Physiology	4 + 1 = 5
Livestock Production Management	4 + 2 = 6
NCC or NSS or CCA	0 + 1 (NC)
Total Credits	12 + 6 = 18
SECOND PROFESSIONAL	
Veterinary Microbiology	3 + 2 = 5
Veterinary Pathology	4 + 2 = 6
Animal Genetics & Breeding	3 + 1 = 4
Animal Nutrition	3 + 1 = 4
Veterinary Biochemistry	2 + 1 = 3
NCC or NSS or CCA	0 + 1 (NC)
Total Credits	15 + 7 = 22
THIRD PROFESSIONAL	
Veterinary Pharmacology & Toxicology	4 + 1 = 5
Veterinary Public Health & Epidemiology	3 + 1 = 4
Veterinary Parasitology	3 + 2 = 5
Livestock Products Technology	2 + 1 = 3
Veterinary & Animal Husbandry Extension Education	3 + 1 = 4
Veterinary Clinical Practices - I	0 + 1 = 1
Livestock Farm Practices	0 + 2 = 2
NCC or NSS or CCA	0 + 1 (NC)
Total Credits	15 + 9 = 24

FOURTH PROFESSIONAL	
Veterinary Surgery & Radiology	2 + 1 = 3
Veterinary Medicine	4 + 1 = 5
Veterinary Gynaecology & Obstetrics	2 + 1 = 3
Veterinary Clinical Practices - II	0 + 6 = 6
Total Credits	8 + 9 = 17
FIFTH PROFESSIONAL	
Internship Programme	

ANNUAL DISTRIBUTION OF THEORY AND PRACTICAL CREDIT HOURS

Professional Year	Theory	Practical	Total
First (one year)	12	6	18
Second (one year)	15	7	22
Third (one year)	15	9	24
Fourth (one and a half year)	8	9	17
Total	50	31	81

* NC = Non-Credit Course



4. RULES AND REGULATIONS

I. EXAMINATION

- Each professional year shall cover at least two hundred ten (210) instructional days, excluding annual examination days except fourth professional year which consists of 315 instructional days.
- There shall be four professional examinations; one each after 1st, 2nd, and 3rd year and the 4th year after one and half years. These professional examinations shall have the theory component with external system. The practical component shall be dealt with internally.
- The weightage of theory and practical shall be in the ratio of 60 : 40, respectively.
- The schedule of examination during B.V.Sc. & A.H course shall consist of internal assessment and annual examinations as detailed below

Internal Assessment	Course coverage		
First	30 %	Max. Marks 40	Weightage 10
Second	60 %	Max. Marks 40	Weightage 10
Third	90 %	Max. Marks 40	Weightage 10
Annual Examination (Theory)	Paper - I Paper - II	Max. Marks 100 Max. Marks 100	Weightage 20 Weightage 20
Annual Examination (Practical)	Paper - I Paper - II	Max. Marks 60 Max. Marks 60	Weightage 20 Weightage 20

- Annual Practical Examination shall be held after completion of 100% course content in each subject and result of the best of two internal assessments shall be counted for.

PRACTICAL EXAMINATIONS

The practical examinations shall be conducted by a Board of Examiners consisting of concerned Head of the Department, course teacher(s) and an external examiner. The teachers while evaluating practical shall take into account the followings:-

- i. A record or log book maintained by each student as practical records.
- ii. Written test or observation and recording of the skill with which each student executes the practical.
- iii. Assessment of the comprehensive skill and knowledge of each student through an oral examination (*viva-voce*).



EVALUATION

The examination shall be to assess whether the student has been able to achieve a level of competence and for academic assessment. Evaluation of practical aspects of the curriculum shall receive much greater emphasis leading to separate examinations and requiring the student to secure a minimum of 50% marks in theory as well as in practical in each such examination.

RULES FOR PROMOTION AND FAILURE

1. Promotion of a student in a professional year shall be decided only on the basis of aggregate marks of internal assessment and annual examinations.
2. A student shall be promoted to next higher professional class only if he or she has passed in all the subjects of his or her class by obtaining at least 50% marks in theory (internal and external combined) and practical separately.
3. A student should secure an OGPA of 5.00 out of 10.00 at the end of degree programme to be eligible to get B.V.Sc.& A.H degree.
4. A student may also be allowed provisional promotion to next higher class till the declaration of the result of the compartmental examination provided the provisional promotion shall be subject to clearance in the compartmental examination of that or those subject(s) the student fails in the compartmental examination, he or she shall stand automatically reverted to the class from where he or she was allowed provisional promotion.
5. Failed students shall register again for the entire professional class they failed and such students shall have to fulfill all requirements of the class afresh.
6. A student failing in the annual examination for three consecutive years in a professional year of B.V.Sc.& A.H degree programme shall be finally dropped automatically from the University on account of poor academic performance except fourth professional year.
7. In no case, a student shall be allowed to continue his or her B.V.Sc.& A.H studies beyond nine academic years (excluding Internship)



COMPARTMENTAL EXAMINATION

1. A student failing in a maximum of two subjects only may be allowed to appear in compartmental examination for those subject(s) and the compartmental examination shall comprise of the annual component of both the theory and practical of the failed subject(s) which shall constitute 40 and 40 percent weightage, respectively, and the marks obtained in internal assessment of theory shall be considered for the evaluation of compartmental examination.
2. The compartmental examination shall be conducted within twenty calendar days of subsequent year registration and if the student fails in the compartmental examination, he or she shall be reverted back to the original class and the results of such compartmental examination shall be declared within ten days after the examination is conducted.

GRADING

1. Grade Point in a subject shall be the total marks obtained by a student out of 100 divided by 10.
2. Credit Point in a subject shall be Grade Point multiplied by the credit hours.
3. Total Credit Points shall be the sum of the credit points secured.
4. Grade Point Average shall be the sum of the total credit points earned divided by the sum of credit hours.
5. Overall Grade Point Average shall be the sum of the grand total of credit points earned divided by the grand sum of credit hours.
6. The corresponding ranking of Overall Grade Point Average with respect to traditional scoring system of division ranking shall be as follows:
8.000 and above - First Division with Distinction
7.000 - 7.999 - First Division
6.000 - 6.999 - Second Division
5.000 - 5.999 - Pass



DECLARATION OF RESULT

- i. Result is computed and declared by the University. Joint merit list of constituent and affiliated colleges is published by the university.
- ii. Degree and Transcript are issued by the University.

II. COMPULSORY INTERNSHIP PROGRAMME

- i. Students who have completed the requirements of the course work and passed the final B.V.Sc. & A.H. examination will be allowed to enroll for the twelve calendar months internship programme.
- ii. The internship programme will commence within a week of declaration of the result of final B.V.Sc. & A. H. examination.
- iii. The interns will make their own arrangements for boarding and lodging at the place of internship.
- iv. Attendance will be compulsory. The intern shall be entitled for fifteen days casual leave and the leave cannot be claimed as a matter of right until & unless the approval of sanctioning authority is obtained.
- v. Internship programme shall include a full time training in Veterinary and Animal Husbandry services including emergencies, night duties, Sundays and holidays and the intern shall devote whole time to the training.
- vi. Working hours will be regulated according to the need of the work allotted to the interns.
- vii. Each intern will have to complete the training satisfactorily. In case of unsatisfactory work or performance or shortage of attendance of both the period of compulsory rotating internship shall be extended by two months and the student shall be re-evaluated. If again found unsatisfactory or unable to secure 50 marks out of hundred, he/she shall be given one more chance offer another two months. If he/she still is found unsatisfactory due to any reason, the intern has to re-register a fresh for internship programme.
- viii. The assessment of each intern shall be based upon the evaluation of log book or



project report, his or her performance reports from all the minimum prescribed training postings, entrepreneurial output, clinical case reports and their presentation, viva and comprehensive examinations in core competence in Veterinary skills through a written test by an evaluation committee comprising of the faculty representing the concerned departments appointed by the Dean.

- ix. After successful completion of internship, the Dean shall then issue the certificate of satisfactory completion of internship training as prescribed by the VCI.
- x. A candidate shall become eligible for registration with state or union territory Veterinary Council only on the award of the B. V. Sc. & A. H. degree or production of a provisional degree certificate by the University.

III. ATTENDANCE

1. The required condition of attendance shall not be deemed to have been satisfied in respect of the subject, unless the student has ordinarily attended all the scheduled theory and practical classes, provided, the minimum requirement of attendance shall not be less than 75% of scheduled theory and practical separately.
2. A candidate having attendance below 75% in a subject shall not be eligible to appear in the annual examination of that subject.
3. The percentage of attendance of a student in a subject shall be computed on the basis of the total number of theory and practical classes scheduled between the date of commencement of instructions and date of closing of instructions irrespective of the date of registration, provided, for the students who are reverted back owing to failure in the compartmental examination, the attendance shall be counted from the date of declaration of result of compartmental examination and the date of closing of instructions and the attendance for the First year shall be counted from the date of registration.
4. If a student is absent continuously for 10 working days in annual system, his/her registration in the semester/academic session will be cancelled and his/ her parents will be informed accordingly.



5. If a regular student of the college fails to register on scheduled time or fail to attend the classes after registration continuously for 45 days in annual system, without the permission of the Dean of the college, the name of student will be removed from the college rolls and his/her parents will be informed.

NOTE: Academic rules, regulations and course contents shall be modified as per RAJUVAS / VCI guidelines issued from time to time.

IV. INDISCIPLINE

1. Indiscipline includes

- (i) Continuous irregularity in attendance, en-masse cutting of classes and negligence in the work assigned.
- (ii) Causing disturbance or nuisance in classroom, college premises, office, library, hostel, playgrounds, college administrative office and on any campus of the university.
- (iii) Acts of disobedience and defiance of lawful orders, rules and regulations.
- (iv) Misconduct or misbehavior towards a member of the teaching staff of the Institution, University member of any of the Statutory bodies of the University or any visitor to the University or the Institutions of fellow student(s).
- (v) Causing damage to the property of the Institution or the University, disfiguring or abusing the property including library books and periodicals.
- (vi) Instigating/spreading misleading reports or rumor.
- (vii) Consumption of intoxication drinks or drugs inside the college campus including hostels and play grounds.
- (viii) Refusal to produce identity card on demand.
- (ix) Involvement in any criminal activity or offence during the course of studies inside or outside the campus.
- (x) Possession of arms and weapons in places mentioned above.
- (xi) Impersonation on any occasion.
- (xii). Inciting others to commit any of the aforesaid activities.



SUPERVISION OF DISCIPLINE AND SHARING OF RESPONSIBILITY

Discipline shall be supervised at different levels and the responsibility in this regard shall be shared by

1. Head of institution - Dean
2. Head of Departments
3. Assistant Librarian of the college library
4. Chief Warden and Wardens of Hostels
5. Superintendent Physical Education, Coaches and Tour In-Charge
6. Members of teaching staff

POWER OF AUTHORITIES

I. Heads of institutions within their jurisdiction shall have the following powers

- (a) Issue warning
- (b) Require undertaking from student(s) for good conduct and behavior.
- (c) Require undertaking from the guardians/parents for good conduct and behavior of their wards.
- (d) Impose a fine up to **Rs. 5000/-**
- (e) Debar a student from attending classes up to 15 days.
- (f) Expel a student from the college up to one academic year.
- (g) Suspend a student pending enquiry.
- (h) Rusticate a student up to one year.
- (i) Expel a student from the hostel.
- (j) Deprive a student of library facilities.
- (k) Debar a student from participation in games, sports and other co-curricular activities.
- (l) Disqualify a student from appearing at the next university examination including the tests.



- (m) Any dispute regarding students in-discipline may be referred to the Student Welfare Hostel Management and Disciplinary Committee (SWHMDC), ACVM, Jaipur.

II. HEADS OF DEPARTMENTS

- (a) Issue warning
(b) Impose a fine up to **Rs.2000/-**
(c) Debar a student from attending classes up to 7 days in the subject concerned.
(d) Report to the head of the institution the cases deserving severe punishment.

III. Assistant Librarian of the College Library

- (a) Issue Warning.
(b) Impose a fine up to **Rs. 500/-**
(c) Debar a student from the use of library for a period up to two weeks under intimation to Head of the Institution.

IV. Chief Warden and Warden of Hostels

- (a) Issue warning
(b) Impose a fine up to **Rs. 500 /-** by warden and **Rs. 1000/-** by chief warden.
(c) Expulsion of student from the hostel by the Chief Warden
(d) Warden refer to Head of the Institution through proper channel the cases deserving punishment.

V. Superintendent Physical Education Coaches/Tour In-Charge/Practical Training Supervisor

- (a) Issue warning
(b) Impose a fine up to **Rs. 500/-**
(c) Recommend to the Head of the Institution for the expulsion of the student from the College Team/Tour for a specific period.
(d) Report to Head of the Institution cases deserving severe punishment.

VI. Member of the teaching staff

- (a) Issue warning
(b) Impose a fine up to **Rs. 500/-**
(c) Report cases deserving severe punishment immediately with full particulars to Head of Department.



V. UNFAIR MEANS IN THE EXAMINATION

Unfair means shall include the following

- 1.1 Communicating or attempting to communicate with the Controller of Examinations of the University or any person of his office or Superintendent of examination or person connected with the conduct of examination or with any paper setter or examiner with the object of finding out the name and address of the paper setter or examiner, for finding out the questions that have been set in by the paper setter or examiner or with the objective of influencing any of them in discharge of his/her duties in connection with the examination.
- 1.2. Giving or receiving assistance in answering the question paper to or from any other candidate/person in the examination hall or outside the examination hall.
- 1.3.(a) Having in possession during examination time, any paper, books or notes which have relevance to the examination concerned.
- (b) Anything written on the scales or any other instrument or on any kind of furniture with which he/she is concerned which may have relevance to the examination concerned.
- (c) Anything written or signs made on the body of the candidate, clothes/garments, paper or any substances, which may have relevance to the examination concerned.
- (d) Using or attempting to use any other unfair means during the examination or in connection with the examination.
- (e) Smuggling in or out an answer book or impersonating a candidate or helping an examiner/examinee.

NOTE

Impersonation (mimicked identity) will be considered as an unfair means adopted by both the parties and would be dealt with as specified in the procedural code for dealing with such cases.



- (i) Copying actually from the material not to be used in the examination
 - (ii) Talking or whispering to other candidate or to any unauthorized person inside or outside the examination room during the examination hours without the permission of a member of the supervisory staff.
- 1.4 Any other activity, which may give undue advantage in the examination to any student.

Insolent Behavior/Disorderly Conduct during Examinations

All examinees in the examination hall or outside but within the campus of the Examination Centre during the examination shall be under the disciplinary control of the superintendent of the Centre or his nominee and shall obey his instructions. Disorderly conduct includes,

- (a) Disobeying the instructions of the Superintendent/ Add. Superintendent/ Asstt. Superintendent/Invigilator or any member of the Flying Squad.
- (b) Threatening, intimidation or assaulting the Superintendent/Add. Superintendent/ Asstt. Superintendent/invigilator or any member of the Flying Squad or any member of staff working at the examination centre before, during or after the examination hours.
- (c) Misbehavior with the Superintendent/ Add. Superintendent/ Asstt. Superintendent/ invigilator or any member of the Flying Squad or any member working at the examination centre in connection with the examination before, during or after the examination hours.
- (d) Leaving the examination room before expiry of the time stipulated for doing so after the commencement of the examination or leaving the examination room without obtaining the permission of the invigilator or without handing over the answer book to the invigilator or without signing the attendance sheet.
- (e) Tearing of or mutilating an answer book (main or supplementary) or any part thereof.
- (f) Disturbing or disrupting the conduct of examination or attempting to do so.

- (g) Insisting or compelling any other candidate to leave the examination room or to disturb boycott the examination.
- (h) Bringing into the examination Hall/Centre any weapon or any other material objected to by the invigilator/Centre Supt. or any other member of the supervisory staff.
- (i) Appearing in the examination without being in possession of the proper admission card unless permitted by the Centre Superintendent.
- (j) Refusing to be searched by the Invigilator/Centre Superintendent/any other member of the Supervisory staff/any staff member of the flying squad or obstructing or hindering such search in the examination Hall, Verandah, Urinal etc.





VI. HOSTEL ADMISSION - RULES & REGULATIONS

1. The Dean of the college will be overall charge of the students' hostel. The Chief Warden of the hostel should assist the Dean in all student welfare activities including boarding and lodging and extra-curricular activities.
2. Students desirous to reside in the hostel shall submit applications to the Dean of the college on the prescribed form which will be available in the office of Chief Hostel Warden by paying the hostel fees. Fees once paid is non-refundable when the student leaves the hostel or expelled.
3. All the students are required to reside in the hostel attached to the college and dine only in the hostel mess.
4. All the correspondence and activities pertaining to the Hostel including Mess/canteen should be done with the knowledge of Chief Warden.
5. The room once allotted is final and no shifting shall be made by the student at his/her own will. While leaving or vacating the hostel, boarder should handover the items and complete charge of the room to the hostel warden.
6. The rooms of the students are liable to be checked at any time by the hostel warden. If needed locked room may be opened by authorized committee in absence of concerned student.
7. Students must handle the furniture provided in the rooms carefully. Furniture should not be moved from the rooms. If any damage or loss occurs to furniture due to carelessness of students, the cost of repairs will be recovered from them.
8. Students should have their own locks for their rooms and should lock their rooms whenever they go out.
9. Electrical fittings provided in their rooms or in the blocks should not be meddled by the student. If repairs or breakdowns occur in any such fittings, it should be reported to the hostel office promptly for taking necessary action.
10. The students shall keep the rooms clean and tidy. Students are advised against keeping jewels or any other valuables in their rooms. The administration shall not take any responsibility for the safety.
11. Students shall not use music system, etc. in their rooms so as to disturb the inmates of the neighboring rooms.
12. The student should not keep any fire arms or any kind of weapons in their rooms. Strict



- disciplinary action will be taken against the hostel boarders violating this rule.
13. Strict action will be taken against the students who are found defacing or spitting on the walls or damaging any property of the hostel.
 14. No student shall use any private fan or heater or any other such electrical appliances in his/her room except mobile and laptop. If any student is found guilty of using electric/ electronic appliances, he/she is liable for severe punishment.
 15. Disciplinary action will be taken against any student found guilty of misconduct in the hostel.
 16. Any student who misbehaves in the hostel is liable to be expelled immediately from the hostel by the Chief Warden pending further enquiries. If such expulsion is disobeyed, he/she will be rusticated from the college.
 17. The students are strictly prohibited from indulging any kinds of political, communal activity etc. in the hostel.
 18. Any dispute arising among the students should be immediately brought to the notice of Chief Warden. The students are prohibited from taking any action by themselves. Direct approaching to the higher authorities will be considered as an act of indiscipline. If any student is guilty of violation of this rule, he / she will be expelled from the hostel.
 19. Disciplinary action will be taken against any student found guilty of ragging juniors in the hostel or college campus, organizing or participating directly or indirectly in hostel or in the campus which would be against the canons of good conduct and behaviour and which would bring discredit to the institution. Those found guilty will be expelled or rusticated from the hostel and / or college forthwith.
 20. When the students behave unruly either in the hostel or in the classes or in the campus and take action themselves which is turbulent in nature, the Dean may suspend the students immediately on the spot without conducting an inquiry or waiting for the Chief Warden / warden but collect full information on the incident / case within a period of 10 days from the date of suspension either to proceed further for meeting out the punishment or to reinstate the student.
 21. If any student is smoking or using alcohol or similar intoxicating drinks or drugs in the hostel premises he / she shall be expelled from the hostel permanently without any inquiry.



22. No student shall take meals to his / her room without written permission from Warden.
23. Mess timings fixed by the Chief Warden should be strictly followed.
24. Non-Hostellers/ Visitors are not permitted to stay in the hostel.
25. While going on vacation or on other circumstances students must inform the Warden regarding the train or bus they travel, time and destination and the leave address.
26. During vacations, the students are not permitted to stay in the hostel.
27. The hostel will be under the exclusive management and control of the Chief Warden with the executive orders and guidance of the Dean of the college. The Chief Warden will be assisted by Warden(s) in the day to day functioning of the hostel.
28. General cleanliness, sanitation, etc. will be under the management of the Warden(s).
29. The students are expected to be back after the class hours in the afternoons to the hostel premises. Whenever they leave the hostel in the evening they should get the **Gate Pass** from the warden and also make an entry in the movement register available with the security before leaving the premises.
30. The Girl students should return to the hostel before 7.30 p.m. during winter and 8.00 p.m. in summer and boy students must return before 8.00 p.m. during winter and 8.30 p.m. in summer.
31. The students who want to leave for their home during holidays should take prior permission at least one day before the date of journey from the Dean, ACVM.
32. Male students are not allowed to visit the girl students in the girls' hostel campus and vice versa.
33. Students will be allowed to stay in their local guardian's house for overnight only twice in a month, based on their parent's letter to the Warden, giving the name, phone number and address of the local guardian.
34. Gate of the girls' hostel shall be locked at 8.30 p.m. while the gate of boys hostel will be locked at 10.00 p.m.
35. Boarders will not misbehave or issue orders to hostel staff. In case of unsatisfactory service from the hostel staff, boarders shall immediately report the matter to concerned warden.
36. Students should not waste water, electricity and food of mess in the hostel.
37. Students are not allowed to stay in the hostel rooms during class hours. In case of illness prior permission is to be taken from the chief warden/ Dean, ACVM.
38. Each wings of boy's hostel and girls hostel will have one wing monitor who will be appointed by the Chief Warden. The wing monitor will himself observe the hostel rules strictly.
39. Visitors and Guests
 - (a) No guest will be allowed in the Hostel room

- (b) Visitors and guests will be required to sign in the hostel register meant for the purpose
- (c) Visitors will be allowed between 5:00 to 8:00 pm in the evening on working days and 8:00 to 10:00 am in the morning as well as 5:00 to 8:00 pm in the evening on holidays and Sundays.

Abbreviation

AAMGT	:	Apollo Animal Medical Group Trust
ACVM	:	Apollo College of Veterinary Medicine, Jaipur
ARIS	:	Agricultural Research Information System
B.V.Sc. & A.H.	:	Bachelor of Veterinary Science & Animal Husbandry
CCA	:	Controller of Certifying Authorities
LCD	:	Liquid Crystal Display
LFC	:	Livestock Farm Complex
M.V.Sc.	:	Master of Veterinary Science
NC	:	Non- Credit
NCC	:	National Cadet Corps
NSS	:	National Service Scheme
NEET	:	National Eligibility Cum Entrance Test
OGPA	:	Overall Grade Point Average
Ph.D.	:	Doctor of Philosophy
RAJUVAS	:	Rajasthan University of Veterinary and Animal Sciences, Bikaner
RPVT	:	Rajasthan Pre-University Veterinary Test
SC/ST	:	Scheduled Castes/Scheduled Tribes
SWHM & DC	:	Student Welfare Hostel Management & Discipline Committee
TV	:	Television
USG	:	Ultra-sonography
VCI	:	Veterinary Council of India
VCC	:	Veterinary Clinical Complex

JURISDICTION

Any dispute arising out of anything concerned with the ACVM & its activities including admissions will be subject to the jurisdiction of the courts situated at Jaipur only



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