

**GURU ANGAD DEV VETERINARY AND ANIMAL SCIENCES UNIVERSITY
LUDHIANA (PUNJAB)**

RULES FOR AFFILIATION OF PRIVATE INSTITUTIONS OFFERING DIPLOMA IN
VETERINARY SCIENCE AND ANIMAL HEALTH TECHNOLOGY

Chapter 1
Preliminary

1. Short title extent and commencement

- a. These rules may be called Rules for affiliation of private institutions offering Diploma in Veterinary Science and Animal Health Technology
- b. These shall extend to all private institutions who intend to affiliate or are affiliated (annual provisional or permanent, as the case may be) with Guru Angad Dev Veterinary and Animal Sciences University offering Diploma in Veterinary Science and Animal Health Technology located anywhere within the whole State of Punjab
- c. These shall commence with effect from the date of notification.

2. Definitions-In these rules, unless the context otherwise requires,-

- (a) "Academic Council" means the Academic Council of the University;
- (b) "Affiliation" means a College or an Institution, whether private or public, by whatever name called, affiliated (annual provisional or permanent, as the case may be) with the University with respect to specific academic programmes.
- (c) "Board" means Board of Management of the University,
- (d) "College/Institution" means any College or Institution affiliated to the University providing courses of study or training for admission to the examinations for Diploma in Veterinary Science and Animal Health Technology of the University.
- (e) "Faculty" means Faculty of the College/Institution/University;
- (f) "Government" means the State Government of Punjab,
- (g) "Prescribed" means prescribed under these Rules;
- (h) "Principal" means head of an Affiliated College or Institution,
- (i) "Registrar" means the Registrar of the University;
- (j) "Student" means the person admitted and enrolled in an Affiliated College or institution of the University for taking a course of Diploma in Veterinary Science and Animal Health Technology.
- (k) "Teacher" means a person, known by any rank, appointed/hired by the Affiliated College or Institution for the purpose of imparting instruction,
- (l) "University" means Guru Angad Dev Veterinary and Animal Sciences University Ludhiana
- (m) "Veterinary Council of India" means the Veterinary Council of India constituted under the Indian Veterinary Council Act, 1984 (Central Act No 52 of 1984); and
- (n) "Vice-Chancellor" means the Vice-Chancellor of the Guru Angad Dev Veterinary and Animal Sciences University

Chapter II Introduction

1. As provided under the sub-section (i) of the Section 6 of Chapter II of Guru Angad Dev Veterinary and Animal Sciences University Act, 2005 (Punjab Act No. 16 of 2005), under powers and functions of the University, it has been prescribed to affiliate colleges /Institutions. Therefore, in order to streamline the process of affiliation as well as to provide strict and appropriate guidelines so as to maintain standards of education, these rules are being promulgated.
2. Before approaching the University for Affiliation, the Society/Trust should carefully read the prospectus of the University provided for Diploma in Veterinary Science and Animal Health Technology, as fulfilling the norms, as required in regulations, before the affiliation and thereafter, shall be the sole responsibility of the Applicant Body.
3. It is advised that before approaching the University for Annual Provisional Affiliation, the Applicant Body should have duly appointed a professional as a Principal of the proposed College/Institution so that interactions on technical matters can be done with the Principal for better understanding of technical matters.
4. University shall not be responsible for any kind of delay in affiliation.
5. The University shall be providing Annual Provisional Affiliation to a College/Institution till it does not fulfill the requirements of Permanent Affiliation as mentioned in subsequent sections.
6. Any College/ Institution on Annual Provisional Affiliation shall be authorized to mention the status in the form of "*With Annual Provisional Affiliation of GADVASU*" on their signboards, letterheads, properties and other such documents.
7. Till a College/Institute is permanently affiliated to the university as provided in these rules, the College/Institute shall not be authorized to declare its status anywhere as "*Affiliated to GADVASU*". This is being prescribed in public interest and correct status depiction to the students.
8. These rules are complimentary to the provisions *in vogue* or made in future by regulatory bodies like VCI, Pharmacy Council of India etc. By no means, these rules shall be overriding the provisions laid down by such bodies.

Chapter III General Rules

1. It shall be mandatory for the existing as well as future institutes to abide by these Rules. Existing Annual Provisionally Affiliated Colleges/Institute(s) shall fit in these rules automatically, depending upon the stage in which they are currently running. They will have to switchover to these provisions immediately.
2. Once, any institute is given Annual Provisional Affiliation, it shall be mandatory for that Institute/College to implement the directions/advice of the University, failing which, such Institute/College shall be inviting penalty, which may be financial, disallowing future admissions and/or stoppage of affiliation.
3. Only those Bodies/Trusts/Societies, which have been provided permission/NOC for opening a College/Institute by the Government of Punjab for providing 2 years post 10+2 Diploma in Veterinary Science and Animal Health Technology shall be eligible to apply first for Annual Provisional Affiliation to the university for Diploma in Veterinary Science and Animal Health Technology.

4. It shall be the sole responsibility of the Applicant Body/Affiliated College to satisfy the requirements of the programme. The University shall not be responsible for any legal and financial liability arising out of the matters connected with the Applicant Body/Affiliated College/Institutions. The University shall also not be liable for any sort of (full or part) compensation regarding any matter pertaining to any party including students and or staff etc.
5. Annual Provisional Affiliation shall be for the academic purposes only. The Applicant Body/College shall be bound to follow all directives of the Government/Department of Animal Husbandry/University etc.
6. The Applicant Body shall apply on the '*Prescribed application form*' having an enclosed self declaration on a Non-Judicial Stamp paper of Rs.1,000/- (Rupees One thousand only) regarding facilities developed by the Applicant Body as per prescribed norms for the first year and preparedness for the second year and growth plan (Annexure. I)
7. If at any time during the continuation of Annual Provisional Affiliation, the Government/University raises any objection regarding adequacy of facilities, it shall be mandatory on the part of the College/Institute to fulfill the same in the prescribed time bound manner.
8. Any punitive/suggestive/advisory action by the Government of Punjab /Department of Animal Husbandry/ University shall be binding to the College/Institute
9. The University may appoint such number of Visitors or Inspectors, as it may deem requisite, to inspect any Annual Provisional Affiliated College/Institute or to attend any examination or any other affair as the University deems fit. The visitors shall not interfere with the conduct of any training or examination, but shall report to the Vice-Chancellor on the adequacy of the standards including staff, equipment, accommodation, training and other facilities as prescribed. The report of the Visitors shall be treated as confidential unless in any particular case the Vice-Chancellor otherwise directs
10. The University shall be empowered to institute an enquiry into the affairs related to academics/admissions/any other matter, of the College/Institute, for which it shall be mandatory to provide required information and cooperate

Chapter IV Annual Provisional Affiliation

1. The prescribed application form shall be made available at a charge of Rs. 20,000/- (Rupees Twenty Thousand only) as Application Form Charges, to those applicants who have been provided NOC by the Government of Punjab. The person/body requiring application shall have to apply on the letter head and official seal of the body to which NOC has been provided by the Government of Punjab along with an attested copy of the NOC.
2. Application for Affiliation shall be in the prescribed format along with Non-Refundable Processing Fee of Rs.1.0 lac (Rupees One Lac only). This application shall be valid for, only forthcoming academic session. If the applicant body fails to obtain affiliation of the University, it shall have to apply afresh for the next session, by obtaining fresh prescribed application form and depositing application fee along with filled application form
3. Applicants should have submitted all the required documents to the Government of Punjab as per the terms and conditions of the NOC, before applying for affiliation. They

- shall have to enclose a proof of it along with an attested copy of each document at the time of the application; otherwise, the application shall be rejected
4. Incomplete application shall be rejected and fee forfeited, however, applicant shall be free to file fresh application
 5. The application fee shall be non refundable, even in cases of withdrawal of application, rejection of application and university deciding to not to grant affiliation.
 6. When the first year requirements are completely met, the management for the proposed college/institute will file the application, make a presentation of the facilities to the University authorities, submit a video CD of the available facilities. If the facilities are seemingly inadequate, the Applicant Body shall be communicated so during the presentation and in writing also. In such a case, the Applicant Body shall develop adequate facilities and again make a presentation, with fresh video CD to the University authorities.
 7. The University may decide such authorities, who shall be present at the time of presentation for recommending adequacy/otherwise to the university. The presentation, however, shall be open to all faculty members of the University.
 8. Consequent to presentation and viewing the video CD, if the University authorities are satisfied that the facilities developed by the applicant body are *prima facie* worth inspecting, the University shall send a team for inspection.
 9. The Applicant Body shall have to deposit Non-Refundable Inspection fee of Rs. 1.5 lac (Rupees One Lac and fifty thousand only) to the University for fresh admissions.
 10. The Inspection Team (as constituted by the university) shall visit the College/Institute after satisfactory presentation. The College/Institute shall extend all facilities and cooperation to the Inspection Team. The team shall submit the report to the Registrar for placing before the next Academic Council meeting.
 11. If the Academic Council approves, the report along with Academic Council's recommendation shall be put to the next Board of Management meeting. Otherwise it will be returned back to the Applicant Body of the proposed College/Institute for improving the facilities for re-inspection on a future date.
 12. If approved by the Board of management also, the University shall issue orders of Provisional Affiliation, which shall be communicated to the Applicant Body within 4 weeks time from the approval by the Board.
 13. After deposition of the prescribed Non-Refundable Initial Annual Affiliation Fee of Rs. 5.0 lac (Rupees Five Lac only), the University will issue orders for Annual Provisional Affiliation.
 14. The Applicant Body shall then submit a detailed status report along with request to the university.
 15. The Applicant Body will be required to complete staff recruitments of first year as per norms and inform the University before providing admissions to new batch.
 16. If the staff and other facilities are adequate, the university will give a letter for admitting the students for the ensuing academic session, provided that all foregoing conditions have been fulfilled.
 17. The College should tender a bank guarantee of Rs. 25.0 lacs (Rupees Twenty five lacs only) as a surety and assurance of its financial capabilities before admitting students to the first year. The guarantee money will be forfeited if the college/institute fails to comply with the prescribed rules and regulations of the regulating body (ies).
 18. The College should create reserve funds by investing fixed deposit of Rs. 10.0 lacs (Rupees Ten lacs only) within one year of start of college positively.

Chapter V

Admission of students and subsequent Annual Provisional/Permanent Affiliation

1. The College/Institute shall not be able to admit students for an academic session without clear cut permission by the University
2. Before the end of first academic session, the second year requirements should be completely met. The management of the college/Institute will be required to make a presentation of the facilities to the university authorities, submit a video CD of the so far developed facilities on the date and time prescribed by the University. If the facilities are seemingly inadequate, the applicant body shall be communicated so during the presentation and in writing also. In such a case, the applicant body shall develop adequate facilities and again make a presentation, with fresh video CD to the university authorities, well before the admissions of the next academic session, failing which the college shall not be allowed to admit fresh students.
3. If the University authorities are satisfied that the facilities developed for the second year by the Applicant Body are *prima facie* worth inspecting, the University shall send a Team for Inspection. The Applicant Body shall have to deposit a Non-Refundable Annual Inspection fee of Rs 1.0 lac (Rupees One Lac only) to the University.
4. If the staff and other facilities are adequate, the university will give a letter for deposition of a Non-Refundable Annual Affiliation fee of Rs.1.0 Lac (Rupees One Lac only) for second year. After deposition of the annual affiliation fee, the University will issue orders for Annual Provisional Affiliation for second year.
5. For getting permanent affiliation, consequent to fulfilling the conditions mentioned above up to the satisfaction of the university but not before 10 years of initial affiliation, subject to the Rules and Guidelines of Veterinary Council of India/any other controlling body and GADVASU issued from time to time, the college shall be required to deposit one time permanent affiliation fee of Rs 30.0 lacs (Rupees Thirty lacs only) in the shape of Bank Draft in favour of Comptroller, GADVASU, Ludhiana. This amount shall be Non-refundable. This amount shall be forfeited, in case the college fails to fulfill the minimum norms and requirements as per Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana at any subsequent date. In such cases, no students shall be allowed to be admitted to such institute.
6. Annual administration expenses of Rs 1.5 Lac (Rupees One lac and fifty thousand only) shall be payable to the university by the institution every year before the commencement of academic session.

Chapter VI

Withdrawal of Affiliation

1. The Affiliation/Annual Provisional Affiliation granted to a College/Institute may be withdrawn or modified if the College/Institute fails to comply with any of the provisions/direction of affiliation specified by the University or Govt. of Punjab at any stage of affiliation.
2. In case of finding deficiency, the University may also resort to reduction of intake capacity, to the level deemed fit, for one or more academic sessions.
3. The inspectors/visitors/any other person authorized by the University, while submitting their reports/communication to University, points out any deficiency(ies), violation of affiliation provision/non-compliance of directives of regulatory body/affiliating University,

the University may impose financial penalty on the College /Institute. In such cases the University would advise the concerned College/Institute to rectify the deficiency/violation of provisions/compliance of directives in a stipulated time along with the payment of penalty. If College/Institute fulfils the above requirements in the stipulated time, University may depute the inspector/visitor/ any other person again, to verify the remedial measures taken by the College/Institute.

4. The privileges conferred on a College/Institute by affiliation may be withdrawn in part or in full, suspended or modified, if the College/Institute on due enquiry, is found to have failed to comply with any of the provisions of the Act/Statutes, the Ordinances, the Rules and Regulations or any other direction or instruction of the University, or failed to observe any of the conditions of affiliation, or has conducted itself in a manner prejudicial to the academic and administrative standards and interests of the University.
5. When an affiliated College/Institute ceases to function or is shifted to a different location or is transferred to a different Society, Trust, individual or a group of individuals without the prior approval of the University, the affiliation granted to the college/Institute shall lapse automatically. Thus under such condition shifting or transfer, as the case may be, it shall be treated as a new College/Institute for the purposes of future affiliation.
6. The University on its own, on the basis of any complaint or any other information or report from any other source, can cause an enquiry in respect of a College/Institute, and after giving the College/Institute a reasonable opportunity of being heard, may pass an order prohibiting such College/Institute from presenting any student then undergoing such specified course / programme of study therein to the University for the award of the concerned Diploma in this case.
7. In cases where the College/Institute does not fulfill the requirements or remedial measures taken are not adequate, the University may submit the report of such College/ Institute to the Academic Council, recommending withdrawal of affiliation of the College/Institute.
8. The decision of Academic Council would be put up before the Board of Management for further approval.
9. The Board of Management, before providing approval for withdrawal of affiliation may if deemed necessary, provide a hearing to the College/Institute concerned.
10. If Board of Management intends to withdraw affiliation of College/Institute, the University shall inform the Government that the Institute/College has failed to honour the terms and conditions laid down by the Government in its NOC and therefore, shall further request to the Government to withdraw the NOC issued to the College/Institute.
11. The College/Institute shall be deemed to be de-affiliated consequent to withdrawal of NOC by the State Government.
12. The University reserves the right to amend the rules/procedures/fee(s), related to affiliation of College(s)/Institute(s), in future without prior information to the College(s)/Institution(s).

**Facilities Required for a Veterinary Polytechnic/Pharmacy College/Institution for 60
Admissions Annually**

I. Accommodation

1. The College should procure the minimum land (5-6 acres) as per requirement for College Building, Hostels and Livestock Farm.
2. Minimum requirement for Infrastructure:
 - a) Two Lecture Hall (600 sq.ft. approx. each)
 - b) Two Laboratories (600 sq.ft. approx. each)
 - c) Museum (600 sq.ft. approx.)
 - d) Principal Office (300 sq.ft. approx.)
 - e) Office Room (300 sq.ft. approx.)
 - f) Five teaching staff rooms (100 sq.ft. approx. each)
 - g) One staff room for Lab. staff (200 sq.ft. approx.)
 - h) One Library (600 sq.ft. approx.)
 - i) One computer room (400 sq.ft. approx.)
 - j) Central Store (300 sq.ft. approx.)
 - k) Two Wash rooms (boys and girls)
 - l) Staff Wash rooms (Gents and Ladies)
 - m) Drinking water facility
 - n) Canteen
 - o) Student Hostel with common room, mess etc.
 - p) Animal Farm with at least 10 animals of each species viz. cattle/buffalo, sheep and goats and 50 poultry birds.

II. Staff

1. The college should have a regular Principal possessing a post-graduate degree in any of the disciplines of Veterinary and Animal Sciences with adequate teaching and administrative experience.
2. The college should appoint at least five regular full-time teaching staff (excluding Principal) having requisite qualifications (M.V.Sc.) in different disciplines to conduct both theory and practical classes in the subjects prescribed.
3. The College should appoint the required adequate non-teaching staff for administrative and laboratory work for the College.
4. The college shall have adequate technical staff for library and computer room. The college should have attachments with livestock farms for students training with adequate supporting a field staff.

III. Equipment

Stools	30
Work table	As required
Microscopes	10
Almirah for microscopes	2
Computers	10
Dispensing/Chemical Balance	5
Single pan balance	2
Hot air oven	1
Autoclave	2
Centrifuge	2
Water bath	2
Slide Box 100 slides	20
Staining Jars	20
Shearing and clipping equipment	2 set
Debeaking equipment	2
Horn disbudding set	2
Nose tongs	2
Tag plier (with sufficient tags)	2
Egg Candler	2
Vernier Callipers	5
Shoes and shoeing equipment	2 set
Dentition model	1 set
Wheel barrow	1
Neck cradle	1
Ropes of different sizes	As required
Different equipment for restraining of animals with cattle crush	2 set
Housing models, dairy models, photographs of different breeds, models of silo pits, chart, photographs showing different points of body of various species / breeds, models of drainage, models of water troughs	As required

for different species, samples of feeds and fodders. Registers / Account procedures.	
Skeleton model (Cattle)	1
Haemocytometer sets	10
Haemoglobinometer	10
Microhematocrit tubes	As per need
Wintrobess sets	10
Test-tube racks	20
Spatula (iron, plastic and ebonite)	20 each
Mortar and pestle (porcelain and glass)	20 set
Measuring glasses, cylinders of various sizes	10 each
Glass wares	As per need
Black boards, display boards, chart stands, etc.	2 set each
Protective wear (gloves, rubber apron, goggles, gum-boots, marks & cap)	5
Post-Mortem sets (with chisels, saw rib cutter, shears, bone cutter, saw, sharpener, etc.)	2
Autopsy knives	2
Autopsy table for small animals	1
A.I. equipment (different species)	1 set each
Liquid nitrogen containers different capacities (50 ltrs, 35 ltrs, 5 ltrs etc.)	1 each
Artificial vaginas (assort)	10 set
Vaginal speculum (Small and large animals)	2 each
Insemination catheters /Guns	As per need
Dystocia set	1
Burdizzo castrator	2
Ice-Box	2
Swab holders	10
Surgical pack for small animals	2
Surgical pack for large animals	2
Gloves and other rubber wares	10
Trocar and cannula	2
Teat instruments	2 set
Butler mouth gag	2
Probang	1
Pin cutter (Big)	1
Syringes and hypodermic needles	As required
Intravenous drip stands	5

Note: Equipment should be available for minimum procedures which a veterinary inspector must know or do.