

**Agriculture and Forestry University (AFU)
Post-Graduate Program
Bulletin**



**Post-Graduate Studies Center
Agriculture and Forestry University
Rampur, Chitwan, Nepal
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**Agriculture and Forestry University (AFU)
Post-Graduate Program**

1. Postgraduate Academic programs

Faculty of Agriculture

- a. Master of Science in Agriculture (M.Sc. Ag.) in different disciplines
- b. Doctor of Philosophy (Ph.D.) in different disciplines

Faculty of Forestry

- a. Master of Science in Forestry (M.Sc. Forestry)

Faculty of Animal Science, Veterinary Science and Fisheries

- a. Master of Science in Animal Science (M.Sc. AnSc.) in different disciplines
- b. Master of Veterinary Science (M.V.Sc.) in different disciplines
- c. Master of Science in Fisheries (M.Sc. Fisheries) in different disciplines
- d. Doctor of Philosophy (Ph.D.) in different disciplines

2. Requirements for Admissions

M.Sc. Program:

M.Sc. Ag.

Applicant must have earned a B.Sc. Ag., or equivalent degree.
Minimum schooling years required to be eligible is 16 years (10+2+4).

M. Sc. AnSc.

Applicant must have a B.Sc. Ag. or B.Sc. AnSc., or B.V.Sc. & A.H. or equivalent degree.
Minimum schooling year required to be eligible is 16 years (10+2+4).

M.Sc. Fisheries

Applicant must have a B.Sc. Fisheries, B.F.Sc., B.Sc. Ag., B.V.Sc. & A.H., M. Sc. Zoology (Fisheries) or equivalent degree.
Minimum schooling year required to be eligible is 16 years (10+2+4).

M.V.Sc

Applicant must have a B.V.Sc. & A.H. or equivalent degree.
Minimum schooling year required to be eligible is 17 years (10+2+5).

M.Sc. Forestry

Applicant must have B.Sc. Forestry degree.
Minimum schooling year required to be eligible is 16 years (10+2+4).

M.Sc. Forestry (Biodiversity) / M.Sc. Forestry (Environmental Science)

Applicant must have B.Sc. Forestry or B.Sc. Environmental Science or M.Sc Botany or M.Sc Zoology or B.Sc. Ag. or equivalent degree.

Minimum schooling year required to be eligible is 16 years (10+2+4).

Ph.D. Program:

Degree by Course and Research

An applicant must have M.Sc. degree in first division in the related field.

The candidate must have graduated from an institution where undergraduate and postgraduate teaching medium is English. However, special cases could be reviewed by the committee.

The applicant must submit confidential letters of recommendation from two referees who would be in a position to judge academic and research capabilities of the candidate to undertake the Ph.D. study successfully. At least one of the letters must be from a university professor.

The applicant must submit an acceptable concept research proposal for Ph.D. dissertation.

Applicant must have assured research fund.

Degree by Research

An applicant must have 3 years experience in academic, research or development after M.Sc. degree passed with 60% marks in the related field.

The candidate must have published at least two research articles in the referred journal as a first author.

The candidate must have graduated from an institution where undergraduate and postgraduate teaching medium is English. However, special cases could be reviewed by the committee.

The applicant must submit confidential letters of recommendation from two referees who would be in a position to judge academic and research capabilities of the candidate to undertake the Ph.D. study successfully. At least one of the letters must be from a university professor.

The applicant must submit an acceptable concept research proposal for Ph.D. dissertation.

Applicant must have assured research fund.

Ph.D. Candidacy

Ph.D. student after successful defense of proposal and candidacy exam will then be PhD Candidate/Scholar. Student's advisory committee will conduct candidacy exam either in written or oral along with proposal defense.

Student of degree by course and research category will complete proposal defense and candidacy exam by the 1st month of 3rd Semester.

Student of degree by research category will complete proposal defense and candidacy exam by the end of 1st Semester.

Candidates from other Countries

An applicant must meet the requirements stated in above and must have a proof of financial support to undertake PhD studies.

Residential requirements

All the students must meet the residential requirement of at least one and half years.

However, Ph D students under category of degree by research should get advice from the advisory committee regarding residential requirement.

3. Course and Research Requirements

M.Sc. Program (Total credit requirements)

Faculty / Program	Courses	Credit hr
1. Agriculture	Major (Minimum)	15
2. Forestry		18*
3. Animal Science	Minor (Range)	5-10
4. Veterinary Science*	Supporting (Range)	5-11
5. Fisheries	Seminar	1
	Thesis	15
	Total (Minimum)	45

Ph.D. by Course & Research (Total credit requirements)

Faculty / Program	Courses	Credit hr
1. Agriculture	Major (Minimum)	12
2. Forestry	Minor / Supporting	11
3. Animal Science	Seminar	2
4. Veterinary Science	Dissertation	35
5. Fisheries	Total (Minimum)	60

Ph.D. by Research (Total credit requirements)

Faculty / Program	Courses	Credit hr
1. Agriculture	Literature Review, Proposal & Candidacy	10
2. Forestry	Seminar (1/Semester)	5
3. Animal Science	Dissertation	45
4. Veterinary Science		
5. Fisheries	Total	60

Types of Courses:

Major courses

Courses offered by the department/ field of study in which the student takes the admission

Minor Courses

Courses related to thesis or dissertation of other departments approved by advisory committee of the student

Supporting courses:

Biochemistry, Statistics, Field Design, Survey Research Methodology, Advanced Plant Physiology and Technical Writing and Communication

Maximum & Minimum Credit Hours Allowable:

Course Work (M.Sc./Ph.D.)

The unit of credit hours enrollment in a 1st Semester: 9 - 12 credit; 2nd semester onward: 9-15 credit.

Research Enrollment

M Sc: 3rd Semester onwards

Ph D with Course: 3rd Semester onwards (after candidacy)

Ph D by Research: 2nd Semester onwards (after candidacy)

Duration for Degree:

Normal Duration

M.Sc. – 2 years (4 Semesters)

Ph.D. – 3 years (6 Semesters)

Maximum Allowable Duration

M.Sc. – 4 years (8 Semesters)

Ph.D. – 7 years (14 Semesters)

Requirements for PG Departments and Student intake capacity:

Requirements for PG Faculty

Ph D degree,

or

M Sc degree and 3 years teaching/research experiences and 2 journal articles in peer reviewed journal (at least 1 as senior author),

or

Faculty who has produced M Sc graduates as major advisor.

PG Department

Minimum 3 faculty members are required to offer PG program in department.

One faculty member is allowed to teach 1 course in one semester.

One faculty member is allowed to guide maximum 3 thesis students at a time.

Student Enrollment Capacity

Student enrollment in a department will be as per the capacity of a department

Absolute minimum of 3 student enrollment is required to the run PG program of a department.

4. Thesis / Dissertation

Guidelines for M.Sc. Thesis:

1. Student should develop research proposal in guidance of major advisor. The research proposal should be submitted to advisory committee in respective departments and must be approved by advisory committee. Approved research proposal must be forwarded to Faculty Dean and PG Studies Center through Department head for record and monitoring.
2. Student gets the research proposal approved by the end of 2nd Semester or 1st month of 3rd Semester.
3. Proposal defense week is set for 4th week of 1st month of 2nd year (3rd Semester).
4. Major advisor for M.Sc. student will be decided before the end of 1st Semester. Department head with the consultation with PG faculty and student will recommend name of Major advisor to Faculty Dean for approval. Relevant PG faculty will be allotted for major advisor based on research field.
5. Major advisor and student will recommend Advisory Committee through Department head to Faculty Dean for approval.

6. Faculty Dean will send a list of advisors, committee members and thesis students to PG Studies Center to maintain record and monitoring.
7. Students are required to finish all the research work and produce draft thesis in supervision and approval of advisory committee by the end of class day of the 4th Semester.
8. Thesis defense week will be scheduled as of exam week of the Semester.
9. An external Examiner for respective field will be appointed for Thesis defense for each department by PG Coordinator in consultation with Faculty Dean.
10. Thesis defense will be held in departmental level.
11. Department Chair will conduct defense in respective department in presence of Advisory committee and external examiner along with faculty and students of the department.
12. Thesis will be evaluated separately by each advisory committee members and external examiner.
13. Based on the average marks of evaluators, Thesis will be graded as: Excellent, Very Good, Good and Fair.
14. Signed thesis graded form from evaluators will be forwarded by advisor through department chair to Faculty Dean, PG Studies office and examination Controller office.
15. Student should submit corrected final thesis duly signed by Major Advisor, Committee members, External Examiner, Department head and Faculty Dean before Semester break.

Guidelines for Ph.D. Dissertation:

1. The Major Advisor will be assigned by a Ph D committee (Respective Department Head, Research Director, Faculty Dean and PGS Coordinator).
2. The Major Advisor must be a Ph.D. from among the faculty members or equivalent and have published 5 peer reviewed articles with a minimum of 3 as the senior author.
3. A minimum of two members of Advisory Committee will be appointed by Ph.D. committee based on the recommendation of Major advisor.
4. One of the two members will come from the major department and another from the other department/ institution relevant to the research study.
5. The members of the Advisory Committee from AFU must be a Ph.D. and have 3 research articles published in the peer reviewed journal as a senior author.

6. The non-teaching member from outside AFU must be a Ph.D. with proven records of research experience and published at least 3 research articles in the journal as a senior author.
7. Ph.D. degree holding Faculties/Senior Scientist from outside AFU with proven records of research experience and published at least 3 research articles in the journal as a senior author may serve on the Advisory Committee as Co-advisor on the recommendation of the Major Advisor and approved by PhD committee.

Dissertation Evaluation:

1. The student must conduct the research, write a report, and present to advisory committee.
2. With the approval of dissertation for external evaluation by Advisory Committee, Ph D Committee will select external examiner.
3. The PGS Coordinator will send the PhD dissertation for the external evaluation either in country or outside the country.
4. PhD scholar (by research) must have published 3 peer reviewed journal articles (at least one in international journal) and by course and research must have published at least one peer reviewed journal article.
Or
PhD scholar could produce accepted letter from journal before it is processed for external examination.
5. The student should satisfactorily incorporate the comments of external examiner(s) before the degree award.
6. In case of disapproval of a dissertation, a second opinion would be sought from a second examiner. If the second examiner also rejects the dissertation, the student will be automatically dropped from the Ph.D. program.
7. After the acceptance from the external examiner, the student is required to defend it successfully through an open seminar in the presence of the members of his/her advisory committee who will evaluate the performance and recommend for the award of the degree if the student has successfully defended the dissertation.

5. Academic Session

Academic Year:

One Academic year is divided into two semesters.

Semester:

Semester is a period of start of classes to the end of the final exams. A semester will cover a period of 18 weeks in which, 16 weeks of effective teaching and 2 weeks for examination.

Credit Unit (semester hours):

Each unit of credit carries at least 15 semester hours for instruction. Each credit hour represents one hour of theory class per week and three hours of laboratories or field work per week.

Semester Session

First Semester:

November – March (Mangsir – Chaitra)

Second Semester:

May - September (Jestha – Aswin)

There will be semester break after each Semester. However, academic calendar will be developed each year to specify the dates for semesters.

Academic Calendar:

Call for Application: 2 weeks before the start of Dashain holidays

Entrance Exam: Between Dashain and Tihar

1st Semester:

Course Registration and Class Start: November 1st week

1st Internal Assessment: December 3rd week

2nd Internal Assessment: February 1st week

End of Class: March 2nd week

Final Exam: March last week

Semester break: April

Semester Results: April 20

2nd Semester

Course Registration and Class Start: May 1st week

1st Internal Assessment: June 3rd week

2nd Internal Assessment: August 1st week

End of Class: September 1st week

Final Exam: September 2nd week

Semester break: Dashain to Chhat

Semester Results: After Dashain and before Tihar

However, Academic calendar for every year may be adjusted based on Dashain, Tihar and Chhat holidays.

6. Student Category and Fee Structure

Student Categories:

Competitive subsidized student

Competitive full pay student

7. Examination System

There will be 3 exams for each course (Theory as well as for Practical)

- First term of 20% marks – Internal
- Second term of 20% marks – Internal
- Final exam of 60% marks – External

There will be no separate grade for practical. It will be combined with theory and allotted one grade per course.

Each course should have at least 2 assignments/case studies graded to supplement internal exam marks.

Grading System

Grade:

- A = Excellent
- B = Good
- C = Satisfactory
- D = poor (Fail)
- I = Incomplete

Grade Point:

- A = 4 point
- B = 3 point
- C = 2 point
- D = 1 point
- I = no grade

Grade Allocation:

- A = 85% and above
- B = 70 to less than 85%
- C = 50 to less than 70%
- D = Less than 50%
- I = Incomplete of the courses/thesis which is replaced by other grade upon the completion of the course or thesis

Requirement for degree:

Cumulative Grade Point Average (CGPA) should be 2.5 for Master.

If he/she has less than the passing CGPA, the student would disqualify to get the degree. However, he/she can reappear in any subjects of his/her choice till he/she attains the minimum required CGPA to get the degree.

No division will be allotted in Ph.D. degree. However, transcript of course work with grade will be provided and should have 3.0 passing CGPA.

Transcript with Dissertation topic with satisfactory grade will be provided upon the completion of the degree.

CGPA: M.Sc. Level

3.8 and above:	Distinction
3.5 and above:	First division
2.5 and above:	Second division

8. Credit Transfer and Enrollment

Credit Transfer System and Enrollment:

M.Sc. /Ph.D. students enrolled at other university may apply to AFU for enrollment with his/her completed credit credentials.

AFU may accept those students with credit transfer based on AFU's credit requirements and regulations.

Such students should pay admission fee and registration fee as required.

9. Degree Award

PG Degree Award

As PGS Center maintains the individual file of PG students (e- file / hard file), PGS center will check whether students have completed all the requirements for degree and then recommend for degree award (It is a kind of cross check between faculty Dean Office and PGS Center office).

PhD Committee will recommend for PhD degree award.

10. PG program monitoring

Roster of PG Faculty will be maintained at Faculty Dean Office and PG Studies Office. Courses offered with course instructor's list will be sent to Faculty Dean and PGS office for record through Department head.

A monitoring and evaluation committee headed by PG coordinator approved by VC will monitor PG classes and researches to maintain and cross check quality between different faculties.

By the end of the semester each course with instructor will be evaluated by students.

Outcome of the evaluation will be shared within the PG Committee.

PG Committee will have necessary action on the outcome.

Any disputes between students and faculties in courses and research will also be addressed by the committee.

A discussion with course instructors and faculty Deans will be organized at the end of the semester focusing to grade distribution, internal evaluation and course content covered
The outcome of the discussion would be shared in the PG Committee for necessary action.

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