



FACULTY OF SCIENCE
The Maharaja Sayajirao University of Baroda

FORM NO.

**Basic Information of an applicant for
Admission to One Year Post-M.Sc Diploma Course in
“Genetic Engineering and Bioprocess Development”**

(Application Form Fee including Processing Charges Rs.200. Forms downloaded from the internet should be submitted with a DD of Rs. 200/-, in favour of 'Coordinator, P.G. Diploma course', payable at Baroda.)

Sr. No. _____

Last Date for Submission of Application : **June 25, 2011**

Date of Entrance Examination : **June 27, 2011**

(Please note that no separate Admit card/Call Letter will be issued for the entrance test)

(Please read the 'INSTRUCTIONS TO THE APPLICANTS' before you start filling up this form)

Affix latest
colour photo

FOR POST M.Sc DIPLOMA COURSE ONLY

Full Name : _____

(As per the Master's Degree certificate)

Address to which a reply to this application may be sent : _____

Subject : to which admission is sought : _____

ELIGIBILITY REQUIREMENTS

1. Whether the applicant has passed Master of Science degree with 50% marks or its equivalent examination under 10+2+3+2 pattern

Yes

No

2. Whether the applicant has passed the qualifying examination as

Regular

Private

Name of the College/Institution : _____

3. If the applicant has passed the qualifying examination other than that from the M.S. University of Baroda, whether he/she has attached Provisional/Final eligibility certificate

Yes

No

If yes, please give No. and date :

No.: _____

Date : _____

[P.T.O.]

4. Subjects offered by the applicant at the B.Sc and M.Sc Examinations :

B.Sc.	Principal/Major	Subsidiary/Minor	Total
Subjects			
Marks obtd.			
Out of			

	Subject(s)	Marks obtained	Out of	Percentage
M.Sc				

5. Whether the applicant belongs to any specified Category :

Yes

No

SC

ST

SEBC

General

(SC/ST/SEBC) approved by Govt. of Gujarat only.

(Note : For SC/ST applicants please enclose a Certificate from the competent authority in support thereof.

For SEBC applicants enclose Non-Creamy Layer certificate from the competent authority.

Date : _____

Signature of the Applicant

The Dean,
Faculty of Science
The M.S.University of Baroda
Vadodara – 390 002

Dear Sir,

I wish to apply for my admission to the Post M.Sc. Diploma class in the Faculty of Science, the Maharaja Sayajirao University of Baroda for the subject as mentioned below :

SUBJECT : _____

I give below the necessary additional particulars :

6. Are you repeater in the Class for which you are applying ?

Yes

No

7. Sex :

Male

Female

8. Mother Tongue :

9. Date of Birth and Age :

10. Place of Birth : at _____

Taluka _____

Dist. _____

11. Nationality : _____

12. Religion : _____

13. Father's/Husband's name : _____

14. Father's/Husband's Occupation : _____

15. Permanent Address : _____

Contact Telephone No.:

Email Id. : _____

Mobile No.:

16. (a) Have you applied elsewhere for admission ?

Yes

No

(b) Did you join as a student in any institution after
passing the last examination ?

Yes

No

If Yes, give particulars : _____

17. For applicants from Foreign Countries only

(a) Passport No. _____

Date : _____

(b) Category of Visa and its expiry date : _____

18. (a) Particulars about passing the examination :

	Name of the Examining Body	Month & Year of Passing	Percentage of Marks obtd.
Xth/SSC			
XIIth/HSC			
B.Sc.			
M.Sc.			

I have not joined any College or University since my last appearance at the examination shown above.

I hereby agree, if admitted, to conform to the rules and regulations at present in force or that may thereafter be made by the University from time to time and undertake that so long as I am a student of the University, I will do nothing unworthy of a student of the University either inside outside or will not do anything that will interfere with its orderly working and discipline.

The information given in this application form is true and correct. In the event of the information found incorrect or documents submitted by me found to be false or incorrect or misleading or I am found not eligible, for any reason whatsoever, for this admission, I hereby give an undertaking to the effect that my admission to this course may be cancelled at any time without any notice thereof and fees paid by me may be forfeited. I may be expelled and prosecuted when the facts are known to the University authorities.

Name : _____

Signature of the Applicant

Date : _____

FOR SPONSORED STUDENTS

Please give the following information :

- (a) Name and Address of the Industry/Institution : _____
- (b) Date of Joining : _____
- (c) Designation : _____

UNDERTAKING FROM THE SPONSOR

_____ (Name of Industry/Institution) hereby agree to sponsor Mr/Ms. _____ working with us as _____, and if he/she is selected for admission, the necessary leave shall be granted to him/her for attending the course as a regular student.

Date : _____

Signature of the Authorised Person of
the Industry/Institution

Place : _____ Seal of the Industry/Institution

O.I.G.S

To,

Book-Post

From,
Despatcher,
Faculty of Science
Vadodara – 390 002
(INDIA)

FACULTY OF SCIENCE
The Maharaja Sayajirao University of Baroda

Programme for the ENTRANCE TEST EXAMINATION for admission to the Post-M.Sc. Diploma Course for the year 2010-2011.

Sr. No.	Course and Department	Mode of Selection	Date for Written Test	Time	Venue
1.	One Year Post M.Sc Diploma Course in "Genetic Engineering and Bioprocess Development" at Department of Microbiology and Biotechnology Centre	Written Test & Interview	27-6-2011 Monday	10-00 a.m. onwards	Seminar Hall, Microbiology Department

INSTRUCTIONS TO THE APPLICANTS

- The application form completely filled in must reach the Faculty Office on or before the last date as mentioned on the front page of this form.
- Attested copies of the following certificates should be attached with the application form :
 - S.S.C. (10th) or equivalent Marksheet
 - H.S.C. (12th) or equivalent Marksheet
 - B.Sc or equivalent Marksheet
 - M.Sc. or equivalent Marksheet
 - Birth date certificate or School Leaving Certificate
- Attach Provisional Eligibility Certificate. (for applicants who have passed the qualifying examination other than of the M.S.University of Baroda.
(Note: This Certificate is to be obtained by applying to the Registrar, M.S.University of Baroda, Vadodara-390002. (Academic Section, room No. 310, Second Floor, University Office Building).
- Certificate for SC/ST/SEBC from competent authority be attached, if applicable. SEBC applicants must submit creamy layer certificate from the competent authority. Reservations for SC/ST/SEBC are as per Gujarat Government norms.
- "Medical Check-up is compulsory for new entrants who join for the first time in any course of studies in any of the institutions of this University so that they are medically checked during the First Year of their studies in the University.
- No correspondence will be entertained in the matter of admission.
- No separate intimation regarding the entrance examination will be sent.
 - All those who have applied and fulfill the minimum qualification should appear for the entrance examination.
 - Those who have appeared for qualifying examination can also appear for test and their admission will be considered subject to passing qualifying examination with minimum 50% marks.
- Interview date for each subject will be notified on the date of respective written test by the concerned department.
- Fees structure for one year:

	Fees as per university norms (common for regular and industry sponsored candidates) [Approx]	Additional fees for Regular candidates	Additional fees for Industry sponsored candidates
Girls	Rs.1110-00	Rs. 20000-00	Rs. 30000-00
Boys	Rs.2310-00	Rs. 20000-00	Rs. 30000-00

- Studentship of Rs. 5000/- p.m. shall be paid to the admitted students. (Subject to release of studentship by DBT)**

GENERAL RULES GOVERNING THE CONDUCT OF STUDENTS IN THE UNIVERSITY

1. A student must do nothing either inside or outside the University that will interfere with its orderly working and discipline. This comprehensive rule covers most cases that are likely to arise. It forbids, for instance :
 - (a) Impolite or unseemly behaviour in class-room or University premises during working hours of the College and the Faculty.
 - (b) Attempt to persuade other students to abstain themselves from regular classes.
 - (c) Damage to or defacement of University furniture, fittings and property.
 - (d) Disobedience of notifications or instructions issued by the Principals/Deans/Heads of the Departments and Members of the staff duly authorized.
2. No Society in any Faculty or College may be formed and no person may be invited to address any existing society or meeting without the previous permission of the Head of the institution concerned.
3. As per UGC regulation, 75% attendance is required for permitting students to appear for final examination. If unavoidably absent on account of health, urgent private affairs or other reasons, they must be prepared to state the exact reason for absence.
4. Students are expected to behave with courtesy towards the members of the staff their fellow students and all visitors to the institution.

DEAN
Faculty of Science

FACULTY OF SCIENCE
The Maharaja Sayajirao University of Baroda

INSTRUCTION TO THE STUDENTS

NEW ORDINANCE – 290

Conduct, discipline and appeal rules for the students of the University.

OBJECTIVES:

1. To have harmonious atmosphere in the University Campus.
2. To conduct smoothly the study and teaching work on the campus of the University.
3. To have close and constant co-ordination between the students, teachers and administration at all levels so as to enable the different authorities to solve the genuine problems of the students.
4. To safeguard the interest of the student community as a whole to enable them to study in a peaceful and harmonious atmosphere.

The following act or acts on the part of students will be considered as indiscipline.

- (a) Disrupt teaching, study research or administrative work and/or prevent any members of the University and its staff from carrying on his/her work or do any act reasonably likely to cause such disruption or prevention.
- (b) Damage or deface any property of the University or do any act reasonably likely to cause such damage or defacing.
- (c) Engage in any conduct within the University or outside the University, which is or is reasonably likely to be clearly detrimental to the University's purpose and image.
- (d) Disregard of Faculty/college and hostel rules, orders & notice.
- (e) Disregard of orders/instructions of the members of the Faculty/college.
- (f) Noisy, boisterous, disorderly and conoxious behaviour.
- (g) Ragging in any manner.
- (h) Lack of punctuality in attendance, in payment of Faculty/college dues and in other matters where dates and time of any duty, functioning or obligation are prescribed..
- (i) Persistent neglect of studies.
- (j) Recourse to unfair means in Tests and Examinations.
- (k) Negligent use of Faculty/College property.
- (l) Recourse to FALSE or FRAUDULENT statement or acts.
- (m) Taking Part in ILLEGAL STRIKES.
- (n) Failure to produce IDENTITY CARDS on demand by Faculty/College Staff, Warden etc. at any time and place within the Faculty/College, Hostel, Campus and Library.
- (o) Indifferent reply to any query.
- (p) Unsportsman like behaviour in INDOOR and OUTDOOR GAMES.
- (q) Entering the rooms of others when the occupants of the room are absent in their rooms.
- (r) Keeping weapons including Hockey-Sticks, Lathies, NAN-CHAKOO etc. in the hostel room in possession of the student.
- (s) Irregular attendance and persistent unauthorized ABSENCE from hostels.
- (t) Consumption of alcoholic drinks/intoxicating Drugs etc. and/or found DRUNK in the Campus.

If any of the above acts is done by any of the students, disciplinary actions will be taken by the appropriate authorities or the competent agency of the University depending upon the quantum of the guilt or misconduct and the same act will be considered as misconduct and the disciplinary actions will be taken after following the procedure by the competent authorities as provided under the rules:

NATURE OF PENALTY

Minor Penalty

- (a) Warning, Censure, Fine
- (b) Penalty in terms of recovery of loss or damage in cash or kind.
- (c) Place the students concerned on probation for a certain period.
- (d) Put the student under suspension for a period of one month.
- (e) Expelling the student up to one term from Studies/Examination.
- (f) Expelling the student from attending the classes for some period.

Majority Penalty

- (a) Expelling the student from the examination for a period exceeding one year.
- (b) Debarring the student from pursuing studies in any of the Faculty/Institution of the University for a period exceeding one year.

Procedure

Whenever any of the acts comes to the notice of the competent authority the same authority will issue a notice to the student concerned to show cause as to why a particular disciplinary action should not be taken against him. For the minor penalty other than warning the reply received from the student concerned will be placed before the Faculty level disciplinary committee and on the recommendations of the said committee the Dean/Principal/Heads of Institution will take further appropriate action regarding imposition of penalty for imposing major penalties, on the basis of the complaint the Dean/Principal/Head of the Institution with the help of the Faculty level disciplinary committee will conduct a preliminary enquiry and on the basis of the report of the preliminary enquiry he will forward the matter alongwith the report to the University for further necessary action. The matter will be placed before the University level disciplinary committee and the same committee, after following the law of natural justice, will submit its report to the Vice-Chancellor and the Vice-Chancellor will take further appropriate decision in the matter. Minor penalty will be imposed by the Dean/Principal/Head of Institution concerned and for major penalty the Vice-Chancellor will impose penalty after following above procedure :

1. While conducting an enquiry/investigation, the Disciplinary Committee should go into the causes/circumstances leading to the acts of indiscipline/violence and if the root cause is found to lie with academic or administration lapse, such as late submission of results, delay in declaration of admission, availability of mark lists, irregularity in taking classes etc., such a case, the act of violence/discipline on the part of students should be looked at with due moderation.
2. Whenever elements other than students belonging to the Faculty or the Institution where indiscipline or violence takes place are involved, the incident must be fully investigated by the Disciplinary Committee of the Faculty or the Institution where the act of indiscipline/violence takes place.
3. Whenever an act of indiscipline/violence takes place before filing the F.I.R. all the aspects at the appropriate level, be considered.

Appeal

The Faculty level committee will be appointed by the Dean/Principal/Head of Institution. University level committee will be appointed by the Vice-Chancellor. On the decision of the Dean, the student concerned will have a right to file an appeal before the Vice-Chancellor to review the penalty imposed by the Dean and in case of the penalty imposed by the Vice-Chancellor, the student concerned will be entitled to file an appeal to the Syndicate to review the penalty. This appeal is to be filed within a period of 45 days from the date of the order of penalty. The appeal filed after the expiry of 45 days from the date of communication of the order will not be entertained.
