DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH, AKOLA

OFFICE OF THE ASSOCIATE DEAN (INSTRUCTION)

CIRCULAR

No.ADI/TA/IN-SERVICE/_____/2013   Dt_____.

During the academic year 2013-2014, the University has to select academic staff members as "IN-SERVICE CANDIDATES for Ph.D. admission" in the University.

Discipline and Number of seats :

One candidate in each discipline at Post Graduate Institute, Dr.PDKV,Akola under following discipline.

A) Ph.D degree programme - One candidates in each discipline every year at PGI,Akola under following discipline except at Sr. No. A9 & A10 once in two years alternately starting from Sr. No. A9 at first year(Ac. Yr .2013-14) as per EC resolution No 34 dated 18 September,2013.

I) In the Faculty of Agriculture

1.   Agronomy

2.   Soil Science and Agricultural Chemistry

3.   Plant Physiology

4.   Genetics and Plant Breeding

5.   Extension Education

6.   Agricultural Economics

7.   Agricultural Entomology

8.   Plant Pathology

9.   Animal Husbandry

10.   Dairy Science

11.   Fruit Science

12.   Vegetable Science

13.   Floriculture and Landscaping

14.   Agricultural Biotechnology

2	Eligibility	:	The candidate must possess Master Degree in Concerned Discipline or subject.
3	Criteria for selection	:	The application for admission to In-service quota shall be scrutinized and the department wise general merit list shall be prepared by the following selection committee constituted by the University.

Chairman	:	Director of Instruction & Dean
Member Secretary	:	Associate Dean (Instruction)
Member	:	Dean (Agril.Engineering)
	:	One Associate Dean to be nominated by VC
	:	One Head of Department, Agriculture Faculty to be nominated by VC
	:	Deputy Registrar (Academic)
	:	Deputy Registrar (Estt.)

The selection committee shall select the candidate on the basis of the following

a)Positively Good remarks in the confidential reports of the candidate for the three years in the preceding five years.

b) Merit to be determined on the following points

1. Seniority in service (Length in service): Two points for each completed year of service
2. Publications: One point for each published Research paper in National/International Journals of repute (Copy of reprints be necessarily enclosed)
3. Academic career: Half point for each percentage of marks over 75% aggregate of Master degree in concerned discipline or subject (fraction will not be considered). The percentage be calculated as per the formula given below.

For Ph.Dprogramme

Percentage of marks = CGPA in 10.00 point scale x 10
Conversion formula for 4.00 to 10.00 point scale:

$y = 1.5 + 2x$, for x = 2 to 3.5 and

$y = 8.5 + 3 \{x(-)3.5\}$, for x = 3.51 to 4.00

Where y = CGPA in 10.00 point scale and

x = CGPA in 4.00 point scale.

4. Academic distinction : Person holding medals / prizes / awards conferred by the University or National Institute or Council or State / Central Govt. for teaching / research / extension works are to be considered for allotment of points. One point for each item

5. Posting where research is not feasible: Half point for each year of service in the area where the candidate is posted in Extension/Administration /Schools/Farms etc.

6. Other things being equal preference in selection will be given as per seniority of the cadre and within the cadre.

4. Procedure	:	1. Application in the prescribed form from the University employees shall be invited by the Associate Dean (Instruction) in the month of November.
		2. The employee shall send the application form through the Head of office with an advance copy to the Associate Dean (Instruction).
		3. The applications received shall be placed before the selection committee for scrutiny and to prepare a merit list.
		4. The Registrar will notify the list of selected candidates and forward the final selection list to the concerned Associate Dean / Head of Office at least 15 days before the date of registration for the courses.

Rules & Regulations for in-service candidates for Ph.D. Admission

1) The in-service candidates shall be entitled for study leave and other benefits as per rules.

2) The candidate should have completed five years of service in this University as on 1st January of the year and should not be on probation period.

3) The age of the candidate should not be more than **50 years** as on 1st January of application.

4) In-service candidate who will be awarded the fellowship by ICAR or any other agency will be entitled for salary benefits as per service rules and regulations.

5) The applications for admission to Ph.D. of In-Service quota shall be scrutinized and the department wise general merit list shall be prepared by the following committee constituted by the University

Chairman	-	Director of Instruction & Dean
Member Secretary	-	Associate Dean (Instruction)
Member	-	Dean (Agril.Engineering)
	-	One Associate Dean to be nominated by VC
	-	One Head of Department, Agriculture Faculty to nominated by VC
	-	Deputy Registrar (Academic)
	-	Deputy Registrar (Estt.)

6) The salary and the expenditure incurred shall be recovered from candidate who failed to complete the Ph.D. programme within prescribed limit of years from the date of admission.

7) In-service candidates shall be allowed to join back parent department after completion of qualifying examination and course work.

8) This resolution will supercede all the resolutions made earlier in this regard.

The eligible staff members on regular establishment and who agree to abide by the rules and regulations mentioned above and the terms and conditions appended in Annexure I may send the application in the prescribed form enclosed in Annexure-II duly filled to the Associate Dean (Instruction), Dr. PDKV, Akola through proper channel on or before 29/11/2013. (The candidate may also send advance copy of the application to the Associate Dean Instruction) with DD of Nationalized Bank for Rs.600/- for open category and Rs.300/- for reserved category in favour of Asstt.Registrar, Post Graduate Institute, Dr.PDKV,Akola payable at Akola.

The Head of the office shall forward the application of the candidates and NOC issued by the Institute, which is valid for the current academic year, along with the certificate of the Head of the office forwarding application.

The application received incomplete or unsigned by the applicant shall be treated as cancelled.

Encl.
1)Annexure-I
2)Annexure-II

Associate Dean (Instruction)
Dr.PDKV,Akola.

Copy submitted for information and necessary action to the:
1.   Director of Instruction / Research / Extn.Education, Dr.PDKV,Akola.
2.   Dean,Faculty of Agriculture / Post Graduate Studies / Agril.Engg.,Akola.
Copy forwarded for information and necessary action with a request to circulate the circular amongst the academic staff members under your control.
1. Associate Dean (All)
2. T..S. to Hon'ble VC
3. Head of Departments (All)
4. Director, CRS, Akola/CSPO, CDF, WaniRambhapur
5. S.R.S.(All)
6. Officer Incharge (All)
7. Superintendent,Agril.Schools, (All)
8. Programme Co-ordinator,KVK (All)
9. I/c ARIS Cell to publish on University Website www.pdkv.ac.in

ANNEXURE-I
TERMS AND CONDITIONS GOVERNING INSERVICE TRAINING.

1) The employee selected shall firstly be granted study leave for twelve months for completing the degree programme as per university employees service rules and thereafter if required, he/she may be granted further extension of maximum twelve months on application by the employee and on suitable recommendations by Guide, Head of the Department and respective Associate Dean. If further required, the employee may be granted leave due and admissible at their credit as per rules [M.C.S.R. (Leave) 1981-Extra ordinary leave] in combination of due leave upto a limit of total absence of 28 months, After this period the trainee shall be posted back to his/her establishment (if the course work and qualifying examination are completed) and the trainee has to complete research project by putting extra work in addition to his legitimate duties.
2) The In-service Trainee shall abide by the Rules and Regulations framed by the university for regular students in respect of discipline, conduct, residence, library, study tour, examination, etc.
3) The In-service trainee shall pay the fees and other charges as applicable to the regular students.
4) The trainee shall not confer on the employer a right to claim seniority /promotionbecause of the higher qualification acquired.
5) If the selected trainee fails to join the course under this scheme, he shall not be considered for selection for in-service training for next 5 years.
6) The trainee once selected and joined and has left the course without completion will also not be considered for In-service Training for next five years.
7) As per EC Regulation No.dki@17@98 fn-2-5-1998• the employee who has availed the facility of In-service Training twice shall not he considered for the scheme. For eligible candidates a period of 5 years between the first and second training is necessary before being considered for the second training..
8) The In-service Training shall be governed by the terms and conditions prescribed by the university from time to time.
9) On selection, the applicant before joining the course will have to execute, a bond(with the university) mentioning the salary and the expenditure incurred shall be recovered from candidate who fails to complete the Ph.D. programme within prescribed limit of six years from the date of admission and to serve the university for at least a period of 5 years after completion of the training.
10) The T.A. and D.A, shall not be admissible to the employee selected for In-service Training for joining the course during training and resuming the duty after completionof training.

IN CASE OF ANY DISPUTE ARISING IN THE IMPLEMENTATION OF THIS SCHEME, THE DECISION OF THE VICE-CHANCELLOR SHALL BE FINAL AND BINDING ON ALL THE CONCERNED.

FORM OF APPLICATION FOR INSERVICE Ph.D.(Agri.) ADMISSION IN DISCIPLINE OF---

DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH, AKOLA.

1. Full name of the applicant : --

    (Beginning with surname in capital) --

2. Date of Birth : In Figures----------------------------

    In Words ----------------------------

3. Age as on 1st January of the year of application : --
(Age of the candidates should not more than 50 years)

4. Name of the Employer : --

5. Designation and office where serving. : ---------------------------------------

6. Whether candidate belongs to reserved : --
    category, if so mention the category

7. Date of first appointment in the University. : --
(The candidate should have completed five
years of service in this University as on 1st Jan .
of the year and should not be on probation period) : ----------------------------------

8. Continuous length of service. : --

9. Service Particulars

Sr. No.	Designation	Office/ Deptt. where working	Date of joining	Date of leaving	Remarks

10. Educational Qualifications from Graduation (attach attested copies of mark sheets)

Name of the Examination	Year of passing	Name of the University / Board	Division or Class secured	Percentage of marks or CGPA
Bachelors' Degree				
Masters' degree				

11. Publications of Research papers -Give: title, : ------------------------------------
    year of journal ,Co-authors and enclose
    copies of reprints of all papers
    (Research papers shall not be considered
if reprints are not attached)

12. Academic distinction (Give list of all : ----------------------------------
    the medals, prizes and awards) ----------------------------------

13. Discipline and Faculty where admission : ---------------------------------
is required

14. Present Postal Address : -----------------------------------
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15. Details of D.D.   Nos………………… Date …………
                             Amount ……………..………………..
                             Bank Name and Address ……………
                             …………………………………………….

16. i) I affirm that the particulars furnished above are true to the best of my knowledge
and belief.
    ii)I have not availed the facility of In-Service training twice in my service carrier
earlier.
    iii)I have not availed any facility of In-Service training or study leave or even not
     selected / joined and left any kind of course during the preceding last five years.
    iv) I, undertake that on my selection, I shall prosecute my studies diligently and
shall abide by all rules and regulations framed by the University and all general
and special orders passed by the University.

Place :
Date :   (Signature of the applicant)

CERTIFICATE

This is to certify that the information as mentioned by_____
_____ in the application form (Annexure-II) who has applied for
Ph.D. admission as an in-service candidate is correct as per the service book, office record and
also certified that the applicant has not availed any facility of In-Service training or study leave
for any kind of course in the preeceding last five years. Also the facility of In-Service training
has not been utilized by the applicant twice in his entire service period till date.

Place :

Date :   Signature of Head of the Office

                                                     (Forwarding the application)