



N.K. Jain, RAS
REGISTRAR

OFFICE OF REGISTRAR
AGRICULTURE UNIVERSITY, KOTA
BORKHERA, BARAN ROAD, KOTA 324001 (RAJ.)
कृषि विश्वविद्यालय, कोटा
बोरखेडा, बांरा रोड, कोटा 324001 (राज.)

Tel : 0744-2321205
Email: aukota2013@gmail.com

क्रमांक एफ.()/कृविको/स्था/2022/18749-63

दिनांक 17/03/2023

NOTIFICATION

In pursuance to the resolution no. AUK/AC-20/2023-01/10 of Academic Council Meeting held on 04.02.2023 and subsequent approval of Board of Management vide resolution No. BOM-20/2023/03, in its meeting held on 24.02.2023, it is notified to approved the affiliation rules and application form for granting affiliation to the Government and Private Agriculture Colleges with Agriculture University, Kota. The details of Affiliation Rules and Application Form are enclosed with this notification (ANNEXURE-I & II).

REGISTRAR

Copy to the following for information:

1. The PS to the Hon'ble Vice-Chancellor, Agriculture University, Kota.
2. The Comptroller, Agriculture University, Kota.
3. The Dean, CH&F, Jhalawar, COA, Kota and Hindoli.
4. The Director/Education/Research/Extension Education/Student Welfare/ HRD/ PM&E, Agriculture University, Kota.
5. The Controller of Examinations, Agriculture University, Kota.
6. Nodal Officer University Website, Agriculture University, Kota with information to upload this Notification of Affiliation Rules and Application Form on university website.
7. Guard File

REGISTRAR

AGRICULTURE UNIVERSITY, KOTA

RULES FOR AFFILIATION OF COLLEGES

1. A college applying for affiliation to the University shall send an application along with the prescribed fee to the Registrar, Agriculture University, Kota with a view to satisfying the University on the following matters, namely: -
- (i) That it will meet a need in the locality, having regard to the type of education intended to be provided by the college.
 - (ii) That it is to be under the management of a regularly constituted governing body or it is to be maintained by the State Government.
 - (iii) That strength and qualifications of the teaching staff and the conditions governing their tenure of office are such as per the norms fixed by the ICAR/UGC, to make due provisions for the courses of instruction, teaching or training to be undertaken by the college.
 - (iv) That the buildings in which the college is to be located are suitable for teaching. It must be in environment friendly space.
 - (v) That due provision is made for a library and book bank facility.
 - (vi) That where affiliation is sought in any branch of agricultural science, arrangements are made in conformity with the norms prescribed by the ICAR/UGC and as adopted by the University statutes, ordinances and regulations for imparting instructions in the branch of agricultural science in a properly equipped laboratory and/or museum.
 - (vii) That the financial resources of the college are such as to make due provision for its continued separate maintenance and efficient working as per need.
 - (viii) That the rules for the fees for examinations to be paid by the students shall be such as are prescribed by the University.
 - (ix) That the capacity (student strength) at individual college shall be approved by the concerned authority i.e., AU, Kota/ State/ ICAR. The students shall be admitted through JET conducted by State Agriculture Universities as per intake capacity of the students.
 - (x) That the norms including physical facilities for the academic purposes and standards laid down by ICAR/UGC adopted by the Agriculture University, Kota would have to be followed by the affiliated college.
 - (xi) That the affiliation would be restricted to the academic programme only upto level of undergraduate education. No financial assistance of any kind would be provided by the University to such affiliated colleges.


कुल सचिव
कृषि विश्वविद्यालय, कोटा

- (xii) Once any college is affiliated, it shall be mandatory for that college to implement the rules/ directions/advice of the AU, Kota, failing which, such colleges shall be inviting penalty, which may be financial fine or disallowing future admissions and/or stoppage of affiliation.
- (xiii) Only those bodies/trust/societies which have been provided permission/NOC for opening a College of Agriculture by the Government of Rajasthan shall be eligible to apply for affiliation to the University in the 'Prescribed Application Form' and fee.
- (xiv) The University may appoint such number of visitors as it may deem requisite to inspect any affiliated college or to attend any examination held by any such college or any other affair as the University deems fit. The visitors shall not interfere with the conduct of any teaching or examination, but shall report to the Vice-Chancellor, Agriculture University, Kota on the adequacy of the standards including staff, equipment, accommodation, training and other infrastructure facilities as prescribed by the ICAR and adopted by the University. The report of the visitor(s) shall be treated as confidential unless in any particular case the Vice-Chancellor, Agriculture University, Kota otherwise directs.
- (xv) The University shall be empowered to institute an inquiry into the affairs related to the academics/admissions/affiliation matters/any other, of the affiliated college, for which it shall be mandatory for the affiliated college to provide required information and cooperate.

2. Procedure for applying for provisional Affiliation.

- (i) The prescribed application form shall be made available at ***a charge of Rs. 5000/- as Application form Charges, to those applicants who have been provided NOC by the Government of Rajasthan for opening a new Agriculture College.*** 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 Rajasthan along with an attested copy of the NOC.
- (ii) ***Application for affiliation shall be in the prescribed format along with registration fees of Rs. 45,000/-. This application shall be valid for only forthcoming academic session.***
- (iii) Applicants should submit all the required documents to the Government of Rajasthan as per the forms and conditions of the NOC, before applying for affiliation. They shall have to enclose a proof of it along with the application, otherwise the application shall be rejected.
- (iv) The applicant/Registered Society/Trust proposing the college shall be required to submit a declaration on a non-judicial stamp paper of Rs. 1000/- along with the application form with an intent of commitment to:
- (a) To comply with all the provisions of the Act, Statutes and Ordinances, Rules and Regulations of the University framed in this regard from time to time as per guidelines of the State Government/ ICAR/UGC.


कुल सचिव
कृषि विश्वविद्यालय, कोटा

Office of the Registrar, Agriculture University, Kota

- (b) To the effect, that the number of teaching posts, the qualifications of teaching staff and their recruitment/promotion procedures as prescribed by the ICAR/UGC and adopted by the University and conditions of service shall be in accordance with the Statutes/Ordinances/Regulations of the University/ State Government/ ICAR/ UGC, and shall ensure imparting of adequate instructions to the students in the course/programme of study to be undertaken by the college and that the Student-Teacher Ratio in the college shall be as per the ICAR/UGC/University norms.
- (c) To the effect that the members of the teaching and non-teaching staff shall be regularly and fully paid in the pay scale along with applicable allowances as per the pay scales prescribed by the UGC/State Government as the case may be, from time to time.
- (d) To the effect that appointment of the members of the teaching and non-teaching staff shall be made only on considerations of merit based on qualifications and experience prescribed for them. They will not demand or accept any donation or other consideration. **In the selection committee for recruitment, one member should be nominated by Vice-Chancellor, Agriculture University, Kota in private colleges.**
- (e) **To the effect that the college shall not collect any capitation fee or donation in any form amounting to corrupt practices from or on behalf of any of its students or their parents/guardians except the prescribed fee and other charges as approved by the University based on the norms of the ICAR/UGC.**
- (f) To the effect that no student shall be admitted to the Programme of study by the college in anticipation of grant of affiliation.
- (v) The University shall make a preliminary scrutiny of the application, and if found satisfactory, issue a letter of intent, within a month from the date of receipt of the application by the University to cause an inspection within a period of three months for physical verification of all requirements for the grant of temporary affiliation.
- (vi) **The College after deposition of Rs. 1.50 lacs as inspection fee shall be subjected to an inspection by the University through a committee of experts nominated by the Vice Chancellor, Agriculture University, Kota. The report of the inspection committee shall be submitted by the Chairperson of the committee to the Registrar, Agriculture University, Kota duly filled in and signed by all the members. The inspection report shall be placed in the forthcoming meeting of the Academic Council for a decision to grant, or not to grant, temporary affiliation to the college, recording the reasons in writing for its decision within three months of inspection. However, on satisfactory report, the University may grant affiliation in anticipation of meeting of Academic Council. If the college requests for re-inspection due to some shortfalls in first inspection, the same shall be done by the committee after deposition of further Rs. 50,000/- by the college as a re-inspection fees.**


कुल सचिव
कृषि विश्वविद्यालय, कोटा

- (vii) If the Academic Council approves the affiliation, the report along with Academic Council recommendation shall be put up to the next BOM meeting. Otherwise, it will be returned back to the applicant body of the proposed college for improving the facilities and re-inspection on a future date.
- (viii) **The University will give a letter for deposition of the annual affiliation fee of Rs. 7.00 Lacs for Govt. Colleges and 13.00 Lacs for Private Colleges, after which the University will issue orders for Annual Affiliation i.e., provisional affiliation which shall be communicated to the applicant body within a month.**

3. Withdrawal of affiliation

- (i) The affiliation granted to a college may be withdrawn or modified if the college has failed to comply with any of the provisions of section (2) or the college has failed to observe any of the conditions of its affiliation or the college is conducted in a manner which is prejudicial to the interest of agricultural education as per guidelines of ICAR/ Government of Rajasthan as adopted by the University.
- (ii) The motion for the withdrawal or modification of such affiliation shall be initiated in Academic Council and thereafter in the Board of Management. Before taking the said motion into consideration, the University shall send a notice mentioning the grounds of such motion, to the Principal of the College for submitting representation, if any, in writing for consideration within a period specified in the notice.
- (iii) If the University decides to withdraw the affiliation of the college, or the affiliation stands terminated by the order of the University, temporarily or permanently, such decision shall not affect the interests of the students of the college who were on its rolls at the time of issue of the order till they pass out the normal duration of programmes: to which they are registered at that time. The University/State Government Shall have the duty to alleviate the educational future of the affected students in an appropriate manner as per its decision.

4. Since the University is established on US land grant pattern, the faculty/scientist posted in Agriculture College/faculty is required to conduct research experiments to generate technology. An Agriculture Information Centre is also required to be set up for providing recent information on improved agriculture technology to farmers.

5. Minimum Requirement for Establishing a UG College in Agriculture with an intake of 60 students' batch:


कुल सचिव
कृषि विश्वविद्यालय, कोटा

I. Staff Positions:

Divisions/Departments/Sections proposed along with cadre wide teachings staff required as per report of the ICAR 5th deans committee

Sr. No.	Divisions/Departments/Sections including mergers shown in bracket	Minimum requirement professor	Teaching staff required			
			Professor	Assoc. Professor	Asstt. Prof.	Total
A. Divisions/Departments						
1	Agronomy + (Agro-forestry)	5	1	1	4+1	7
2	Agricultural Economics + (Basic Economics, Maths & Computer Science and Statistics),	5	0	1	2+3	6
3	Agriculture Extension & Communication + (Sociology and Psychology, English),	3	0	1	1+2	4
4	Entomology	2	0	1	2+0	3
5	Genetics & Plant Breeding + (Seed Science & Technology)	3	1	1	2+1	5
6	Horticulture + (Food Science & Technology)	4	1	1	2+1	5
7	Soil Science and Agricultural Chemistry + (Microbiology, Agro-meteorology, Environmental Sciences)	4	0	1	2+3	6
8	Plant Pathology	2	0	1	2+0	3
	Total	28	3	8	17+11	39
B. Sections						
9	Animal Sciences including Fisheries, Dairy Sciences & poultry units	1	0	0	1+1	2
10	Agriculture Engineering + (Farm Management)	1	0	0	1+1	2
11	Biochemistry and Crop Physiology	1	0	0	1+1	2
	Total	31	3	8	20+14	45

Note: Total strength after four years should have 45 teachers as faculty. However, in extreme cases, it can be 31 and few courses viz. Basic Sciences and Humanities, Maths and Computer Sciences, etc. can be completed by hiring the teachers.

II. Administrative and supporting staff:

One Principal, one position each of Section Officer, Office Assistant, Accountant, Steno, UDC and 4 LDCs and 16 Class IV for office, departments and Library (Total 26).

III. Library Staff:

One Assistant Librarian with 1 Library Assistant (Total 2).


कुल सचिव
कृषि विश्वविद्यालय, कोटा

IV. Technical staff likes Lab. Assistants/Technical Assistants/Agril. Supervisors, etc.:

One Lab. Assistant in each department (12), one Technical Assistant and Agriculture Supervisor each (02) for farm management and Driver (01) (Total 15).

V. Infrastructural Facilities

(i) Administrative office building:

Staff Rooms about 8 rooms of size 3x5 meter size (Establishment, Accounts, Students Section, Store, Cash, Principal Chamber, P.A. Section/Administrative Officer, etc.)

(ii) UG classrooms for Agriculture faculty:

4 of 8x10 meter size.

(iii) Practical laboratories subject-wise:

One in each department of 7x10 meter size along with a seating room and store (Minimum of 8 labs.)

(iv) Equipments in department-wise laboratories.

(v) Library infrastructure:

One library building of 225 m² Including book bank.

(vi) Computer Lab of 7x10 meter size with Internet facility:

30 computers with Internet facility.

(vii) One Meeting Hall of 10x15 meter size.

(viii) One Examination Hall of 12x20 meter size.

(ix) Student amenities like outdoor and indoor games facilities, canteen, NCC/NSS Office,

arrangements for health care.

(x) Hostels for housing Agriculture faculty students:

One for girls and one for boys with Warden quarters.

(xi) Instructional farm:

As per ICAR norms, total 30 hectares land under the five-kilometre periphery of the college main building is mandatory. Out of 30 hectares at least 20 hectares must be cultivable with certificate as evident that the proposed land shall be used only for the purpose as proposed.

The land must have irrigation facility, Instructional Farms, Demonstration Units, tractor and farm Implements, farm office, farm stores, implement shed, threshing floor, Green House Units, Animal/Poultry Farm Unit, Vermicompost Units, Nursery, Seed Production Unit, Small Dairy, etc.



REGISTRAR

**कुल सचिव
कृषि विश्वविद्यालय, कोटा**

AGRICULTURE UNIVERSITY, KOTA
(FORM APPLICATION FOR FRESH AFFILIATIONS)

To,

The Registrar,
Agriculture University,
Kota.

Sir,

I/we have the honor to apply for affiliation to the University of a College, which the

.....
.....(Society/Trust/Govt./any authorised Educational Institute) proposes to start at

.....
(Place; Area, tehsil and District) from July, (Year).

.....
... (Name of proposed College) in preparation for the
..... (Name of Degree) examination.

I/we beg to furnish the following information with the requisite application fee *i.e.*,
Bank Draft of Rs. 45,000/- No..... date..... in the Name
of Controller of Examination, Agriculture University, Kota.

Place.....

Date.....

A. The proposed College will be under the management of the

.....
.....(Society/Trust/Govt./any authorised
Educational Institute), which is a regularly constituted governing body. The constitution
powers and personal of the said governing body are as under:

(i) Constitution: - (To be added on separate sheet)

(ii) Powers: - (To be added on separate sheet)

(iii) Personnel: - (To be added on separate sheet)

(iv) Is the trust registered? :- (To be added on separate sheet)


कुल सचिव
कृषि विश्वविद्यालय, कोटा

Office of the Registrar, Agriculture University, Kota

(v) Name of Society/Trust/Govt./any authorised Educational Institute making the application:-

.....
.....
.....

I/we enclosed herewith a true copy of the Certificate of registration of the said Society including NOC from Govt. of Rajasthan [Vide Appendix-A (To be attached seperatly)].

B. The qualification of the teaching staff and the conditions governing their tenure of office are such as to make due provision for the courses of instructions to be under taken by the College.

Dr./Prof.....will be the Principal of the College.

His/Her salary, Grade, Qualifications and experience are as follows:

(i) Salary: -

(ii) Grade: -

(iii) Qualifications: -

(iv) Experience: -

The following members of the teaching staff in addition to the Principal, have been appointed on the salaries, in the grades and on the terms and conditions mentioned against each of them. A typed or printed statement giving the qualifications and experience should be attached and marked **Appendix-B (To be attached separately)**.

The following teaching posts, with the qualifications required for and the terms and conditions of service in respect of each of them, will be created and filled up for teaching the subjects and courses in which affiliation is sought. A typed or printed statement giving the designation and qualifications, scales of pay and the other terms and conditions of service in detail, in respect of the posts which are yet to be filled up, should be attached and marked **Appendix - C (To be attached separately)**.



कुल सचिव
कृषि विश्वविद्यालय, कोटा

- C. The buildings in which the college is to be located are suitable. I/we enclosed herewith detailed plans [**Vide Appendix - D (To be attached separately)**] with dimensions of the rooms of the existing building proposed for the college, the students' Hostel and the college play grounds. It is proposed to make the following provision for games and sports, for the physical training of students.
- D. The library will be located in.....
.....
(Name of College), it will be equipped with suitable books on which it is proposed to incur an initial outlay of Rs. and an annual recurring expenditure of Rs.....
- E. The following arrangements have been/will be made for experimental/and/or clinical works in connection with the branches of Agriculture Science in which affiliation is sought.
(A statement showing details of the accommodation, equipment and apparatus of laboratory and/ or museum for each branch of science should be attached and marked **Appendix - E (To be attached separately)**).

F. The non-recurring and recurring grant proposed for each of the following:

1. The following provision has been/will be made for the residence of the members of the teaching staff who will be in-charge of the Students' Hostels. [Detailed plans of the buildings accommodation, showing distance from the college and hostel buildings should be annexed and marked **Appendix-F (To be attached separately)**].
2. Necessary equipment in each subject, wherever required, is there, or is proposed to be added. Non recurring and recurring grants proposed to be provided (Details to be given).
3. Furniture in the college (including that for laboratories) and Hostel is satisfactory, or proposed to be added. Non-recurring and recurring grants proposed to be provided (Details to be given).
4. The financial resources of the College are such as to make due provision for its continued maintenance [**Vide Appendix-G (To be attached separately)**].
5. The fees fixed for the courses of instructions would not involve such competition with any existing college in the same neighbourhood as would be harmful to the interests of education They are as under:


कुल सचिव
कृषि विश्वविद्यालय, कोटा

Office of the Registrar, Agriculture University, Kota

6. Pension or Provident Fund for the staff as per govt norms: -

We hereby give an assurance on behalf of the Society/Trust/Govt./any authorised Educational Institute that, after the College is affiliated, transference of management and all changes in the teaching staff will be forthwith reported to the University.

We also assure that the directions in regard to Academic programmes including Exam would be followed in toto.

Place.....

Date.....

Signature

Chairman of the Society

Principal of the College

Secretary of the Society

With stamp

With stamp

With stamp

Date:.....

1. The area and situation of the agricultural farm and livestock should be given.
2. A statement of the capital resources proposed to be utilised for the buildings and equipments, the balance sheets of the assets and liabilities. If the college is run by a Society or Trust, the budget for the first two years and the provision for meeting possible deficit should be enclosed with this application.
3. No application will be entertained unless accompanied by the requisite application money by Bank Draft or Online payment.
4. No Institution shall open classes in the Subject/ Standards for which affiliation is sought even on a provisional basis in anticipation of the permission of the University. Such classes, opened by any Institution shall not be recognised by the University under any circumstances.



REGISTRAR

कुल सचिव

कृषि विश्वविद्यालय, कोटा