डॉ. डी. रामा राव, निदेशक

Dr. D. Rama Rao, Director

No.F.PGSC/PGDMA2015-17/14

November 14, 2014

Dear Sir,

Sub: Announcement of PGD-TMA 2015 Course – Reg.

<<>><<>>

As you are well aware, NAARM has taken a new initiative in capacity building of National Agricultural Research System (NARS) by launching a one-year Post-Graduate Diploma Programme on Technology Management in Agriculture (PGD-TMA) in distance education mode in collaboration with the Central University of Hyderabad (UoH). The course has been specially designed to cater to the needs of building a strong IP portfolio, and facilitate better technology management, diffusion and commercialization among the scientists, teachers, students and professionals engaged in agriculture and related industries. It has attracted professionals not only from ICAR and SAUs but also other working personnel from public and private sectors.

Encouraged by the good response of this distance education programme during the last four batches the Academy has recently announced the call of applications for PGD-TMA Programme 2015. I request you to give a wide publicity about the course among the faculty, researchers and students of your institute to this specialized course of great relevance to agricultural education, research and development. Copies of the admission prospectus and flyer are sent herewith for your kind perusal. The programme details can also be accessed from the Academy's website (www.naarm.ernet.in). Please note that the last date of receiving application is 15th January, 2015.

I need not dwell on the importance of strengthening the three-tier technology management units as envisioned by the ICAR with competent and trained workforce with a strong IP and tech-management portfolio. We have had more than 150 sponsored candidates from ICAR and other agencies during previous academic years besides the regular students for the course and I hope that with your continued support and patronization, the course will receive equally good response this year tooby way of enrollment from scientists / officers of your institute.

I look forward to your response.

With best regards,

Yours sincerely,

(D.Rama Rao)

Encl: PGDTMA-Flyer, Poster and Prospectus

PROSPECTUS

PGD-TMA 2015

POST GRADUATE DIPLOMA IN
TECHNOLOGY MANAGEMENT IN AGRICULTURE
(A DISTANCE EDUCATION PROGRAMME)

Jointly offered

By

ICAR-National Academy of Agricultural Research

Management,

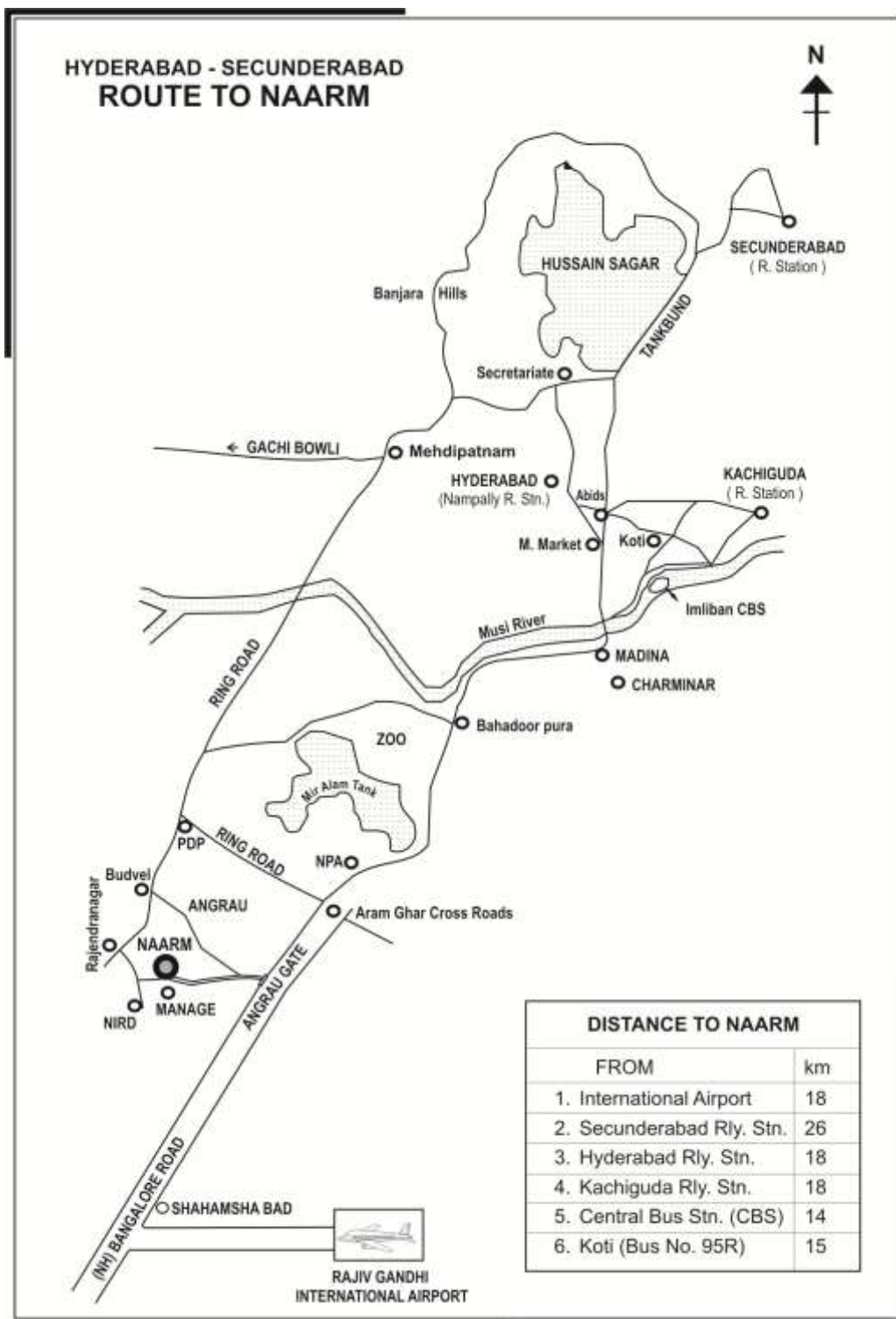(*A constituent Institute of Indian Council of Agricultural Research
established in 1976*)

Hyderabad

and

University of Hyderabad

(*A Central University established by an Act of Parliament in 1974*)

Hyderabad

HYDERABAD - SECUNDERABAD
ROUTE TO NAARM

N

SECUNDERABAD (R. Station)

HUSSAIN SAGAR

Banjara Hills

TANKBUND

Secretariate

← GACHI BOWLI   Mehdipatnam

HYDERABAD (Nampally R. Stn.)   Abids   KACHIGUDA (R. Station)

M. Market   Koti

Imliban CBS

RING ROAD

Musi River   MADINA

CHARMINAR

Bahadoor pura

ZOO

Mir Alam Tank

RING ROAD   PDP   NPA

Budvel   ANGRAU   Aram Ghar Cross Roads

Rajendranagar

NAARM

ANGRAU GATE

NIRD   MANAGE

(NH) BANGALORE ROAD

SHAHAMSHA BAD

RAJIV GANDHI INTERNATIONAL AIRPORT

DISTANCE TO NAARM	
FROM	km
1. International Airport	18
2. Secunderabad Rly. Stn.	26
3. Hyderabad Rly. Stn.	18
4. Kachiguda Rly. Stn.	18
5. Central Bus Stn. (CBS)	14
6. Koti (Bus No. 95R)	15

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1. ABOUT THE ORGANIZING INSTITUTIONS

1.1. National Academy of Agricultural Research Management

The National Academy of Agricultural Research Management (hereinafter referred to as NAARM) was established by the Indian Council of Agricultural Research (ICAR) at Hyderabad, in 1976 to fulfill the important need for an institution of management in agricultural research and education. It has now added a fully integrated School of Management in Agriculture with a global focus and equal emphasis in creation, dissemination and application of knowledge. The Academy has state of the art facilities for conducting education, training and research programmes that include a library, computer labs, video / audio laboratories, hostel and other necessary infrastructure. As member of the consortium for e-resources in agriculture, NAARM Library provides direct access to over 2000 journals from EBSCO, CSIRO, Springer and Open J-Gate. Courses are conducted using both instructor-led-learning and learner-led-learning methodologies. The computer infrastructure within the institute parallels that of any advanced research organization with well-equipped, fault-tolerant servers and wi-fi enabled broadband Internet. The Academy's repositories are equipped with latest software for statistical analysis, database concepts, geographic information systems (GIS), web based instruction, and techno-commercial patent informatics tools for patent analysis and technological evaluations.

The faculty of the Academy has been engaged in various research projects on policy level decision making in intellectual property (IP) and biodiversity management for ICAR, state agricultural universities (SAUs), and statutory bodies at national level and for CAS-IP, UNCTAD, PIIPA at international level. Several training programmes are regularly organized sponsored by state departments, SAUs, trade organizations, PPV&FR Authority, etc. The areas of the training programmes include IP awareness, IP skills and technology transfer. The academy currently offers a two-year fully residential P.G.Diploma in Management (Agriculture) – PGDMA recognized by AICTE, New Delhi. The Academy is located at 15 km distance from the historic city of Hyderabad in the midst of educational–cum-research institutions in the salubrious conditions ideal for learning and knowledge creation.

1.2. University of Hyderabad

The University of Hyderabad (hereinafter referred to as UoH) is a premier institution of post-graduate teaching and research in the country, was established as a Central University - first of its kind in Southern India. In addition to federal funding, it receives substantial research funding and support from other resources from home and abroad, and attracts the best students and faculty from all over India. The University is located on the Old Hyderabad-Bombay Highway, about 20 km from the city of Hyderabad.

The University is one of the five universities in India which has been accorded the status of University with Potential for Excellence by the University Grants Commission (UGC). The National Accreditation and Assessment Council (NAAC) have accorded the University the top rating of "Five Stars". The University is a Member of the Association of Indian Universities (AIU), the Association of Common Wealth Universities (ACU), and International Council for Distance Education (ICDE).

As per the recent report based on Scopus international database, the UoH has been ranked as the No.1 among the top 25 universities in the country taking into account its multidisciplinary performance.

1.2.1. Centre for Distance and Virtual Learning (CDVL), University of Hyderabad

The CDVL centre is one of the oldest centres of the UoH which was officially established in the year 1994 based upon the directions received from the UGC and MHRD. The Centre initially started with two diploma programmes. Presently it is offering sixteen One year Post Graduate Diploma Programmes through distance mode which are knowledge oriented and skill up gradation programmes. In order to maintain the quality standards, the regular faculty of the University has put their best efforts in designing these courses by framing the syllabus, development of study material and conducting the contact classes. Though there is lot of demand all over the country for these courses, the University has not permitted to any study centres as the quality of teaching at the study centres will differ from the main campus. The students of these programmes have to attend 3 to 10 days contact classes once or twice in a year at Hyderabad campus.

2. ABOUT THE PROGRAMME

The One Year Post Graduate Diploma in Technology Management in Agriculture (PGD-TMA) is a two- semester course jointly offered by NAARM and UoH, the two leading institutions of the country on a distance learning mode. The intake of students to the programme will be limited to a maximum number of one hundred excluding the sponsored candidates. However, the NAARM and UoH reserve the right to decide the exact number of students to be admitted to the programme depending on the demand for the course and its course delivery capacity. The programme offers an excellent opportunity to systematically study the subject of technology management in agriculture and understand the intricacies of building and managing intellectual property.

The aim of the course is to build and further the skills of students, researchers, policy makers, IP and technology transfer practitioners as professionals to enable them to handle successfully Intellectual Property and Technology Management assignments in agriculture and related enterprises.

The course is structured to create a 'bridge professional' for innovation management who can identify, develop and manage IP assets for leveraging them for technology transfer and commercialization in agriculture and related industries.

The students graduating from PGD-TMA will have opportunity to enroll for membership in Society for Technology Management (STEM), an organization that facilitates and promotes successful technology transfer processes and best practices in technology management in India.

2.1. Eligibility

- Post Graduates in Agricultural Sciences / Social Sciences / Physical Sciences / Management / Life Sciences / Engineering / Law
  OR
- Graduates in Agricultural Sciences / Social Sciences / Physical Sciences / Management / Life Sciences / Engineering / Law with two years work experience after completing the graduate degree.

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3. GENERAL INFORMATION & ADMISSION PROCEDURE

3.1. How to Apply

Application Form can be downloaded from the website www.naarm.ernet.in and sent by post to the Joint Director (Admn.) & Registrar, National Academy of Agricultural Research Management, Rajendranagar, Hyderabad – 500030, Telangana India along with a D.D. for Rs.300/- in favour of "ICAR Unit – NAARM A/c" payable at Hyderabad. *Applicants are advised to write their names clearly on reverse side of D.D.* The applicants can also utilize the online application facility. Once the online application process is completed, the applicants are advised to take the printout of the application and send the duly signed form to the following address (Section 3.2) after affixing photograph.

3.2. List of Enclosures

The following is the List of Enclosures to be submitted along with the Admission Application for registration:

1. Secondary School Certificate (SSC) or Matriculation (date of birth proof).
2. Intermediate / Higher Secondary Education / 10 + 2
3. Degree Marks Memo
4. Degree Provisional / Original Certificate
5. Postgraduate Degree Provisional Certificate and Marks Memo
6. Experience Certificates from current or former employer
7. SC / ST / OBC (Latest) / PH Certificate from competent authority (wherever applicable)
8. Photos four nos. (put inside an envelope / cover)

Applications completed in all respects accompanied by <u>self-attested</u> copies of relevant certificates should be sent to Joint Director (Admn.) & Registrar, NAARM , Rajendranagar, Hyderbad-500030 before the last date.

3.3. Criteria of Selection of candidates for admission

Admissions are made strictly on the basis of merit, academic record and professional experience. On receiving and scrutinizing the applications, the list of selected candidates will be prepared based on academic qualifications and relevant

experience. The Admission Committee will be the final authority to decide the number of candidates to be admitted.

3.4. Admission

The candidates selected for admission will be intimated by post / mail individually under certificate of posting and also through email (address, if provided). The list of selected candidates will also be displayed on the notice board at the PG Cell and the Centre of Distance and Virtual learning UoH, and also on the Academy's website www.naarm.ernet.in

The student at the time of admission has to fill in the acceptance form and send the same along with the Demand Draft to the Joint Director (Admn.) & Registrar, NAARM before the last date stipulated for this purpose (to be specified in the Provisional Admission Letter). **Only those, who pay the fees through a crossed demand draft in favour of ICAR Unit, NAARM A/C payable at Hyderabad within the stipulated date, are treated as admitted.** Mere receipt of admission offer letter does not entitle any right to claim admission.

Students, who do not furnish full information and proof by attaching self-attested photocopies of certificates, mark sheets and service certificates (clearly showing the number of years of service and the field of work) about their academic / professional record are liable to be rejected. Irrespective of the claims made by an applicant on the Performa, marks weightage would be given only on the basis of certificates and transcripts that are attested.

Verification of all the original certificates / marks certificates / experience certificates will be done at the time of first Semester contact classes. The students, are, therefore, required to bring their original certificates when they attend contact classes. Students will be permitted to appear for the Semester-end examination only after this verification. Until then, their admission will be provisional.

3.4.1. Reservation for SC / ST / OBC/ PH Students

Reservation for SC / ST / OBC/ PH Students will be in accordance with the policy of the Government of India, and the guidelines of the University Grants Commission. Students applying for this programme should submit, along with their

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application, a copy of their caste / tribe certificate from a Revenue Officer not below the rank of Tehsildar / Mandal Revenue Officer. As regards the reservation policy for physically handicapped students, the general guidelines followed by University of Hyderabad shall be strictly followed.

3.4.2. Admission of Foreign / NRI Students

Foreign students residing in India or abroad may also apply for admission in the prescribed form preferably by the stipulated date. Those who have passed the qualifying examination from universities outside India should enclose with their application copies of the relevant certificates and mark sheets together with the English version of such copies, duly attested, if they are in a different language. For admission to the programme, the foreign student concerned must have at least passed the qualifying examination. Proficiency in English is a pre-condition for admission. They have to pay the total programme fee at a different rate as shown under heading Payment of Fee and Fee Structure (4.0).

3.4.3. Enrolment / ID Number

On payment of programme fee, students will be informed of their enrolment number which will also be displayed on their Enrolment Cards. This enrolment number will continue for a maximum period of three years, or until the course is completed, whichever is earlier. The same number will be used as the examination roll number of the student. The enrolment number changes, if readmission is given for the same programme.

3.4.4. Enrolment Card

On receipt of the programme fee, Enrolment Cards indicating the student's name, enrolment number, date of birth, and date of admission will be issued.

3.5. Programme Schedule

A general semester system will be followed by the NAARM / UoH. The programme is spread over two semesters in a year. Those, who are not in a position to complete all the courses within two semesters at a stretch, can defer a term or a part thereof (i.e. certain courses), provided they complete the Programme within a total period of three years, including the year in which the students are enrolled.

3.6. Student Support Services

3.6.1. Learning resources

- Printed self –instructional material with self assessment and case studies for analysis
- Electronic form of resource material on CDs
- Individual e-mail IDs in NAARM webmail and SMS alerts
- Web –based online learning resources
- Opportunity for registering in ongoing programmes / workshops of NAARM in these subject areas
- Two compulsory contact sessions of 3-4 days each, one in 1st Semester and another in 2nd Semester will be conducted in NAARM and UoH.
- *Indian students living abroad or proceeding abroad after getting admission will receive only the soft copies of the course material.*

3.7. Contact Classes and Project Work

All students admitted to this Programme are required to attend contact classes at the designated contact centres at their own expense. The students will also have to carry out their project work under the guidance of a Project Advisor. The guidelines for the project work will be sent separately to the admitted students.

3.7.1. Exemption from Contact Classes

The Programme is Self – Study oriented and can be completed in a maximum period of 3 years. Requests for exemption from attending contact programmes / practical work will not be entertained. However, the students residing outside India will be exempted from attending contact sessions, on prior request.

3.7.2. Accommodation

Accommodation is not guaranteed. Accommodation will be provided in the Guest house / Hostel NAARM / UoH on the basis of availability on prior request.

4. FEE STRUCTURE & PAYMENT OF FEE

Students admitted to this Post Graduate Diploma Programme have to pay the fee of Rs.25,000/- (Rupees twenty five thousand only) in two equal installments by the prescribed date mentioned in the admission offer letter. Sponsoring organizations have to deposit full fees at the time of registration of their candidates. **Same amount of fee is applicable to the students of Indian Origin living abroad, provided they should give a Correspondence Address in India for sending course material, assignment questions, programme related communications etc.**

The foreign students residing in India and abroad will have to pay the fee of US$1200/- in two installments.

4.1. Mode of Payment

All payments should be made through demand draft in favour of "ICAR Unit, NAARM A/c" payable at Hyderabad. The following information should be given on the reverse side of the Demand Draft / Pay order:

Name of the student	:	
Enrolment No (if applicable)	:	
Year of admission	:	
Mobile No	:	
Email	:	
I/II Term fee	:	

Note 1:Payment through Cheques, Postal Orders, Money order will not be accepted.

Note 2: The payment can also be made through NEFT / RTGS. The details of NAARM bank account for this purpose are given below:

Name of Account	:	ICAR Unit – NAARM A/c
Account No.	:	1505100017
Bank Particulars		
Name	:	Central Bank of India, NAARM Branch,
Address	:	NAARM Campus, Rajendranagar, Hyderabad-500030, Telangana, India
IFSC	:	CBIN0283252
MICR	:	500016026
Phone	:	040-24015645
e-mail	:	bmhyde3252@centralbank.co.in

Note 3:*After making payment through NEFT/RTGS the student shall send an email to the following stating that she/he has made the payment on such and such date through such and such bank (with branch address) and mentioning the UTR No. and also her / his own particulars.*

Note 4: *Original fee payment receipt i.e. NEFT receipt will have to be submitted to the PG Cell, NAARM either in person or by registered post. NEFT Receipt must be duly authenticated by the Bank with*

    (a) Branch Name & BIC No.,
    (b) Transaction id/scroll number (in case of payment through CBS), NEFT UTR No. (in case of payment through NEFT),
    (c) Date of Deposit and amount filled by the Branch official.

PG Cell	:	pgcell@naarm.ernet.in
Programme Director	:	kalpana@naarm.ernet.in
Accounts Section	:	nvijaya@naarm.ernet.in

4.2. Delayed Payment

If the student fails to pay the 2nd installment fee by the due date with or without late payment, mailing of second Semester course material will be withheld. However, in exceptional cases, the NAARM / UoH may permit students to continue their studies by paying the second semester fee for the next session and attending contact sessions subject to payment of the following penalties by which they can complete course requirements up to three years from the date of admission / registration / enrolment, which stands as base year.

4.3. Penalty for Deferment on Programme Fee:

    (a) First Deferment: Rs.1,000/- or $50 (for international students)
    (b) Second Deferment: Rs.1,500/- or $100 (for international students)

4.4. Penalty for Deferment of Contact Classes:

    (a) First Deferment: Rs.1,000/- or $50 (for international students)
    (b) Second Deferment: Rs.1,500/- or $100 (for international students)

4.5. Penalty for Deferment of submission of Project Report:

    (a) First Deferment: Rs.1,000/- or $50 (for international students)
    (b) Second Deferment: Rs.1,500/- or $100 (for international students)

Note: *Fee once paid will not be returned by NAARM under any circumstance. All disputes are subject to the Greater Hyderabad Jurisdiction.*

4. 6. Reimbursement of Tuition Fee for SC / ST Students

Students belonging to SC / ST categories who wish to avail the social welfare scholarships may submit their duly completed applications to Joint Director (Admn.) Registrar, NAARM, Rajendranagar, Hyderabad – 500030, Telangana, India which will be in turn forwarded to the respective authorities i.e., Department of Social Welfare of the States and Union Territories by the Academy.

5. INFORMATION ON THE COURSE STRUCTURE AND CONTENTS

The Curriculum of the PGD-TMA is designed with the help of leading experts from the national law schools, research institutions in public and private sector, law firms, technology transfer consultancy agencies, KPOs and the industry. The academic faculty for the contact classes is drawn from various sources including research/industry/business/legal-organizations-in-public-and-private-sector, National Law Schools, technology consulting firms and KPOs working on IP and Technology Management areas. The programme content will expose the prospective students to concepts of intellectual property and technology management in agriculture, real life challenges through case studies from working professionals from industry, law firms, statutory bodies, and innovators at grass root and at corporate levels. An essentially a skill development endeavour, the programme comprises 6 courses and one course of project work over two semesters, as detailed below:

> **FIRST SEMESTER**
> - PGD-TMA 411- Intellectual Property Regime - 4 credits
> - PGD-TMA 412 –IP Informatics - 4 credits
> - PGD-TMA 413- Technology Management - 4 credits
> - PGD-TMA 433 A- Project Work - 4 credits

> **SECOND SEMESTER**
>
>   ▪ PGD-TMA 421- IP Prosecution and Litigation - 4 credits
>
>   ▪ PGD-TMA 422- Rural Innovation - 4 credits
>
>   ▪ PGD-TMA 423- Technology Entrepreneurship - 4 credits
>
>   ▪ PGD-TMA 433 B- Project Work - 4 credits

Total credits hours for the programme would be 32 credits (16 credits in each semester totaling 32 credits) with contact session of **3-4** days each, one in each semester.

The study materials, assignments, term papers and other relevant information will be available in the online platform of Professional Virtual Community Learning Management System (PVC-LMS) specially designed for PGDTMA. The students can use the platform for information exchange among faculty and co-students, sharing relevant documents/files and social networking. The platform will also be used for maintaining course curriculum and submission of assignments/ test papers. All students will be given a separate login and password for the PVC-LMS along with a set of guidelines/user manual.

6. IMPORTANT DATES

- Last Date for receiving the duly completed application forms – January 15, 2015 (unless and otherwise revised)
- Last date for submission of assignments for 1st Semester: June, 2015*
- Contact Programme & 1st Semester Examination: July, 2015*
- Last date for Payment of 2nd Semester Fee : To be specified in the Provisional Admission Letter
- Last date for submission of Assignments for 2nd Semester: October, 2015*
- Contact Programme & 2nd Semester Examination: December, 2015*
- Semester End Examination will be held after Contact Classes are completed

* Tentative dates; exact dates will be intimated separately

7. EVALUATION

The evaluation system is designed to test the student's progress systematically through internal assessment as well as semester- end examinations. Internal assessment for 40% of total marks will be through assignments and contact classes. Performance of the students will also be assessed through a term-end examination with 60% of total marks at the end of each semester. A student should score a minimum of 25 marks out of 60 in term-end examinations. Identified faculty will be designated as advisors for project work during the course.

7.1. Internal Assessments (Assignments)

Internal Assessment will be done through evaluation of assignments which will be sent along with the course material. The completed assignments have to be sent back to the Programme Coordinator located at NAARM, Rajendranagar, Hyderabad – 500030, Telangana, India by the stipulated date. They will be evaluated for 30% of the total marks.

7.2. Semester – End Examinations

Performance will be assessed through a semester-end examination at the end of each semester to be conducted at the contact centre, which will have a weightage of 60% (60 marks). Student should score at least 25 marks out of 60. Only those students who satisfactorily complete the contact sessions and submit assignments before the stipulated date will be eligible to take the term-end examinations.

7.3. Examination for foreign students / NRIs

Efforts will be made to conduct term-end examinations for NRI and foreign students with the help of Indian Embassies / Indian High Commission situated in their countries. In case, it is not feasible to conduct examination in the country of their residence, they should be prepared to visit India and appear for examination at NAARM.

7.4. Contact Sessions for Foreign Nationals / NRIs

The NAARM / UoH will conduct classes for 3 to 8 days abroad, if the number of foreign / NRI students are more than 15 at a place. In individual cases, Foreign nationals and NRIs staying abroad are exempted from contact sessions, but they

should submit a term paper on a specific topic at least 15 days before the commencement of the examinations. The topic of the term paper will be intimated to the students, if the student applies for exemption well in advance.

8. RESULTS

The final results for the Programme are determined on the basis of (a) Attendance in contact classes (b) internal assessment (Assignments), and (c) performance in the Semester – end examination, in the ratio 10:30:60. The final result in each course will thus be calculated on the basis of continuous assessment, in the following manner. In case of NRI / foreign students who were exempted from contact classes on prior request, the internal assessment will be for 30 marks and 10 marks for the Contact programme.

8.1. Re-examination

A student is declared passed only if he / she secures a minimum of 40% marks in all (internal assessment, contact classes, and term-end examinations put together) provided that he / she secures a minimum of 40% marks at the term-end examinations. Students with less than 40% marks may appear for re-examination in the course concerned in the next term-end examination. Candidates failing in any course / paper have to pay Rs.300/- per course / paper to appear in the re-examination.

No.	Test type	Relative Weightage
1.	Contact classes Counseling	10%
2.	Internal Assessment (Assignments)	30%
3.	Semester-end Examination	60%

8.2. Grading

Successful students will be awarded divisions on the basis of the average marks obtained by them, as follows:

First Division with Distinction	:	75% & above
First Division	:	60% & above but below 75%
Second Division	:	50% & above but below 60%
Third Division	:	40% & above but below 50%

8.3. Improvement

Students may improve their performance in any course on payment of Rs.300/- for each course. The facility will be given only once in a course and should be requested within four weeks of the announcement of results. There is no provision for improvement of marks for assignments, contact classes, practical sessions (wherever compulsory) or for project work / project reports.

8.4. Re-counting

Re-counting of Semester–end exam answer scripts will involve recounting of marks, re-totaling and a special scrutiny to see if any portion of a question or a whole question was inadvertently left unmarked. Requests for re-counting should be made within 21 days from the date of publication / announcement of results, and should be accompanied by a draft for Rs.1000/- per course towards Re-counting Fee. The results of re-counting will normally be communicated to the students before the next examinations are held. If any variation is found as a result of re-counting, the competent authority will accept the higher of the two, and a revised provisional marks memo will be issued to the students free of charge. There is no provision for re-evaluation of assignment marks and answer scripts.

8.5. Re-examination

Students who fail to complete the course requirements of a given term / semester can defer any course or all courses to the next year. They could also defer the complete programme to the next academic year. Any assignments done and internal assessment marks earned will be carried forward to the next semester / year. Students, who fail in a course in a semester, may pursue the 2nd semester by paying the remaining part of the programme fee. They can appear for re-examination in the failed courses at the subsequent semester–end examinations. To facilitate this, examinations for both 1st and 2nd semesters are conducted at the end of each semester. There will be no supplementary exams for any course. All students are expected to complete their course requirements within a maximum period of six academic semesters. Those who do not complete the programme in all respects can re-enroll themselves for the programme by paying half the programme fee. In such cases study material will not be issued again.

8.6. Memorandum of Marks

Marks memos would be issued to students on completion of examination. But Provisional certificate-cum-memorandum of marks would be issued only after a student completes all the course requirements. In normal cases, they would be sent these documents at the end of the academic year.

8.7. Final Diploma Certificate

The UoH will issue the Diploma Certificate, by endorsing the name of NAARM, after satisfactory completion of programme requirements on payment of Rs.500/- through a Demand Draft drawn in favour of "ICAR Unit - NAARM A/c" payable at Hyderabad along with the II Semester fee.

8.8. Duplicate Diploma / Certificate

All certificates and diplomas, including marks memo, or even Enrolment cards will be issued only once. If lost, the students can request the Programme Coordinator for a duplicate on payment of Rs.500/- through a D.D. drawn in favour of "ICAR Unit – NAARM A/c" payable at Hyderabad. However, duplicate of the Final Diploma Certificate will be issued only after producing necessary police inquiry certificate through a demand draft of Rs.500/-.

9. APPLICATION FORM

9.1. APPLICATI0N FORM FOR NATIONAL STUDENTS

**APPLICATION CUM-REGISTRATION FORM FOR ADMISSION TO
PGD-TMA PROGRAMME 2015**

Last date for receipt of filled in application: **January 15, 2015**

| | Paste here one recent stamp size Photograph duly attested by the Head of the institute/ College last attended or by a Gazetted Officer |

Application No: [   ]   D.D.No: [   ]
                              & Date

*Read the Prospectus and Instructions carefully before filling up the
Application form. Incomplete applications will not be considered.*

Category: GEN / OBC / SC / ST / PH

1. Name of the Student (Same as in SSC/Matriculation certificate) in Capital Letters
    Mr./Ms./Mrs._____

2. (a) Father's Name_____
(b) Mother's Name_____

3. (a) Permanent Address: 3(b) Address for Correspondence
    _____   _____
    _____   _____
    PIN_____   PIN_____
    Phone/Mobile No._____   Phone/Mobile No._____
     e-mail:_____

4. (a) Date of Birth_____
                        Date   Month   Year
    (b) Identification Marks 1)_____ 2)_____
    (c) Nationality_____
       If Indian, State of Domicile:_____
    (d) Rural / Urban
    (e) Sex: Male / Female

5. Annual Income of the family: (if SC/ST/PH)_____
    Specimen Signature of the Student (Sign within the box)

    | | Pin Stamp Size Photograph for identity Card |

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6. a) Particulars of past academic record (from Bachelor's degree onwards) [Attach a separate sheet, if the space provided below is not adequate]

S. No.	Name of the Degree	Univer-sity / College	Month & Year of Passing	Subjects studied & Passed	Maxi-mum Marks	Marks obt-ained	Percen t-age	Divi -sion
1.								
2.								
3.								
4.								

b) Previous and Professional Experience **after completion of graduate degree** (each entry here to be supported with service certificate)

S. No.	Designation and Nature of job done	Organization / Institution with Total No. of years worked	From (month & year)	To (month & year)

DECLARATION BY THE APPLICANT

I, hereby declare that all the information furnished by me in this application and in the documents I have submitted in support of my application are true, complete and correct to the best of my knowledge and belief.

Place:
Date: Signature of the Candidate

FOR SPONSORED CANDIDATES

Application of Mr./Ms./Dr._____ is forwarded for consideration. The full fee for the programme will be deposited on his / her admission.

_____
Authorised Signatory of Sponsoring Organization
Name :_____

Designation: _____

Place: Organisation : _____

Date: Address : _____

Seal: _____

Note: *Application form can be downloaded from www.naarm.ernet.in and sent by post to the Joint Director (Admn.) & Registrar, National Academy of Agricultural Research Management, Rajendranagar, Hyderabad–500030, Telangana, India along with a DD for Rs.300/- drawn in favour of "ICAR Unit – NAARM A/c" payable at Hyderabad.*

9.2. APPLICATION FORM FOR INTERNATIONAL STUDENTS

APPLICATION CUM-REGISTRATION FORM FOR ADMISSION TO PGD-TMA PROGRAMME 2015

Last date for receipt of filled in application   :   **January 15, 2015**

Application No.   :   -------------------------------

       Read the Prospectus and Instructions carefully before filling up the application form. Incomplete applications will not be considered.

1.   Name of the Student in Capital Letters

       Mr./Ms._____

2. (a)   Father's Name_____

  (b)   Mother's Name_____

3. (a)   Permanent Address   3 (b) Address for Correspondence

       _____   _____

       _____   _____

       _____   _____

       PIN_____   PIN_____

       E-mail:_____

4. (a)   Date of Birth_____

                  Month   Day   Year

  (b)   Identification Marks 1)_____   2)_____

  (c)   Nationality_____

  (d)   Sex: Male / Female

                    Specimen Signature of the Student (Sign within the box)

5. a) Particulars of past academic record (from Bachelor's degree onwards) [Attach a separate sheet, if the space provided below is not adequate]

S. No.	Name of the Degree	University / College	Month & Year of Passing	Subjects studied & Passed	Maxi-mum Marks	Marks obt-ained	Percen t-age	Divi -sion
1.								
2.								
3.								
4.								

b) Previous and Professional Experience **after completion of graduate degree** (each entry here to be supported with service certificate)

S. No.	Designation and Nature of job done	Organization / Institution with Total No. of years worked	From (month & year)	To (month & year)

DECLARATION BY THE APPLICANT

I, hereby declare that the information furnished by me in this application and in the documents I have submitted in support of my application is true, complete and correct to the best of my knowledge and belief.

Place:
Date: Signature of the Candidate

FOR SPONSORED CANDIDATES

Application of Mr./Ms./Dr._____ is forwarded for consideration. The full fee for the programme will be deposited on his / her admission.

_____

Authorized Signatory of Sponsoring Organization

Name :_____

Designation: _____

Place: Organization : _____

Date: Address : _____

Seal: _____

Note: *Application form can be downloaded from* www.naarm.ernet.in *and sent by post to the Joint Director (Admn.) & Registrar, National Academy of Agricultural Research Management, Rajendranagar, Hyderabad–500030, Telangana, India along with the course fee in the form of* **DD for US$1200** *drawn in favour of "ICAR Unit – NAARM A/c" payable at Hyderabad.*

9.3 PRESCRIBED ACCEPTANCE FORM TO BE EXECUTED BY STUDENT AT THE TIME OF ADMISSION

To,
Joint Director (A) & Registrar,
National Academy of Agricultural Research Management,
Rajendranagar,
Hyderabad – 500030
Telangana, India

ACCEPTANCE FORM
**Post Graduate Diploma in Technology Management in Agriculture
(PGD-TMA) Programme 2015 (Distance Education Mode)**

Sir,

I accept the offer of admission to the PGD-TMA Programme 2015 offered jointly by the ICAR-National Academy of Agricultural Research Management and University of Hyderabad. I am herewith enclosing a crossed Demand Draft in favour of "ICAR Unit - NAARM A/c" payable at Hyderabad towards the first installment / lump sum (non-refundable), as per the details given below.

1. Name of the student (in Block Letters): ……………………………………………………

2. Demand Draft No. and Date:…………………………………………………………….
   in favour of "ICAR Unit - NAARM A/c"

3. Name of the Bank / Place:…………………………………………………………….

4. Issuing Branch Code:…………………………………………………………………

5. Amount (Rs.) …………………………………………………………………………

I promise to abide by the Rules and Regulations of NAARM and UoH. The jurisdiction of the University shall be at Hyderabad only and that the Contact Classes will be held at NAARM or the CDVL, UoH.

Place:…………………
Date:………………….   **Signature of the student**

___

For Office Use

Details of the Course fee	:	_____
First Installment / Lump sum	:	_____
Demand Draft No. & Date	:	_____
Name of the Bank / Place	:	_____
Amount (Rs.)	:	_____

**In-Charge, PG Cell
NAARM, Hyderabad, India**

For further information, the students may contact through
techma2015@naarm.ernet.in

OR

write to

On academic issues such as assignments, project work etc.

Dr. Manoj P. Samuel Principal Scientist, ABM Division & Course Coordinator, PGD-TMA NAARM, Rajendranagar Hyderabad – 500030, Telangana, India Phone # 040-2481301 :: Fax # 040-24581453 / 24015912 e-mail # **manoj@naarm.ernet.in**	**Dr. R. Kalpana Sastry** Head, RSM Division & Programme Director, PGD-TMA NAARM, Rajendranagar Hyderabad – 500030, Telangana, India Phone # 040-24014820 / 24581304 Fax # 040-24581453 / 24015912 Email # **kalpana@naarm.ernet.in**

For remittance of fees and other details

P.G. Studies Cell NAARM, Rajendranagar Hyderabad – 500030, Telangana, India Phone # 040-2481429 / 352 / 379 e-mail # **ahire@naarm.ernet.in** **OR rrgudepu@naarm.erent.in**	**Shri Sanjay Kant** Joint Director (Admn.) & Registrar Hyderabad – 500030, Telangana, India Phone # 040-24015913 / 24581555 Fax # 040-24581459 / 24015912 Email # **registrar@naarm.ernet.in**

For results and marks sheets etc.

Smt. Madhavi Section Officer Centre for Distance & Virtual Learning (University of Hyderabad) Nampally Station Road, Abids Hyderabad - 500001, Telangana, India Phone : 040-2460 0264 (Extn.203) Fax : 040-2460 0266	**Dr. S. Jeelani** Director Centre for Distance & Virtual Learning (University of Hyderabad) Nampally Station Road, Abids Hyderabad - 500001, Telangana, India Phone : 040-2460 0264 Fax : 040-2460 0266