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# CHRISTIAN MEDICAL COLLEGE LUDHIANA

## PROSPECTUS FOR UNDER GRADUATE

### COURSES 2014

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### CAUTION

Applicants are warned against possible cheating by agencies/persons that advertise in newspapers or by other means, promising seats for various courses in the Institution, by extracting money from candidates/parents. The Christian Medical College Ludhiana categorically states that admission to all the courses offered can only be secured by merit in the qualifying examination/entrance test as described in the Prospectus. We do not accept any donations for admission and there are no payment seats of any kind. We have no agents or middle men for admissions. The Institution will not be responsible for any candidates or parents dealing with such persons.

Queries regarding admissions should be addressed to the:

'Office of the Registrar'

Email: registrar@cmcludhiana.in; Phone: +91-161-5010809;

Fax: +91-161- 2610708

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Calendar of Admissions  
**UG PROSPECTUS - 2014**

ADMISSION CALENDAR - 2014  
UNDERGRADUATE COURSES

<b>EVENT</b>	<b>DATE</b>	<b>TIME</b>
Prospectus available online from	31.03.2014	
<b>Last date for online application</b>	<b>14.05.2014</b>	
<b>Last day of receipt of completed application form</b>	<b>16.05.2014</b>	<b>17:00</b>
Admit cards available from	19.05.2014	
Last day to receive query regarding non-receipt of admit card	22.05.2014	
<b>Admission Written Test</b>	<b>28.05.2014</b>	<b>14:00</b>
Publication of merit list on or before	04.06.2014	
<b>MBBS</b>		
•1st Counseling for MBBS	15.07.2014	09:00
•Medical examination for MBBS	25.07.2014 / 26.07.2014	07:30
•Orientation for MBBS	28.07.2014 to 31.07.2014	08:00
<b>BDS</b>		
•1st Counseling for BDS	16.07.2014	09:00
•Medical examination for BDS	29.07.2014	07:30
•Orientation for BDS	30.07.2014 to 31.07.2014	08:00
<b>B.Sc. Nursing</b>		
•1st Counseling for B.Sc. Nursing	17.07.2014	09:00
•Medical examination for B.Sc. Nursing	30.07.2014	07:30
•Orientation for B.Sc. Nursing	31.07.2014 to 01.08.2014	08:00
<b>BPT</b>		
•1st Counseling for BPT	18.07.2014	09:00
•Medical examination for BPT	01.08.2014	07:30
•Orientation for BPT	02.08.2014	08:00
<b>Parents and Admitted candidates will meet with the Administration and Faculty at 6:00 pm on the day of 1st counselling, as per dates for respective courses.</b>		
<b>Classes start for MBBS/BDS courses</b>	<b>01.08.2014</b>	<b>08:00</b>
<b>Classes start for BSc Nursing</b>	<b>02.08.2014</b>	<b>08:00</b>
<b>Classes start for BPT courses</b>	<b>04.08.2014</b>	<b>08:00</b>
<b>2nd Counselling for all courses for any vacant seats (if any)</b>	<b>20.08.2014</b>	<b>10:00</b>
<b>(Refer to Website or call Office of the Registrar)</b>		
<b>Last date for any admissions</b>	<b>30.09.2014</b>	

All Correspondence should be addressed to the Registrar, Christian Medical College, Ludhiana-141008, Punjab. Phone : +91-161-5010809; Fax : +91-161-2610708; Email: [registrar@cmcludhiana.in](mailto:registrar@cmcludhiana.in);  
Website: [www.cmcludhiana.in](http://www.cmcludhiana.in)

## GOVERNING BOARD

The management of the affairs of the Christian Medical College Ludhiana Society is vested in a Governing Board.

### OFFICERS OF THE GOVERNING BODY

Chairman	:	<b>Dr. Rajendar Gyani</b>
Vice Chairman	:	<b>Dr. Sudhir Joseph</b>
Director & Secretary	:	<b>Dr. Abraham G. Thomas</b>
Treasurer	:	<b>Rt. Rev. Younas Massey</b>

### COLLEGE ADMINISTRATION

#### *Principals*

■ Christian Medical College	:	<b>Dr. S.M.Bhatti</b>
■ Christian Dental College	:	<b>Dr. Abi M Thomas</b>
■ College of Nursing	:	<b>Prof. (Mrs.) Ponnamma Singh</b>
■ College of Physiotherapy	:	<b>Dr. Jeewan Prakash</b>
Medical Superintendent	:	<b>Dr. Kanwal Masih</b>
Registrar	:	<b>Dr. George Koshy</b>
Asstt.Registrar	:	<b>Dr. Jacob Koshy</b>

## HEADS OF THE INSTITUTION

- 1894 – 1942 EDITH MARY BROWN, D.B.E., K.i.H., M.A. M.D., Principal
- 1942 – 1948 AILEEN M.S. POLLOCK, F.R.C.S. Principal
- 1948 – 1960 EILEEN R.B.SNOW, O.B.E., K.i.H., M.B.B.S. M.R.C.S., L.R.C.P., Principal  
(Director and Principal from 1958-60)
- 1960 – 1962 MELVIN A CASBERG, A.B., M.D., D.N.B. F.A.C.S., Dip AM. Bd. SURGERY,  
LL.D. (Hon.),D.Sc. (Hon.) Director and Principal
- 1962 – 1964 GUY.N.CONSTABLE, M.A., M.D., Principal and Acting Director
- 1964 – 1974 KENNETH M. SCOTT, A.B., M.D., F.A.C.S., Dip Am. Bd. SURGERY, LL.D. (Hon.)  
Director
- 1974 L.H. LOBO, M.B.B.S., M.S. Principal and Acting Director  
(June-Aug)
- 1974 – 1982 K.N.NAMBUDRIPAD, B.Sc., M.B.B.S., F.R.C.S., M.S. (Neuro.) Director
- 1982 – 1986 F.C. EGGLESTON, A.B., M.D., D.N.B., F.A.C.S., D.A.B.S., D.A.B. Th. S., Director
- 1986 – 1992 A.V. CHOUDHRIE, F.I.C.S., F.A.C.S., F.R.C.S., F.R.C.S.E., Director
- 1992 – 1993 RICHARD DANIEL, M.B.B.S., D.O.M.S., M.S., F.G.S., F.A.C.S.,  
(Sept-Mar) Acting Director
- 1993 – 1994 L.B.M. JOSEPH, M.B.B.S., M.S., Director
- 1994 – 1998 RICHARD DANIEL, M.B.B.S., D.O.M.S., M.S. F.G.S., F.A.C.S., Director
- 1998 M. VERGHESE, M.B.B.S., M.S., MCh. (CTVS), FIACS,  
(April-July) Acting Director
- 1998 – 2006 S.J.CHARLES, M.D., Director
- 2006-2008 Dr JOHN PRAMOD, M.B.B.S.,M.D., Director
- 2008- Dr ABRAHAM.G.THOMAS, MBBS, M.S,M.A.M.S, MCh, F.R.C.S(Glasg), F.I.C.S, F.A.I.S,  
F.C.A.M.S, Director

## INTRODUCTION

The Christian Medical College Ludhiana is a Christian Educational and Research Institution established, maintained and administered by the Christian Medical College Ludhiana Society (regd.) of Christian Churches and Christian agencies.

The Medical Missionary work was started in Ludhiana in the year 1881 by Miss Martha Rose and Miss Kay Greenfield popularly known as the Greenfield sisters. They were Evangelists and Educationalists from Scotland. This pioneering medical work of the Greenfield sisters was the precursor of the Medical Training and Health Care Service Program of the present Christian Medical College, Ludhiana.

The Greenfield sisters and their associates organized the Health Care Educational Services in which endeavor Dr. Edith Mary Brown joined them in 1893. In 1894 the North Indian School of Medicine for Christian Women was started by Dr. Edith Mary Brown and her colleagues with the objective of training Indian women, to serve in the field of Medical Education and Health Care Services, emphasizing integration of training and health care services.

The period from 1894 to 1952 was an epoch making era which saw the development of Women's Christian Medical School from its beginning as a School of Medicine for Christian Women. The Medical School granted LSMF diploma till 1952. In 1953 LSMF was upgraded to the MBBS course and the name of the Institution was changed to Christian Medical College to enable it to admit both men and women students. Postgraduate program started in the next decade.

Punjab, the land of five rivers is known for its rich heritage and culture. A land of hard working people it has earned the term of bread basket of India due to its great agricultural strengths. Ludhiana is one of the oldest-established cities of Punjab with a population that has increased during recent years to around 25, 00,000 lies 312 km Northwest of Delhi and less than 150 km from the border with Pakistan. It is situated on the Grand Trunk Road running from the border through to Delhi, and is an important railway junction. Today it is one of the fastest-growing small and medium industrial centers in India.

Ludhiana is well connected to rest of India by train and road. The nearest airports are in Ludhiana, Amritsar and Chandigarh.

The institution is situated in a large campus couple of kilometers from Ludhiana Railway Station, on both sides of the Brown Road named after Dame Edith M Brown. The Campus has residential quarters for the staff, hostels for medical, dental, nursing and paramedical students, both men and women.

The various courses offered in CMC are affiliated to Baba Farid University of Health Sciences, Faridkot and other professional councils as may be applicable.

The Christian Medical College offers Degree, Postgraduate Diploma, Postgraduate Degrees, Super-specialty Degrees and Doctoral courses. The Christian Medical College, Ludhiana is a recognized institution by Medical Council of India. **Each year 75 students, men and women, are admitted to the MBBS course.**

Nursing training was started in 1889 by the Greenfield Sisters. The Nursing School became well – known for the nursing care it provided and for its services to needy patients.

The General Nursing Program began in 1936. The School of Nursing was upgraded to College of Nursing in 1973 with 18 students admitted to the B.Sc. Nursing course. The M.Sc. Nursing program started in 1987 with two specialties (Psychiatric nursing & Maternal and Child Health Nursing). At present five M.Sc. Nursing course specialties are available (Community Health Nursing, Pediatric Nursing, Obstetric Nursing, Medical & Surgical Nursing and Psychiatric Nursing). **Each year 60 students are admitted to the B.Sc. Nursing course.**

Since the Nursing standard is maintained at a high level, the results of our examinations have always been excellent. In response to changing society the nursing practice has changed from mere apprenticeship to a professional education and to foster nursing as a professional career, attractive and desirable to young people on an equal basis with any other career.

The Dental Department has been providing dental health care services in the hospital and the community at large since 1968. Besides providing high quality tertiary care in the hospital, the dental department launched its unique community dental health services in 1984 to rural areas reaching out primarily to the vulnerable population of the children which is one of few innovative community dental health services in India. The Christian Dental College was established in 1992 as the most prestigious off shoot of Christian Medical College Ludhiana.

The Christian Dental College, Ludhiana, admitted the pioneer batch to the BDS Course in August 1992, who graduated in 1996. The M.D.S. Course started in the year 2002. **Each year 40 students are admitted to the BDS Course**

The College of Physiotherapy has been established in 2006. The physiotherapy department, a pioneer in this field in North India, has been training professionals for many years and now a formal Bachelors course has been approved by the University to **admit 20 students per annum starting from 2006.**

The Brown Memorial Hospital now known as CMC Hospital has 740 beds with the latest technology and the most competent doctors serving a wide array of population of North India.

Apart from the main undergraduate courses there are Post graduate degree, diploma and super specialty courses in almost all the fields. There are also various training and diploma courses in Laboratory and allied health fields. The respective Principals may be contacted for details.

Our Faculty, Medical and Para-medical; teaching staff and other staff come from nearly every state in India. Staff of all faiths live and serve together in the Institution in an atmosphere of mutual respect, trust and love. The Government of India and Punjab have continued their interest and support in the work and the development of the college and its hospital.

## **ADMISSION PROGRAMME**

### **Undergraduate courses-2014**

Admission to MBBS, BDS, B.Sc. Nursing and BPT (collectively called as UG courses) of this institution, are on the basis of merit obtained in the **Admission Written Test** (UG – AWT - 2014) conducted by Christian Medical College Ludhiana Society. All the admissions are made with the approval of Baba Farid University of Health Sciences, Punjab; the Government as may be applicable; Medical Council of India (as may be applicable); Dental Council of India (as may be applicable); Punjab Nurses Registration Council and Indian Nursing Council (as may be applicable) and selection guidelines of the Christian Medical College, Ludhiana. These are subject to alterations, amendments and modifications as may be considered necessary from time to time by the authorities concerned. Candidates, when applying, are requested to specify the category they belong to, as given on page 11 & page 12.

**The primary aim of the Christian Medical College Ludhiana is to make a significant contribution to the health standards of all communities of our nation with a special emphasis on health care in the rural underserved and unreached areas/communities in India. This mandate is fulfilled by our graduates who serve in such areas after their training.**

#### **Open Category**

Any candidate irrespective of religion, caste, or domicile and who is an Indian National, can apply under this category. They will not have a service agreement but are encouraged to serve in the rural mission hospitals to understand the basic needs of the country.

#### **Christians with Service Agreement- MBBS & Christian Minority Categories -BDS, BSc.N, BPT**

The Christian candidates applying in this category should indicate in the Application form and will have to take a Bible Test. Those candidates who desire to serve in a Mission Hospital of the Christian Medical College Ludhiana Society, following MBBS, are required to submit a Letter of Service Commitment by one of the member bodies of the Christian Medical College Ludhiana Society. All MBBS candidates selected through UG AWT 2014 in this category will have to enter into a service agreement without which admission will not be granted in this category. Service Agreement for MBBS candidates is for a minimum period of two years after completion of the course in a hospital or institution managed by Christian Medical College Ludhiana Society or its member Body/Church. Christian candidates applying in MBBS who do not wish to commit to serve in a Mission Hospital should apply in the Open category.

In keeping with the mandate of the Christian Medical College Ludhiana Society to reach out to all states with emphasis on the rural underserved and unreached areas / communities of our nation, to provide training facilities to candidates who will dedicate themselves to the healthcare of these states they represent, which would otherwise have been deprived, seats in MBBS and BDS have been earmarked area-wise from States and Union territories (Pg. 11). Candidates applying to these categories should clearly indicate this in the application form by correctly filling the domicile field.

**Admission will be entirely on merit, based on the Admission Written Test.**

Candidates must provide the certificates mentioned below to be considered for admission in 'Christians with Service Agreement and Christian Minority Categories. **The following attested photocopies should be submitted along with the application form. The original certificates must be available at the time of scrutiny of certificates otherwise the candidature will be cancelled.**

- 1) Baptism certificate
- 2) Letter from the Pastor in-charge of the church regarding church membership with dates (made after 28.02.2014 in the prescribed format See Annexure -I Sample-12-page 54)
- 3) For MBBS Course only, A 'Letter of Service Commitment' from Body/Church of the CMC Ludhiana Society, signed by the authorized signatory only. (See Annexure IV, Page 73)



- 4) (a) Candidates for MBBS who desire and commit to have a service agreement in the Mission Hospitals of the Christian Medical College Ludhiana Society for a minimum period of 2 years, are to submit the sworn in affidavit of service, duly notarized (page 72, Annexure III) along with the application form.
- (b) Further, the said candidates are required to submit the completed service Agreement form, as per proforma available with the members of CMC Ludhiana Society, at the time of admission failing which admission will not be considered in that category.
- 5) Domicile certificate issued and certified by the competent authority (along with application form, for category 3 {A, B, C, D and E} applicants in MBBS and BDS - **Only for Christians with service agreement (MBBS) and Christian Minority Categories**).

Candidates in other categories can submit the domicile certificate at the time of counselling.

**Note : 1.** It is mandatory for all Christian applicants to appear for and pass a Bible Test for considering them under the '**Christians with service agreement**' (MBBS) and '**Christian Minority Categories**' for the other courses. **Christian applicants who fail in the Bible test will not be considered under these categories** **2. Applicants are advised to read the prospectus in its entirety, and understand all the requirements while filling the application form for admission. Any deficiency in filling the application form and incomplete supporting documents will result in cancellation of candidature.** **Non fulfillment of service agreement violates the spirit of service for which CMC is committed.** Contact the Office of the Registrar for any clarification.

## ELIGIBILITY CRITERIA FOR UG AWT 2014

### AGE REQUIREMENTS

Applicants must be at least 17 years of age on 31st December 2014 (the date of birth being shown on the Matriculation or Higher Secondary Certificate or equivalent certificate). Applicants born after 31st December 1997 are not eligible to apply for admission to Undergraduate courses starting in July 2014.

### NATIONALITY

Applicants must be citizens of India for UG AWT 2014. Persons of Indian Origin with Citizenship of other countries may apply under NRI category for which a separate prospectus is available. No other foreign national will be admitted.

### ACADEMIC REQUIREMENTS

A candidate for admission to **MBBS** and **BDS** must have passed in the subjects Physics, Chemistry Biology and English individually and must have obtained not less than 50% marks in English and a minimum of 50% marks (40% for SC/BC) in Physics, Chemistry and Biology taken together at the qualifying examination (as per MCI Regulations 1997).

For admission to **B.Sc. Nursing** and **BPT** course a Candidate must have passed in the subjects of Physics, Chemistry, Biology and English individually and must have obtained a minimum of 45% marks taken together in Physics, Chemistry, Biology and English in 10+2 examination.

### General school information

He / She has passed qualifying examination as under: -

1. The higher secondary examination or the Indian School Certificate Examination which is equivalent to 10+2 Higher Secondary Examination after a period of 12 years study, the last two years of study comprising of Physics, Chemistry and Biology after the introduction of the 10+2+3 years education structure as recommended by the National Committee on education;

**OR**

2. The intermediate examination in science of an Indian University/Board of recognized examining body with Physics, Chemistry and Biology which shall include a practical test in these subjects and also English as a compulsory subject;

**OR**

3. The Pre-professional/pre-medical examination with Physics, Chemistry and Biology, after passing either the higher secondary school examination, or the pre-university or an equivalent examination. The pre-professional/pre-medical examination shall include a practical test in Physics, Chemistry and Biology and also English as a Compulsory Subject.

**OR**

4. The first year of the three-year degree course of a recognized university with Physics, Chemistry and Biology including a practical test in these subjects provided the examination is a 'University Examination' and candidate has passed 10+2 with English at a level not less than a core course.

**OR**

5. \*B.Sc. examination of an Indian University, provided that he/she has passed the B.Sc. examination with not less than two of the following subjects-Physics, Chemistry and Biology (Botany, Zoology) and further that he/she has passed the earlier qualifying examination with the following subjects-Physics, Chemistry and Biology and English.

**OR**

6. \*Any other examination which, in scope and standard is found to be equivalent to the intermediate science examination of an Indian University/Board, taking Physics, Chemistry and Biology including a practical test in each of these subjects and English.

\* Candidates will have to obtain eligibility from the Baba Farid University of Health Sciences, Faridkot, Punjab.

**Note: 1** Punjab domicile candidates **should have passed his/her 10+1 and 10+2 examination or other qualifying examination (as listed above) as regular candidate from a recognized institution situated in Punjab only.** The candidate would be required to submit a certificate to this effect from the Principal/Head of the Institution last attended in the prescribed Performa. The candidates who have studied as regular students both for 10+1 and 10+2, for two years in a recognized institution situated in Punjab and have appeared in the 10+2 examination from that institution but due to failure have cleared the 10+2 examination in supplementary batch, or subsequently are also eligible subject to the condition that they clear such examination before submitting form for Entrance Test or if they have appeared in the examination, at the time of submissions of the form for entrance test and their result of 10+2 is yet awaited, they submit a proof of having cleared the said examination at the declaration of the awaited result with requisite eligibility conditions.

**Note: 2** In case the candidate has also studied mathematics along with Physics, Chemistry, Biology and English then the marks obtained in Mathematics are not to be considered for the purpose of calculation of 10+2 marks for consideration of merit.

**Note: 3** Examination of universities / board / body **outside India**

Applicants seeking admission on the basis of qualification obtained in foreign countries from a University/ Board outside India shall apply to the Registrar Baba Farid University of Health Sciences, Kotkapura Road, Faridkot-151 203, Punjab., India <http://www.bfuhs.ac.in> to receive an Eligibility certificate for applying for admission to 1st year Undergraduate courses of this college. If a true copy of the eligibility certificate does not accompany the detailed marks of the qualifying examination for admission, the application will not be considered. However, all applicants who are hopeful of getting eligibility certificate from Baba Farid University of Health Sciences can appear in the entrance test provided the fee for the test has been paid by the applicant.

Candidates having qualifying examinations from schools / institution outside India are to produce proof of Indian citizenship (Passport only) at time of admission.

It is upon the candidate to prove and support with appropriate documentation and certificates that he / she is eligible to apply under a certain category and for the courses mentioned. No documentation is to be produced for applying to appear in the UG AWT 2014 and as such information provided in the application form will be considered as true. BUT at the time of appearing for counseling the candidate will have to prove the facts given in the form regarding eligibility to be admitted to a particular course in a particular category E.g. A candidate applying in category 10 for B.Sc. Nursing will have to prove that she is from Punjab as well as from Backward caste.

**FAILURE TO DO SO WILL DISQUALIFY THE CANDIDATE FOR ADMISSION TO CMC LUDHIANA.**

### DISTRIBUTION OF SEATS-2014

#### MBBS - 75 Seats\*

Category	Category Code	75 Seats*
All India General Open	1	13
Christians with Service Agreement-Punjab	2	15
Christians with Service Agreement-All India (Non Punjab)	3	31
Area A	3A	6
Area B	3B	6
Area C	3C	6
Area D	3D	7
Area E	3E	6
SC/ST from Punjab	4	2
BC from Punjab	5	1
Faculty Development	6	2
NRI	7	11

\* No. of seats are subject to MCI Directives.

**AREA WISE DISTRIBUTION FOR STATES & UNION TERRITORIES: Christians with Service Agreement' - All India (Non Punjab) Category - MBBS and Christian Minority-All India (Non Punjab) - BDS-Category 3 :**

**AREA A** - Andhra Pradesh, Karnataka, Kerala, Tamil Nadu, Puducherry

**AREA B** - Goa, Maharashtra, Gujarat, Daman & Diu, Dadra & Nagar Haveli, Rajasthan, Lakshadweep

**AREA C** - Madhya Pradesh, Chhatisgarh, Orissa, Jharkhand, West Bengal, Andaman & Nicobar, Islands

**AREA D** - Uttar Pradesh, Bihar, Uttrakhand, Arunachal Pradesh, Assam, Meghalaya, Manipur, Mizoram, Nagaland, Sikkim, Tripura

**AREA E** - Jammu & Kashmir, Himachal Pradesh, Delhi, Haryana, Chandigarh

**Category 2 & 3 candidates obtaining less than 45% marks in Bible test will be considered only under category 1**

All Admissions are entirely based on merit in the Admission Written Test

#### MBBS-100 Seats

The Institution has applied to the Medical Council of India for increase of MBBS seats from 75 to 100 seats for the academic year 2014-2015. **In the event of Approval of 100 seats by the Medical Council of India, the seat distribution will be notified subsequently and on the website.**

**Filling of vacant seats for MBBS-75 Seats**

Vacancy in category	Will be filled first from	Then	Then
1	3 (Combined Merit List)	2	5
2	3 (Combined Merit List)	1	
3	Combined Merit List	1	
4	5	1	2
5	4	1	2
6	1	2	3 (Combined Merit List)
7	3 (Combined Merit List), as per rules governing 'filling up of NRI seats'		

**BDS - 40 Seats**

Category	Category Code	Seats
All India General Open	1	8
Christian Minority-Punjab	2	8
Christian Minority-All India (Non-Punjab)	3	(15)
Area A	3A	3
Area B	3B	3
Area C	3C	3
Area D	3D	3
Area E	3E	3
SC/ST from Punjab	4	1
BC from Punjab	5	1
Faculty Development	6	1
NRI	7	6

*Category 2 & 3 candidates obtaining less than 45% marks in Bible test will be considered only under category 1*

**Filling of vacant seats for BDS**

Vacancy in category	Will be filled first from	Then	Then	Then
1	3-Combined Merit List	2	4	5
2	3-Combined Merit List	1	4	5
3	Combined Merit List	1	4	5
4	5	1	2	3(CML)
5	4	1	2	3(CML)
6	1	2	3(CML)	4
7	3 (Christian Minority Category), as per rules governing 'Filling up of NRI Seats'			

**B.Sc. Nursing - 60 Seats**

Category	Category Code	60Seats
Punjab Female open General	1	4
Punjab Male open General	2	1
Non Punjab (All India) Female open General	3	3
Non Punjab (All India) Male open General	4	1
Christian Minority- Punjab Female	5	18
Christian Minority-Punjab Male	6	5
Christian Minority-Non Punjab (All India) Female	7	9
Christian Minority-Non Punjab (All India) Male	8	5
Punjab Female SC / ST	9	2
Punjab Female BC	10	1
Faculty Development	11	2
NRI	12	9

Category 5 candidates obtaining less than 45% marks in Bible test will be considered under category 1.  
 Category 7 candidates obtaining less than 45% marks in Bible test will be considered under category 3  
 Category 6 and 8 candidates obtaining less than 45% marks in Bible test will be considered under categories 2 and 4 respectively.

**Filling of Vacant seats for B.Sc. Nursing**

Vacancy in Category	Will be filled first from	Then	Then	Then
1	2	3	4	5
2	1	4	3	6
3	4	1	2	5
4	3	2	1	6
5	6	7	8	3
6	5	8	7	4
7	8	5	6	3
8	7	6	5	4
9	10	1	3	5
10	9	1	3	5
11	1	2	3	4
12	(Christian Minority Categories, as per rules governing 'Filling up of NRI Seats')			

**BPT - 20 Seats**

Category	Category Code	20Seats
All India including Punjab Open General	1	7
All India Including Punjab Christian Minority	2	9
SC/ST from Punjab	3	1
BC from Punjab	4	1
NRI	5	2

Category 2 candidates obtaining less than 45% marks in Bible test will be considered under category 1.

**Filling of vacant seats for BPT**

Vacancy in category	Will be filled from
1	2
2	1
3	2
4	2
5	2, as per rules governing 'Filling up of NRI Seats'

\* For NRI admissions a separate prospectus is published. For details contact registrar@cmcludhiana.in or refer to www.cmcludhiana.in

## **FACULTY DEVELOPMENT CATEGORY**

Children of permanent staff of CMCL Society are considered under this Category. The applicants and their parents must fulfill the following conditions by 1st April, 2014.

1. There has been no misconduct on the part of the staff member during his/her period of service, and has been confirmed as a member of the staff for five years and currently employed in CMC, Ludhiana.
2. If died in service following five years as a confirmed member of the staff.
3. If retired, has retired only by reason of superannuation after completing five years as a confirmed member of the staff.

The candidates will be required to submit a certificate from the appointing authority of CMC, Ludhiana in support of the permanent appointment and date of confirmation of father/mother. Children of permanent staff applying in the above group shall sign an undertaking and an agreement to serve CMC Ludhiana Society for a period of two years after graduation. The applicant must submit the undertaking at the time of admission (format to be collected from the Registrar's Office), and service agreement at the time of scrutiny of original certificates and other documents.

## **UG-AWT-2014 (UNDERGRADUATE ADMISSION WRITTEN TEST-2014)**

A common undergraduate admission written test (UG-AWT-2014) will be held for the UG courses. Date of UG-AWT 2014 - 28th May 2014 from 02:00 pm to 04:30 pm. The candidates should report to the allotted Center by 01.30 pm. Bible Test for Christian applicants will be held from 4:45 pm to 5:15 pm, on the same day. Therefore, all Christian applicants applying in the 'Christians with service agreement' (MBBS) and 'Christian Minority Categories' need to remain seated after the UG-AWT-2014 till 5:20 pm.

### **Test pattern :**

Test will be conducted in the subject of Physics, Chemistry and Biology (of 12th class standard under 10+2 system) and also shall include test on General Aptitude. There will be 50 questions on each subject, i.e. a total of 200 questions. All questions will be multiple choice type.

The test is designed to measure knowledge and understanding of subject matter. The test also measures the reasoning, problem solving and analytical ability of the applicant. There will be no negative marking for wrong answers.

Bible Test is of Objective type with 50 questions and is based on facts from the Holy Bible (English Language only).

### **ON THE ANSWER SHEET**

#### **Instructions**

1. Use black pen for writing as well as darkening the circle. Please do not bring your own pen.
2. Darken only one circle with black pen provided for each answer as shown in the example below, if you darken more than one circle your answer will be treated as wrong :



3. Do not make any stray marks on the answer sheet.
4. Rough work must not be done on the answer sheet.

#### **To be filled by the candidate**

1. Write your roll number in the space provided.
2. Write your question booklet serial number and question version code from the front page of the question booklet.
3. Sign in the space provided for 'signature of the candidate' with date.

**Test centers :**

<b>Center</b>	Allahabad	Amritsar	Bhatinda	Kolkatta	Chandigarh	Guwahati	Kochi	Ludhiana
<b>Code</b>	<b>01</b>	<b>02</b>	<b>03</b>	<b>04</b>	<b>05</b>	<b>06</b>	<b>07</b>	<b>08</b>

<b>Center</b>	Mumbai	Bangalore	New Delhi	Nagpur
<b>Code</b>	<b>09</b>	<b>10</b>	<b>11</b>	<b>12</b>

Applicants must indicate in application form their choice of centers for writing the UG-AWT-2014. In case of unforeseen and unavoidable circumstances a center has to be cancelled, office will have the right to allot any center for the applicant.

At the Examination Center, the applicant must present his/her Admit Card issued by the Registrar, Christian Medical College, Ludhiana. The applicant must take his/her allotted seat in the Examination by 1.30 pm. otherwise he/she may not be allowed to take the examination. No applicant will be allowed to enter the examination hall/room after 02:00 pm, and allowed to leave the hall/room before 04.40 pm for non-Christian applicants and 5.20 pm for Christian applicants, on the AWT examination date. No applicant is allowed to take mobile phone, pager, calculator, or any electronic device into the examination room. Applicants appearing for the Entrance Examination Test have to bear their traveling expenses and make their own arrangements for accommodation.

**Admit card:**

Admit Card will be available to all the applicants whose application form (**both online and print**) along with full application fee has been received by the office of the Registrar, by 16<sup>th</sup> May 2014, irrespective of eligibility. Such candidates will be eligible to sit for the admission written test at the center as given in the Admit Card. A candidate registered for one center as given in the Admit Card shall not be allowed to appear for the test at another center. Time table, address of the written test center for the applicant and relevant information will be given in the Admit Card. The admit card can be downloaded and printed from [www.cmcludhiana.in](http://www.cmcludhiana.in) using the registered user name and password.

If the Admit Card cannot be accessed by 22nd May 2014, the applicant should contact the Registrar's office and send a copy of the request by e-mail / fax. Otherwise the request may be ignored.

It is the responsibility of the candidate to check the schedule of the UG-AWT-2014. Discrepancies if any must be brought to the notice of the Registrar's office immediately.

**PROVISIONAL RESULTS****Cut off Score :**

For MBBS & BDS courses, applicants must obtain not less than 50% marks (75 marks out of 150) in Physics, Chemistry and Biology taken together in the UG-AWT-2014 to qualify. The Final Merit List will be out of 200 which will include Physics, Chemistry, Biology and General Aptitude.

**For B. Sc. Nursing and BPT course applicants there is no cut off point.**

Christian applicants should have scored 45% marks in the Bible Test to be considered under . Bible Test marks are not considered for merit preparation.

**Tie-Breaking :**

Where two or more applicants have secured equal marks in UG-AWT-2014, their inter-se-merit for the admission, i.e. the tie between two or more applicants will be decided as per the following sequence:

1. Applicants obtaining higher aggregate marks in UG-AWT-2014 in the subjects of Physics, Chemistry and Biology.
2. Applicants obtaining higher marks in UG-AWT-2014 in the subject of Biology.
3. Applicants obtaining higher marks in UG-AWT-2014 in the subject of Chemistry.
4. The applicant older in age.

### **Provisional Merit List:**

Provisional merit list, as per course and respective categories, of the UG - AWT will be displayed on the Notice board of the Office of the Registrar, CMC, Ludhiana on or before 4th June 2014 and also will be published on our web site [www.cmcludhiana.in](http://www.cmcludhiana.in). **This information will not be communicated to any individual by any other means.** Bible Test marks are not considered for merit, but are necessary for consideration under Christian quotas. **Failed candidates or those found ineligible will not be informed separately.**

For All courses, all qualified candidates will also be considered in the Open categories.

The merit lists for the MBBS and BDS Course will be as per the following

**Category 1; Category 2; Category 3** Area wise (A, B, C, D, E) Merit Lists; **Category 3 (Combined merit list, 3A,B,C,D&E), Category 4 ; Category 5; Category 6**

*. Applicants will be considered only for the courses they have applied for and are eligible to be in.*

### **Counselling - Scrutiny and submission of fees:**

**There will be no individual call letters for the counselling. All candidates who have qualified are eligible to attend the counselling.** Candidates are to ascertain their chances of admissions in any course and should report at the time and date mentioned to the admission office as per the calendar of admission for that course mentioned on page 3. Candidates will be called for selection as per rank in Merit List of the category they have applied / eligible for. There will be no separate selected and waiting list.

**The following documents in original need to be with the candidate to appear for admission at time of counseling.**

1. Admit card of UG AWT 2014
2. Proof of date of Birth, High school certificate (Class X / Matric)
3. Detailed marks of qualifying examination. (+2)
4. Details of marks obtained in 10+1 & 10+2 examinations.
5. 10+1 & 10+2 regular study certificate (sample 2; page 48)
6. Migration certificate from Board / Body **except Punjab State Education Board**
7. For Punjab domicile students proof of 10+1 and 10+2 IN Punjab from School principal
8. Character certificate from School / college Principal
9. Behaviour certificate from School/College Principal (Refer Page 55; Annexure1, Sample 13)
10. Domicile / residence certificate (for all categories)
11. For Christian candidates (Christians with service Agreement/Christian Minority Categories)
  - a. Church membership
  - b. Baptism certificate
  - c. Letter of Service Commitment from body/church of CMC Ludhiana Society, signed by authorized signatory only-for MBBS Applicants Only)
12. For applicants of SC / ST / BC- caste certificate (as per the latest instructions of Govt. of Punjab)
13. 4 stamp size photograph
14. For MBBS Applicants Only - The sworn in affidavit, duly notarized, stating that he/she will abide by and commit to serve in the area of need as ascertained by the institution. (For candidates applying in 'Christians with Service Agreement' Category-Annexure-III, Page 72)
15. Declaration form regarding rules of college (will be provided at time of counseling)



16. The following documents are necessary to complete admission and which will be made after scrutiny and payment of fee. Failure to deposit these documents will lead to forfeiture of seat.
- Proof of Parents name ( +2 Marks sheet if bearing both parents name )
  - Affidavit of Gap in study after 10+2 (if applicable) (Sample 11, Page 54)
  - Service agreement with concerned body/church (For MBBS Applicants Only)
17. Anti Ragging Affidavits (2)-Annexure -II, Page 70, 71. ([www.antiragging.in/www.amanmovement.org](http://www.antiragging.in/www.amanmovement.org))

**ALL THE ABOVE DOCUMENTS MUST BE SUBMITTED AT THE TIME OF COUNSELLING.**

Applicants must be present in person at the time of scrutiny of certificates. In order to get admission, applicants should submit their **full college fees for 2014-2015, as a demand draft, along with all relevant certificates and testimonials, in original, to the Registrar, otherwise fees will not be accepted and offer may be withdrawn. If the seat is not claimed by payment of full College fees for the year 2014-2015, by the above mentioned date and time by the selected applicants, the offer will be withdrawn and the seat will be offered to the next applicant in order of merit.**

Applicants whose original certificates, papers and testimonials etc are not found to be in order on the date and time of the scrutiny, shall have their candidature CANCELLED.

Applicants will have to bear their traveling expenses for this purpose.

***Important notice***

***Mere inclusion in the merit list and appearance for scrutiny of certificates does not guarantee admission to a course. All admissions are subject to fulfillment of all the eligibility conditions by the candidates. If it is found at a later stage, during active verification, that the candidate has given false information/ certificates or is found to have concealed some information, his/her admission will be cancelled without any notice. It is the responsibility of the candidates to ensure that they fulfill all the eligibility requirements for the course/s applied. Any attempt by applicants or their friends or relatives, to canvass for admission or to bring influence to bear upon the administrative and/or other staff members shall render the applicants disqualified. The decision of the Selection Committee shall be final and no correspondence will be entertained regarding the rejection or disqualification of any candidate.***

The admission is **provisional**, subject to **approval** by Baba Farid University of Health Sciences, Faridkot, Punjab, Medical Council of India (as may be applicable); Dental Council of India (as may be applicable); Punjab Nurses Registration Council and Indian Nursing Council (as may be applicable).

Admitted candidates and parents will meet with the Administration of the Christian Medical College Ludhiana at 6 pm on the day of 1st counselling as per the schedule for respective courses given on page 3 of the prospectus.

The orientation programmes (schedule given on page 3) are mandatory for all candidates.

The details of college and other fees, 2014-15 for admission to the different courses, and for the subsequent years are given below.

**The payment of fees must be made in the form of Bank Demand Draft only in favor of 'Christian Medical College Ludhiana Society', (Cash & Personal cheque will NOT be accepted) payable at Ludhiana.**

**FEE STRUCTURE – 2014-15 ADMISSIONS  
(FIRST YEAR FEES )**

**MBBS**

<b>Details of Fee</b>	<b>Amount</b>
**Tuition Fee	3,25,000
Admission Fee *	10,000
Establishment Fund	10,000
Library	15,000
Security *	5,000
University Fee	18,000
SSHS ( Health Care )	4,000
Students Association Fund	5,000
Students Orientation Charges *	1,000
<b>TOTAL</b>	<b>3,93,000</b>

\* ONE TIME FEE, FOR 1ST YEAR ONLY

\*\*CANDIDATES, **FOR MBBS**, WITH SERVICE AGREEMENT OF 2 YEARS OR MORE, PLEASE CONTACT THE OFFICE OF THE REGISTRAR FOR DETAILS OF EDUCATIONAL SUBSIDY AVAILABLE FOR STUDENTS WITH SERVICE AGREEMENT

Hostel Fee (If Desired) inclusive of Electricity Charges: Rs.28,000/- per year

THE TOTAL FEE, EXCLUDING HOSTEL FEE, FOR THE 2<sup>ND</sup>, 3<sup>RD</sup>, 4<sup>TH</sup> AND 5<sup>TH</sup> YEARS WILL BE RS. 3,77,000/- PER YEAR.

**BDS**

<b>Details of Fee</b>	<b>Amount</b>
Tuition fee	1,65,000
Dental material fee	12,000
Establishment fee	10,000
Admission fee *	10,000
Library fee	12,000
University Registration fee, University HSLIBNET Journal fee, Univ. Affiliation fee/ admin expenses/DCI	15,000
Security fee (refundable) *	5,000
Students association	5,000
Students Orientation Charges *	1,000
SSHS ( Health Care )	4,000
<b>TOTAL</b>	<b>2,39,000</b>

\* ONE TIME FEE FOR 1ST YEAR ONLY

Hostel Fee (If Desired) inclusive of Electricity Charges: Rs.28,000/- per year.

THE TOTAL FEE EXCLUDING HOSTEL FEE FOR THE 2<sup>ND</sup>, 3<sup>RD</sup> AND 4<sup>TH</sup> YEARS WILL BE RS. 2,23,000 ONLY PER YEAR.

## B.Sc. Nursing

Details of Fee	Amount
Tuition fee	80,000
Establishment fund	10,000
Security fee (refundable) *	5,000
University fee	12,000
Admission fee *	10,000
Library & University Journal fee	15,000
SSHS ( Health Care )	4,000
Field trip	3,000
SNA	600
SBA & student amalgamated fund	3000
Students Orientation Charges *	1,000
Magazine	500
<b>TOTAL</b>	<b>1,44,100</b>

\* ONE TIME FEE FOR 1ST YEAR ONLY

Hostel Fee (If Desired) inclusive of Electricity Charges: Rs.10,000/- per year

THE TOTAL FEE EXCLUDING HOSTEL FEE FOR SUBSEQUENT YEARS WILL BE RS. 1,28,000/- PER YEAR.

## BPT

Detail of Fee	Amount
Tuition Fee	40,000
University Fee	4,000
Admission Fee *	10,000
Library Fee	6,000
HSLIBNET e-resources fee	1,000
University Libraryfee	2,000
SSHS ( Health Care )	4,000
Security (Refundable) *	5,000
Student Association (Recreation, Magazine, Council)	3,000
Students Orientation Charges *	1,000
Establishment Fund	10,000
<b>Total</b>	<b>86,000</b>

\* ONE TIME FEE FOR 1ST YEAR ONLY

THE TOTAL FEE FOR THE SUBSEQUENT YEARS WILL BE RS. 70,000/- PER YEAR.

The Management reserves the right to revise the fees from time to time and these will be effective from the date as may be decided.

There are various scholarships which can be obtained from second year onwards in all courses. These will be given after assessing the application accordingly. Students may contact the respective Principals regarding the same.

Applicants desiring to take bank / education loans can contact this office for documentation after declaration of results only. Federal Bank as per its discretion will give educational loans to candidates of CMC Ludhiana. Also various modalities of payment of fee using services of Federal Bank Ltd is available to selected candidates.

For details please contact us.

A refund claim may be admitted on merits after due consideration of the request by the institution. If approved, the amount to be refunded shall be as stated below :

1. Any time after admission till the last date of admission (30-09-2014), total refund after deducting admission fee and other administrative charges.
2. On the last date of admission, total fees after deducting admission fees, administrative charges and any expenses incurred by the institution towards the candidate in question will be refunded provided the seat is filled. In the event the seat in question remains vacant, the candidate will be required to pay the fees for the entire duration of the course.

- No candidate will normally be allowed to take their original certificates for any reason. If for some purpose the applicant insists on taking the original certificates, it will be for a stipulated period. Delay in returning the certificates beyond the stipulated period may lead to cancellation of admission. If required on the last date or after the last date of admission, candidates will have to pay the tuition fees of the remaining years in advance.

### **FILLING OF VACANT SEATS**

Vacant seats (if any) arising will be displayed periodically on the website [www.cmcludhiana.in](http://www.cmcludhiana.in) and on the notice board of the office of the registrar. There will not be any individual communication to any candidate regarding the status of any vacant seats.

The second counselling (if required) will be held on **20<sup>th</sup> August 2014 at 10:00am**. Candidates are requested to monitor the website for any changes in these dates. Filling of vacant Seats will be as per the merit list. Call for counselling will start from the first rank on the merit list of the respective course and category the vacancy arises in. If the merit list for the category in question is exhausted, candidates from the next category (as per pattern given on pages 11-12 of the Prospectus) will be called. Vacancies arising in any area in category 3 for the MBBS And BDS courses will be filled first from that area and in the event the list is exhausted, then from the combined merit list of category 3.

## HOW TO SUBMIT APPLICATION

Application process for UG AWT 2014 is Online only.

**On-Line Application:** Applications are to be submitted on-line by accessing the website: [www.cmcludhiana.in](http://www.cmcludhiana.in) from 1-04-2014 to 14-05-2014. The Prospectus can be downloaded from the available link. Every candidate will be required to log on to 'Admissions 2014' on the institutional website.

**The online application form must be filled and submitted online (mandatory). This must be followed by submission of signed print out of application form (mandatory) along with required enclosures. (Online application form will be available till 14th May 2014).**

### Instructions for On-line Applicants

Log on to [www.cmcludhiana.in](http://www.cmcludhiana.in) and navigate to link "UG 2014 - MBBS/BDS/B.Sc Nursing/BPT" and follow the instructions given.

After successful registration, your application number will be assigned. Note this down for any future reference.

- i. After filling the Online form, upload your recent photograph in JPG format only (preferably of a minimum size of 295 x 356 pixels) in the appropriate space provided and submit. The photograph should have a plain background and should not be altered by photoshop or any other software.
- ii. Take the print-out of your online Application form on an A4 size sheet.
- iii. Staple two recent passport size photographs in the appropriate spaces on the printed form and **sign in the space provided for 'signature of the candidate'**.
- iv. Attach the Demand draft to the form.
- v. Completed Application with enclosures should be sent to **The Registrar, Christian Medical College Ludhiana-141008, Punjab**, so as to reach on or before the prescribed closing date, 16-05-2014.
- vi. Candidates applying in the Christians with service agreement category in MBBS need to download and fill the service agreement proforma available online and send to the Body/Church concerned.

***Applications received after the due date for any reason including postal delay, shall be rejected. The institution will not be responsible for any delay or loss in transit by postal department, courier agencies etc and proof of posting will not be considered as proof of receipt of the same.***

***Note: Applications must be sent in the prescribed format for this admission. Applications sent in any other format (Xerox copies) shall be rejected. Failure to sign the application form and enclose the Demand Draft will lead to rejection of Application without any further correspondence.***

Admit cards will be processed only after receipt of the above at the office of the Registrar, CMC Ludhiana by the last date for submission.

**Acknowledgement of online submission alone does not indicate acceptance of application and has no bearing on the admission. Acceptance follows receipt of Application form, enclosures and demand draft (by post/courier/hand delivery) in the office of the Registrar before the last date of submission and subsequent verification. In the event the application form with enclosures and demand draft does not reach the office of the Registrar before 16<sup>th</sup> May 2014, the application stands cancelled. Receipt of Admit Card does not mean that the applicant has met all the eligibility criteria for admission but indicates only eligibility to appear in the examination.**

A completed application for the undergraduate program consists of the following:

1. Online submission of application form, as mentioned above.

2. **Print out of Online Application Form** completely filled and signed.
3. **Two passport size photographs** stapled in the space provided on the printout of the application form. The candidate should be recognizable by the photograph and any change in face structure due to change in hair style and beard style etc may be a reason for the invigilator to refuse the applicant's entry into the examination hall. Such case will be the sole responsibility of the candidate.
4. **Enclosures**
  - a) **Church membership certificate (ii) Baptism certificate (iii)-  
Letter of Service Commitment from Body/Church of the CMC Ludhiana Society, signed by the authorized signatory only This letter must mandatorily be received in the Office of the Registrar before 16<sup>th</sup> May 2014)**
  - b) **For MBBS Applicants only**An affidavit that the candidate will complete the service commitment as required by the CMC Ludhiana Society . (Annexure III, page 72).
  - c) **Domicile Certificate (only candidates applying in Category 2 & 3, MBBS & BDS need send this along with the application form; for other categories & courses original to be submitted at time of counselling).**
5. **Application fee - a bank demand draft for Rs. 3900/- ( Rupees Three Thousand Nine Hundred Only) drawn in favor of "Christian Medical College Ludhiana Society" on any scheduled bank payable at Ludhiana. The application fee remains the same irrespective of the number of courses applied for (1, 2, 3 or all 4 courses). Please quote name and application number behind the demand draft.**

**A hard copy of the prospectus will be sent to all candidates whose application form along with enclosures and payment is received in the Office of the Registrar before the last date of submission. Kindly ensure valid postal address and phone numbers are entered in the on line form.**

**Admit card** will be generated after verification of enclosures given above. The admit card will be available for print from [www.cmcludhiana.in](http://www.cmcludhiana.in) on Login using valid user id and password (generated at the time of Registration).

***In the event the candidate is unable to download/access the admit card by 22nd May 2014, candidates are requested to contact the office of the Registrar.***

**ONCE THE APPLICATION FORM ALONG WITH ENCLOSURES HAS BEEN SUBMITTED, THE APPLICANT WILL NOT BE PERMITTED TO MAKE ANY ALTERATION IN THE APPLICATION FORM.**

The candidate should not submit any other document / photocopy of any document along with the application form, apart from those mentioned. Original certificates and documents as mentioned above in list of documents needed for scrutiny of certificates must be produced on day of scrutiny and submission of certificates. **Failure to produce the original certificates / documents supporting the application (category and course) would qualify for rejection of candidature at time of scrutiny.** No change of category can be done after submission of form.

#### **Residence / Domicile Certificate**

**Applicants under All India Christian Minority Categories (Category 3 - A, B, C, D & E) in MBBS and BDS Applicants shall need to have domicile of 5 years in the state from which domicile is being claimed and to this effect, should submit a recently issued certificate of Residence/Domicile in India, duly certified by competent authority.**

**Applicants under Punjab Residence Category :** As per instructions issued by BFUHS, Faridkot dated 4.7.2001 the Punjab Govt. Notification No.5/1/2001-5HB III/3009 dated 25.5.2001 is to be strictly adhered to while admitting students under Punjab domicile/residence categories.

Candidates applying under Punjab Residence/Domicile category must fulfill both the following eligibility conditions:

a) The candidate must be a resident of Punjab State in terms of Punjab Government, Department of Personnel & Administrative Reforms (PPII Branch) letter No.1/3/95-3 pp ii/9619 dated 6th June 1996 and letter No.1/3/95-3pp II/80 1st January 1999(submit a Residence Certificate, as per Annexure I)

**AND**

b) Should have passed 10+1 and 10+2 examinations as regular candidate from a recognized institution situated in Punjab

Exemption: The above clause (b) requirement of having passed 10+1 and 10+2 examination as a regular candidate from a recognized institution situated in Punjab shall not be applicable in the following categories:

- i) Children, wards and dependents (whose parents are alive) of those regular Punjab Government employees/Members of all India Service borne on Punjab cadre/boards and Corporations/Statutory Bodies established by or under an Act of the State of Punjab and have been holding the post outside Punjab on or above 1st January of the year of the entrance examination (i.e., on or before 1st January 2014 for the session July 2014.
- ii) Children, wards and dependents (whose parents are not alive) of those regular Central Government employees not covered under other categories of (a) and (b) above who have served for at least two years in Punjab out of 3 years preceding the year of entrance examination. The three years for admission of 2014 are 2011, 2012 and 2013.
- iii) Children, wards and dependents (whose parents are not alive) of those Punjab Government pensioners settled outside Punjab State before 1st January of the year of entrance examination, i.e., 1st January 2014.
- iv) Children, wards and dependents (whose parents are not alive) of Military/Para-military forces personnel belonging to the State of Punjab as per record at the time of their entry into service (a certificate on prescribed pro-forma by the Commanding Officer of the Unit has to be furnished).
- v) Children, wards and dependents (whose parents are not alive) of the ex-employees of military / paramilitary forces personnel belonging to the State of Punjab as per record at the time of their entry into service, who retired on or after 1st January of the year preceding two years of entrance examination, i.e., on or after 1st January 2012 for admission for the year 2014.

Candidates claiming exemption from the above clause (b) are required to submit the relevant certificate from appropriate authority, as applicable (Annexure I)

**Note:** 1. For those candidates who are repeaters in Para (i) to (v) above, the year of reference for all these clauses shall be the year of passing 10+2 examination by the candidate in place of year of entrance examination.

2. The dependent certificate in case of those whose parents are not alive shall also to be taken from the Deputy Commissioner of District where the candidate resides.

## OUTLINE OF M.B.B.S. COURSE

*(SUBJECT TO CHANGES AS PER DECISION OF BABA FARID UNIVERSITY OF HEALTH SCIENCES,  
FARIDKOT, PUNJAB)*

The duration of the course of instruction for the degree of Bachelor of Medicine and the Bachelor of Surgery (M.B.B.S) including compulsory rotating Internship will be five and a half years.

### **First Professional M.B.B.S. Course (12 months)**

1st Year (July to June)

Subjects: Anatomy, Physiology & Biochemistry

College term examination will be held in December.

University First Professional M.B.B.S. examination is held in May/June and supplementary in November/December. Only those who have passed the First Prof. MBBS examination of Baba Farid University of Health Sciences shall be eligible to join the Second Professional MBBS Class.

### **Second Professional M.B.B.S. Course (18 months)**

2nd Year (July)-3rd year (December)

Subjects : Pathology, Pharmacology, Microbiology and Forensic Medicine.

The Second Professional M.B.B.S. course extends through second half of 2nd year (July) and the 3rd year (Dec.) College term examination are held in December, June and October. The University Second Professional M.B.B.S. examination is held in Nov. towards the end of 3rd year and supplementary examination in May/June next. Subjects examined are Pathology, Pharmacology, Microbiology and Forensic Medicine.

### **Final Professional M.B.B.S. Course (24 months)**

4th Year (Jan to Dec.) & 5thYear (Jan. to Dec.)

A student who has appeared in the Second Professional M.B.B.S examination shall be eligible to join the Final Professional M.B.B.S. class. However, a student can appear for Final Prof. Part-I examination only after passing the second professional examination. Classes in the Final Professional course start in the beginning of Jan. of the 4th year and close during the following November in the 5th year. College examinations are held at the completion of each posting. The University Final Professional Part-I examination is held in Nov/Dec. in the 4th year and Part-II examination is in November/December after 12 months of Part-I examination. The Subjects examined are Ophthalmology, ENT, Social and Preventive Medicine and Medicine, Surgery, Ob/Gynecology & Pediatrics respectively.

### **Subjects taught :**

Medicine, Surgery, Obstetrics and Gynecology, Ear Nose and Throat, Ophthalmology, Anesthesia, Preventive and Social and Community Medicine, Psychiatry, Pediatrics, Orthopedics, Skin and V.D., T.B., Applied Anatomy, Radiology and Radiotherapy.

Clinical instruction in hospital is given throughout the Second & Final Professional M.B.B.S. course. Throughout the period of study of clinical subjects, emphasis is also laid on practical training rather than on didactic lectures only.

### **Compulsory rotating Internship (12 months)**

Every candidate on passing the Final M.B.B.S. examination shall undergo 12 months training as prescribed by the Faculty of Medical Science, Baba Farid University of Health Sciences, Faridkot, before he/she is allowed full registration by the State Medical Council. Students have to complete their Internship in this College only. No migration to other institution is allowed.

At the end of training in any department, the Head of the department shall forward to the Principal of the College a report on attendance character and the knowledge of the subject after due assessment. In case Head of the department is not satisfied, the training in the subject shall be repeated.



### **Attendance Rule**

Regular and punctual attendance at lectures, tutorials demonstration, seminars, practicals, laboratory work, clinical demonstrations, class and term examination etc. is compulsory.

Each student must attend:

- (i) 75 percent of the full course of lectures delivered; and
- (ii) 75 percent of the full course of clinical demonstration tutorials group discussion and/or practical held separately in each of the subjects in which he/she is to be examined and in the major and sub- specialties.

Students who do not keep the requisite attendance and whose progress and conduct are not considered satisfactory as per University rules are liable to be disallowed to appear at the University examination.

Students have to complete their Internship in this College only before he/she is allowed full registration by the State Medical Council. **No migration to other institution is allowed.**

At the end of training in any department, the Head of the department shall forward to the Principal of the College a report on attendance, character and the knowledge of the subject after due assessment. In case Head of the department is not satisfied, the training in the subject shall be repeated.

### **Requirements for University Examinations**

A candidate will be allowed to appear for University examinations only if he/she fulfils the attendance requirements as stated above and has obtained at least 35% marks in the internal assessment in theory and practical seperately in each subject. The weightage to internal assessment in the final examinations will be 20% of the total marks. A candidate who is unable to qualify in the subjects of First Professional M.B.B.S. course in four consecutive chances including the first chance to which he/she was entitled, shall not be allowed to continue his/her studies for the medical course. In case of Second and Final Professional MBBS examinations, if a candidate fails to clear the whole of the examination within six attempts from the time the candidate first appeared in the examination, he/she shall have to appear in all the subjects.

The examination will be held according to the syllabus prescribed by the Senate, Baba Farid University of Health Sciences, Faridkot. The Medium of examination shall be English. A candidate, who does not fulfill the conditions, lay down for all the subjects for the examination may be allowed to sit for the examination in the subject in which he/ she has fulfilled the conditions.

### **Pass Marks**

In order to get through a subject, a candidate must secure pass marks as given below :

50% in aggregate with a minimum of 50% in theory including orals and minimum of 50% in practical / clinical.

### **University Examination Fee**

The Examination Fee to be paid by a candidate shall be as decided by the University from time to time

## **FACILITIES FOR M.B.B.S. STUDENTS**

### ***Merit / Financial Aid / Loan Scholarship***

Scholarships are available for students from 2<sup>nd</sup> year class onward. Some are available for 1<sup>st</sup> year class after completion of 6 months study in the college. A few scholarships are for female medical students and a few for Christian/Sikh students only. A few scholarships/loan are repayable in service and/or in cash for which bond/agreement is to be executed. Academic performance (Merit), Conduct and need of students are considered while dealing with these applications. Annual income certificate of the parents need to be

submitted along with the application. The applications are invited 3 times in an academic year e.g. August, October and February for consideration of the Scholarship & Financial Aid Committee.

Principal, Christian Medical College, Ludhiana is authorized to sanction college loans each amounting to not more than Rs.20,000 /- (Rupees Twenty thousand only) for deserving newly admitted 1<sup>st</sup> year students needing emergency financial help besides fulfilling other conditions as required, subject to its regularization by the Scholarship and Financial Aid Committee at its next meeting.

Details about Scholarship/Financial Aid/Loan including National Merit Scholarship •• Post Matric Scholarship, National Loan, Scholarship/Stipend for Scheduled Caste/Scheduled Tribe and Backward Class and other Govt./ Private Scholarship etc. may be obtained from The Principal, Christian Medical College, Ludhiana -141 008 (Pb).

## **THE ASSOCIATION OF MEDICAL ALUMNI CHRISTIAN MEDICAL COLLEGE, LUDHIANA**

The Association of Medical Alumni, Christian Medical College, Ludhiana is a registered body. The Association aims to strengthen the bond between the alumni and the alma mater. All graduates since the inception of the MBBS course in 1953 are members of the Association, including Associate members from among the faculty. The Life membership fee is Rs. 3000/- deductible in the final year of MBBS. The Association organizes the Founder's Day Celebrations on 24<sup>th</sup> March every year.

The Association of Medical Alumni Committee awards a prize to the best all round graduate of the year in the name of Dr. Eileen R.B. Snow, who was the Principal from 1948 to 1960.

Please write to Dr. Wilson Jai Xavier, Secretary, Association of Medical Alumni, Christian Medical College, Ludhiana for information regarding the Association Membership, its activities etc.

**Contact Address :-** Dr. Wilson Jai Xavier, Secretary  
Association of Medical Alumni  
Christian Medical College, Ludhiana  
Phone : 0161- 2610615 or  
0161-5026999, Extension No.4548  
E-mail: cmcl\_alumni @yahoo.com

## PRINCIPALS OF THE MEDICAL SCHOOL/COLLEGE

1894-1942	EDITH MARY BROWN, D.B.E., K.i.H, M.A., M.D.
1942-1948	AILEEN M.S. POLLOCK, F.R.C.S.
1948-1960	EILEEN R.B. SNOW, O.B.E., K.i.H, M.B.B.S., M.R.C.S., L.R.C.P.,
1960-1962	MELVIN A CASBERG, A.B., M.D., D.N.B., F.A.C.S., Dip.AM.Bd.SURGERY, LL.D.(Hon.),D.Sc.(Hon.)
1962-1971	GUY.N. CONSTABLE, M.A.,M.D.
1971-1982	LIONEL H.LOBO M.B.B.S., M.S.
1982-1984	BETTY COWAN, O.B.E., M.B.Ch.B.,F.R.C.P.E.
1984-1987	MARY MATHEW, M.B.B.S., M.D.
1987-1992	ALEX ZACHARIAH, M.B.B.S., M.S., M.D., M.N.A.M.S.,
1992-2001	ABRAHAM G THOMAS, M.B.B.S., M.S., M.N.A.M.S., M.Ch.(Plastic), F.I.C.S., F.A.I.S., F.C.A.M.S.
2001-2002	JASBIR DHANOA, M.B.B.S., M.D., (Acting Principal)
2002-2007	MOHAN VERGHESE, M.B.B.S., M.S., MCh.(CTVS), FIACS,
2007-2008	JOHN ABRAHAM D.A, M.D. ( Acting Principal)
2008-2009	SUNIL SINGH M.S.
2009-	S.M. BHATTI M.S

## **BDS (Bachelor of Dental Surgery) COURSE**

(Subject to change as per the decision of the regulatory bodies)

### **A. Goals and Objectives**

**GOALS:** The dental graduates during training in the institution should acquire adequate knowledge, necessary skills and reasonable attitude which are required of carrying out all activities appropriate to general dental practice involving the prevention, diagnosis and treatment of anomalies and diseases of the teeth, mouth, jaws and associated tissues. The graduate also should understand the concept of community oral health education and be able to participate in the rural health care delivery programmes existing in the country.

**OBJECTIVES:** The objectives are dealt under three headings (a) knowledge and understanding (b) skills and (c) attitudes.

#### **Knowledge and Understanding**

- Adequate knowledge of the scientific foundations on which dentistry is based and good understanding of various relevant scientific methods, principles of biological functions and be able to evaluate and analyze scientifically various established facts and data.
- Adequate knowledge of the development, structure and functions of the teeth, mouth and jaws and associated tissues both in health and diseases and their relationship and effect on general state of health and also bearing on physical and social well being of the patient.
- Adequate knowledge of clinical disciplines and methods which provide a coherent picture of anomalies, lesions and diseases of the teeth, mouth and jaws and preventive diagnostic and therapeutic aspects of dentistry.
- Adequate clinical experience required for general practice.
- Adequate knowledge of the co-institution, biological function and behavior of persons in health and sickness as well as the influence of the natural and social environment on the state of health in so far as it affects dentistry.

#### **Skills**

A graduate should be able to demonstrate the following skills necessary for practice of dentistry.

- Able to diagnose and manage various common dental problems encountered in general dental practice keeping in mind the expectations and the right of the society to receive the best possible treatment available whenever possible.
- Acquire the skill to prevent and manage complications if encountered while carrying out various surgical and other procedures
- Possess skill to carry out certain investigative procedures and ability to interpret laboratory findings
- Promote oral health and help prevent oral diseases where possible
- Competent in the control of pain and anxiety among the patients during dental treatment.

#### **Attitudes**

A graduate should develop during the training period the following attitudes.

- Willing to apply the current knowledge of dentistry in the best interest of the patients and the community
- Maintain high standard of professional ethics and conduct and apply these in all aspects of professional life.
- Seek to improve awareness and provide possible solutions for oral health problems and needs throughout the community.
- Willingness to participate in the CPED programme to update the knowledge and professional skill from time to time.
- To help and participate in the implementation of the national oral health policy.

## **B. Outline of BDS Course**

### **1) Duration of the course:**

The undergraduate dental training programme leading to BDS degree shall be of 4 years with 240 teaching days in each academic year plus one year paid rotating internship in a dental college. During this period the students shall be required to have engaged in full time study at a dental college recognized or approved by the Dental Council of India.

### **2) Attendance Requirement, Progress and Conduct:**

- (i) 75% in theory and 75% in practical/clinics in each year
- (ii) In case of a subject in which there is no examination at the end of the academic year/semester, the percentage of attendance shall not be less than 70%. However, at the time of appearing for the professional examination in the subject, the aggregate percentage of attendance in the subject should satisfy (i) above.

### **3) Subjects of Study:**

#### **First Year**

- i) General Human Anatomy including Embryology and Histology
- ii) General Human Physiology and Biochemistry, Nutrition and Dietics
- iii) Dental Anatomy, Embryology and Oral Histology
- iv) Dental Materials
- v) Pre-clinical Prosthodontics and Crown & Bridge

#### **Second Year**

- i) General Pathology and Microbiology
- ii) General and Dental Pharmacology and Therapeutics
- iii) Dental Materials
- iv) Pre-clinical Conservative Dentistry
- v) Pre-clinical Prosthodontics and Crown & Bridge
- vi) Oral Pathology & Oral Microbiology

#### **Third Year**

- i) General Medicine
- ii) General Surgery
- iii) Oral Pathology and Oral Microbiology
- iv) Conservative Dentistry and Endodontics
- v) Oral & Maxillofacial Surgery
- vi) Oral Medicine and Radiology
- vii) Public Health Dentistry
- viii) Orthodontics & Dentofacial Orthopaedics
- ix) Paediatrics & Preventive Dentistry
- x) Periodontology
- xi) Prosthodontics and Crown & Bridge

**Final Year**

- i) Orthodontics & Dentofacial orthopaedics
- ii) Paediatric & Preventive Dentistry
- iii) Periodontology
- iv) Oral & Maxillofacial Surgery
- v) Prosthodontics and Crown & Bridge
- vi) Conservative Dentistry and Endodontics

**The minimum working hours for each subject of study (BDS course) as per the regulations:**

**Practical and Clinical Examination :**

<b>Subject</b>	<b>Lecture Hours</b>	<b>Practical Hours</b>	<b>Clinical Hours</b>	<b>Total Hours</b>
General Human Anatomy including Embryology, Osteology and Histology	100	175		275
General Human Physiology Biochemistry	120	60		180
	70	60		130
Dental Materials	80	240		320
Dental Anatomy, Embryology and Oral Histology	105	250		355
Dental Pharmacology & Therapeutics	70	20		90
General Pathology & Microbiology	55	55		110
	65	50		115
General Medicine	60		90	150
General Surgery	60		90	150
Oral Pathology & Microbiology	145	130		275
Oral Medicine & Radiology	65		170	235
Paediatrics & Preventive Dentistry	65		170	235
Orthodontics & Dental orthopaedics	50		170	220
Periodontology	80		170	250
Oral & Maxillofacial surgery	70		270	340
Conservative Dentistry & endodontics	135	200	370	705
Prosthodontics and Crown & Bridge	135	300	370	805
Public Health Dentistry including Lectures on Tobacco control & Habit Cessation	60		200	260
<b>Total</b>	<b>1590</b>	<b>1540</b>	<b>2070</b>	<b>5200</b>

There should be a minimum of 240 teaching days each academic year consisting of 8 working hours including one hour lunch break.

## 5) Scheme of Examination

The scheme of examination for BDS course shall be divided into 1<sup>st</sup> BDS examination at the end of the first academic year, 2<sup>nd</sup> BDS examination at the end of second year, 3<sup>rd</sup> BDS examinations at the end of third and the final BDS examination at the end of 4<sup>th</sup> year. University examination will be held twice in a year in the month of May-June and November-December on such dates as may be fixed by the Controller of Examinations.

The examination shall be open to a candidate who satisfies the requirement of attendance, progress and other rules laid down by the University.

Any student, who does not clear the first BDS University Examination in all subjects within 3 years from the date of admission, shall be discharged from the course. For all other examinations, students shall be granted four chances and one mercy chance (at the discretion of the Vice Chancellor) to clear all the subjects of his/her respective class, failing which he/she shall have to appear again in all subjects of the respective class and pass.

Any candidate who fails in one subject in an examination is permitted to go to the next higher class and appear for the subject and complete it successfully before he is permitted to appear for the next higher examination.

### **I BDS Examination:**

1. General Anatomy Including Embryology and Histology
2. General Human Physiology
3. Biochemistry
4. Dental Anatomy, Embryology and Oral Histology

### **II BDS Examination:**

1. General Pathology
2. Microbiology
3. General and Dental Pharmacology and Therapeutics
4. Dental Materials
5. Pre-clinical Conservative (only Practical and Viva Voce)
6. Pre-clinical Prosthodontics (only Practical and Viva Voce)

### **III BDS Examination:**

1. General Medicine
2. General Surgery
3. Oral Pathology and Oral Microbiology
4. Oral Medicine and Radiology
5. Public Health Dentistry

### **FINAL BDS Examination**

1. Paediatric & Preventive Dentistry
2. Orthodontics & Dentofacial Orthopaedics
3. Periodontology
4. Prosthodontics and Crown & Bridge
5. Conservative Dentistry and Endodontics
6. Oral and Maxillofacial Surgery

### **Internal Assessment Examination**

The internal assessment examinations will be held frequently (at least 3 times) in a particular year and the average marks of these examinations will be considered.

10% of the total marks in each subject for both theory, practical and clinical examinations separately will be set aside for the internal assessment examinations.

A candidate will be allowed to appear for University examinations only if he/she has obtained at least 35% marks in the internal assessment in theory and practical separately in each subject.

Attendance above 90% will be acknowledged with 10% extra weightage for internal assessment. Also, by subjective assessment, on account of candidates conduct, academic and extra-curricular activities will be acknowledged with 10% extra weightage for internal assessment.

Internal assessment shall be compiled in accordance with the following formula for assessment of 10 marks as a sample:-

- |                              |   |         |
|------------------------------|---|---------|
| (i) Average of all the tests | - | 8 marks |
| (ii) Attendance advantage'   | - | 1 mark  |
| (iii) Subjective assessment  | - | 1 mark  |

**Written Examination:**

The written examination in each subject shall consist of one paper of three hours duration.

**Practical and Clinical Examination:**

- Objective Structures Clinical Evaluation:** Only a particular procedure of experiment is usually given for the examination. The clinical and practical examination will provide a number of chances for the candidate to express one's skill. A number of examination stations with specific instructions to be provided. This will include clinical procedures, laboratory experiments, spotters etc.
- Records/Log Books:** It will be necessary for students to maintain records and log books for which credit will be given based on score obtained in the record and to submit the same which is duly verified and signed by the Head of the department at the prescribed date before the respective university examination.
- Viva Voce:** Twenty marks are exclusively allotted for Viva Voce.

**Marks Distribution in each subject**

Each subject shall have a maximum of 200 marks, i.e., theory and clinics/practical's combined (100+100).

*Distribution of marks in theory and clinics/practical's is as follows:*

<b><i>Theory - 100</i></b>		<b><i>Practical's/ Clinical – 100</i></b>	
University Written examination	70	University Examination	90
Viva Voce	20	-	
Internal Assessment (written)	10	Internal Assessment	10
Total	100	Total	100

For Pre-clinical Prosthodontics & Pre-clinical conservative Dentistry Practical examinations the distribution of marks is as follows:

Internal Assessment	20
Practical	60
Viva voce	20
Total	100

**1) Criteria for a pass:**

For declaration of pass in a subject, a candidate shall secure 50% marks in the University examination both in Theory and Practical/ Clinical examinations separately, as stipulated below:

- A candidate shall secure 50% marks in aggregate in University theory including Viva voce and Internal Assessment obtained in University written examination combined together.
- In the University Practical /clinical examination, a candidate shall secure 50% of University Practical marks and Internal Assessment combined together.



- In case of Pre-clinical Prosthetic Dentistry and Pre-clinical Conservative Dentistry in IInd BDS, where there is no written examination, minimum for pass is 50% of marks in Practical and Viva Voce combined together in University examination including Internal Assessment i.e. 50/100 marks.
- A candidate who obtains 80% and above is eligible for distinctions.

**2) Examination Fees:**

Every candidate shall pay examination fee to the University as may be prescribed from time to time. Unless otherwise notified by the last dates for receipt of admission fee in the University shall be as under:

<b>Session Fee</b>	<b>Without Late of *Rs. 200/-</b>	<b>With a Late Fee of *Rs. 500/-</b>	<b>With a Late Fee of *Rs. 1500/-</b>	<b>With a Late Fee</b>
May/June	March 01	March 15	March 31	April 15
Nov/Dec	Sept 15	Sept 30	October 15	October 31

**3) Internship**

A minimum of 240 clinical days of one year consisting of 8 working hours including one hour lunch break (240 X 8 hours = 1920 clinical hours).

**4) Scholarships**

The following scholarships for meritorious students are given.

1. Jai Narain Goyal Scholarship – for the student scoring the highest marks in the first BDS University examinations
2. Shrimati Kesrowati Memorial Scholarship - for the student scoring the highest marks in the second BDS University examinations
3. Mr. Ashwinder Christopher Cash Award for the student scoring the highest marks in all BDS university examinations combined together.

**5) Financial assistance**

Financial assistance is given to deserving students from second year BDS onwards, based on their parents cumulative annual income and the performance of the student in terms of academics, attendance and general behavior (Mayo Hatcher Fason Dental Scholarship & Cella Stuft Dental Scholarship). On similar grounds College Loan is available with an agreement to refund the amount after graduation. Applications for this are invited in the month of August every year.

**6) Migration**

No migration from this college will be permitted unless college fees for the whole course are paid. Migration is allowed as per D.C.I and Baba Farid University of health Sciences, Faridkot regulations.

**CDC ALUMNI ASSOCIATION**

An Association of graduates, post graduates and faculty of the Christian Dental College, Ludhiana was formed on 24th March 2008. Following are the current office bearers of the CDC ALUMNI ASSOCIATION. Dr. Bharat Suneja- President, Dr. Ritu Jain- Secretary. The annual meeting of the alumni will be held on 24th March every year.

**PRINCIPALS OF THE DENTAL COLLEGE**

- 1992- 2007      Dr. J.L. JOSHI, M.D.S., F.O.S., F.A.D.I., F.P.F.A.  
 2007-            Dr. ABI M. THOMAS M.D.S

## **OUTLINE OF B.Sc. NURSING COURSE**

(SUBJECT TO CHANGES AS PER DECISION OF BABA FARID

UNIVERSITY OF HEALTH SCIENCES, FARIDKOT)

The duration of course for the degree of Bachelor of Science in Nursing (B.Sc. Nursing) will be four academic years including internship. It is required that every student should attend all classes and practicals held in each subject in which she is examined. There shall be four examinations, viz, First year, Second year, Third year and Fourth year. Annual examinations shall be held every year, i.e. in May and June every year. At the end of each academic year there will be examination in subjects as given under each course prescribed by Baba Farid University of Health Sciences.

The medium of examination shall be English.

### **Academic Assessment :**

**There shall be an internal assessment in each subject for which separate marks will be awarded.** Attendance, classroom test marks, clinical assignment marks and practical examination marks will be taken into consideration in assessing the academic progress of a Student. Absence from any class room test or clinical assessment will not be excused unless prior written permission is obtained from the class teacher/subject teacher in consultation with the Principal & Vice Principal. In order to pass a subject a candidate must secure 50% marks in theory and 50% marks in practicals, separately. A candidate, who does not pass the whole of the 1<sup>st</sup> year examination within the number of attempts allowed by BFUHS, will not be allowed to continue her studies in Nursing.

### **Note :**

Any student failing in any University Professional B.Sc. Nursing examination and/or repeating the session will be charged additional college fees and residential fees as per rules.

### **Examination Fee :**

Rs. 2550.00 (Rupees two thousand five hundred fifty only) is the examination fee for every examination of University without late fee. This amount is subject to change as per rules of BFUHS.

**Degree of B. Sc. Nursing**  
**Curriculum Pattern and Examination Schedule**

**First Year**

Subject	Theory (In hrs) (class and lab)	Practical (In hrs) (clinical)	(In hrs)
1. *English	60		
2. Anatomy	60		
3. Physiology	60		
4. Nutrition	60		
5. Biochemistry	30		
6. Nursing Foundations	265+200	450	
7. Psychology	60		
8. Microbiology	60		
9. Introduction to Computers	45		
10. **Hindi/Regional language	30		
11. Library work/Self Study			50
12. Co-curricular activities			50
<b>Total Hours</b>	<b>930</b>	<b>450</b>	<b>100</b>

**Total hours = 1480 hrs**

\*\* Optional

**Second Year**

Subject	Theory (In hrs) (class and lab)	Practical (In hrs) (clinical)	In Hours
1. Sociology	60		
2. Pharmacology	45		
3. Pathology &	30		
4. Genetics	15		
5. Medical-Surgical Nursing (Adult including geriatrics)-I	210	720	
6. Community Health Nursing-I	90	135	
7. Communication and Educational Technology	60+90		
8. Library work / Self Study			50
9. Co-curricular activities			35
<b>Total Hours</b>	<b>540</b>	<b>855</b>	<b>85</b>

**Total hours = 1480 hrs**

**Third Year**

<b>Subject</b>	<b>Theory(In hrs) (class and lab)</b>	<b>Practical (In hrs) (clinical)</b>	<b>In Hours</b>
1. Medical-Surgical Nursing (Adult including geriatrics)-II	120	270	
2. Child Health Nursing	90	270	
3. Mental Health Nursing	90	270	
4. Midwifery & Obstetrical Nursing	90	180	
5. Library work/Self study			50
6. Co-curricular activities			50
<b>Total Hours</b>	<b>390</b>	<b>990</b>	<b>100</b>

**Total hours = 1480 hrs**

**Fourth Year**

<b>Subject</b>	<b>Theory (In hrs) (Class and Lab)</b>	<b>Practical (In hrs) (Clinical)</b>
1. Midwifery and Obstetrical Nursing	—	180
2. Community Health Nursing-II	90	135
3. Nursing Research & Statistics	45	*
4. Management of Nursing Services and education	60+30	
<b>Total Hours</b>	<b>225</b>	<b>315</b>

**Total hours = 540 Hrs**

**Practical = 30 hours per week**

**Intern-Ship (Integrated Practice)**

<b>Subject</b>	<b>Theory (In hrs)</b>	<b>Practical In Weeks</b>
1. Midwifery and Obstetrical Nursing	240	5
2. Community Health Nursing-II	195	4
3. Medical Surgical Nursing(Adult and geriatric)	430	9
4. Child Health	145	3
5. Mental Health	95	2
6. Research Project	45	1
<b>Total Hours</b>	<b>1150</b>	<b>24</b>

**Total hours = 540 Hrs**

**Note:**

1. Internship means 8 hours of integrated clinical duties in which 2 weeks of evening and night Shift duties are included.
2. Internship should be carried out as 8 hours per day @ 48 hours per week.
3. Students during internship will be supervised by nursing teachers.
4. Fourth year final examination to be held only after completing internship.

**SCHEME OF EXAMINATION****First Year**

Subject	Assessment			
	Hours	Internal	External	Total
<b>Theory</b>				
1. Anatomy & Physiology	3	25	75	100
2. Nutrition and Biochemistry	3	25	75	100
3. Nursing Foundations	3	25	75	100
4. Psychology	3	25	75	100
5. Microbiology	3	25	75	100
6. English	3	25	75	100
7. Introduction to Computer		25	75	100
<b>Practical and Viva Voce</b>				
1. Nursing Foundations		100	100	200

**Second Year**

Subject	Assessment			
	Hours	Internal	External	Total
<b>Theory</b>				
8. Sociology	3	25	75	100
9. Medical-Surgical Nursing-I	3	25	75	100
10. Pharmacology, pathology, genetics	3	25	75	100
11. Community Health Nursing-I	3	25	75	100
12. Communication and Educational Technology	3	25	75	100
<b>Practical and Viva Voce</b>				
2. Medical-Surgical Nursing-I		100	100	200

### Third Year

Subject	Assessment			
	Hours	Internal	External	Total
<b>Theory</b>				
13. Medical Surgical Nursing-II	3	25	75	100
14. Child Health Nursing	3	25	75	100
15. Mental Health Nursing	3	25	75	100
<b>Practical and Viva Voce</b>				
3. Medical-Surgical Nursing-II		50	50	100
4. Child Health Nursing		50	50	100
5. Mental Health Nursing		50	50	100

### Fourth Year

Subject	Assessment			
	Hours	Internal	External	Total
<b>Theory</b>				
16. Midwifery and Obstetrical Nursing	3	25	75	100
17. Community Health Nursing-II	3	25	75	100
18. Nursing Research & Statistics	3	25	75	100
19. Management of Nursing Services and Education	3	25	75	100
<b>Practical and Viva Voce</b>				
6. Midwifery and Obstetrical Nursing	3	50	50	100
7. Community Health Nursing	3	50	50	100

**Note:**

1. Theory and Practical exams for Introduction to computer to be conducted as College exam and marks to be sent to the University for inclusion in the marks sheet.
2. Minimum pass marks shall be 50 % in each of the Theory and practical papers separately.
3. A candidate must have minimum of 80 % attendance (irrespective of the kind of absence) in theory and practical in each subject for appearing for examination.
4. A candidate must have 100 % attendance in each of the practical areas before award of degree.
5. A candidate has to pass in theory and practical exam separately in each of the paper.
6. If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and practical).
7. Maximum number of attempts permitted for each paper is 3 including first attempt.
8. A candidate failing in more than two subjects will not be promoted to the next year.
9. Candidate shall not be admitted to the subsequent higher examination unless the candidate has passed the previous examination.
10. The maximum period to complete the course successfully should not exceed 8 years.

**Vacation**

Vacation as per University Calendar.

## **Convocation**

The degree will be conferred on those who have successfully completed the prescribed course and bear a record of good behaviour.

## **GUIDELINES FOR PAYMENT OF FEES**

1. The mess fee varies from time to time depending on the cost of essential commodities & other expenses.
2. All students residing in the hostel will pay room rent, electricity and mess fees monthly before 7<sup>th</sup> of every month.
3. All students should pay their tuition and annual fees before 15<sup>th</sup> July of every year.
4. University fees, examination fees, books and other personal expenses are the responsibility of the students.
5. Fee dues and other charges, if not paid by the specified date the student will incur a fine, as per rules.
6. Payment of fees is to be made preferably by bank demand draft or in cash. Draft will be made payable to 'Christian Medical College, Ludhiana' on Indian Overseas Bank, or Punjab National Bank, or State Bank of India payable at Ludhiana and sent to the Finance Officer, Christian Medical College, Ludhiana-141 008, Punjab.

## **MIGRATION**

No migration from this college will be permitted unless College fees for the whole course are paid in full. Migration is allowed as per Baba Farid University of Health Sciences, Faridkot regulations.

## **FACILITIES FOR B.Sc. NURSING STUDENTS**

### **Religious Life**

There is a chapel connected with the main hospital where regular services are held every morning. Students should make an effort to attend these. Bible study groups are held regularly.

### **Teaching Facilities**

There is a beautiful college building with all facilities, equipments and well qualified staff. The facilities of the Medical College and Hospital are available for the College of Nursing Students. Clinical Practice at the bed side is compulsory right from the first year.

### **Scholarships**

The following scholarships, financial aid/loan are dealt with by the Scholarship Committee, College of Nursing.

1. Friends of Ludhiana (Ludhiana British Fellowship)
2. Trained Nurses Association of India
3. Mohinder Cable (through Friends of Ludhiana)

### **Student Body Association**

Student's affair and activities are coordinated by Student's Body Association at the college level, to which all students are expected to belong. The executive body of the association is elected by ballot after filing the nominations. Nominations are only invited alternately from G.N.M. and B.Sc. Nursing students, who maintaining clinical standards. The body comprises Coordinators, President, Secretaries and Treasures. The Students Body Association, of which all undergraduate and post-graduate students are members,

participate in co-curricular activities. Socio-cultural events are planned in the beginning of the year and are carried out monthly by the Students Body Association, e.g., welcome of fresher and farewell to the outgoing students. Religious and national important days are also celebrated i.e. Republic Day, Holi, Independence day, Onam, Deepawali and Christmas etc.

### **Student Nurses Association**

The Students Nurses Association is a nationwide organization. There are 355 units and approximately 30,000 members. On admission, membership is compulsory at local and national level. In this association, students are given more and more responsibilities to manage their affairs both at the state and national levels.

A wide variety of activities are encouraged at all levels for the student Nurses Association members. The diversity of activities is derived from the professional, social, cultural and recreational spheres. The activities are geared to strengthen curricular components.

A three to four days conference is held for Student Nurses Association members biennially. It provides a forum for the members to discuss and find solutions for various problems faced by the students. Student Nurses Association (SNA) organizes competitions i.e. project work, exhibitions, public speaking & writing, dances, music, painting and sports & games etc. at state and national level. Awards and prizes are given to the winners.

### **Community Outreach**

Community out reach is part of the curriculum. Students are posted in health camps at periphery and district levels. Urban and rural health services are also provided. Preventive, interceptive, curative and rehabilitative aspects of health are taken care of.

### **Games and Athletics**

Annual Interclass tournaments & sports are held in the month of October and all students are expected to participate in various games and athletics. Prizes are distributed to winners and best athlete is announced. There are facilities for badminton and volley ball on the hostel lawns.

### **Recreation**

There is provision of a recreation room in the hostel, where students can watch television and there are also few books. Students participate in dances, music, skits, mono – acting, fancy dresses and other recreational activities held in the college.

### **Library**

The College of Nursing library consists of 6071 books and 1877 journals of nursing practice, basic and clinical sciences. It also has other general and recreational books. The Library subscribes to 47 journals, both National and Internationals, in addition to Text Books. The Library service is available to the users from 8:00 a.m. to 7:00 p.m. from Monday to Friday and from 8:00 a.m. to 1:00 p.m. on Saturday.

In addition, there is a Christian Medical College library adjacent to M.C. Hostel. There is also a Panjab University Extension Library available at Ludhiana for staff and students.



## Rules and Regulations of the College of Nursing

1. Students must comply with rules and regulations.
2. All the students are required to be punctual and are not allowed to miss classes without genuine reason and without prior permission from the class teacher and Principal College of Nursing.
3. The missed time from the clinical experience due to absence will be made up. Sick leave in excess of 10 days must be made up. All make-up days will be completed every year before proceeding on vacation.
4. Vacation is granted by the college as per regulations of Baba Farid University of Health Sciences, Faridkot, Punjab. If a student avail more days without a genuine reason, the absence will be made up in a clinical practice . **Sickness with a medical certificate Civil Surgeon or Medical Superintendent of Mission Hospital, will be accepted.**
5. Any student having sickness while on leave must inform telegraphically.
6. College fees and tuition fee once paid is not refundable.
7. Each student is responsible to pay all the examination fees and other dues on time.
8. Day Scholars must be punctual for all classes and clinical practice.
9. Attempts are made to keep up to-date books and journals. Students must observe the rules and regulations of the library. All students are expected to be in library every day whenever they are not in the clinical area to make good use of the facility.
10. Students are not allowed to have visitors in the college and in the hospital.
11. Students are not allowed to arrange their timings for clinical practice on their own.
12. Sickness should be reported by 8:00 a.m. to warden. "Sick leave form signed by the Medical Officer must be handed over to the Warden on duty."
13. No sick student is allowed to stay in the room without permission/Sick leave.
14. Students are expected to use the recreational facilities of games, bicycles and sports provided and are encouraged to develop hobbies.
15. Students should participate and take initiative for leadership in professional and social activities.
16. Ample provision for other than Christian religious observances is available in nearby Temples and Gurudwaras, and such group worship will not be permitted on the institutional premises.
17. Use of Mobiles are not allowed in Classrooms and Clinical areas.

## HOSTEL RULES

### MARGARETTA CRAIG HOSTEL (M.C. HOSTEL)

The students may live in the Nurses Hostel located in the main hospital campus. It is a privilege which should be utilized carefully. The hostel is a beautiful building with attractively furnished visitor's room, recreation room and dinning hall. Also there are beautiful lawns and playground around the building. The students must abide by the rules and regulations prescribed by the authorities and help in creating a home away home. Failure to do so will lead to disciplinary action including withdrawal of hostel facilities.

In order to promote a well balanced personality the students are encouraged to participate in religious, social and professional activities. Provisions, such as sports and games are available, Students are guided to use their leisure time creatively and effectively. A single cot accommodation with common mess facilities are provided.

## **RULES AND REGULATIONS OF THE HOSTEL**

Each student is responsible for carrying out faithfully the following rules in order to safeguard herself and her fellow students.

1. Students are responsible for the care of furniture and for the cleanliness of their own rooms.
2. Consideration of others is essential for happy living. Every student should take responsibility for helping to keep the common room clean as well as the bath rooms, toilets and washroom.
3. Day shift students should be considerate of the night shift students during their day time, sleeping hours are from 9:00am to 4:00pm.
4. When leaving rooms, all students should check that lights, fans are switched off. No cooking is allowed in the room. Pantry facilities are available in each floor.
5. Students are urged to keep all their valuables and Jewellery etc. at their homes. If there is any damage or loss the authorities will not be responsible.
6. Students are responsible to see that their rooms are properly locked when leaving them and the keys are safely kept.
7. All meals must be taken in the dining room and at the proper timings. No one is allowed to take away food, glasses, dishes and furniture outside, from the dining room.
8. When a student is sick while off duty or on study day she must report to the warden on duty and collect a slip to go to Staff and Student Health Service or to the casualty immediately. If she is sick during the night hours, she should report at the hostel reception.
9. Students are responsible for the uniforms. Full uniforms should always be worn, no student should be found in partial uniform. Jewellery such as ear rings etc. are not allowed with uniform nor are painted finger nails, when out of duty uniform should be removed.
10. Students are allowed to have visitors on Saturday and Sunday from 7:00 am to 6:00 pm. They can meet in the visiting room. No visitors are allowed in student's room. Guest rooms on CMC campus are available on payments.
11. Visiting the hospital while off duty is forbidden. Students must not return to the hospital while off duty unless called from the ward or going for medical care, in which case a permission slip will be taken, from the warden when students wish to visit friends or relatives admitted. They should go during visiting hours only and take written permission to leave the hostel from the warden on duty. Students are expected to go to the hospital in uniform only.
12. The students are allowed to go out of hostel seven times in a month as follows:
  - i) Four hours each on four Saturdays and on two days off.
  - ii) One night stay out of the hostel.All students should report back to the hostel by 6:00 pm. Students who are off are allowed to attend religious meetings and other functions in the CMC premises after taking permission from the warden/assistant warden. The students outing register must be used for the same.
13. Night Stay Booklet will be issued to each student. Student is responsible to keep it with herself during her student period. If this booklet is lost by the student, a fine of Rs.100/- will be charged and a new night stay booklet will be issued.
14. Permission for the night stay will be granted once a month according to the permission of the parents who will state home address. These are filled in by the students between 11:00 am to 12 noon for Monday to Friday each week, giving full address of their parents home where they are going. No Night Stay Booklet will be issued on Saturday and Sunday. After being signed by the Warden, the student may

collect night stay booklet from the warden on duty. The night stay booklet should be clearly and properly signed by the parents. Also, care should be taken to report back by the stated time on the night stay booklet. If a student goes out of the hostel without permission disciplinary action will be taken as per the decision of the authorities.

15. When a student leave the hostel on her day off or at the weekends she must sign in the register provided. Correct time of going out and coming in must be entered. No student is allowed to sign for anyone else.
16. Students using the library must sign the book provided.
17. All students must seek permission from the Principal before leaving the hostel for outstation.

## **DISCIPLINARY ACTION**

Students may be terminated for disobedience of the rules and regulations prescribed by the authorities, or for misconduct or for giving wrong information on the health certificate or if there is no progress in study or take part in any movement to create any kind of disturbance in the College or Hospital or Hostel or attempt to stage a strike in the College or Hospital for any reason whatsoever, or instigate any other student to do so or participate in any other activity which according to Principal's opinion will undermine discipline or for unsatisfactory work and for serious misconduct in any way in the clinical area. A student using unfair means during tests or examination will be debarred from examination for five years.

Students are not allowed to incur debts. The institution will not be responsible for any such debts. The institution will not be responsible for any loss or damage from whatsoever cause, arising to any property belonging to students.

## **ALUMNI ASSOCIATION**

The Association is a channel for interchange of experience and ideas in nursing service/administration/ education and research. Membership is given to the final year students. The life membership fee is Rs.1000.00 (Rupees Three Hundred fifty only) to be paid by the students in the final year.

The Alumni organizes scientific sessions and celebrates initiation ceremony of new graduates. Members are invited for the same. News letters are sent to the members from time to time.

## **PRINCIPALS OF THE COLLEGE OF NURSING**

- |             |  |
|-------------|--|
| 1973 – 1980 | MISS ALEYAMMA ABRAHAM, B.Sc.Nsg., M. A.                              |
| 1980 – 1982 | DR. LIONEL H. LOBO, M.B.B.S., M.S.                                   |
| 1983 – 1993 | DR. (MRS.) MARGARET DEAN, M.A., M.Sc., Nsg., M.Ed. Ed.D.             |
| 1993 – 1998 | PROF. (MRS.) SHAMIM SAGAR, B.Sc.Nsg., M.N.                           |
| 1998 – 2006 | PROF. (MRS.) PENNAMMA RANADIVE, B.Sc. Nsg., M.N.                     |
| 2006 – 2011 | PROF. (MRS). TRIZA JIWAN, B.SC. Nsg., M.Sc. N (Psychiatric Nursing)  |
| 2011 –      | PROF. (MRS). PONNAMMA SINGH, B.SC. Nsg., M.Sc. (Psychiatric Nursing) |

## OUTLINE OF BACHELOR OF PHYSIOTHERAPY COURSE

**(Subject to changes as per decision of Baba Farid University of Health Sciences, Faridkot)**

Christian Medical College has always been a pioneer in health care. The department of Physiotherapy was established in the 1960's. This was the first fully fledged Physiotherapy department in the region. In 2006, College of Physiotherapy (COP) at CMC Hospital was approved for an intake of 20 students per year by BFUHS, Faridkot.

### Duration of the course

The **Bachelor of Physiotherapy** is a 4<sup>1/2</sup> years course. This includes 6 months compulsory rotatory internship. The College of Physiotherapy is affiliated to the Baba Farid University of Health Sciences, Faridkot.

There shall be four examinations, viz, First, Second, Third and Final Professionals which will be held at the end of each academic year. The dates for these examinations shall be fixed by the university.

### Examinations

Each examination shall be held twice in a year, in the month of May-June and November- December.

### Internal Assessment & Attendance

A candidate is eligible to appear for University examinations only if he/she has

- a. Has been obtained for 1 academic year preceeding the examination.
- b. Has his/her name submitted to the Registrar by the Principal of the College with the following certificates:
  - i) Of having attended seperately in theory and practical/clinical not less than 75% of the lectures delivered and practicals conducted in each of the subjects prescribed for the examination.
  - ii) Of having secured at least 35% marks of the total marks fixed for internal assessment in each subject, seperately, order to be eligible to appear in all University examinations.

#### Distribution of Marks First Professional BPT Examination

Paper	Subject	Theory Assessment			Practical Assessment			Total
		External	Internal	Total	External	Internal	Total	
I	Anatomy	80	20	100	80	20	100	200
II	Physiology	80	20	100	80	20	100	200
III	Biochemistry	80	20	100				100
IV	Computer application				40	10		50
V	Exercise therapy –I	80	20	100	80	20	100	200
VI	Electro therapy –I	80	20	100	80	20	100	200
	English	40	10	50				50
	Total (1 <sup>st</sup> Prof)							1000

#### Distribution of Marks Second Professional BPT Examination

Paper	Subject	Theory Assessment			Practical Assessment			Total
		External	Internal	Total	External	Internal	Total	
I	Pathology & Microbiology	80	20	100				100
II	Pharmacology	40	10	50				50
III	Sociology & Psychology	80	20	100				100
IV	Biomechanics	80	20	100	40	10	50	150
V	Exercise therapy –II	80	20	100	80	20	100	200
VI	Electro therapy –II	80	20	100	80	20	100	200
	Total (2nd Prof)							800

**Distribution of Marks Third Professional BPT Examination**

Paper	Subject	Theory Assessment			Practical Assessment			Total
		External	Internal	Total	External	Internal	Total	
I	Orthopaedics	80	20	100	80	20	100	200
II	Gen. Medicine	80	20	100	80	20	100	200
III	Physiotherapy in	80	20	100	80	20	100	200
IV	Orthopedic conditions Physiotherapy in	80	20	100	80	20	100	200
V	Medical Conditions Research Methodology and Biostatistics	80	20	100				100
Total (3 <sup>rd</sup> Prof)								900

Paper	Subject	Theory Assessment			Practical Assessment			Total
		External	Internal	Total	External	Internal	Total	
I	Gen. Surgery	80	20	100	80	20	100	200
II	Neurology	80	20	100	80	20	100	200
III	Physiotherapy in	80	20	100	80	20	100	200
IV	Neurological Conditions Physiotherapy in	80	20	100	80	20	100	200
V	Surgical Condition Phyiotherapy Ethics, Administration & Rehabilitation	80	20	100	80	20	100	200
Total (4 <sup>th</sup> Prof)								1000

**Examination fees**

- Every candidate shall pay examination fee to the University as may be prescribed from time to time.
- Unless otherwise notified by the University the last dates for receipt of admission fee in the University Office shall be as under:

	Without late fee	With late fee of Rs. 200/-	With late fee of Rs. 500/-	With late fee of Rs. 1500/-
May/ June	March 01	March 15	March 31	April 15
Nov./Dec.	September 15	September 30	October 15	October 31

**Note:** Submission of form and fee up to the days before the commencement of examination may be permitted by the Vice-Chancellor in exceptional circumstances on payment of late fee of \* Rs.2500/-

**Compulsory Rotatory Internship (6 months)**

Every candidate on passing the Final Professional BPT examination shall undergo 6 months Rotatory Internship training as prescribed by the Faculty of Physiotherapy, Baba Farid University of Health Sciences,

Faridkot before he/ she is approved for Degree Certificate from the University. Students have to complete their Internship in this college only. No migration to any other institution is allowed.

At the end of the training the Head of the department shall forward to the Principal of the college a report on attendance, character and the knowledge of the subject after due assessment. In case the head of the department is not satisfied the training shall be repeated.

### **Attendance**

Regular attendance for all Theory lectures, Practicals, Clinicals, Seminars is compulsory. Any student falling short of attendance may be detained from the University exam in the subject concerned.

### **Clinical Training**

Clinical exposure is given to the students from the 1<sup>st</sup> year itself, so that they may have a good practical training.

In order to be declared passed in an examination, the candidate must secure at least 50% marks in the subject concerned, and he/she must pass separately in both theory and practical examination.

Clinical Instructions and Practical Training is given throughout the course.

The outpatient department is well equipped with separate units in each branch of physiotherapy:-

- Electrotherapy
- Exercise therapy
- Therapeutic gymnasium

The department is well equipped with all modern facilities and has all essential equipment for training the students. The department has well experienced senior staff for providing proper guidance and supervision of clinical demonstrations to the students.

Physiotherapy services are also provided to inpatients from all fields of specialization, including Medical and Surgical, ICU, ICCU, CTU, NICU, PICU, General Medicine, General Surgery, Paediatrics, Neurology, Cardiology, Chest Diseases, Orthopaedic Surgery, Neurosurgery, Burns, Plastics and Micro vascular surgery and Obstetrics and Gynaecology.

The facilities available for clinical training are the best in the whole of the region. In fact the Physiotherapy Department of CMC is the first choice for internship by physiotherapy students of established physiotherapy colleges in and around Punjab. The clinical internship programme has been running since 1996.

### **Basic Medical Sciences**

The Institution has well established departments to teach basic sciences, which are taught by the faculty of the Christian Medical College.

## **FACILITIES FOR STUDENTS**

### **Library**

The College shares the library with the medical college. This is a well equipped medical library. The College of Physiotherapy library subscribes to journals both national and international, in addition to Text Books. Library services is available from 09.00-23.00hrs from Monday- Friday, 09.00-21.00 hrs on Saturday and 11.00-17.00hrs on Sunday to the users.

There are Departmental Libraries, in addition to the Main College Library, containing valuable material supplementary to that available in the main library. Access to other libraries may be obtained by permission of the Departmental Heads concerned. In addition to this there is a separate library for the College of Physiotherapy. Punjab University Extension Library is also available at Ludhiana for students.

### **Recreation Library**

To utilize leisure time of the staff and students, we have a recreation library with a collection of novels, magazine and children's books. It is open on Tuesday and Friday from 4.00 p.m to 6.00 p.m

An Institutional Annual Athletics Meet is held every year in which students participate.

#### **Extra- curricular activities**

As CMC strives towards all round development of personality & talents of the students opportunities are given for wholesome extra curricular activities, in which students participate and help to organize these events. All students are expected to participate as per their talents.

#### **Residence:**

Hostel facilities may be provided to girls depending upon vacancy

### **PRINCIPALS OF THE PHYSIOTHERAPY COLLEGE**

2007- 2009      Dr. M.K.MAM, M.B.B.S., M.S. (Orthopedics)

2009 -            Dr. JEEWAN S. PRAKASH M.B.B.S., M.S. (Orthopedics)

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### **STAFF AND STUDENTS HEALTH SERVICE**

This service was initiated with the intention of bringing the medical care and supervision of staff, medical and dental students, paramedical students and nurses under on doctor. A central clinic is available in the hospital out-patients area. Routine examinations, including x- ray screening are carried out on all newcomers and immunization against various diseases is available. There is a ward unit allocated for those who need admission to hospital. Attention is also given to physical fitness, environment hygiene, mental health and the prevention of tuberculosis. The general aim is to control and diminish the incidence of sickness and keep the students physically and mentally fit to face their life and study.

### **COMMON COLLEGE RULES**

1. The general control of the College is vested in the Principal.
2. All students shall comply with College rules and regulations.
3. Ragging of any sort is forbidden and is punishable by fining, rustication or expulsion from college. Ragging is defined as any willful injury or threat of injury, physical or mental to any fellow student, whereby he/she suffer distress of mind or spirit.
4. All students living in the College hostels shall comply with the hostel rules. Students have the facility of their hostel mess for meals. Disciplinary action will be taken by the Principal if students fail to abide by the Hostel Rules.
5. Students belonging to Ludhiana are permitted to live with their parents/legal guardian.
6. Regular and Punctual attendance at lectures, demonstrations, clinics works, and class examinations is compulsory. Students who do not keep required attendance , (75% in theory lectures and practicals separately), or who do not obtain at least 50 percent in the aggregate of all class awards in each subject (the minimum permitted in theory and in practical separately being 35 percent) or whose progress and conduct are not considered satisfactory will not be allowed to appear for the University Examinations.
7. Leave of absence from classes or leave to go out of station at any time must be taken from the Principal through the respective Wardens and Vice Principal, Student affairs.  
On leaving the Hostel Premises the student must enter the time and place in the Register kept with the Warden and enter again on returning.

All students must be back in their respective Hostels by 10:00pm.

In case of illness, a medical certificate must be enclosed along with leave application. It is preferable that students who are unwell are admitted under the care of the Staff & Students' Health Services (SSHS) Physician at CMC & Hospital. Students can visit the SSHS OPD for minor ailments.

Students going home on weekends must take prior permission from the Warden and Principal, through a written application signed by their parent/ guardian.

All students must report to the Principal on return from leave.

8. Students are not allowed to paste notices within the Institution without prior permission from the office of the Principal and are forbidden to address any out side authority directly.  
All such communication must be submitted through the Principal, who will forward them if considered desirable. Any student infringing this rule will be suspended.
9. The College does not hold itself responsible for debts incurred by the students.
10. Students are not permitted to receive presents or money from the hospital patients nor may they give presents to members of the staff individually.
11. Students must not use the Principal's office area.
12. Students must pay for all damages caused by them to books and other college property.
13. Strictly forbidden within any part of this institution are:
  - i) The possession or use of alcoholic beverages.
  - ii) The possession or use of addictive or hallucinogenic (mind Bending) drugs except under strict supervision of the staff and students Health Services.
  - iii) Gambling
  - iv) The possession or use of firearm or any lethal weapon.
14. Smoking is strictly forbidden.
15. Keeping pets in the Hostel is strictly prohibited.
16. Use of Mobile Phones is strictly prohibited in teaching areas.
17. Illness and minor ailments must be reported to the Warden or Principal as early as possible.
18. Students must have white coats which are to be worn at all times in the college laboratories and on hospital duty and must also have their own instruments.  
Women students must put their hair up when at work in the college and hospital.
19. College fee must be paid in full by the dates stated in the prospectus and on the bills. Any students whose fees together with the fine imposed are still unpaid a calendar month after the required date, will be suspended from attending lectures or clinic or other classes until the fees have been paid.
20. Any student whose mess bills are not paid for two months, will not be allowed to attend classes until the unpaid bills are cleared, his/her name will be entered in the conduct book and Parents/ Guardians will be intimated.
21. Students who do not maintain a satisfactory academic standard will not be allowed to hold office in college or take part in extra curricular activities.
22. Ample provision for religious observances is available in the Chapel and also in nearby religious places.
23. Irregularities, neglect of duties, breaches of rules and indiscipline are to be dealt with and necessary action taken by the Principal, hostel authorities and the heads of the departments as the case may be.
24. The Principal will deal with any serious offence, for which the penalty may be a written apology, a fine, suspension, rustication or expulsion from the college.



**ANNEXURE – I**

**SAMPLE-1**

**PUNJAB RESIDENCE CERTIFICATE**

(To be issued by the competent authority in accordance with the instructions issued by the Department of Personnel and Administrative Reforms Government of Punjab vide letter No. 1/3/95, 3PP II/9619 dated 6.6.96 or No. 1/3/95/10361-63 dated 20.5.97 or No. 1/3/95, 3pp-II/7332 dated 14.6.99.)

Certified that Mr./ Mrs. .... (Name of the Father / Guardian / Mother of candidate) S/D of Sh. .... is Father/Guardian/Mother of Mr./ Mrs.....(name of the candidate).and belongs to category ——(see annexure-I, I(A) and I(B) for issuing Punjab Domicile Certificate has settled/resided in Punjab for a period of 5 Years from ..... to ..... .He is working/has worked .....(name of profession, designation and office/deptt.).

Date: \_\_\_\_\_ (Official Stamp) Signature of the  
Competent Authority

**As per instructions issued by BFUHS, Faridkot dated 4.7.2001 the Punjab Govt. Notification No.5/1/2001-5HB III/3009 dated 25.2.2001 is to be strictly adhered to while admitting students under Punjab domicile/residence categories. This notification regarding issuing of Punjab domicile/residence certificate shall be followed as per approval of BFUHS, Faridkot.**

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**Certificate from the Principal / Head of the institution last attended**

I certify that Mr./Miss .....  
S/o/ D/o/ Sh.....has studied in 10+1 &  
10+2 as regular candidate in recognized institution(s) situated in ..... state as per following details :-

Class	Board Roll No. in case of 12 <sup>th</sup> class exams and School/College Roll No. in case of 11 <sup>th</sup> class exam.	When passed out/appeared for	Total Marks/ Marks obtained
10+1	_____	_____	_____
10+2	_____	_____	_____

- i) Attested photo copies are attached with this certificate.
- ii) Permanent residential address recorded is as under : -

\_\_\_\_\_  
Signature of the Headmaster/Principal  
Of Institution last attended

Date \_\_\_\_\_

Place \_\_\_\_\_ (with official seal)

**SAMPLE-3**

**Certificate from the employer in the case of employees of Government of Punjab members of All India Service Borne on Punjab Cadre, employees of Statutory Bodies/Corporations/Boards established by or under an Act of State of Punjab**

I certify that Mr./Ms.....  
S/o D/o Sh..... is serving as regular employee of government of Punjab / Members all India Services borne on Punjab cadre/regular employee of statutory Body/Corporation/Board established by or under an act of the state of Punjab.

Presently, he/she is posted as ..... in the Department since .....and he/she is presently posted at.....(place of service) Mr/ Ms..... is his/her son/ daughter/dependent. Parents of Ms/Mr. ....are not alive and he/she is fully dependent upon Sh./Smt..... as stated above.

Signature of the  
Employer  
(with official seal)

Date \_\_\_\_\_

Place \_\_\_\_\_

(Exact date month and year since when one is posted at the present place is to be given).

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**SAMPLE-4**

**Certificate from the employer in case of regular employees of Central Government with Punjab Domicile who have served for at least two years in the state of Punjab out of three years preceding the year of entrance examination that is 2 years out of 2010, 2011, 2012.**

I certify that Mr./Ms .....S/o D/o Sh.  
.....is serving as a regular employee of central Government in the Department of ..... Mr./ Ms.....District for the period ..... to ..... during 2010, 2011 and 2012.

Mr./Ms. ....is his/her son/ daughter/ dependent. Parents of Ms./Mr..... are not alive and he/she is fully dependent upon Mr.Ms.....as stated above

Signature of the Employer  
(with official seal)

Date \_\_\_\_\_

Place \_\_\_\_\_

**SAMPLE-5**

**Certificate from the ex-employee of Punjab Government Pensioners settled outside the State of Punjab before 1<sup>st</sup> January 2005.**

I certify that Mr./Ms.....S/o D/o Sh.  
..... Is a Punjab Government Pensioner retired from  
the Department of.....of.....on  
.....while holding the post of ..... his/her P.P.O. No.  
is..... and he / she is drawing his / her pension from  
..... he/she is settled at the address given below since  
.....  
Complete Address.....  
.....  
Mr./Ms..... is his/her son/daughter/dependent. Parents  
of Mr./Mrs..... are not alive and he/she is fully  
dependent upon Mr./Ms..... as stated above.

Date \_\_\_\_\_  
Place \_\_\_\_\_

Signature of the Employer  
(with official seal)

**SAMPLE-6**

**Certificate from the employer in the case of employees of Indian Defence Services Para Military Forces.**

I certify that Mr./Ms.....S/o D/o Sh.  
.....is regular employee of Indian Defence Service /Para  
Military Forces belong to Punjab State as per his/her service record at the time of entry into service and the home  
address given is .....  
.....(District.....), Punjab.  
Mr./Ms. .... his/her son/daughter/dependent. Parents of  
Mr./Ms. .... are not alive and he/she is fully dependent upon  
Mr./Ms. ....  
as stated above.

Date \_\_\_\_\_  
Place \_\_\_\_\_

Signature of  
Officer Commanding/  
Competent Authority,  
(with official seal)

**SAMPLE-7**

**Certificate from the ex-employees of Indian Defense Services /Para Military Forces.**

I certify that Number .....  
Rank .....  
Name .....  
S/o .....  
Father .....  
Residence of Village .....  
Post Office .....  
Tehsil .....  
Distt. ....

Belonging to State of Punjab as per his/her service record at the time of entry into service had served in the Army/Navy/Air Force (Name of the Para-Military Forces).  
from ..... and subsequently discharged/retired from the service on ..... as per his/her service record at the time of entry into service the home address given is village/town.....Punjab.

Date \_\_\_\_\_  
Place \_\_\_\_\_  
Signature of Officer Commanding/  
Competent Authority  
(with official seal)

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**SAMPLE-8**

**DOMICILE CERTIFICATE OF OTHER STATE / TERRITORY**

This is to state that I have verified that Mr./Miss/Mrs .....  
S/o D/o W/o..... is a bonafide resident..... Post  
Office.....Tehsil..... Distt.....and I certify that the State/Union Territory  
of Domicile of Mr./Miss/Mrs .....is..... State/Union Territory, India.

Signature.....  
Name in Full .....  
Designation : D.C./G.A. to  
D.C./S.D.O.(Civil)

Seal of Court  
Dated.....

**SAMPLE-9**

**CERTIFICATE OF SCHEDULED CASTE / TRIBE (as per latest instructions of Govt. of Punjab)**

Certified that Mr./Mrs. ....S/D of Sh..... Resident of ..... Distt.....belongs to.....Caste/Tribe Which has been recognised as Scheduled Caste/Tribe according to the notification of the Punjab Government.

Mr./Ms. .... and/or his/her family ordinarily reside(s) in Village/Town .....of District/ Division..... of the State of Punjab.

Date: (Official seal) Signature of the D.M./S.D.M. of the District/Tehsil concerned.

Following certificates will also be accepted by the Board –

- The SC/ST certificate issued by the Head of the Institutions, where the candidate has studied of such proof is available in the school records.
- The SC/ST certificate issued by the Head of the Deptt., (in the performa given below) where the person employed in Government of India or any other State Government is to be treated at par with the employees of the Government of Punjab in the matters of issue of Scheduled caste certificate existing on their service record.

“Certified that Shri.....S/o Sh. .... Father/Mother of Miss..... is an employee ..... of (State Govt. Institutions / Undertakings) the Government of Punjab and in working as .....He is posted at Chandigarh/Punjab in connection with the Affairs of the Punjab Government for a period of past three years.”

**SAMPLE-10**

**PUNJAB BACKWARD CLASS CERTIFICATE (as per latest instructions of Govt. of Punjab)**

- i) This is Certified that Mr./Ms. .... S/D of Sh..... Village/Town..... in district/division.....of the State of Punjab belongs to the caste which is recognized as Backward Class in terms of Punjab Government letter No. .... Dated.....
- ii) This is also certified that income of the family from all sources does not exceed Rs. .... (in words Rupees .....) Mr. /Ms..... and/or his/her family ordinarily reside(s) in village / town ..... of division.....of the State.

Place: Signature..... State: Designation..... Date: (with seal of Deptt.)

Verified and attested S.D.O.(C)/ Executive Magistrate/ Tehsildar/Naib Tehsildar/B.D.O. District Revenue Officer Deponent Father/Guardian

The certificate must not be dated one year before the first day of counseling for admission. A certificate issued more than one year before the counseling date shall not be valid. Column (ii) of this certificate must be filled both in figures and words.

**SAMPLE-11**

**AFFIDAVIT OF GAP IN STUDY (On Rs.20/- stamp paper)**

I .....S/o, D/o Shri ..... resident of.....(Full address to be given)do hereby solemnly state and affirm as under.

1. That I have passed 10+2 examination held in ..... from ..... (Name of the College/School).

2. That I have not joined any college/institution after passing 10+2. Or That I have joined the course of ..... at..... (Name of the Institution) from ..... to..... and will leave the same before the joining the course of MBBS/BDS/B. Sc. Nursing which ever applicable.

Dated : ..... DEPONENT

**Verification :** Verified that the contents of my above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed there from.

Dated: ..... DEPONENT

**SAMPLE-12**

**CHURCH MEMBERSHIP CERTIFICATE**

(This information is for MBBS/BDS/BSc Nursing/BPT admissions 2014-CMC, Ludhiana.)

Name of the Candidate:.....Date:.....

Date of Birth:.....

Father's Name:.....

Mother's Name:.....

Address:.....

This is to certify that, as per our church records, Mr./Ms..... is a member of our Church from.....till..... He/She is communicant/non-communicant member.

Name of the Church:.....

Address of the Church:.....

Telephone No:..... E mail address:.....

Name of the Presbyter\* Incharge of the Church:.....

Address:.....

Telephone No:.....Mobile No:.....

E mail address:.....

Head of the Church\*\*:.....Telephone No.....

Head Office of the Church (Address).....

Signature of Pastor/Presbyter\* Incharge of the Church with official seal & date

Verified the Signature & details of the Presbyter-in-charge of the Church

Signature of Head of the Church\*\*:  
with official seal & date

\* Presbyter / Minister / Reverent / Pastor / Vicar

\*\* Bishop / Senior Presbyter / Senior Pastor / Senior Minister

**(It is important to have both signatures with the particulars, otherwise it is not valid)**

**SAMPLE-13**

**BEHAVIOURAL CERTIFICATE**

As per directions from Medical Council of India every student admitted to the Institution should furnish a certificate from the Principal of the School where he/she has passed the qualifying examination. **“The Certificate should mention the status of his /her behavioural pattern especially in terms as to whether he/she has displayed persistent violent or aggressive behaviour or any desire to harm others.**

**(The above mentioned statement should be mandatorily present on the behavioural certificate. This certificate must be submitted at the time of counselling.)**

## **ANNEXURE II**

**University Grants Commission UGC Regulations on curbing the menace of Ragging in  
higher educational institutions, 2009.**

**(Under Section 26 (1) (g) of the University Grants Commission Act, 1956)**

**New Delhi-110002, the 17th June 2009**



**UNIVERSITY GRANTS COMMISSION**

**UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER  
EDUCATIONAL INSTITUTIONS, 2009.**

**(Under Section 26 (1 )(g) of the University Grants Commission Act, 1956)**

**New Delhi-110002, the 17th June 2009**

**F,I-16/2007(CPP-II)**

**PREAMBLE**

In view of the directions of the Hon'ble Supreme Court in the matter of "University of Kerala v/s. Council, Principals, Colleges and others" in SLP no. 24295 of 2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009, and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student-or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation. In exercise of the powers conferred by Clause-(g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely;

**1. Title, commencement and applicability:-**

- 1.1 These regulations shall be called the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009".
- 1.2 They shall come into force from the date of their publication in the Official Gazette.
- 1.3 They shall apply to all the institutions coming within the definition of an University under sub-section (f) of section (2) of the University Grants Commission Act, 1956, and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions.

**2. Objectives:-**

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or in disciplined activities by any student or students which causes or is likely to

cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student; and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

**3. What constitutes Ragging:-** Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

**4. Definitions:-**

1) In these regulations unless the context otherwise requires, -

- a. "Act" means, the University Grants Commission Act, 1956 (3 of 1956);
- b. "Academic year" means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
- c. "Anti-Ragging Helpline" means the Helpline established under clause (a) of Regulation 8.1 of these Regulations.
- d. "Commission" means the University Grants Commission;
- e. "Council" means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-ordinating or maintaining standards in the relevant areas of higher education, such

as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.

- f. "District Level Anti-Ragging Committee" means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.
  - g. "Head of the institution" means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
  - h. "Fresher" means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution,
  - i. "Institution" means a higher educational institution including, but not limited to an university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such institution, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.
  - j. "NAAC" means the National Academic and Accreditation Council established by the Commission under section 12(ccc) of the Act;
  - k. "State Level Monitoring Cell" means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State Law or on the advice of the Central Government, as the case may be.
- 2) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.

**5. Measures for prohibition of ragging at the institution level:-**

- a. No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centres of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus, or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside,
- b. All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

**6. Measures for prevention of ragging at the institution level:-**

- 6.1 An institution shall take the following steps in regard to admission or registration of students; namely,
- a. Every public declaration of intent by any Institution, in any electronic, audiovisual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.

- b. The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full.

Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus.

Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.

- c. Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) of Regulation 6.1 of these Regulations.
- d. The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.
- e. The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents/guardians of the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the parents/guardians of the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aver that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.
- f. The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document.
- g. A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.

- h. Before the commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.
  - i. The institution shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be Prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.
  - j. The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
  - k. The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.
  - l. The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.
  - m. The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.
  - n. The faculties/departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.
  - o. Every institution shall engage or seek the assistance of professional counsellors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counselling to freshers and to other students after the commencement of the academic year,
  - p. The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.
- 6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely;
- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities.
  - b) The institution, through the leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted the institution in earlier years.

- c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bonafide students of the institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.
- d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.
- e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely; (i) joint sensitization programme and counselling of both freshers and senior students by a professional counsellor, referred to in clause (o) of Regulation 6.1 of these Regulations; (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti -ragging committee;(iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members ; (iv) in the hostel, the warden should address all students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration.(v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instill a feeling of confidence among the freshers.
- f) The institution shall set up appropriate committees, including the course-in charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.
- g) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.
- h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.
- j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
- k) A round the” clock vigil against ragging in the hostel premises/ in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.
- l) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.
- m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.

- n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organisation authorised to do so.
- o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.
- p) The Head of the institution shall, on the basis of the information provided by the student under clause (o) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or enroute while commuting to the institution using any means of transportation of students, whether public or private.
- q) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

6.3 Every institution shall constitute the following bodies; namely,

- a) Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender.
- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
- c) Every institution shall also constitute a smaller body to be known as the Anti- Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times. Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.
- d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
- e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person; as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1.

Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

- f) Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
- g) Every University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti -Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate,
- h) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti-ragging measures at the level of the institution.

6.4 Every institution shall take the following other measures, namely;

- a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counseling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least in the close vicinity thereof.
- b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a mobile phone by the institution, the number of which shall be publicised among all students residing in the hostel.
- c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
- d) The professional counsellors referred to under clause (o) of Regulation 6.1 of these Regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counseling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counseling sessions.
- e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counseling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
- f) In order to enable a student or any person to communicate with the Anti- Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.



- g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.
- h) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.
- i) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record,
- j) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.
- k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme for teachers include inputs relating to anti-ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.
- l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and crosscheck whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys,
- m) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting, an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution,
- n) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.
- o) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter, to the vice-chancellor of the University to which the institution is affiliated to or recognized by.
- p) The Vice Chancellor of each University shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.

- 7. Action to be taken by the Head of the institution:-** On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorised by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;
- i. Abetment to ragging;
  - ii. Criminal conspiracy to rag;
  - iii. Unlawful assembly and rioting while ragging;
  - iv. Public nuisance created during ragging;
  - v. Violation of decency and morals through ragging;
  - vi. Injury to body, causing hurt or grievous hurt;
  - vii. Wrongful restraint;
  - viii. Wrongful confinement;
  - ix. Use of criminal force;
  - x. Assault as well as sexual offences or unnatural offences;
  - xi. Extortion;
  - xii. Criminal trespass;
  - xiii. Offences against property;
  - xiv. Criminal intimidation;
  - xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
  - xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
  - xvii. Physical or psychological humiliation;
  - xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

**8. Duties and Responsibilities of the Commission and the Councils.-**

- 8.1 The Commission shall, with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely;
- a) The Commission shall establish, fund and operate, a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.
  - b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.

- c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.
- d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.
- e) The Commission shall maintain an appropriate data base to be created, out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
- f) The Commission shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorised by the Commission or by the Central Government.

8.2 The Commission shall take the following regulatory steps, namely;

- a) The Commission shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action.
- b) The Commission shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.
- c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.
- d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- e) The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemish less record in terms of there being no reported incident of ragging.
- f) The Commission shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.
- g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.

## 9. Administrative action in the event of ragging.-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
  - i. Suspension from attending classes and academic privileges.
  - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
  - iii. Debarring from appearing in any test/ examination or other evaluation process.
  - iv. Withholding results,
  - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
  - vi. Suspension/ expulsion from the hostel,
  - vii. Cancellation of admission,
  - viii. Rustication from the institution for period ranging from one to four semesters,
  - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

- c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
  - i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University;
  - ii. in case of an order of a University, to its Chancellor.
  - iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

9.2 Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any, one or more of the following actions, namely;

- i. Withdrawal of affiliation/recognition or other privileges conferred.
- ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University. Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.
- iii. Withholding grants allocated to it by the university, if any
- iv. Withholding any grants channelled through the university to the institution,
- v. Any other appropriate penalty within the powers of the university.

9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging

or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4 The Commission shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely;

- i. Withdrawal of declaration of fitness to receive grants under section 12B of the Act
- ii. Withholding any grant allocated.
- iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission.
- iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.
- v. Taking such other action within its-powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations. Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

**(Dr. R.K. Chauhan)**  
**Secretary**

**For details and filling of online anti-ragging affidavits, refer to [www.antiragging.in/](http://www.antiragging.in/)  
[www.amanmovement.org](http://www.amanmovement.org)**

**ANNEXURE – II Anti Ragging Affidavits (Sample)**

**A. AFFIDAVIT BY THE STUDENT**

I, \_\_\_\_\_ (full name of student with admission/registration/enrolment number) s/o d/o Mr/Mrs/Ms \_\_\_\_\_, having been admitted to \_\_\_\_\_ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and cause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
  - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ days of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of the deponent  
Name :

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ (place) on this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month) \_\_\_\_\_ (year)

\_\_\_\_\_  
Signature of the deponent

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month) \_\_\_\_\_ (year) after rereading the contents of this affidavit.

OATH COMMISSIONER

**B. AFFIDAVIT BY PARENT / GUARDIAN**

I, Mr/Mrs/Ms \_\_\_\_\_  
***(full name of parent/guardian) father/mother/guardian of, (full name of student with admission/registration/enrolment number, having been admitted to (name of the Institution),*** have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and cause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
  - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) My ward will not participate in or abet or propagate through any act of Commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ days of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of the deponent  
Name :  
Address :  
Telephone/Mobile No.

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at **(place)** on this the **(day)** of **(month)** \_\_, **(year)** \_\_\_\_\_.

\_\_\_\_\_  
Signature of the deponent

Solemnly affirmed and signed in my presence on this **(day)** \_\_\_\_\_ of **(month)**, \_\_\_\_\_  
**(year)** after rereading the contents of this affidavit.

**OATH COMMISSIONER**

**ANNEXURE - III**

**AFFIDAVIT (ON RS.25/-STAMP PAPER)**

I, \_\_\_\_\_ S/O / D/O \_\_\_\_\_  
aged \_\_\_\_\_ yrs., resident of \_\_\_\_\_, have been sponsored  
by \_\_\_\_\_ church / sponsoring body for the MBBS course in  
the 2014 session in Christian Medical College, Ludhiana.

That in the event

I secure admission, I undertake to serve the Institution / Hospital of the Christian Medical  
College Ludhiana Society for the period, as advised, on completion of the course.

This affidavit is given without any coercion or pressure.

I further undertake to sign and submit the service agreement after securing admission.

Deponent \_\_\_\_\_

Verification :

Verified that the contents of the affidavit are true and correct to the best of my knowledge,  
information and belief and nothing has been concealed thereof.

Verified at \_\_\_\_\_

Date :

Deponent \_\_\_\_\_



**ANNEXURE - IV**

**LIST OF BODIES/CHURCHES REPRESENTED ON THE  
CHRISTIAN MEDICAL COLLEGE, LUDHIANA SOCIETY (REGD.)**

**THE BODIES/CHURCHES REPRESENTED ON THE CHRISTIAN MEDICAL COLLEGE  
LUDHIANA SOCIETY (REGD.) ARE LISTED BELOW ALONG WITH THE NAMES &  
ADDRESSES OF THE AUTHORITIES.**

- 1. SYNODICAL BOARD OF HEALTH SERVICES  
CHURCH OF NORTH INDIA**  
SECRETARY  
SBHS (CNI)  
16, PANDIT PANT MARG,  
NEW DELHI-110 001.
- 2. CHURCH OF SOUTH INDIA**  
REV.DR. D.R.SADANANDA  
GENERAL SECRETARY, CSI  
NO. 5, WHITES ROAD, P.B. NO. 688  
CHENNAI - 600 014, SOUTH INDIA
- 3. COUNCIL OF BAPTIST CHURCHES IN NORTH EAST INDIA**  
REV. AJOY KUMAR LAMA  
GENERAL SECRETARY  
CBCNEI PAN BAZAR  
GUWAHATI - 781 001
- 4. COUNCIL OF MEDICAL WORK, METHODIST CHURCH IN INDIA**  
DR. A. ROOP KUMAR  
EXECUTIVE SECRETARY CMW, MCI  
C/O DR.JAYASUNDARI KUMAR,  
H.NO.8-9-523, DEVI COLONY,  
BIDAR-585401  
KARNATAKA
- 5. DIOCESE OF AMRITSAR (CNI)**  
RT. REV. P. K. SAMANTAROY  
CHAIRMAN, SPONSORSHIP COMMITTEE  
DIOCESE OF AMRITSAR  
26, R.B. PRAKASH CHAND ROAD, AMRITSAR-143 001.  
MR. PRAKASH V. MALL  
SECRETARY, SPONSORSHIP COMMITTEE  
COMMUNITY CONFERENCE CENTRE  
26, R.B. PRAKASH CHAND ROAD,  
AMRITSAR-143 001.

- 6. DIOCESE OF CHANDIGARH (CNI)**  
RT. REV. YOUNAS MASSEY  
CNI MISSION COMPOUND,  
BROWN ROAD, LUDHIANA.
- 7. EASTERN REGIONAL BOARD OF HEALTH SERVICES (CNI)**  
DR. A. G. SINGH  
SECRETARY & TREASURER  
E.R.B.H.S.  
DIRECTOR, EVANGELICAL HOSPITAL, KHARIAR  
P. O. KHARIAR - 766 107  
DISTT. NUAPADA, ORISSA.
- 8. EMMANUEL HOSPITAL ASSOCIATION**  
DR. SANTOSH MATHEW  
EXECUTIVE SECRETARY  
EMMANUEL HOSPITAL ASSOCIATION  
808/92, NEHRU PLACE,  
NEW DELHI-110 019.
- 9. EVANGELICAL LUTHERAN CHURCH IN M.P.**  
DR. RAJIV CHOUDHRIE  
MEDICAL SUPERINTENDENT  
PANDHAR HOSPITAL, P. O. PADHAR,  
BETUL - 460 005 (M.P.)
- 10. JEYPORE EVANGELICAL LUTHERAN CHURCH**  
RT. REV. JULIAS SONTOSH  
JELC SPONSORSHIP COMMITTEE  
BISSAM CUTTACK, RAYAGADA DISTT.  
ORISSA-764 059
- 11. MALANKARA ORTHODOX SYRIAN CHURCH**  
(CATHOLICATE OF THE EAST)  
DR. SOJAN IPE  
DIRECTOR AND CONVENOR,  
SPONSORSHIP COMMITTEE  
MALANKARA ORTHODOX SYRIAN CHURCH  
MEDICAL MISSION HOSPITAL, KOLENCHERRY  
DISTT. ERNAKULAM, KERALA - 682 311
- 12. MAR THOMA SYRIAN CHURCH OF MALABAR**  
RT. REV. DR. ABRAHAM MAR PAULOSE  
DIOCESAN SECRETARY, MAR THOMA DIOCESAN CENTRE  
26 BHAI VIR SINGH MARG  
GOLE MARKET, NEW DELHI - 110 001

- 13. MENNONITE MEDICAL BOARD**  
DR. SANDEEP PATONDA  
SECRETARY, MMB  
MEDICAL SUPDT.  
DHAMTARI CHRISTIAN HOSPITAL  
P. O. DHAMTARI - 493 773 (CG)
- 14. METHODIST CHURCH IN INDIA**  
DR. A. ROOP KUMAR  
SECRETARY CMW, MCI  
C/O DR.JAYASUNDARI KUMAR,  
H.NO.8-9-523, DEVI COLONY,  
BIDAR-585401  
KARNATAKA
- 15. METHODIST HEALTH SERVICES, ARGA CONFERENCE**  
DR. A. ROOP KUMAR  
SECRETARY CMW, MCI  
C/O DR.JAYASUNDARI KUMAR,  
H.NO.8-9-523, DEVI COLONY,  
BIDAR-585401  
KARNATAKA
- 16. MIRAJ MEDICAL CENTRE**  
DR. NATHANIEL SASE (MD, DM NEURO)  
DIRECTOR  
MIRAJ MEDICAL CENTRE, WANLESS HOSPITAL,  
MIRAJ - 416 410,  
DISTT. SANGLI (MS)
- 17. MIZORAM PRESBYTERIAN CHURCH SYNOD**  
DR. VANLALRUATA  
SECRETARY, SPONSORSHIP COMMITTEE  
SYNOD HOSPITAL,  
DURTLANG, AIZAWL - 796 014,  
MIZORAM
- 18. NORTHERN INDIA METHODIST HEALTH SERVICES**  
DR. A. ROOP KUMAR  
SECRETARY CMW, MCI  
C/O DR.JAYASUNDARI KUMAR,  
H.NO.8-9-523, DEVI COLONY,  
BIDAR-585401  
KARNATAKA

**19. SALVATION ARMY**

K. V. LAHASE, COLONEL  
TERRITORIAL COMMANDER  
FLAT NO. 103, 1ST FLOOR,  
AASHIRWAD COMPLEX,  
D-1 (K-84), GREEN PARK,  
DELHI - 110 016.

**20. SEVENTH - DAY ADVENTIST CHURCH**

PR. M. ANTO JAYASEELAN  
SECRETARY, SPONSORSHIP  
COMMITTEE OF SDA  
P.B. NO. - 2, HCF, HOSUR- 635 110 (T.N.)

**21. ST. STEPHEN'S HOSPITAL**

DR. SUDHIR JOSEPH, DIRECTOR  
ST. STEPHEN'S HOSPITAL,  
TIS HAZARI, DELHI-110 054

**22. THE LEPROSY MISSION**

DR. SUNIL ANAND  
DIRECTOR FOR INDIA  
THE LEPROSY MISSION  
CNI BHAVAN,  
16 PANDIT PANT MARG.  
NEW DELHI - 110 001

**23. UNITED EVANGELICAL LUTHERAN CHURCHES IN INDIA**

REV. DR. A.G. AUGUSTINE JEYAKUMAR  
MARTIN LUTHER BHAWAN  
95 PURUSHAWALKAM HIGH ROAD  
CHENNAI 600010

**24. UP REGIONAL BOARD OF HEALTH SERVICES (CNI)**

DR. H. J. LYALL, SECRETARY U.P.R.B.H.S.  
DIRECTOR, CHRISTIAN HOSPITAL  
KASGANJ, DISTT. ETAH - 207 123

**25. WESTERN REGIONAL BOARD OF HEALTH SERVICES (CNI)**

DR. C. D. MOSES  
SECRETARY, WRBHS-CNI  
JALNA MISSION HOSPITAL  
DIST. JALNA - 431203

ALTERNATE:  
RT.REV. B R TIWADE  
BISHOP OF KOLHAPUR  
BISHOP HOUSE, E.P SCHOOL COMPOUND  
KOLHAPUR - 416 001

**CODE                      NAME OF THE CMC LUDHIANA SOCIETY BODIES/CHURCHES**

1.                      Synodical Board of Health Sciences
2.                      Church of South India
3.                      Council of Baptist Churches in North East India
4.                      Council of Medical Work, Methodist Church in India
5.                      Diocese of Amritsar (CNI)
6.                      Diocese of Chandigarh(CNI)
7.                      Eastern Regional Board of Health Services (CNI)
8.                      Emmanuel Hospital Association
9.                      Evangelical Lutheran Church in M.P.
10.                     Jeypore Evangelical Lutheran Church
11.                     Malankara Orthodox Syrian Church
12.                     Marthoma Syrian Church of Malabar
13.                     Mennonite Medical Board
14.                     Methodist Church in India
15.                     Methodist Health Services, Agra Conference
16.                     Miraj Medical Centre
17.                     Mizoram Presbyterian Church Synod
18.                     Northern India Methodist Health Services
19.                     Salvation Army
20.                     Seventh-Day Adventist
21.                     St.Stephen's Hospital
22.                     The Leprosy Mission
23.                     United Evangelical Lutheran Church in India
24.                     UP Regional Board of Health Services (CNI)
25.                     Western Regional Board of Health Services(CNI)

- \* ANY ATTEMPT BY APPLICANTS OR THEIR FRIENDS OR RELATIVES TO CANVASS FOR ADMISSION OR TO BRING INFLUENCE TO BEAR UPON THE ADMINISTRATIVE AND /OR OTHER STAFF MEMBERS SHALL RENDER THE APPLICANT DISQUALIFIED.
- \* THE DECISION OF THE SELECTION COMMITTEE SHALL BE FINAL AND NO CORRESPONDENCE WILL BE ENTERTAINED REGARDING REJECTION OR DISQUALIFICATION OF THE APPLICANT.
- \* IN THE EVENT OF ANY DISPUTE ARISING OUT OF THIS ADMISSION PROCESS WHERE BOTH PARTIES CANNOT COME TO AN AGREEMENT AND THE MATTER IS TO BE REFERRED TO THE HONOURABLE COURT, THE MATTER WILL BE SETTLED IN LUDHIANA JURISDICTION ONLY.
- \* ADMISSION AT C.M.C. LUDHIANA IS ENTIRELY BASED ON MERIT AS PER CRITERIA LISTED IN THE PROSPECTUS.

### **IMPORTANT INFORMATION**

**“Candidates may kindly take note that all admissions for the ‘Christians with Service Agreement Category’ in MBBS, for the 2014-2015 session, are subject to the Civil Appeal No. 3693 of 2012, CHRISTIAN MEDICAL COLLEGE & ANR. VS JOEL D. MASIH AND ORS. pending before the Supreme Court of India”**

### **CAUTION**

**Applicants are warned against possible cheating by agencies/persons that advertise in newspapers or by other means, promising seats for various courses in the Institution, by extracting money from candidates/parents. The Christian Medical College Ludhiana categorically states that admission to all the courses offered can only be secured by merit in the qualifying examination/entrance test as described in the Prospectus. We do not accept any donations for admission and there are no payment seats of any kind. We have no agents or middle men for admissions. The Institution will not be responsible for any candidates or parents dealing with such persons.**

**Queries regarding admissions should be addressed to the:  
'Office of the Registrar'**

**Email: registrar@cmcludhiana.in; Phone: +91-161-5010809; Fax: +91-161- 2610708**

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