

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

RISHIKESH

PROSPECTUS



विश्वारोग्यं हि धर्मो नः



**JULY 2018
SESSION**

**Diploma
Courses**

How to Apply

Apply online through our website:

<http://www.aiimsrishikesh.edu.in>

or call us directory with your questions.

Phone No.: **0135-2462932**

Application Fees

SC/ST Rs. 1200/- + Transaction Charges as applicable

UR/OBC: 1500/- + Transaction Charges as applicable

PWD: Exempted from any fee

IMPORTANT AT A GLANCE

Last Date for Online Registration of Application on AIIMS website www.aiimsrshikesh.edu.in	15.03.2018 (Upto 5:00 PM)
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Important Notice
<ol style="list-style-type: none"> 1. Please fill the Online Application carefully. It may not be possible to make changes after Registration as indicated. 2. Any Amendment/Rectification/Change/Editing is NOT allowed in Name, Date of Birth and Community i.e. SC/ST/OBC(NCL)/UR & PWD status after payment of application fee through Debit/Credit Card/Net Banking. 3. Other changes in the online Registration/Application i.e. Nationality, sponsored to General, General to Sponsored etc. will NOT be permitted after 15.03.2018. 4. Applicants may note that further correspondence will NOT be entertained in this regard.

Date of Uploading Prospectus and Registration of Online Application through web portal	07.03.2018	Wednesday
Last date for Registration of Online application	15.03.2018	Thursday

Diploma Course			
•	Status of Application & Rejected application with reason for rejection. Applicants are required to check status on 20.03.2018 through the Registration Status of My Page after Login.	19.03.2018	Monday
•	Last date for submission of required documents for Regularization of Rejected Application. No Correspondence will be entertained after 23.03.2018 under any circumstances and candidates are requested NOT TO CONTACT the Examination Section.	23.03.2018	Friday
•	Last date for Ministry of Health & Family Welfare, Govt. of India to forward an approval regarding "No Objection" to the Foreign National for appearing in the Diploma Course Entrance Examination for July 2018 session.	23.03.2018	Friday
•	Finalization of Centres and allotment of Roll Nos/Admit Card on website.	27.03..2018	Tuesday
•	Written Test through online (CBT) mode / OMR	10.04.2018	Tuesday
•	Expected date of declaration of Result	12. 04.2018	Thursday
•	Departmental Assessment	23.04.2018, 24.04.2018 & 25.04.2018	Monday, Tuesday & Wednesday
•	Final result	28.04.2018	Saturday

To facilitate quick redressed of queries, use registered email Id of Registration Form. Replies/Clarifications will only be given through this email.

Declaration of Results

Results for Diploma will be only available on website at www.aiimsrshikesh.edu.in

Result of individual candidate will NOT be informed on telephone and candidates are advised NOT to call the Examination Section for such information. However, individual result can be checked after declaration of final result from the website through the Result of My Page after Login.

Application Fee

- General / OBC Category: Rs.1500/- + Transaction Charges as applicable
- SC/ST Category: Rs. 1200/- + Transaction Charges as applicable
- PWD Candidates is exempted from any Fee

Mode of payment: Through Debit/Credit Card/Net Banking

All applicants are advised to read the Prospectus and Help Manual carefully before starting Online Registration and ensure that no column is left blank. In the event of rejection of the application form, no correspondence/request for reconsideration, will be entertained. Applicants are also advised to download and take a print of the Registration Slip. They should retain a copy of Registration Slip till the completion of Admission Process.

Please visit www.aiimsrshikesh.edu.in regularly for latest notification/announcement as well any Addendum/ Dedendum/Corrigendum/Latest updates etc. regarding this Examination.

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INTRODUCTION

An Act of Parliament in 2012 established All India Institute of Medical Sciences (AIIMS) Rishikesh as an autonomous institution of national importance and defined its objectives and functions. By virtue of this Act, the Institute grants its own medical degrees and other academic distinctions. The degrees granted by the Institute under the All India Institute of Medical Sciences Act are recognized medical qualifications for the purpose of the Indian Medical Council Act and notwithstanding anything contained therein, are deemed to be included in the first schedule of that Act, entitling the holders to the same privileges as those attached to the equivalent awards from the recognized Universities of India.

AIMS & OBJECTIVES

In the field of diploma education, the most important function of the Institute is to provide opportunities to train doctors to provide better health care services. This is a move to meet the shortage of specialists in the state or country. In an atmosphere of training, research and development, Diploma students are exposed to newer methods of clinical skills, teaching, recent updates and given opportunities to actively participate in various training programs of particular speciality. The other important objectives of the Institute are to bring together in one place educational facilities of the highest order for the training of personnel in all the important branches of health activity and to attain self-sufficiency in diploma medical education. The educational principles and practices being adopted are best suited to the needs of the nation.

III- SUMMARY OF EXAMINATION PATTERN*(Please see the text for details and explanations)*

01	Mode of Examination	Computer Based Test (CBT) [Online] / OMR
02	Date of Examination	Tuesday, 10th April, 2018
03	Timing of Examination	10.00 AM Onwards
04	Location of Examination Centre	AIIMS Rishikesh
05	Language of Paper	English
06	Type of Examination	Objective Type
07	Mode of Examination	Written & Interview
08	Type of Questions	Multiple Choice Questions (MCQs)
09	Marking Scheme	Correct Answer: One mark (+)1 Incorrect Answer: Minus one-third (-)1/3 Unanswered / Marked for Review: 0 Not Answered : 0
10	Method of resolving ties	<i>The tie case will be resolved according to age (Date of birth), the older candidate shall get preference over the younger one.</i>

Details will be mentioned in admit card.

Diploma Courses

NUMBER OF SEATS

Subject Code	Department	Subject / Speciality	No. of Seats
1	Anaesthesia	Diploma in Anaesthesia (DA)	04
2.	Obs. & Gynaecology	Diploma in Obs. & Gynae. (DGO)	02
3.	Ophthalmology	Diploma in Ophthalmology (D Ophthal)	02
4.	Orthopaedics	Diploma in Orthopaedics (D Ortho)	04
5.	Paediatrics	Diploma in Child Health (DCH)	02
6.	Pulmonary Medicine	Diploma in Respiratory Medicine (DRM)	02
7.	Radio-diagnosis	Diploma in Medical Radio diagnosis (DMRD)	02
8.	Radiotherapy	Diploma in Medical Radiotherapy (DMRT)	04
9.	Transfusion Medicine	Diploma in Transfusion Medicine (DTM)	02
10.	Pathology	Diploma in clinical pathology	02
Total			26

Note: In case any ST seat remains vacant (after calling all eligible candidates of ST category) then these seats will be transferred to SC category & vice versa. If any SC/ST seat remains vacant (after calling all eligible candidates of SC/ST category) then these vacant seats, shall be made available to the eligible General Category candidates. Similarly, in case the OBC seat remains vacant after calling all eligible OBC candidates then these vacant OBC seats shall be made available to the eligible general category candidates.

2. ELIGIBILITY

For Medical Graduates: (1) The candidate must possess MBBS or an equivalent degree with a minimum experience of three years in a hospital in the relevant field or five years in general practice. A certificate issued by the District Magistrate in support of the general practice claimed should be enclosed with the application.

(2) The candidate must have obtained a minimum of 55% marks in aggregate in all MBBS professional examinations for other category and 50% for candidate belonging to SCs/STs/OBCs.

(3) The eligibility for Sponsored candidates will also be determined as mentioned in point No. 2.

3. DURATION OF COURSE

For medical graduates: A minimum of 2 academic years.

4. AGE LIMIT:

- Upper Age limit is 35 years as on 1st July, 2018.
- Upper age limit is relaxable for OBC Candidates by a maximum of 3 years.
- Upper age limit is relaxable in case of SC/ST candidates by a maximum of 5 years.

- Upper age limit is relaxable for Ex-Serviceman and Commissioned Officer including ECO, SSCO who have rendered or released on satisfactory assignment with age relaxation by a maximum of 5 years.
- The upper age limit is not applicable to sponsored candidates.
- The persons with benchmark disabilities shall be given an upper age relaxation of five years for admission to Diploma for PWD candidates as per Right of persons with Disability Act, 2016.

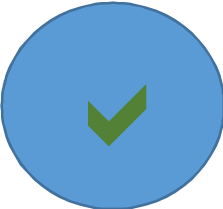
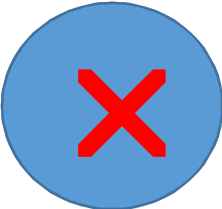
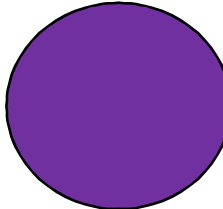
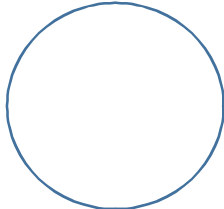
5. CENTRE FOR COMPETITIVE ENTRANCE EXAMINATION

- The Examination will be conducted at cities listed below in online mode only [Computer Based Test (CBT)].
- Applicant should indicate his/her choice of city of examination in the application form.
- The city of examination shall be allotted on first-come first-serve basis.
- The centre of examination once allotted on first come basis, (depending on number of nodes available) will not be changed and any request in this regard will not be entertained. Applicants should therefore choose the choice of city with utmost care.
- In case of any discrepancy in exercising choice of city or non-availability of centre in the city opted in the appropriate column of application; the centre allotted by AIIMS will be considered as final.
- Applicants are advised to register themselves and submit their application form at the earliest without waiting for the last date, to avoid not getting the city/centre of their choice.

Sl. No.	Name of City	Code
1.	Rishikesh	01

SCHEME OF MARKING

- Each correct response will get a score of 1 mark.
- Each incorrect response will get a score of -1/3 (minus-one-third).
- No credit will be given for the questions not answered or marked for review (*Questions marked for review shall be considered as unanswered*)

			
CORRECT	WRONG	FOR REVIEW	NOT ANSWERED
+1	- 1/3	0	0

If any discrepancy in any question is found in the Entrance Examination, the candidate is advised to write to Dean (Academics), AIIMS, Rishikesh-249203 within 24 hours on the following email: E-mail dean@aiimsrishikesh.edu.in. This mail will only be used for discrepancy related to question. However, for other query please mail on dean@aiimsrishikesh.edu.in.

6. METHOD OF SELECTION

Selections for Diploma courses are made through written examination and interview.

Note: I) The result of written examination will be available on website of the Examination Section. No individual intimation will be communicated to candidates.

II) Selected candidates are required to join on 01/07/2018 or before 15/07/2018. The last date of joining of selected candidates shall be 15th July, 2018.

III) Last date for admission the Diploma Courses Entrance Examination will be 31st August, 2018. In any circumstances, last date for admission will not be extended after 31st August, 2018.

7. PERCENTILE SCORES

Percentile scores are scores based on the relative performance of all those who appear for the examination

Basically the marks obtained are transformed into a scale ranging from 100 to 0 for each group of examinees

The Percentile Score indicates the percentage of candidates that have scored EQUAL TO OR BELOW that particular Percentile in that examination.

The highest score is converted to a Percentile score of 100.

The marks obtained in between the highest and lowest scores are also converted to appropriate Percentiles.

The Percentile Scores would be converted to 3 decimal places to avoid bunching effect and therefore reduce ties.

The following is a further explanation of the interpretation of the scores in an examination with **100 candidates**.

- If candidate A's Percentile score is 100, it indicates that amongst those who have taken the examination, 100% have scored either EQUAL TO OR LESS THAN the candidate A. It also indicates that no candidate has scored more than candidate A.
- If candidate B's Percentile score is 90, it indicates that 90% of the candidates who have taken the examination have scored either EQUAL TO OR LESS than candidate B. It also indicates that remaining candidates have scored more than candidate B.
- If candidate C's Percentile score is 50, it indicates that 50% of the candidates who have taken the examination have scored either EQUAL TO OR LESS than candidate C. It also indicates that remaining half of those who took the examination have scored more than candidate C.
- If candidate D's Percentile score is 30, it indicates that 30% of the candidates who have taken the examination have scored either EQUAL TO OR LESS than candidate D. It also indicates that remaining have scored more than candidate D.
- If candidate E's Percentile score is 1, it indicates that none of the candidates who have taken the examination have scored either EQUAL TO OR LESS than candidate E. It also indicates that all remaining candidates who took the examination have scored more than candidate.

8. INTERNAL ASSESSMENT

Internal assessment/progress report should be evaluated periodically by the faculty members of the concerned department on the theoretical knowledge and practical skills of a candidate. The Head of the Department should send such a internal assessment/progress report of each candidate on regular basis i.e. six monthly and send to the Academic Section of official records. The weightage of the internal assessment/progress report i.e. **20% marks of the candidate will be added in his/her final examination.**

9. EMOLUMENTS

No remuneration will be given. These are sponsored seats, preferably for state government employees of Uttarakhand and inservice candidates of AIIMS Rishikesh.

10. LEAVE

During the term of his/her employment, he/she will be entitled for leave as under:

First year 30 days leave

The competent authority has decided that the Diploma Students will be entitled to the leave calculated on Pro-rata basis i.e. Diploma Students during the first year of their tenure they will be sanctioned leave for only that much number of days which they have already earned.

Second year 36 days leave.

As per rule, leave cannot be carried forward and they are not entitled to any other leave except the above mentioned leave. However, can be accumulated for the purpose of leave encashment on completion of tenure. Further, the residency period as well as exam of residents, who avail leave over & above their entitlement, will be extended.

11. ASSESSMENT

At the end of first six months of the admission, each Diploma Students will be assessed and in case his/her performance is not found satisfactory, his/her registration may be cancelled.

12. RESERVATION OF SEATS

49.5% of the total Post-Graduate seats (15% for SC, 7.5% ST and 27% for OBC) excluding those for Sponsored/Foreign National candidates are reserved for the candidates belonging to the Scheduled Castes, Scheduled Tribes and the Other Backward Classes (Non-creamy layer).

13. Penalty

Original certificates of all candidates will be retained in the Academic Section at the time of joining. The same will not be returned before completion of course unless he/she deposits a sum of Rs. 3, 00,000/- (Rupees Three Lakhs only). If any candidate who joins the diploma course, leaves the said course within six months of joining, he/she shall be liable to pay a sum of Rs. 3, 00,000/- (Rupees Three Lakhs only) and after six months shall be liable to pay a sum of Rs. 5, 00,000/- (Rupees Five Lakhs only) as compensation for losses incurred by the AIIMS due to such midstream departure. The salary for the month in which his/her registration from the course becomes effective, shall also stand forfeited.

14. IMPORTANT:

Please note that the candidates who have already done pursuing Diploma in any subject at the time of selection/interview shall not be considered for admission to Diploma, if it is found at a later stage that the candidate has given false undertaking at the time of selection/interview his/her candidature/registration will be cancelled. The confirmed Diploma Seat will be allotted to the candidates only after giving an undertaking as above and after depositing all original certificates.

IMPORTANT INSTRUCTION APPLICABLE TO DIPLOMA COURSES ENTRANCE EXAMINATION

1. INSTRUCTIONS FOR FILLING THE ONLINE APPLICATION FORM

Candidate should fill in the Online Application with utmost care and follow the instructions and help manual as given in the APPENDIX - III of the Prospectus, step by step. Candidate should fill in the Online Application form correctly. Incorrect filled form may leads to rejection.

2. ONLINE REGISTRATION & SUBMISSION OF APPLICATION FORM

A candidate seeking admission to the Entrance Examination is required to submit his/her application in the prescribed format available online with the Prospectus on www.aiimsrishikesh.edu.in. The cost of Application Form includes the fee for entrance examination which is non-refundable and no correspondence in this regard will be entertained. The candidate is required to go through the Prospectus carefully and acquaint himself/herself with all requirements with regard to filling of the online application form.

Online Registration: After selecting the online registration, fill the mandatory details asked for and deposit the prescribed fee through debit/credit card/Net Banking. After submitting fees filled required information step by step. Follow the Instructions scrupulously.

It will be the responsibility of the candidate to ensure that correct details are filled in the Registration Slip. The Institute will not be responsible for any incorrect information/cancellation of candidature/loss or lack of communication etc. due to wrong filled online Application form.

No candidate should register more than one application.

All applicants are required to ensure that Photo/Signature/Left Thumb Impression is uploaded according to the instructions provided in the Prospectus. Failure to do so may result in rejection of applications.

Duplicate applications from any applicant will result in cancellation of all such applications. No intimation regarding such summary rejections will be provided.

3. FILLING OF NAME OF COLLEGE OF UG & PG COURSES

There will be drop down facility of College Code and Name of College for qualifying of Undergraduate course in the Online Registration form. However, for qualifying of Postgraduate Course the name of College will be filled by the candidate manually in the Text Box.

4. STATUS OF ONLINE REGISTRATION

Acknowledgement of successful Online Registration will be forwarded to applicant's Registered Email ID. The Registration Form will remain Under Review regarding uploaded images and eligibility. However, candidates can check their status of uploaded images within three working days from the date of online Registration is done and subsequent further status updates. The rejected images can be updated till the registration is open.

The candidates are advised to check final status of their Registration Form regarding images and eligibility and Admit Card which will be available on AIIMS website www.aiimsrishikesh.edu.in as per the schedule mentioned in the "IMPORTANT DATES AT A GLANCE".

Admit Card for Accepted Registration Form will only be uploaded on the website. If the status of Registration Form or Admit Card is not available on website, he/she should immediately write an email to the Dean (Academics), AIIMS, Rishikesh - 249203 on dean@aiimsrishikesh.edu.in along with full particulars of the Registration Form.

5. DOCUMENTS TO BE ATTACHED WITH REGISTRATION SLIP

l) No document is required, except the following applicability:

(i) Sponsored Candidates and Foreign nationals

1)	Sponsorship Certificate (in the case of sponsored candidate) in the format prescribed in the Prospectus, duly completed and signed by the competent authority.
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Note: Sponsored/Foreign national category candidates should send the above documents in a separate envelope to the **Dean (Academics), AIIMS, Rishikesh - 249203** indicating their Registration No. on the top of the envelope and on the documents followed by the name of course/discipline applied for.

(ii) The candidates who will qualify in Stage I result and called for Departmental Assessment must upload their **self-attested/attested copies of certificates/documents in support of their educational qualifications, marks, date of birth, category, experience etc.** as mentioned in the Stage I result on the website by login their credentials.

If a candidate fails to upload self-attested copies of the requisite documents as above, his/her candidature will be cancelled and he/she will not be allowed to participate in subsequent stages of selection/admission process.

6. SUBMISSION OF APPLICATION BY CANDIDATES WHO ARE EMPLOYED

The Institute does not have any objection if the candidates in employment apply for the above postgraduate course (except candidates for sponsored candidates for all courses submit their applications direct i.e. they are not required to submit their applications through proper channel). However, all such candidates should inform their employer in writing that they are applying for this Entrance Examination. They should also sign the Undertaking in the down loaded copy of Registration Slip that they have informed their employer about the submission of the application to AIIMS. If any communication is received from their department/office withholding permission to the candidate's appearing at the entrance examination/admission to the course, the candidature/admission of the candidate will be cancelled, and no further correspondence in this regard will be entertained. **(Sponsored candidates are required to route their Registration Slip through proper channel).**

7. REQUIREMENTS FOR ADMISSION OF "SPONSORED" CANDIDATES

a) **Candidates who are permanent employees of any Central/State Government/Armed Forces or the Public Sector Undertaking/Autonomous Body can be sponsored by the respective Government/Defence Authorities or the Competent Authorities of PSU/Autonomous Body.**

b) A State Government can sponsor candidates only for those Diploma courses which are not available in the State. A certificate regarding non-availability of the course (for which the candidate is being sponsored) in the concerned State, duly **signed by the Secretary/Director General of Health Services of the Central / State Government/ DGAFMS/Competent Authority or PSU/Autonomous Body viz Director/Executive Head of the concerned organization**, should be furnished in the format prescribed for this purpose.

c) All eligible **"sponsored"** candidates will be called by the Institute for an entrance test.

d) Seats as shown in the prospectus are available for **"sponsored"** candidates. Sponsored candidates will be designated as **"trainees"**.

e) The subject for which the candidate is being sponsored should be clearly specified in the sponsorship form by the sponsoring authority. The candidate can be sponsored for **only one**

subject. The applications of those candidates who are sponsored for more than one subject will not be considered.

f) No "**Sponsored**" candidate will be paid any emoluments to the Institute during the training period. Such payments will be the responsibility of the sponsoring authority (i.e. Central/State Government or Defence Authorities).

g) Sponsored candidates must submit/send **sponsorship certificate in original** from their employers in the following format along with the application form to the **Dean (Academics) AIIMS, Rishikesh - 249203**. Those who fail to do so should submit it before the date of issue of Admit Cards as mentioned under "AT A GLANCE" in the Prospectus failing which their candidature will be cancelled.

8. REQUIREMENTS FOR ADMISSION OF FOREIGN NATIONALS/OVERSEAS CITIZEN OF INDIA (OCI)

a) Foreign nationals are required to fill in the prescribed online application form indicating the choice of subject (only one subject) for admission to Postgraduate courses leading to award of **Diploma Courses Entrance Examination**.

b) The foreign nationals are required to send their Registration Slip of Online application through Diplomatic Channel. They are also required to appear in the Competitive Entrance Examination along with other candidates. An 'Advance Copy' to be submitted at **AIIMS, Rishikesh** before the last date of online registration. However, the application of all such candidates will be processed only after receipt of the same through Diplomatic Channel.

c) The foreign nationals will be considered against the seats advertised under the "Sponsored" category for **Diploma Courses Entrance Examination**. They should be registered with MCI before they will be allowed to join the said course. If they are selected for the same.

d) Seats are not reserved in any discipline for foreign nationals (except the bilateral agreement between the Government of India and any other nation).

e) Nominations/No objection for the candidate should reach the Examination Section before the date of issue of the Admit Card as specified under "AT A GLANCE". In case of non-receipt of the nominations/clearance/no objection from the concerned Ministry by due date, their candidature will not be considered.

f) No emoluments will be paid by AIIMS to the Foreign National candidates.

g) **OVERSEAS CITIZEN OF INDIA (OCI):** OCI registered under Section 7A of Citizenship Act 1955 are also eligible to appear in PG courses and all terms and conditions applicable for Indian Nationals will be applicable to the candidates. The candidate will submit proof of Registration as OCI under Section 7A of Citizenship Act 1955 to be eligible to appear for this test.

9. GUIDELINES FOR AIIMS RISHIKESH FACULTY FOR THE DIPLOMA COURSES UNDER SPONSORED CATEGORY

1. Members of the medical faculty can apply for registration to Diploma course as in-service candidate.

2. At any time only one out of a 5 Faculty members in a particular department can be registered as Diploma courses and not more than 2 candidates in any department at any given time, will be registered as Diploma candidates in a particular department where there are more than 5 faculty members.

3. Individual opting to pursue the course should be below 50 years of age.

4. The faculty should be a regular employee of the Institute & should have rendered a minimum of 3 years' continuous service as faculty at the Institute.

5. The Candidate admitted under this category will be considered as in service candidate provided the Head of the Department certifies that (a) such training will help in patient care/teaching/research of the Department (b) the work of the department will not suffer and no additional staff will be asked for.

6. (a) The faculty members may apply through proper channel as sponsored candidates and appear for the entrance examination.

(a) Through proper channel for open entrance examination if Sponsored seat are not available.

7. Candidates selected for pursuing the said course has to pay Diploma fee etc.

8. Faculty member has to execute a bond that he/she will serve the institute for a period not less than five years after completing the said course failing to which they are liable to return the total salary, allowances and any amount paid to them by the institute during their course along with a penalty amount of Rs.10 Lacs. In case of violation of compliance of the provisions of the executed bond appropriate legal action shall be initiated against the defaulters.

11. During the period of the course, the in-service/faculty member will be treated as on study leave.

12. The period of study leave for the said course within AIIMS Rishikesh will be counted for the purpose of A.P.S.

13. The candidate/faculty will not be entitled for winter/summer vacation during the entire course and he/she will be eligible for leaves as per the Residency Scheme.

14. Duties/Responsibilities of the trainee will be as per the Residency Scheme.

15. In-service candidates will have the option to pursue this course in any stream, subject to the availability of seats and forwarding of their applications through proper channel.

16. Candidate/faculty will be allowed to avail of study leave for pursuing Diploma courses only one during the entire service.

10. SUBMISSION OF CASTE CERTIFICATE BY SC/ST/OBC CANDIDATES

After declaration of result of the Entrance Examination, candidates belong to Scheduled Caste/Scheduled Tribe and Other Backward Classes should submit, along with other requisite documents, an attested copy of a certificate from any one of the following **authorities stating that the candidate belongs to Scheduled Caste, Scheduled Tribe or Other Backward Classes in the prescribed form.**

A. District Magistrate, Additional District Magistrate, Collector, Deputy Commissioner, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate, Sub-Divisional Magistrate, Taluka Magistrate, Executive Magistrate, Extra Assistant Commissioner.

B. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

C. Revenue Officer not below the rank of Tehsildar.

D. Sub-Divisional Officer of the area where the candidate and his or her family normally resides.

E. Administrator/Secretary to Administrator/Development Officer (Lakshadweep Island) or as authorised in the Constitution.

The candidate will be required to submit an undertaking to the effect of their caste. The detection of any discrepancy in the caste certificate shall entail cancellation of registration. This is as per the provisions made by Ministry of Personnel, Public Grievances and Pensions vide their order No. 36033/4/97-Estt. (RES) dated 25.7.2003 and No. 36011/3/2005-Estt. (RES) dated 9.9.2005 respectively.

Candidates must note that a certificate from any other person/authority will not be accepted and no further correspondence in this regard shall be entertained. The name, designation and the seal of the officer should be legible in the certificate.

11. PROCEDURE IF THERE IS ANY DISCREPANCY NOTICED:

Discrepancy, if any, in the date and time of the entrance examination mentioned in the Prospectus, Admit Card etc. should be immediately brought to the notice of the **Dean (Academics), AIIMS, Rishikesh** through email. Complaints received after the examination will not be entertained. In case any discrepancy is found in the information provided in the various documents, the data provided on the Application Form will be considered as final for all purposes.

12. It will be the responsibility of the candidate to ensure that correct address, Mobile No. & email ID in the Application Form is filled. The Institute shall not be responsible for any miscommunication due to incorrect address, Mobile No. and email ID given by the applicant on the Application Form or non-receipt for any communication.

13. Downloadable Admit cards of all the eligible candidates will be hosted on website www.aiimsrishikesh.edu.in as per the schedule mentioned under **IMPORTANT DATES 'AT A GLANCE'**. All the candidates are advised to download their Admit Cards from the website. It may please be noted that the Admit Cards will not be sent by Post.

14. Any Change in the address mobile No. and email ID should be immediately intimated to this office. Candidate should also ensure that any communication sent at the previous address is redirected to him/her at the new address.

15. If a candidate is at any stage found to have provided false information/certificate or is found to have withheld or concealed some information in his/her application form, he/she will be debarred from admission, his/her residency will be terminated with immediate effect.

16. If ineligibility is detected at any stage, candidature/admission of the candidate will be cancelled without any notice.

17. Candidate must not obtain or give or attempt to obtain or give irregular assistance of any kind during the examination; this will entail expulsion and cancellation of candidature for the examination. The admission of the candidate will be cancelled and appropriate criminal/civil proceedings will be initiated against the candidates, if at any stage of the examination the candidate is found to have secured admission by using any unfair means.

18. The Institute will not intimate the result of Entrance Test individual. No correspondence in this regard will be entertained. **However, the marks of individual candidate will be made available on AIIMS website www.aiimsrishikesh.edu.in** after declaration of final result by login their credential on My Page.

19. There is no provision for re-checking/re-evaluation of the answer sheets and no query in this regard will be entertained.

20. The decision of the Director of the Institute shall be final in the matter of selection of candidates for admission to various courses and no appeal will be entertained in this regard.

21. Selected candidates must join the course on the date stipulated in the letter of selection, failing which the selection/admission shall stand cancelled/withdrawn.

22. The selected candidates will have to submit the original Permanent Registration Certificate at the time of joining.

23. The selection of **Diploma Students** will be subject to medical fitness. No selected candidate will be permitted to pay fee/join the course unless declared medically fit by the Medical Board appointed by the Institute. The decision of the Medical Board shall be final.

24. Each candidate selected for admission shall have to pay the fee/dues within the prescribed period failing which his/her admission shall be cancelled.

25. Private practice in any form during the course is prohibited. The period of training is strictly full time and continuous.

26. The rules are subject to change in accordance with the decision of the Institute to be taken from time to time.

27. Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Dehradun court alone.

GENERAL INFORMATION

1. FEES

Each candidate selected for admission will have to pay the following Course duration Fees and dues:

				DURATION
1.	Registration Fee	:	Registration Fee	
2.	Tuition Fee			
	Diploma (Sponsored)	:	Rs. 1050/-	2 Years
3.	Laboratory Fee			
	Diploma (Sponsored)	:	Rs. 120/-	2 Years
4.	Pot Money			
	Diploma (Sponsored)	:	Rs. 720/-	2 Years
5.	Electricity			
	Diploma (Sponsored)	:	Rs. 240/-	2 Years
6.	Gymkhana Fee			
	Diploma (Sponsored)	:	Rs. 120/-	2 Years
7.	Caution Money	:	Rs. 100/-	
			(to be deposited by every student for recovery of breakages or loss of Institute's equipment).	
8.	Hostel Security	:	Rs. 1000/- (Refundable)	

(All Fees and dues payable at the time of admission)

Note: 1. The Hostel Security deposit (refundable) i.e. Rs. 1000/-

Note: 2. Fees and other charges including hostel rent once paid shall not be refunded in any case and no correspondence will be entertained in this connection. However, the caution money will be refunded to those candidates who do not join the course. The caution money must be claimed within one year after completion of the course failing which it will be forfeited.

2. HOSTEL ACCOMMODATION

The unmarried **Diploma Students** will be provided partially furnished accommodation **subject to availability**. Those married and living with family will be provided, **subject to availability**, partially furnished married hostel accommodation on recovery of rent as per rules of A.I.I.M.S. **However, the sponsored Demonstrators will be charged a sum of Rs. 450/- per month for single room hostel accommodation and a sum of Rs. 650/- per month for married hostel accommodation.**

3. INSTITUTE LIBRARY

The Institute library is well stocked with all important medical books and journals. Other facilities include photocopying, Medline, video monitor facilities and modern learning resources materials (LRM). Books and periodicals are loaned to bonafide members for a specified period of time. The National Medical Library is also situated in the vicinity of the Institute campus.

4. CODE OF CONDUCT FOR STUDENTS AT AIIMS, Rishikesh

(i) Maintenance of Discipline among students of the AIIMS:

- All powers relating to discipline and disciplinary action are vested with the Director, AIIMS.
- The Director, AIIMS may delegate all such powers, as he/she deems proper to the Dean and to such other persons as he/she may specify on his behalf.

3. Without prejudice to the generality of power to enforce discipline under the Rules. The following shall amount to acts of gross indiscipline:

- a) Physical assault or threat to use physical force against any member of the teaching or nonteaching staff of any Department/Centre of AIIMS or any other persons within the premises/ Campus of AIIMS.
- b) Carrying or use or threat of use of any weapon.
- c) Violation of the status, dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
- d) Any practice, whether verbal or otherwise, derogatory to women.
- e) Any attempt at bribing or corruption in any manner.
- f) Wilful destruction of institutional property.
- g) Creating ill-will or intolerance on religious or communal grounds.
- h) Causing disruption in any manner of the functioning of the AIIMS, Rishikesh.

i) Regarding ragging the directive of Supreme Court will be followed strictly. It is as under :

"As per direction of the Hon'ble Supreme Court of India, the Government has banned ragging completely in any form inside and outside of the campus and the Institute authorities are determined not to allow any form of the ragging. Whoever directly or indirectly commits, participates in abets or instigates ragging within or outside any educational Institution, shall be suspended, expelled or rusticated from the Institution and shall also be liable to fine which may extend to Rs. 10,000/-. The punishment may also include cancellation of admission suspension from attending the classes, withholding/withdrawing fellowship/scholarship and other financial benefits, withholding or cancelling the result. The decision shall be taken by the Head of the Institution."

4. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate. The Director, may in exercise of his/her powers aforesaid order or direct that any student or students.

- a) Be expelled;
- b) Be, for a stated period: be not for a stated period, admitted to a course or courses of study in AIIMS.
- c) Be fined with a sum of rupees that may be specified;
- d) Be debarred from taking any examination(s) for one or more semesters.
- e) Withhold the result of the student(s) concerned in the Examination(s) in which he/she or they have appeared be cancelled.
- f) Be prohibited for appearing or completing any examination for any unfair means like copying taking notes, mobiles or any other electronic gadgets inside the examination halls.

5. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Director and several authorities of the AIIMS who may be vested with the authority to exercise discipline

under the Acts, the Statutes, the Rules and the rules that have been framed there under by competent authorities of AIIMS.

(ii) Prohibition of and Punishment for Ragging:

1. Ragging in any form is strictly prohibited, within the premises of College/Department of Institution and any part of AIIMS and also outside the AIIMS Campus.

2. Any individual or collective act or practice or ragging constitute gross indiscipline shall be dealt with under this Rules.

3. Ragging for the purposes of this rules, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are, in any way, considered junior or inferior by other students and includes individual or collective acts or practice which:

- a) Involve physical assault or threat or use of physical force;
- b) Violate the status, dignity and honour of women students;
- c) Violate the status; dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
- d) Expose students to ridicule and contempt and affect their self-esteem;
- e) Entail verbal abuse and aggression, indecent gesture and obscene behaviour.

4. The Director, Dean, Hostel Superintendent and Faculty of AIIMS shall take immediate action on any information of the occurrence of ragging.

5. Notwithstanding anything in Clause (4) above, the Dean or any other Faculty member/or authority may also *suo moto* enquire into any incident of ragging and make a report to the Director of the identity of those who have engaged and the nature of the incident.

6. The Dean may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.

7. On the receipt of a report under clause (5) or (6) or a determination by the relevant authority disclosing the occurrence or ragging incidents described in the Clause 3(a), (b) and (c) the Director shall direct or order rustication of a student or students for a specific number of semester.

8. The Director may in other cases of ragging order or direct that any student or students be expelled or be not, for a stated period, admitted to a course of study as AIIMS, departmental examination for one or more semesters or that the result of the student or students concerned in the examination(s) in which they appeared be cancelled.

9. In case where students who have obtained degree(s) of AIIMS are found guilty under this Rules, appropriate action will be taken for withdrawal of degrees conferred by the AIIMS.

10. For the purpose of this Rules, abetment to ragging will also amount to ragging.

(iii) Anti Sexual Harassment Monitoring Committee:

A statutory committee, comprising of members from the teaching and non-teaching staff as well as students looks into matters related to sexual harassment of students and staff in the college. Any person aggrieved in this matter may fearlessly approach the committee for a fair and concerned hearing and redressal.

(iv) Unauthorised absence of students:

Unauthorised absence of students will be informed to the Students and also Parents or Local Guardians. At least 3 reminders will be issued with a gap of 10 days by the Academic Section to these students. Thereafter the action of cancellation of the registration of the concerned will be decided by the Dean/ Director, AIIMS.