

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

RISHIKESH

PROSPECTUS



July 2019 SESSION

**Post-Doctoral
Course [M.Ch]**

How to Apply
Apply online through our website:
<http://www.aiimsrishikesh.edu.in>
or call us directly 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.aiimsrishikesh.edu.in

30.06.2019
(up to 5:00 PM)

Important Notice

1. Please fill 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 NEFT/RTGS/Net Banking.
3. Other changes in online Registration/Application i.e. Nationality, Sponsored to General, General to Sponsored etc. will NOT be permitted after 30.06.2019.
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	10.06.2019	Monday
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Last date for Registration of Online application	30.06.2019	Sunday
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M.Ch Course

• Status of Application & Rejected application with reason for rejection. Applicants are required to check status on 06.07.2019 through Registration Status of My Page after Login.	05.07.2019	Friday
• Last date for submission of required documents for Regularization of Rejected Application. No Correspondence will be entertained after 09.07.2019 any circumstances and candidates are requested NOT TO CONTACT Examination Section.	09.07.2019	Tuesday
• Last date for Ministry of Health & Family Welfare, Govt. of India to forward an approval regarding "No Objection" to Foreign National for appearing in M.Ch. Entrance Examination for July 2019 session.	09.07.2019	Tuesday
• Allotment of Roll Nos/Admit Card on website.	12.07.2019	Friday
• Written Test through online (CBT) mode / OMR	14.07.2019	Sunday
• Expected date of declaration of Result	15.07.2019	Monday
• Departmental Assessment	16.07.2019	Tuesday
• Final result	17.07.2019	Wednesday

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

Declaration of Results

Results for M.Ch. will be only available on website at www.aiimsrishikesh.edu.in

Result of individual candidate will NOT be informed on telephone and candidates are advised NOT to call Examination Section for such information. However, individual result can be checked after declaration of final result from website through 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 NEFT/RTGS/Net Banking

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

Please visit www.aiimsrishikesh.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, Institute grants its own medical degrees and or academic distinctions. Degrees granted by Institute under All India Institute of Medical Sciences Act are recognized medical qualifications for purpose of Indian Medical Council Act and notwithstanding anything contained therein, are deemed to be included in first schedule of that Act, entitling holders to same privileges as those attached to equivalent awards from recognized Universities of India.

AIMS & OBJECTIVES

In field of Post Doctoral education, most important function of Institute is to provide opportunities to train teachers for medical colleges in country in an atmosphere of research and development. Post Doctoral students are exposed to newer methods of teaching and given opportunities to actively participate in teaching exercises. Other important objectives of Institute is to bring together in one place educational facilities of highest order for training of personnel in all important branches of health activity and to attain self-sufficiency in postgraduate medical education, educational principles and practices.

III- SUMMARY OF EXAMINATION PATTERN

01	Mode of Examination	Computer Based Test (CBT) [Online] / OMR
02	Date of Examination	Sunday, 14th July, 2019
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	Tie among aspirants will be resolved according to age (Date of birth), older candidate shall get preference over younger one.

Details will be mentioned in admit card.

M.Ch (3 years) in Super specialty Departments

NUMBER OF SEATS

Facilities for post-doctoral courses are available in following super specialties for **July 2019** Session:

M.Ch.		
S. no.	Subject/Specialty	General Seats
1	Head - Neck Surgery and Oncology	04
2	Cranio-maxillofacial Surgery	01

All seats falling vacant before declaration of result of M.Ch entrance examination in subject seats have already been advertised will be included.

Entrance Examination for other seats of DM/M.Ch at AIIMS Rishikesh is being conducted by AIIMS New Delhi. Kindly refer website of AIIMS New Delhi www.aiimsexams.org.

2. ELIGIBILITY

1) **Educational qualification:** A candidate must possess a degree in MBBS/BDS, MS/MDS or DNB from a University recognized by MCI in respective discipline as mentioned hereunder:-

M.Ch COURSES	REQUIRED QUALIFICATION
Head - Neck Surgery and Oncology (3 years)	M.S. degree in Surgery/ENT of this institute or any other University or any other equivalent degree recognized by Medical Council of India.
Cranio-maxillofacial Surgery (6 years)	<ol style="list-style-type: none"> 1. MBBS / BDS- 6 Years training program 2. MDS in Oral and Maxillofacial Surgery –Training duration will be of 4 years 3. MS Surgery – Training duration will be of 4 years

- Candidates must have completed requisite qualification, degree and tenure by 31.07.2019. Candidates who are likely to complete requisite qualification, degree and tenure after 31.07.2019 will not eligible to appear in this examination.

3. AGE LIMIT:

- Upper Age limit is 35 years as on 01 July 2019.
- 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.

- Upper age limit is not applicable to sponsored candidates.
- Persons with benchmark disabilities shall be given an upper age relaxation of five years for admission to M.Ch for PWD candidates as per Right of persons with Disability Act, 2016.

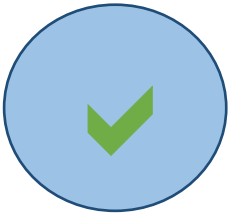
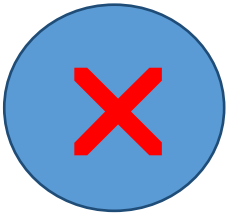
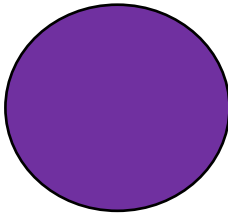
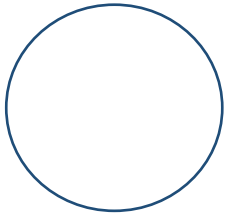
4. CENTRE FOR COMPETITIVE ENTRANCE EXAMINATION

- Examination will be conducted at Rishikesh only
- 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 choice of city with utmost care.
- In case of any discrepancy in exercising choice of city or non-availability of centre in city opted in appropriate column of application; centre allotted by AIIMS will be considered as final.
- Applicants are advised to register themselves and submit their application form at earliest without waiting for last date, to avoid not getting 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 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 Entrance Examination, candidate is advised to write to Dean (Examination), AIIMS, Rishikesh within 24 hours on following email: E-mail deanexam@aiimsrishikesh.edu.in. This mail will only be used for discrepancy related to question. However, for or query please mail on dean@aiimsrishikesh.edu.in

6. METHOD OF SELECTION :

Selections for M.Ch course is made through 2-Stage Performance Evaluation basis:

Stage I: Written test carrying 80 marks of 90 minutes duration in subject candidate has applied for. Question paper will consist of 80 Multiple Choice Questions (MCQs).

Stage II: Out of the candidates who have secured 50% or more marks in written test (Stage-I), candidates 3 times number of seats advertised will be called for departmental clinical/practical/lab based assessment (carrying 20 marks).

Final Selection: Final result will be declared based on total marks obtained in stage-1 and Stage-II Examination.

Note: I Result of stage-I will be available on website of Institute. No individual intimation will be communicated to candidates.

II) Candidates who fail to attend any of the two stages mentioned above will not be eligible for admission. Selected candidates are required to join between 01/08/2019 to 31/08/2019.

III) Last date for admission to M.Ch Entrance Examination will be 31st August, 2019. In any circumstances, last date for admission will not be extended after 31st August, 2019.

7. PERCENTILE SCORES

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

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

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

Highest score is converted to a Percentile score of 100.

Marks obtained in between highest and lowest scores are also converted to appropriate Percentiles.

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

Following is a further explanation of interpretation of scores in an examination with **100 candidates**.

- If candidate A's Percentile score is 100, it indicates that amongst those who have taken examination, 100% have scored their EQUAL TO OR LESS THAN 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 candidates who have taken examination have scored their 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 candidates who have taken examination have scored their EQUAL TO OR LESS than candidate C. It also indicates that remaining half of those who took examination have scored more than candidate C.
- If candidate D's Percentile score is 30, it indicates that 30% of candidates who have taken examination have scored their 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 candidates who have taken examination have scored their EQUAL TO OR LESS than candidate E. It also indicates that all remaining candidates who took examination have scored more than candidate.

8. METHOD OF RESOLVING TIES

According to age (Date of birth), older candidate shall get preference over younger one.

9. EMOLUMENTS

M.Ch. candidate selected for post of Senior Resident will be paid emoluments as applicable to post level 11 of Pay Matrix (Pre-revised Pay Band-3 Rs.15600-39100+6600 Grade Pay) with entry pay of Rs.67700/- per month plus usual allowances as admissible under rules or revised pay scale as per 7th CPC as applicable

10. LEAVE

- M.Ch candidate (3 year course) are entitled for the following leave during the three years training. Year 1: 24 days; Year 2: 30 days; Year 3: 36 days. Leaves of different years cannot be clubbed together. Availing leave more than these in any year will be treated as Extra Ordinary Leave without pay and the registration period will be extended by the number of days of Extra Ordinary Leave. If the Extra Ordinary Leaves are more than 30 days in total, the final exit exam of the candidate will be postponed by one session.
- Maternity leaves are also dealt with as for Extra Ordinary Leaves for calculation of tenure extension and exam postponement. For paternity leave, tenure extension and exam postponement will be done if the total leaves exceed 90 days 3 years.
- Accordingly, the leave entitled for the candidates during the tenure will be as follows:-

Leave (M.Ch. 3 Year Course)	
FIRST YEAR	24 Days
SECOND YEAR	30 Days
THIRD YEAR	36 Days

Leave (M.Ch. 6 Year Course) as applicable in AIIMS Delhi.

NOTE:

- Candidates are not entitled to any other leave except that mentioned above.
- Leaves of different years cannot be clubbed together.
- iii. The leaves of one year cannot be carried forwarded to another year.
- iv. Leaves availed by candidates beyond permissible limit (per year) shall be treated as Extra Ordinary Leaves (EOL) without pay. The Extraordinary Leaves can be availed upto maximum of 30 days in the tenure period of 3/6 years. But the candidate will have to work for the extended period equivalent to that of EOL.
- v. In case EOL availed are more than 30 days the Residency will be extended for the similar period and final examination of the candidate shall be held with next batch.
- vi. The unavailed leaves can be uncashed after completion of tenure period on submission of final no dues from the concerned departments.
- vii. Sponsored/Foreign National candidates are not entitled for leave encashment.

A. MATERNITY LEAVE: Female Residents (M.Ch) are entitled for maternity leaves as per Govt. of India rules during their course with full pay. Their period of registration/training will be extended for the equivalent period after adjusting unavailed leaves as permissible in 3 years (90 days). M.Ch candidate will have to work for the extended period and final examination of the candidate shall be held with next batch.

B. PATERNITY LEAVE: Male Residents (M.Ch) are entitled for paternity leaves as per Govt. of India rules. The tenure will be extended and exams will be postponed only if the total leaves exceed 90 days in 3 years.

11. INTERNAL ASSESSMENT

Scrub Suit is mandatory & essential part of Soft skills assessment. Internal assessment/progress report should be evaluated periodically by faculty members of concerned department on or ethical knowledge and practical skills of a candidate. Head of Department should send such a internal assessment/progress report of each candidate on yearly basis and send to Examination Section under intimation to Academic Section of official records. weightage of internal assessment/progress report i.e. **50% marks of candidate will be added in his/her final examination.** Internal assessment will include soft skills which will be 25% of Internal Assessment.

12. DISSERTATION

Every candidate will be required to (a) one dissertation and protocol to be submitted within 4 months from date of registration. (b) Relaxation for two months can be given by Dean on merit of each case (c) furnish proof of having undertaken research of high order which may be in form of a manuscript of an original article fit for publication or already accepted by an approved journal or (d) present evidence of having published papers of research value in subject concerned in journals recognized by Institute for this purpose. All should have been done during period of training at Institute.

1. Regarding submission of Protocol/sis/dissertation

a. For 6years M.Ch courses two dissertations are to be submitted by candidates and protocols to be submitted as under:-

(i) 1st protocol within 4months of 1st year in Junior Residency from date of registration.

(ii) 2nd Protocol in 4th year in Senior Residency within 4 months.

b. For 3 years M.Ch candidate one dissertation and protocol to be submitted within 4months from date of registration.

c. Relaxation for two months can be given by Dean on merit of each case.

13. Penalty

Original certificates of all candidates will be retained in Academic Section at time of joining. samewill 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 M.Ch course, leaves 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 AIIMS due to such midstream departure. salary for month in which his/her registration from course becomes effective, shall also stand forfeited.

Note: registration of those candidates who do not submit dissertation at least three months prior to commencement of examination (31st January for May examination and 31st August for December examination) will not be eligible to appear in final Examination.

IMPORTANT INSTRUCTION APPLICABLE TO M.Ch ENTRANCE EXAMINATIONS

1. INSTRUCTIONS FOR FILLING ONLINE APPLICATION FORM

Candidate should fill in Online Application with utmost care and follow instructions as given in Prospectus. Candidate should fill in Online Application form correctly. Incorrect filled form may lead to rejection.

2. ONLINE REGISTRATION & SUBMISSION OF APPLICATION FORM

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

Online Registration: After selecting online registration, fill mandatory details asked for and deposit prescribed fee through NEFT/RTGS/Net Banking. Payment slip must be uploaded as mentioned in application form. After submitting fees fill required information step by step. Follow Instructions scrupulously.

It will be responsibility of candidate to ensure that correct details are filled in Registration Slip. 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 instructions provided in 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 Online Registration form. However, for qualifying of Postgraduate Course name of College will be filled by candidate manually in Text Box.

4. STATUS OF ONLINE REGISTRATION

Acknowledgement of successful Online Registration will be forwarded to applicant's Registered Email ID. 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 date of online Registration is done and subsequent further status updates. Rejected images can be updated till registration is open.

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 schedule mentioned in "IMPORTANT DATES AT A GLANCE".

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

5. DOCUMENTS TO BE ATTACHED WITH REGISTRATION SLIP

1) No document is required, except following applicability:

(i) Sponsored Candidates and Foreign national

1)	Sponsorship Certificate (in case of sponsored candidate) in format prescribed in Prospectus, duly completed and signed by competent authority.
2)	NOC from Ministry of Health & Family Welfare in case of Foreign National.

Note: Sponsored/Foreign national category candidates should send above documents in a separate envelope to **Dean (Academics), AIIMS, Rishikesh** indicating their Registration No. on top of envelope and on documents followed by name of course/discipline applied for.

(ii) 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 Stage I result on website by login their credentials.

If a candidate fails to upload self-attested copies of 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.

Institute does not have any objection if candidates in employment apply for above postgraduate course (except candidates for sponsored candidates for all courses submit their applications direct i.e. y are not required to submit their applications through proper channel). However, all such candidates should inform their employer in writing that y are applying for this Entrance Examination. y should also sign Undertaking in down loaded copy of Registration Slip that y have informed their employer about submission of application to AIIMS. If any communication is received from their department/office withholding permission to candidate's appearing at entrance examination/admission to course, candidature/admission of 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).**

6. REQUIREMENTS FOR ADMISSION OF "SPONSORED" CANDIDATES

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

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

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

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

e) subject for which candidate is being sponsored should be clearly specified in sponsorship form by sponsoring authority. Candidate can be sponsored for **only one subject**. 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 Institute during training period. Such payments will be responsibility of sponsoring authority (i.e. Central/State Government or Defence Authorities).

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

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

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

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

c) foreign nationals will be considered against seats advertised under "Sponsored" category for **M.Ch. Entrance Examination** courses. y should be registered with MCI before y will be allowed to join said course. If y are selected for same.

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

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

f) No emoluments will be paid by AIIMS to 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 candidates. candidate will submit proof of Registration as OCI under Section 7A of Citizenship Act 1955 to be eligible to appear for this test.

8. GUIDLINES FOR AIIMS FACULTY FOR M.Ch. PROGRAM UNDER SPONSORED CATEGORY

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

2. Faculty member seeking admission under this category should only be registered for M.Ch programme in same department in which he/she is working.

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

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

5. faculty member who has registered himself/herself as M.Chcourse will not be eligible to be Guide/Co-Guide of any or M.Ch candidate in concerned department during time he/she is undergoing course.

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

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

7. Candidates selected for pursuing said course has to pay M.Ch/Fellowship fee etc.

8. Faculty member has to execute a bond that he/she will serve institute for a period not less than five years after completing said course failing to which y are liable to return total salary, allowances and any amount paid to m by institute during their course alongwith a penalty amount of Rs.20 Lacs. In case of violation of compliance of provisions of executed bond appropriate legal action shall be initiated against defaulters.

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

10. period of study leave for said course within same Department or within AIIMS will be counted for purpose of A.P.S. Those who are availing study leave for courses outside AIIMS period will not be counted for A.P.S.

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

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

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

14. Candidate/faculty will be allowed to avail of study leave for pursuing M.Ch/Fellowship courses only one during entire service.

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

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

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

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

candidate will be required to submit an undertaking to effect of their caste. detection of any discrepancy in caste certificate shall entail cancellation of registration. This is as per 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 or person/authority will not be accepted and no further correspondence in this regard shall be entertained. name, designation and seal of officer should be legible in certificate.

10. PROCEDURE IF THERE IS ANY DISCREPANCY NOTICED:

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

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

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

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

14. 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.

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

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

17. Institute will not intimate result of Entrance Test individual. No correspondence in this regard will be entertained. **However, 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.

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

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

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

21. selected candidates will have to submit original Permanent Registration Certificate at time of joining.
22. selection of **Senior Residents (M.Ch.)** will be subject to medical fitness. No selected candidate will be permitted to pay fee/join course unless declared medically fit by Medical Board appointed by Institute. decision of Medical Board shall be final.
23. Each candidate selected for admission shall have to pay fee/dues within prescribed period failing which his/her admission shall be cancelled.
24. Private practice in any form during course is prohibited. period of training is strictly full time and continuous.
25. rules are subject to change in accordance with decision of Institute to be taken from time to time.
26. **Any dispute in regard to any matter referred to herein shall be subject to jurisdiction of Dehradun court alone.**

GENERAL INFORMATION

1. FEES

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

Details of fee	One time (on admission)	Monthly fees (Amount) Rs	Quarterly fees (Amount) Rs	Half Yearly Fees (Amount) Rs	1 st Year Fees (Amount)
Registration Fees	1000 on admission	-	-	-	-
Caution Money	5000 on admission	-	-	-	-
Hostel Security	5000 on admission	-	-	-	-
Hostel Electricity	-	Actual Basis	Actual Basis	Actual Basis	Actual Basis
Recreation Fees	-	600	1800	3600	7200
Tuition fees	702	-	-	-	-
Pot Money	-	298	894	1788	3576
Laboratory Fee	-	702	2106	4212	8424
Examination Fees	15000 exam fee	-	-	-	-
Total	11,702	1,600	4,800	9,600	19,200

(All Fees and dues payable at time of admission)

Note: 1. Hostel Security deposit (refundable) i.e. Rs. 5000/-

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

2. HOSTEL ACCOMMODATION

Unmarried **Senior Residents (M.Ch)** 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.

3. INSTITUTE LIBRARY

Institute library is well stocked with all important medical books and journals. Or 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.

4. CODE OF CONDUCT FOR STUDENTS AT AIIMS, Rishikesh

(i) Maintenance of Discipline among students of AIIMS :

1. All powers relating to discipline and disciplinary action are vested with Director, AIIMS.

2. Director, AIIMS may delegate all such powers, as he/she deems proper to Dean and to such or persons as he/she may specify on his behalf.

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

a) Physical assault or threat to use physical force against any member of teaching or nonteaching staff of any Department/Centre of AIIMS or any or persons within premises/ Campus of AIIMS.

b) Carrying or use or threat of use of any weapon.

c) Violation of status, dignity and honour of students belonging to Scheduled Castes, Scheduled Tribes and Or Backward Castes.

d) Any practice, where verbal or otherwise, derogatory to women.

e) Any attempt at bribing or corruption in any manner.

f) Willful destruction of institutional property.

g) Creating ill-will or intolerance on religious or communal grounds.

h) Causing disruption in any manner of functioning of AIIMS, Rishikesh.

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

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

4. Without prejudice to generality of his/her powers relating to maintenance of discipline and taking such action in interest of maintaining discipline as may seem to him/her appropriate. 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 result of student(s) concerned in 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 or electronic gadgets inside examination halls.

5. At time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to disciplinary jurisdiction of Director and several authorities of AIIMS who may be vested with authority to exercise discipline under Acts, Statutes, Rules and rules that have been framed re under by competent authorities of AIIMS.

(ii) Prohibition of and Punishment for Ragging:

1. Ragging in any form is strictly prohibited, within premises of College/Department of Institution and any part of AIIMS and also outside 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 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 or students and includes individual or collective acts or practice which :

- a) Involve physical assault or threat or use of physical force;
- b) Violate status, dignity and honour of women students;
- c) Violate status; dignity and honour of students belonging to Scheduled Castes, Scheduled Tribes and Or 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. Director, Dean, Hostel Superintendent and Faculty of AIIMS shall take immediate action on any information of occurrence of ragging.

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

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

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

8. Director may in or 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 result of student or students concerned in examination(s) in which y 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 AIIMS.

10. For 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 teaching and non-teaching staff as well as students looks into matters related to sexual harassment of students and staff in college. Any person aggrieved in this matter may fearlessly approach committee for a fair and concerned hearing and redressal.

(iv) Unauthorised absence of students:

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

FORMAT OF SPONSORSHIP CERTIFICATE BY CENTRAL/STATE GOVT./ARMED FORCES(SPONSORING AUTHORITIES)

1. I certify that Dr./Miss/Mrs./Mr.* _____ is being sponsored for training leading to award of **M.Ch. Courses** Degree in _____ at All India Institute of Medical Sciences Rishikesh for session commencing in **July 2019**.
2. That Dr./Miss/Mrs./Mr.* _____ is a permanent employee of _____ (name of the State/Central Govt. Dept./Office/Armed Forces/the Competent Authorities of PSU/Autonomous Body etc.)
3. That Post Doctoral **M.Ch. Courses Entrance Examination** for which candidate is being sponsored, is not available in this State.
4. That he/she after getting training at AIIMS Rishikesh will be suitably employed by sponsoring authority in speciality in which training is to be provided in All India Institute of Medical Sciences Rishikesh.
5. That candidate will be paid all emoluments by sponsoring authority during entire training period. Such payment will not be responsibility of All India Institute of Medical Sciences Rishikesh.
6. That candidate is being sponsored for entire duration of course as specified in prospectus for above mentioned course.

Signature of _____
Sponsoring authority

Date : _____ Name _____
(in BLOCK LETTERS)

Place : _____ Designation _____

Office Seal _____

*Delete whichever is not required.

IMPORTANT:

- (i) **Above certificate, duly signed only by Competent Authority i.e. Secretary/Director General of Health Services of Central/State Government concerned/ DGAFMS/ Director/ Executive Head, will be considered.**
- (ii) No addition or alteration in above certificate is allowed.
- (iii) Subject/Discipline must be specified in sponsorship certificate failing which candidature will not be considered under sponsored category.

NOTE 1: While sponsoring candidates, Central/State Government/ Defence Authorities/PSU/Autonomous Bodies should furnish a certificate prescribed for this purpose duly completed and signed by competent authority.

NOTE 2: 'Sponsorship Certificate' should indicate discipline/speciality for which candidate is being sponsored, failing which application will not be considered under Sponsored Category.