



MUNICIPAL CORPORATION OF DELHI

PROSPECTUS

FOR

**ADMISSION TO DIPLOMA IN
GENERAL NURSING & MIDWIFERY COURSE
ACADEMIC SESSION 2017-18**

SCHOOL OF NURSING

**KASTURBA HOSPITAL,
HINDU RAO HOSPITAL & SWAMI DAYANAND HOSPITAL,**

Pride in service is the true and only lasting successful healthy feeling of a nurse.

<http://www.mcdonline.gov.in>

Application forms are to be submitted online on MCD Website <http://www.mcdonline.gov.in> for admission to GENERAL NURSING & MIDWIFERY COURSE session 2017-18 at school of nursing ,KASTURBA HOSPITAL, HINDURAO HOSPITAL & SWAMI DAYANAND HOSPITAL.

IMPORTANT DATES TO REMEMBER

1	Availability of application form online	29.06.2017 (THURSDAY)
2	Last Date of online Submission of filled application	20.7.2017 (THURSDAY)
3	Download admit card online	3.08.2017 (THURSDAY)
4	Entrance Exam	20.08.2017 (SUNDAY)
5	Display of Result of Entrance test on MCD Website & Notice Board of School of Nursing HINDU RAO HOSPITAL, KASTURBA HOSPITAL & SWAMI DAYANAND HOSPITAL.	After 26.08.17 (SATURDAY) 10 AM onward
6	Counselling schedule 1 st COUNSELING 2 nd COUNSELING 3 rd COUNSELING	18.09.2017 (MONDAY) & 19.9.2017 (TUESDAY) 25.09.2017 (MONDAY) 09.10.2017 (MONDAY)
7	Medical Examination	To be confirmed from office of school of nursing respectively
8	Hostel Joining and Commencement of Course	03.10.2017 (TUESDAY)

Note:-

THIS SCHOOL OF NURSING WOULD NOT BE RESPONSIBLE FOR ANY DELAYS WHATSOEVER.

PASSPORT SIZE PHOTOGRAPH MEASURING (3.5CMX3.5CM) ONLY IS TO BE UPLOADED. IN CASE THE PHOTOGRAPH IS BIGGER THAN THE ABOVE MENTIONED SIZE WOULD LEAD TO REJECTION OF THE APPLICATION.

SCHOOL OF NURSING

INTRODUCTION:

Municipal Corporation of Delhi runs three nursing schools for women, at Kasturba Hospital Hindu Rao Hospital, & Swami Dayanand Hospital Delhi. These Schools impart training in General Nursing & Midwifery course for 3 years & award "Diploma in General Nursing and Midwifery." The schools are affiliated to the Delhi Nursing Council & Indian Nursing Council.

KASTURBA HOSPITAL:

Kasturba Hospital is a 450 bedded hospital exclusively for women & children and it is one of the major referral hospital of Delhi providing comprehensive medical care to walled city and neighbouring states. It was originally started in 1906 with bed strength of 50. The school of nursing, Kasturba Hospital was started in 1960. This hospital is also a recognized centre for Post Graduate degree & Diploma Courses in Obst. & Gynae and Diploma in Paediatrics by Delhi University.

Address: Kasturba hospital, Daryaganj near Jama Masjid New Delhi-110002

Phone No.-011-23283263

HINDU RAO HOSPITAL:

The School of Nursing in Hindu Rao Hospital was started in 1959 with the strength of 45 students in its first batch Hindu Rao Hospital is a 980 bedded hospital & is one of the major referral hospitals of Delhi providing comprehensive medical care to North Delhi neighbouring areas of Haryana and Uttar Pradesh. This Hospital is a General Hospital with all major specialties. Hindu- Roa Hospital is accredited with National Board of Examination for training of DNB candidates. This Hospital is also recognized from Delhi University for PG Diploma Course in Anaesthesia and SGSIP University for MBBS. B.Sc(MLT).

Hospital is attached to North Delhi Medical College Recognised by MCI.

Address: Hindu Rao Hospital, Malka Ganj, Delhi-110007, Phone 011-23982325

SWAMI DAYANAND HOSPITAL:

Swami Dayanand Hospital was established in the year 1963. With its 370 bed strength, hospital providing health care services to the residents of Trans Yamuna area and eastern outskirts of the union territory around Delhi. This hospital has all the major specialities and running 14 (fourteen) specialized clinics. SDN Hospital has started Rajmata Vijayaraje Scindia Nursing School for Diploma in GNM 3 Years Course with batch strength of 20 students per year since 1st August 2013, in affiliation with INC and DNC.

Address: RVS Nursing School, SDNH Dilshad Garden, Delhi-110095, Phone No- 011-22581036

PHILOSOPHY OF THE SCHOOL OF NURSING:

We believe that basic course of modern nursing is a dynamic, education process in meeting the complete health goals & therapeutic needs of the individuals, family, community and the nation.

We believe that nursing is one of the many health professions which functions in conjunction with other health care agencies to achieve and maintain desirable standards of health.

We recognize that Nursing profession is influenced by advances in Science and Technology and that the practice of Nursing requires a good understanding of basic scientific principles.

We recognize Nursing as a practicing profession interdependent on allied profession and occupations for promoting, restoring & maintaining health and preventing diseases.

We believe that profession of nursing is important to impart health education to the community to achieve the goal of health for all.

OBJECTIVE OF EDUCATIONAL PROGRAMME:

To help the students to acquire knowledge, understanding and the correct attitude necessary for carrying nursing activities both in the hospital and in the community.

To help the students in acquiring the skills essential in providing care according to the needs of individual patient and developing the skills to enhance interpersonal relationship communication & counselling.

To develop awareness of professional responsibility & nursing ethics in the student. To develop individual sensitivity to the rights of patients & others.

To develop and inculcate the sense of responsibility to ones professions, institution, community and the nation.

ABOUT THE COURSE OFFERED AND ADDMISSION PROCEDURE

NAME OF THE COURSE : Diploma in General Nursing and Midwifery (G.N.M)

Duration : 3 years (Residential Course)

Examination Board Registration : Delhi Nursing Council (D.N.C)

Affiliations : Indian Nursing Council

Delhi Nursing Council

Note:- No candidate will be permitted to pursue any other course or any examination other than that conducted by this institution during the tenure of the above course.

SEATS AVAILABLE

Name of Hospital	UR	SC	ST	OBC	TOTAL
KASTURBA HOSPITAL	15	3	2	5	25 = 24+1 (PH)
HINDURAO HOSPITAL	15	3	2	5	25 = 24 +1 (PH)
SWAMI DAYANAND HOSPITAL	11	3	1	5	20
GRAND TOTAL	41	9	5	15	70

3% of total seats are reserved for physically handicapped.

These reserved seats for physically handicapped persons are included within the 70 seats notified above.

Admission:

Regular admission for Diploma in General Nursing and midwifery Programme will commence from 1st October 2017 for duration of 3 years. It is a residential training programme.

*ELIGIBILITY CRITERIA FOR ADMISSION:

1. The student must have passed in all the subjects of 10+2 (five subjects as per C.B.S.E. policy)
2. **Age:** Minimum age for admission will be 17 years (as on 31st December 2017). The upper age limit is 35 years (as on 31st December 2017). There is no age bar for ANM/LHV.
3. **Minimum education eligibility criteria** for admission to GNM:
 - 10+2 with English and must have obtained minimum of 40% at the qualifying examination and English individually from any recognized board. Candidates are also eligible from State Open School recognized by State Government and National Institute of Open School (NIOS) recognized by Central Government However Science is preferable.
 - 10+2 with English having 40% of marks in vocational ANM course from the school recognized by Indian Nursing Council.
 - 10+2 with English have 40% marks in vocational stream- Health care Science from a recognized CBSE board/State/Centre.
 - Registered ANM with pass mark

4. Reservation

- a) For disabled candidate: 3% Disability reservation to be considered with a disability of locomotor to the tune of 40% to 50% of the lower extremity and other eligibility criteria with regard to age and qualification will be same as prescribed for each nursing programme.
Note: A committee to be formed consisting of medical officer authorized by medical board of state government and a nursing expert in the panel which may decide whether the candidates have the disability of locomotor of 40% to 50%.
 - b) 5% of total marks is relaxed for SC/ST candidates.
Note: Reservation shall be applicable within the sanctioned number of the seats by INC and not above it.
5. **List of subjects** -Any three subjects mentioned in the list & English (three subjects + pass marks in English) are to be considered for entrance examination. as per DELHI NURSING COUNCIL guidelines & are as follows -
- | | |
|-------------------------------|----------------------------------|
| (a) Physics | (b) Chemistry |
| (c) Biology | (d) Mathematics |
| (e) English | (f) Commerce |
| (g) Accountancy | (h) Economics |
| (i) Business Studies Practice | (j) Computer Science/Informatics |

/Word Processing/Multimedia

(k) History

(l) Geography

(m) Civics

(n) Sociology

(o) Psychology

(p) Political Science

(q) Home Science

6. **Percentage calculation:-** The best three subjects (Core/ Elective) marks will be taken for calculating percentage excluding English. The candidate must have pass marks in English.
7. Candidate must be declared medically fit by the medical Board of the Kasturba Hospital, Hindu Rao Hospital and Swami Dayanand Hospital respectively.

***NOTE:.**

1. Those candidates who have completed A.N.M. Course (10+2 Vocational {revised after 2001}) from school recognized by I.N.C are eligible to apply and should furnish a certificate from school principal regarding recognition of school by I.N.C.

2. Candidate should attach a copy of 12th certificate as well as roll number issued by Principal.

*** It is important to note that the application of candidate can be rejected at any stage of the admission process for not fulfilling the eligibility criteria which is subject to change as per direction of Indian Nursing Council/Delhi Nursing Council.**

PROCEDURE FOR APPLYING:

A candidate seeking admission to the 3 years Diploma in General Nursing Midwifery Course shall submit online application in the prescribed format available at <http://www.mcdonline.gov.in> . In case the candidate applying for GNM Course has already done LHV/ANM course, please note that while filling up the application form before filling up the date of birth candidate should first select qualification and then fill date of birth.

Payment will be made through online mode of NORTH MCD portal /website <http://www.mcdonline.gov.in> for application form. Detail of payment is as below:

UR / OBC candidate	Rs.1560/-
SC/ST candidate	Rs.810/-
DIVYANG candidate (Physically handicapped)	Free of cost

NOTE: THE SCHOOL OF NURSING WOULD NOT BE RESPONSIBLE FOR ANY DELAY.

LIST OF DOCUMENTS TO BE UPLOADED

Copies of the following documents should be uploaded on the application form available on the website.

- a) Certificate of class Xth (for age verification)
- b) Mark sheet of class XIIth (for verification of mark entered in the application form)
- c) Caste Certificate from competent Authority. (SC/ST/OBC (DELHI).
- d) Disability Certificate from Recognised Institute.
- e) **Passport size photographs measuring 3.5 cm. x 3.5cm should be uploaded at the time of filling up the online application. Any photograph smaller or bigger than the above mentioned size would lead to rejection of the application.**
- f) Scanned copy of candidate's signature.
- g) Candidates should attach a copy of 12th exam certificate as well as roll no. Issued by principal.

NOTE: NO OTHER DOCUMENTS OTHER THAN THE DOCUMENTS MENTIONED ABOVE SHOULD BE UPLOADED.

REASONS FOR REJECTION OF APPLICATION

- a) The candidate's admission can be rejected if any discrepancy is noted in the application form in the age column as compared to the age calculated from the Date of Birth as mentioned in the Candidates 10th Certificate (If the age calculated is less even by a day it will lead to rejection of the Application). **THE CANDIDATES SHOULD FILL IN THEIR EXACT DATE OF BIRTH (AS GIVEN IN THE MATRICULATION CERTIFICATE ISSUED BY THE 10TH BOARD IN THE FOLLOWING FORMAT DD/MM/YYYY i.e. IF YOUR DATE OF BIRTH IS SAY 1ST January 2014 SHOULD BE ENTERED AS 01/01/2014) IN THE REQUIRED COLUMN OF ONLINE APPLICATION FORM TO AVOID REJECTION.**
- b) Marks obtained in subjects of 10+2, calculated to 1 decimal place would be taken for eligibility which even less by a fraction shall not be rounded off to the next whole number i.e. **If the candidates has obtained 39.9% in aggregate it would NOT be rounded off to 40%** (even though the candidate has qualified in the entrance test). Further, any error/ omission in the processing /verification of certificate /documents of the candidate or any other information coming to the notice of authorities of the School/Hospital/Institution, at a later date will make the admission liable to be rejected.
- c) Certificate with Disability 40% and above from the recognised institute.
- d) Incomplete application form will be rejected out rightly. No claim what so ever for admission will be entertained thereafter.
- e) Application submitted with provisional certificate issued earlier than six months will be rejected.

- f) Passport size photographs measuring 3.5 cm. X 3.5cm should be uploaded at the time of filling up the online application. Any photograph smaller or bigger than the above mentioned size would lead to rejection of the application.

Note:- Decision of School/Hospital Authority regarding admission / rejection/expulsion will be final & binding.

METHOD OF SELECTION:

Candidate will be selected strictly on the basis of merit of entrance test.

ENTRANCE TEST

Duration : 2 hours only
Date of Entrance Test : 20.08.2017(SUNDAY)

Reporting Time : 9.00 AM

Note: - The admit card for entrance exam can be downloaded with effect from 3.8.2017

No postal correspondence shall be entertained in this regard

ABOUT COMMON ENTRANCE TEST

The entrance examination will be offline (Manual). The duration of examination will be of 2 hours. The entrance test will be based on the syllabus of Sr. Secondary (10+2). The entrance test will be of 100 marks comprising of MCQ'S.

Details of the distribution of marks for entrance test:

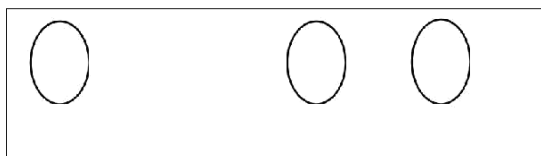
Name of Subject	Marks
Physics	20
Chemistry	20
Biology	20
English	20
Elementary Maths	10
General Questions	10
Total	100

Each MCQ will have four (4) alternatives / choices.

There will be only one correct answer. One mark will be awarded for each correct answer. Darken only one circle for each correct answer from the options as shown in example below.

Correct

Wrong



Sample Question:

Q-1. Which chamber of heart ejects oxygenated blood into the general systematic circulation?

- a) Left Atrium
- b) Right Atrium
- c) Right Ventricle
- d) Left Ventricle

Key Points:

1. You should attempt all the questions.
2. Do not spend too much time on one question.
3. **There will be no negative marking.**

INSTRUCTIONS ABOUT OFFLINE (Manual) ENTRANCE EXAM:

- a) **Use blue/black color ball point** pen to record your Roll No and marking the answer on the answer sheet..
- b) Any answers marked on more than one options will be cancelled / invalid and not evaluated.
- c) Candidate should not leave the Examination Hall before one hour of the start of the exam.
- d) Write your Roll No. at the space provided in the answer book, immediately after receiving the answer book.
- e) Handover your question and answer book to the invigilators in the Examination Hall.
- f) After the examination leave the premises immediately.
- g) Candidate making enquiring / requests about the question in the Examination Hall will be disqualified.
- h) Candidate found cheating or with slip will be disqualified.

DECLARATION OF MERIT LIST:

- a) Common / Category wise merit list of eligible candidates will be displayed on M.C.D. website / on the Notice Board of the Schools of Nursing, Kasturba Hospital after 26.08.2017 (Saturday) 10:00 am onward.
- b) Follow the important dates and notes.
- c) In case of two or more candidates obtaining equal marks in the merit list, the merit of such candidates would be determined in the following order of performance.
 - i. The candidate, who is older in age, will be higher in merit list.
 - ii. If age is same then the candidate, who has obtained higher marks in aggregate in +2 will be placed higher.

CONDITIONS NECESSARY TO CONFIRM ADMISSION / REGULARISATION OF ADMISSION:

- a) If the candidate fails to accept admission and submit original mark sheet and certificate of 10th & 12th, Character Certificate, SC/ST & OBC(Delhi) Certificate, Physically handicapped certificate (at the time of counselling). Then the seat will be offered to next meritorious candidate.
- b) All the admissions are provisional subject to verification of 10+2 certificate from concerned examination board /university / authority.
- c) Appearing in entrance test, does not confirm any right to claim admission if the candidate does not fulfil all eligibility conditions listed under various heads in the prospectus / bulletin of information.
- d) Canvassing for admission in any form will entail rejection / cancellation of application form / admission entry to entrance examination hall.
- e) Medical examination: All the students will have to undergo the medical examination by the Authorized Medical Board of Hindu Rao Hospital, Kasturba Hospital and Swami Dayanand Hospital . Only those students who are found medically fit will be allowed to continue the training.

COUNCELING SCHEDULE

List of candidate eligible for counselling shall be put on the notice board of School of Nursing Kasturba Hospital, Hindu Rao Hospital & Swami Dayanand Hospital and on MCD website after 26.08.2017(Saturday), 10.00 AM onward. The counselling for physically handicapped candidates will be done in the first round of counselling.

1ST ROUND OF COUNSELING -Candidate 1 to 100 from combined merit list shall report for first counselling as per schedule below:

Merit no.	Date & time
Candidate 1 to 50 rank from combined merit list (All physically handicapped candidates)	<u>PRE LUNCH</u> DATE : 18.9.2017 Monday 1 to 50 Reporting Time : 9.00AM to 10.00AM Counselling Time: 10.00 AM onward
Candidate 51 to 100 rank form combined merit list	<u>POST LUNCH</u> DATE : 18.9.2017 Monday 51 to 100 Reporting Time : 1.00PM to 2.00PM Counselling Time : 2.00 PM onward

Merit no.	Date & time
Candidate 101 to 150 rank from combined merit list	(IF SEATS AVAILABLE)

	<p style="text-align: center;">PRE LUNCH</p> <p>DATE : 19.9.2017 (Tuesday) Rank 101 to 150</p> <p>Reporting Time : 9.00AM to 10.00AM</p> <p>Counselling Time : 10.00 AM onward</p>
Candidate 151 to 200 rank form combined merit list	<p style="text-align: center;">(IF SEATS AVAILABLE)</p> <p style="text-align: center;">POST LUNCH</p> <p>DATE : 19.9.2017 (Tuesday) Rank 151 to 210</p> <p>Reporting Time : 1.00PM to 2.00PM</p> <p>Counselling Time : 2.00 PM onward</p>

Vacant seats for all categories after the completion of 1st Counseling would be displayed on the notice board of School of Nursing, Kasturba Hospital, Hindu Rao Hospital and Swami Dayanand Hospital and on Website of Kasturba hospital (www.kasturbahospital.org) after 20.09.2017 (Wednesday)

2nd Counselling will held for vacant seats on 25.9.2017 (Monday)

2nd COUNSELLING (IF SEATS AVAILABLE)	
MERIT NO.	DATE AND TIME
List of Candidates depending on the vacant seat will be displayed after 20.9.2017 (wednesday) on Notice board of Kasturba Hospital.	Date :- 25.9.2017 (Monday) Reporting Time : 9.00AM to 10.00AM Counselling Time : 10.00 AM onward

Vacant seats for all categories after the completion of 2nd Counseling would be displayed on the notice board of School of Nursing, Kasturba Hospital, Hindu Rao Hospital and Swami Dayanand Hospital and on Website of Kasturba hospital (www.kasturbahospital.org) after 26.9.2017 (Tuesday)

3rd Counselling will held for vacant seats on 9.10.2017 (Monday)

3rd COUNSELLING (IF SEATS AVAILABLE)	
MERIT NO.	DATE AND TIME
List of Candidates depending on the vacant seat will be displayed after 26.9.2017 (Tuesday) on Notice board of Kasturba Hospital.	Date :- 9.10.2017 (Monday) Reporting Time : 9.00AM to 10.00AM Counselling Time : 10.00 AM onward

***In case of availability of seats more counselling can be held**

Note: - The next counselling will commence from rank one onwards for all categories such as candidates who were absent in the first/previous counselling will not be permitted to attend the subsequent counselling for all categories.

SPECIAL NOTES REGARDING ADMISSION:-

1. No postal / Telephonic correspondence regarding admission shall be entertained.
2. Admission will be strictly on the merit of Entrance test.

3. The candidate would be called on the basis of the rank obtained in the entrance test and should present themselves for the counselling and mark attendance on the date and time as specified. Only those candidates whose names are listed will be considered for counselling.
4. The selected candidate should bring the original certificates and attested copies of :
 - a. Class 10th Certificate for proof of date of birth
 - b. 12th class Mark sheet
 - c. Character Certificate
 - d. Certificate of SC / ST / OBC (Delhi) , Physically handicapped certificate (If applicable) issued in the name of candidate.
5. Original certificate will be deposited and kept by the school of nursing at the time of admission. In no condition photocopies of certificates will be accepted. If a candidate does not deposit original certificate or documents or to have them back later, her admission will be cancelled at any stage of admission/ training. If the certificates are found to be forged, an FIR will be lodged by the school authority against the candidate and training of the candidate will be terminated from the course immediately without prior notice.
6. If the candidate fails to submit above said documents in original at the time of counselling her right to admission would be forfeited. No relaxation in this regard would be entertained.
7. Admission will be confirmed only after verification of original certificates from C.B.S.E. / Exam Board and medical fitness by medical Board of respective , Hindu Rao Hospital , Kasturba Hospital and Swami Dayanand Hospital.
8. The candidates who have not attended the 1st counselling / previous counselling are not eligible for next round of counselling.
9. Merely inviting / appearing for counselling up to specified rank does not guarantee any rights to admission.
10. Caste Certificate should be issued in the name of candidate by competent authorities at the time of applying, if not the candidate will not be entitled for benefit of reservation.

DOCUMENT TO BE CARRIED BY THE CANDIDATES AT THE TIME OF COUNSELLING:-

Original and attested Photocopy Certificate of class Xth.

Original and attested Photocopy Certificate of class XIIth.

Original and attested Photocopy Mark sheet of class XIIth

Original and attested Photocopy Certificate of Character of School / Collage last attended.

Original and attested Photocopy of Caste certificate, Physically handicapped certificate (If applicable)from competent Authority.

Duly filled application form.

Three identified passport size photograph of the candidate.

FEES STRUCURE

S.No.	Fee	(In Rs.)
1.	Tuition Fee	10,000/- on admission to be paid once in 3 year.
2.	Mess Charges	According to institutional policy
3.	*Annual Examination	1300/-Per year
	Each Supplementary Examination	500/- Per Subject
	Repeaters (students who have failed and reappearing for the exam)	500/- Per Subject
	Late FEE for Examination	50/- Per day
	Cumulative Mark sheet fee	200/-
	Diploma	200/-
	Duplicate Diploma	200/-
	Duplicate Roll No.	100/-
	Duplicate Cumulative Mark Sheet	200/-
	Registration As Nurse As Midwife	750/- 750/-

***subject to change as per Delhi Nursing Council guideline. No money shall be refunded after admission. All the above mentioned charges are subject to change.**

TUITION FEE

Rs. 10000/- (Rupees Ten thousand only) for 3 years to be deposited at the time of admission. In case a student is unable to clear the GNM Course within 3 year, she would be required to pay Rs. 3000/- per annum additional fee for every additional year of training.

BOARDING & LODGING:

Residency is compulsory for all selected candidates. Free furnished accommodation, free electricity, and water are provided. Membership in the hostel mess is compulsory for the students. They have to pay mess charges as according to institutional policies (per month) as amended from time to time in advance. Mess money is to be deposited before 10th of every month failing which fine of Rs. 50/- per day will be charged.

BOOKS & STATIONARY:

Each student is required to have her own books and stationary as prescribed by the school from time to time.

UNIFORM:

Students must have 4 sets of uniforms, as prescribed by the school:

Students are required to wear pink check salwar suit, white coat during their training period. White Gola shoes and white socks.

No ornaments or jewellery permitted to be worn with uniform.

the prescribed uniform can be changed as per directions.

LIST OF ARTICLES TO BE BROUGHT BY THE STUDENT AT THE TIME OF ADMISSION:

Personal items like: Pillow, Bed sheets, Blanket, Quilt, Mattress, Bed Covers, Bucket, Mug, Jug, Lock with two keys, Umbrella, Wrist Watch with seconds hand needle, Adequate personal clothes and towels etc.

Three sets of photocopy of documents attached with form.

Three sets of photo graph of parents relative to be visited to their ward. Blue and Red Pen, Pencil & scale etc.

HOSTEL RULES & REGULATIONS:

1. The students are required to abide the rules and regulation of the school, hostel and hospital, which are enforced time to time.
2. Any act of misconduct and indiscipline will be dealt seriously, the authority have right to terminate her training without notice.
3. The names of the occupants of the rooms should put on the door.
4. In mates should co-operate in the up-keeping of the Nursing Hostel and its good name.
5. Students are prohibited from using electronic gadget (heater, hot plates radio Tap Recorder) and mobile phone.
6. The student should off the taps and electric switches (lights, fans) before leaving the room.
7. Student should keep their rooms tidy, clean and should take care of furniture and other articles supplied for their use.
8. Students are not allowed to keep large amount of money and costly articles in their rooms. In case of any loss or theft authorities are not responsibility.
9. Students should sleep in their own rooms. All light should be put off by 10:00 PM.
10. Inmates are not permitted to keep pets.
11. Meals will be served in the Dining Hall only at fixed hours. They should go to mess properly dressed with hair tie. If student is detained in their ward, home sister should be informed so their meals can be pre-served.
12. All the mess charges should be paid before 10th every month. If failure to deposit mess charges, students have to pay Rs. 50 per day as penalty charges.
13. No crockery can be taken away from Dining Hall. Food and tea is not allowed to be carried away from the Dining Hall.
14. Inmates will be held responsible if they break or cause damage to the crockery or other articles belonging to the Dining Hall and Hostel.
15. Students are not allowed to occupy any room expect the one which is allotted to them. If they desire to change rooms in case of any problem, should get permission from the principal through home sister / warden.
16. Students are forbidden to accept any gift in cash or kind from patients or relatives.
17. Student should pay for any purchase made by them and will not be allowed malpractice or debit.
18. Students are required to give local and permanent address and phone numbers to home sister, so that they can contact in case of need.
19. In case of illness while on duty student should report to class teacher concerned and during off duty they should report to home sister. If the student falls sick at home, the information should be given to the Competent Authority immediately (Home sister).
20. Students are not allowed self-medication or consuming harmful drugs. If found so, can be dismissed from training without prior notice.
21. If the student is admitted in the hospital/nurses sick room, the female guardian should be with their ward around the clock.

22. Student can go home alone and come back to hostel with prior undertaking through their parents/guardians.
23. In case of any indiscipline noticed while on sleeping out pass or out going, action as deemed fit will be taken by the principal.
24. Students are allowed to go home on Saturday at 2:00PM and should return on Sunday by 5:00PM and Gazeted Holidays.
25. Students are neither allowed to take any visitor to their rooms nor to visit nursing staff (sister's room).
26. Students are allowed to meet the guardians during the visiting hours i.e. 4:00 PM-6:00PM in the visitor's room.
27. Students on vacation are not allowed to stay in hostel without the permission of principal. On expiry of leave student must be back in hostel in time and report their arrival to the home sister. Unauthorized and unexpected absence will be viewed seriously.
28. While going on leave duplicate key of the room is to be handed over to home sister, properly labeled with name and room number.
29. No meeting / conference are allowed in the hostel by students.
30. School authorities will not allow psychological unstable students to stay in hostel for the safety of students till find her suitable to stay in the hostel and parents of such student will make necessary arrangement.
31. No ragging is permitted in the Campus of this hospital. If any student is found violating this instruction and involved in ragging, strict disciplinary action will be initiated against the student as per penalty clause prescribe in the anti-ragging guidelines in their effect submit an affidavit on prescribed format (Annex-II) from each student and their parents / guardians stating "that each of them have read the relevant instructions / regulations against ragging as well as punishment and if the ward has been found guilty, she shall be proceeded against as per provision of law".
32. Failure to comply with hostel rules may result in expulsion from hostel and school.

RECREATION;

In the hostel, indoor & outdoor games shall be provided for student recreation, reading materials like news paper, magazines is also provided in the recreation room of the hostel.

STUDENT NURSES ASSOCIATION:

The students have an organization of their own which is affiliated to the Students Nurses Association of India and further affiliated to Trained Nurses Association of India. They are encouraged to arrange their own activities and thus to accept leadership roles. There is a contributory fund which is utilized for sending delegates to conference and to arrange social and cultural activities throughout the year.

CO-CURRICULAR ACTIVITIES OF THE SCHOOL OF NURSING **Institutional Level**

Annual day of the school of Nursing. Pledge taking ceremony.
Constitution of Welfare Committee.
Lamp lighting ceremony.

Distribution of certificates, prizes
etc. Annual Sports Day.

Institutional and state Level Competitions

On the spot painting.

Floor decoration, Health Education (Drama, Skit, Puppet, Poetry, Song,
Dance). Sports

Exhibition – Model Charts.

VACATION AND HOLIDAYS:

Annual Leave -- 4 weeks per annum for 1st year & 2nd year

-- 2 weeks in internship (part II)

Examination (Including Preparatory Leave) --- 2 weeks

No other leave of any kind will be admissible during the entire training programme.

SYLLABUS: The syllabus and regulation laid down by Indian Nursing Council is followed for all purposes.

MEDIUM OF INSTRUCTION: Medium of Course & Exams will be English whereas explanation will be given in Hindi also when required.

CURRICULUM:

Course of instruction

First Year

Subjects	Theory (hours)	Practical (hours)	
Bio Science	120		
Anatomy & Physiology	90		
Microbiology	30		
Behavioural Sciences	60		
Psychology	40		
Sociology	20		
Nursing Foundation	210	200 (lab)	680(clinic)
Fundamentals of Nursing	190		
First aid	20		
		(22 weeks)	
Community Health Nursing	180	} 320 (8weeks)	
CHN – I	80		
Environmental Hygiene	30		
Health Education & communication skills	40		
Nutrition	30		
English	30		
Computer Education	15		15
Co- curricular activities	10		-
Total	625 (16 wks)	1215 (30 wks)	
		1840	

Second Year

Subject	Theory	Practical (hours)
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Medical surgical Nursing – I	120	800 (20 wks)
Medical surgical Nursing - II	120	
Mental Health Nursing	70	320 (8 wks)
Child Health Nursing	20	320 (8 wks)
Co- curricular activities	20	-
Total	400 (10 weeks)	1440 (36 weeks)
	1840	

Third year part – I

Subject	Theory	Practical (hours)
Midwifery & Gynaecological nursing	140	560 (14 wks)
Community Health Nursing – II	90	160 (4 wks)
Co-curricular	10	-
Total	240 hours (6 weeks)	720 hours (18 weeks)
	960	

Third Year part -II

Theory Subject	Theory
Nursing Education	20
Introduction to Research and statistics	30
Professional Trends & Adjustments.	30
Nursing Administration & Ward Management	40
TOTAL	120 (2 weeks)

Clinical Areas	Clinical Hours/ Weeks*
Medical Surgical Nursing	288 (6 wks)
Community Health Nursing	288 (6 wks)
Child Health Nursing	96 (2 wks)
Midwifery and Gynaecological Nursing	384 (8 wks)
Mental Health Nursing	96 (2 wks)
TOTAL	1152 (24 WEEKS)

SCHEME OF EXAMINATION:

First year

Pape r	Subjects	Total marks	Internal Assessment	Council/ Board examination	Weightage	Duration of examination (Hrs.)
1	Bio sciences Anatomy & Physiology. Microbiology	100	25	75	65% 35%	3
2	Behavioural science Psychology	100	25	75	65%	3

	Sociology				35%	
3	Foundation of Nursing Fundamental of Nursing First aid	100	25	75		3
4	Community Health Nursing CHN- I Environmental Hygiene Health education & Communication Skills Nutrition	100	25	75	50% 10% 25% 15%	3
	Practical – I Fundamental of Nursing	100	50	50		-

Second year

Paper	Subjects	Total marks	Internal Assessment	Council/ Board examination	Duration of examination (Hrs.)
1.	Medical Surgical Nursing – 1	100	25	75	3
2	Medical Surgical Nursing – II	100	25	75	3
3	Mental health Nursing	100	25	75	3
4	Child Health Nursing	100	25	75	3
	Practical – 1 Medical surgical Nursing	100	50	50	-
	Practical – II Child Health nursing	100	50	50	
	Practical – III* Mental Health Nursing	100	50	50*	

Third Year part- I*

Paper	Subjects	Total marks	Internal Assessment	Council/ Board examination	Duration of examination (Hrs.)
1.	Midwifery & Gyneacological Nursing	100	25	75	3
2.	Community health nursing – II	100	25	75	3
	Practical 1 Midwifery	100	50	50	
	Practical II Community health Nursing	100	50	50	

*examination for part – 1 will be conducted at the end of Third year

Third year part II (school examination)

Paper	Subjects	Total marks	Term Assessment	School examination	Duration of examination (Hrs.)
1	Nursing education and introduction to research and statistics	100	50	50	3
II.	Professional Trends & Adjustment, Nursing administration and Ward Management	100	50	50	3

Examination guidelines

1. There will be one annual examination followed by supplementary examination in a year.
2. If a candidate fail they can be promoted to next year
3. A candidate can take any number of attempts with a condition that maximum period allowed is 6 years. However all previous papers need to be cleared before appearing in the final examination.
4. Minimum pass marks should be 50% in each of the Theory and practical paper separately.
5. Minimum pass marks should be 40% for English only.
6. Theory and practical exams for introduction to computer to be conducted as school exam and marks to be send to the SNRC/ Board for inclusion in the mark sheet.
7. A candidate has to pass in theory and practical exam separately in each of the paper.
8. If a candidate has to pass in theory and practical exam separately in each of the paper(Theory and Practical)
9. All practical examination will be held in the respective clinical areas.
10. One internal and one external examiner should jointly conduct practical examination for each student.

Note: Policy with regard to supplementary examination is subject to change as per direction of INC / DNC.

Eligibility for Admission to Examination

A candidate is eligible for the admission to the state Council / Board examination if the principal of the school certificate that:

- a) She has completed not less than eleven months of the course
- b) 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.
(The diploma will not be awarded to the student till she has completed the clinical / field requirements).
- c) A candidate must secure 50% marks in internal assessment separately in each theory and practical
- d) The record of practical experience is complete.
- e) Conduct is good

Note: Policy with regard to supplementary examination is subject to change as per direction of INC / DNC.

Criteria for supplementary examination

1. GNM programmes have one regular examination annually followed by supplementary examination.
2. The candidates, if fail in more than two subjects in any nursing programme is promoted to next year. A candidate can take any number of attempts with a condition that the student completes her course within the maximum period allowed for nursing programme. The maximum period is double the duration of the course i.e GNM revised syllabus 2015.
3. GNM students carrying any one subject (either 1st year or 2nd year) are allowed to sit for 3rd year examination along with the failed subject (1st / 2nd year). Students passing in the failed subject of 1st year / 2nd year and 3rd year examination will proceed to internship. No candidate is allowed to proceed to internship unless she has passed in the subjects of the previous year (backlog of second year).
4. If a GNM student fails in one theory paper of third year, she is allowed to proceed for internship. She will sit for supplementary examination held subsequently in the failed subject.
5. If a GNM student fails in two or more paper of 3rd year she will not be allowed to proceed for internship. She shall sit for supplementary examination in the failed subjects only. A student

shall be given course completion certificate only after she has passed in all the subjects of 3rd year and has completed internship.

Note: Policy with regard to supplementary examination is subject to change as per direction of INC / DNC.

Maintenance of practical record

The student is required to maintain the practical record book and report of observation visits and diary for assessment is also used. Marks are allotted for each of the following.

- a) Case study
- b) Case presentation
- c) Nursing care plan
- d) Maintenance of record books (Procedure Book and Midwifery Record book)
- e) Daily diary.
- f) Area wise clinical assessment is carried out. Minimum two assessments are done in each clinical area.

Regular record of theory and practical is maintained. Task oriented assessment is undertaken. Assessment is maintained by teacher for each month. Principal sign all the records of examination. It is displayed on the notice board for the information of students.

GRADING OF EXAMINATION

Examination shall be graded on aggregate marks of the entire three and half years of the training programme, as follow:-

DISTINCTION	:	80% and above
FIRST DIVISION	:	70% to 79.9%
SECOND DIVISION	:	60% to 69.9%
PASS	:	50% to 59.9%

SCHOLARSHIP:

For the first 10 topper candidates in 1st year examination will get scholarship of Rs. 500/- per month in 2nd year and 2nd year examination will get scholarship of RS. 500 per month in 3rd year.

DIPLOMA:

Student nurse at the completion of her training and passing all the prescribed examination will receive the Diploma in General Nursing & Midwifery from Delhi Nursing Council. She will have to register herself with Delhi Nursing Council and obtain the registration Certificate.

Diploma will not be issued to a student leaving the course incomplete or to a person dismissed from the school.

ANNEX-I

AFFIDAVIT BY THE STUDENT (Non –Judicial Stamp Paper of Rs. 20/-)

1. I, _____ (Full Name Student with admission/registration/enrolment number)

S/o, D/o, Mr./ Mrs./Ms. _____ having being admitted to _____

(Name of the institution) _____ have received a copy of the UGC Regulations of Curbing the Menace of Ragging in higher Educational institutions, 2012 (here in after called the “Regulations”) carefully read and fully understood the provisions contained in the regulation.

2. I have, in particular, perused clause 3 of the Regulations and an aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and fully aware of the panel and administrative action 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 over and undertake that :
 - a) I will not indulge in any behaviour 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 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 law 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 that , in case the declaration is found to be untrue, I am aware that my admission is label to be cancelled.

Declared this _____ day of _____ month of _____ year .

Signature of 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 Deponent

Solemnly affirmed and signed in my presence of this the (Day), (Month), (Year) after reading the Contents of this affidavit.

OATH COMMISSIONER

ANNEX-II
AFFIDAVIT BY THE PARENT/GUARDIAN
(Non-Judicial Stamp Paper of Rs.20/-)

1. I, _____ (Full Name of The Parent/Guardian) Father/ Mother / Guardian of (Full Name of Student with admission / registration / enrolment number), having being admitted to _____ (Name of Institution) _____

Have received a copy of the UGC Regulation of Curbing the Menace of Ragging in Higher Educational 2012 (here in after called the "Regulations") carefully read and fully understood the provision contained in said Regulation.

2. I have, in particular, perused clause 3 of the Regulations and an aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and fully aware of the penal and administrative action is liable to 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.
- a) My ward will not indulge in any behaviour 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 that may be constituted as ragging under clause 3 of the Regulations.
4. I hereby affirm that if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of Regulations, without prejudice to any other criminal action that may be taken against me under any panel law or any law for the time being in force.
5. I hereby declare that my ward has 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 that, in case the declaration is found to be untrue, my ward aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of 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 Deponent

Solemnly affirmed and signed in my presence of this the (Day), (Month), (Year) after reading the Contents of this affidavit.

OATH COMMISSIONER