



MUNICIPAL CORPORATION OF DELHI

# **PROSPECTUS**

FOR

**ADMISSION TO DIPLOMA IN  
GENERAL NURSING & MIDWIFERY COURSE  
ACADEMIC SESSION 2018-19**

**RVS NURSING SCHOOL,  
SWAMI DAYANAND HOSPITAL,**

**SCHOOL OF NURSING  
KASTURBA HOSPITAL & HINDU RAO 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> (East Delhi Municipal Corporation Portal) for admission to GENERAL NURSING & MIDWIFERY COURSE session 2018-19 at RVS NURSING SCHOOL SWAMI DAYANAND HOSPITAL, School of Nursing KASTURBA HOSPITAL & HINDU RAO HOSPITAL.

### IMPORTANT DATES TO REMEMBER

1	<b>Availability of application form online</b>	18/07/2018 (Wednesday)
2	<b>Last Date of online Submission of filled application</b>	08/08/2018 (Wednesday)
3	<b>Download admit card online link</b> “ <a href="http://edmcnursing.cbtextam.in">http://edmcnursing.cbtextam.in</a> ”	18/08/2018 (Saturday) to 02/09/2018 (Sunday)
4	<b>Entrance Exam</b>	02/09/2018 (Sunday)
5	<b>Display of Result of Entrance test on MCD Website &amp; Notice Board of RVS Nursing School(Swami Dayanand Hospital), School of Nursing Kasturba Hospital &amp; Hindu Rao Hospital</b>	After 10/09/2018 (Monday)
6	<b>Counselling schedule</b> 1 <sup>st</sup> COUNSELLING  2 <sup>nd</sup> COUNSELLING  3 <sup>rd</sup> COUNSELLING	17/09/2018 (Monday) & 18/09/2018 (Tuesday)  24/09/2018 (Monday)  08/10/2018 (Monday)
7	<b>Medical Examination</b>	<b>To be confirmed from office of school of nursing respectively</b>
8	<b>Hostel Joining and Commencement of Course</b>	01/10/2018 (Monday)

#### 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.
- ❖ THE CANDIDATE SHOULD EXERCISE DUE CARE WHILE FILLING THE APPLICATION FORM. ANY INFORMATION GIVEN BY CANDIDATE IN APPLICATION FORM, FOUND MISMATCH FROM ORIGINAL CERTIFICATES WILL BE DEALT SERIOUSLY AND CANDIDATURE WILL STAND CANCELLED AT ANY STAGE.

# **SCHOOL OF NURSING**

## **INTRODUCTION:**

Municipal Corporation of Delhi runs three nursing schools for women, at Rajmata Vijayaraje Scindia Nursing School (Swami Dayanand Hospital), Kasturba Hospital & Hindu Rao 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.

## **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

## **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

## **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 (GNM)
Duration	:	3 years (Residential Course)
Examination Board	:	Delhi Nursing Council (DNC)
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.**

### **Seat available for GNM admission (session: 2018-19)**

<b>Name of Hospital(School of Nursing)</b>	<b>UR</b>	<b>SC</b>	<b>ST</b>	<b>OBC</b>	<b>TOTAL</b>
RVS Nursing School, Swami Dayanand Hospital	11	3	1	5	<b>19+1(PH)</b>
Kasturba Hospital	15	3	2	5	<b>24+1(PH)</b>
Hindu Rao Hospital	15	3	2	5	<b>24+1(PH)</b>
Grand Total	41	9	5	15	70

4% 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 1<sup>st</sup> October 2018 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 2018). The upper age limit is 35 years (as on 31st December 2018). There is no age bar for ANM/LHV.

➡ **CANDIDATE'S BRON AFTER 31<sup>ST</sup> DECEMBER 2001, NEED NOT TO APPLY.**

**3. Minimum education eligibility criteria for admission to GNM:**

- 10+2 with English (Passing Marks) and must have obtained minimum of 40% at the qualifying examination 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 (passing marks) and must have obtained minimum of 40% marks in vocational ANM course from the school recognized by Indian Nursing Council.
- 10+2 with English (passing marks) and must have obtained minimum of 40% marks in vocational stream- Health care Science from a recognized CBSE board/State/Centre.
- Registered ANM with pass mark
- 5% of total marks are relaxed for SC/ST candidates.

**4. Reservation for disabled candidate:**

4% Disability reservation to be considered with a disability of locomotors 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 locomotors of 40% to 50%.**

**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 Swami Dayanand Hospital, Kasturba Hospital & Hindu Rao 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> (EDMC). 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 EAST MCD portal/website <http://www.mcdonline.gov.in> (EDMC) for application form. Detail of payment is as below:**

- UR Candidate : Rs. 1560/-
- SC/ST Candidate : Rs. 810/-
- DIVYANG (Physical Handicapped) : Nil (for disability more than 40%)
- **For DIVYANG (Physical Handicapped) with less than 40% disability, full fee will be charged as per their category.**

- ❖ **THE SCHOOL OF NURSING WOULD NOT BE RESPONSIBLE FOR ANY DELAY.**
- ❖ **FEE PAID IS NOT REFUNDABLE IN ANY CIRCUMSTANCES.**

#### **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 10<sup>th</sup> (for age verification)
- b) Mark sheet of class 12<sup>th</sup> (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 12<sup>th</sup> exam certificate as well as roll number 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 1<sup>st</sup> 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) Incomplete application form will be rejected out rightly. No claim what so ever for admission will be entertained thereafter.

d) Application submitted with provisional certificate issued earlier than six months will be rejected.

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) Wrongly filled forms will be sole responsibility of candidate and their candidature may be cancelled at any stage of admission process.

**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 : 02.09.2018 (Sunday)  
Reporting Time : 9.00 AM  
Exam Duration : 10:00 AM to 12:00 Noon

**Note: - The admit card for entrance exam can be downloaded with effect from 18.08.2018 (Saturday)**

**No postal correspondence shall be entertained in this regard**

**Issuance of admit card is not a guarantee for admission to course.**

### **ABOUT COMMON ENTRANCE TEST**

The entrance examination will be in CBT mode (Computer Based Test). The duration of examination will be of 2 hours. The entrance test will be based on the syllabus of Secondary level. The entrance test will be of 100 marks comprising of MCQ'S.

#### **Details of the distribution of marks for entrance test:**

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

#### **Instructions for Candidates (For entrance exam purpose only)**

- The test consists of **100** questions for **100** marks.
- Duration of the test time – 2 hours.
- You can login by entering Roll No., PIN and Password. The PIN format is your date of birth in format of YYYYMMDD. The password for the candidate will be announced by the Invigilator.
- Once you login, please go through the instructions point wise.
- After going through the instructions check mark the declaration and proceed by pressing next.
- The questions and answer options will be displayed in English language.
- Please check your name details and confirm to go to next step. If the displayed information doesn't match to your details, please inform the invigilator for resolving the problem.
- Once you confirm, than you will enter in to Test screen, you'll find on the left-hand side your Name, Roll No. along with your photograph. In the centre of the Test Screen, you'll find the Questions along with 4 options. On the right-hand side of the test screen you'll see the Questions Palette. In case of any discrepancy please inform the invigilator.
- The questions will be displayed on the screen one at a time with their respective four options.
  
- Each question carries 1 (one) mark and each question has only one correct answer as an option.
- There will be NO NEGATIVE MARKING for wrong answer.
- You are not allowed to carry Mobile Phones or Electronic Device.
- If you are found copying / helping others, you will be disqualified for admission.
- The applicant is being allowed to appear in the Entrance Examination, subject to fulfillment of the eligibility conditions and verification of applicant's documents after



declaration of result of the Entrance Examination. Merely qualifying the entrance examination does not guarantee admission of the applicant to the course. The admission of the applicant will be considered in accordance with the University rules.

- Candidates are advised to contact the Examination Superintendent for submission of representation related to examination, if any.
- Smoking, eatables and water bottles are not allowed inside the examination hall.
- A radio button is provided against each answer option for a question. Select one answer by clicking on the respective radio button.

Q. Largest gland of human body.

- Thyroid gland
- Liver
- Mammary gland
- Pituitary gland

- On Top right side on the test screen, you'll find increase text font size options Font<sup>+</sup>, Font
- A+ **Zoom In:** Increase the font Size
  - **Zoom Out:** Decrease the font size
- To answer a question, Click on the button against the chosen option among the given four options.
- To change your chosen answer, click on the button of another option.
- To unselect your chosen answer, click on the button of the chosen option again or click on the **Clear Response** button.



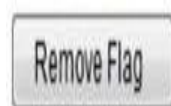
- Click on Clear Response, will clear response against that respective question only.
- To save your answer, you MUST click on Next.



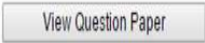
- To go to the next question.
- The Marked for Review status for a question simply indicates that you would like to look at that question again. If a question is answered and Marked for Review, your answer for that question will be considered in the evaluation.








- To mark question to attempt review later.
- To remove Marked for review of the question, click on Unmark Review other it will be considered for evaluation.



- To Unmark Review the question.
- You can view all the questions by clicking on the View Question Paper button displayed under the Question Palette

- 
- The Question Palette displayed on the right side of the test screen will show the status of each question using one of the following symbols:

-  - Questions not viewed
-  - Questions attempted
-  - Questions not attempted but viewed
-  - Question answered and Mark for Review
-  - Questions not attempted but viewed and Mark for Reviewed.

- The countdown timer in the top right corner of the Test screen will display the remaining time available for you to complete the Test. When the timer reaches zero, automatically the test will end.
- Question Palette on the right hand side of the Test screen is meant for randomly choosing to question for answering.
- Click on the Question number in the Question Palette to go to the question directly. Note that using this option does NOT save your answer to the current question.

#### Question Palette

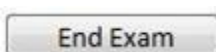


- Note that ONLY Questions for which answers are saved or marked for review after answering will be considered for evaluation. The un-attempted questions will be considered as zero marks in the evaluation. You can visit to any question anytime during the test as per your convenience only during the time stipulated.

- Click on Exam Status to view the summary of the Test.



- Clicking on End Exam button will submit the entire test. You will not be able to revisit the test again or the test will auto submit once the test duration is completed



- To submit answers after completing the test.

### **DECLARATION OF MERIT LIST:**

- a) Combined merit list of eligible candidates will be displayed on M.C.D. website and the Notice Board of the RVS Nursing School Swami Dayanand Hospital, Hindu Rao Hospital & Kasturba Hospital after 10.09.2018 (Monday)
- 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 10+2 will be placed higher.

### **CONDITIONS NECESSARY TO CONFIRM 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 Swami Dayanand Hospital, Hindu Rao Hospital & Kasturba 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 RVS Nursing School (Swami Dayanand Hospital), School of Nursing Kasturba Hospital & Hindu Rao Hospital on MCD website after 10.09.2018 (Monday) 10.00 AM onward. The counselling for physically handicapped candidates will be done in the first round of counselling.

**1<sup>ST</sup> ROUND OF COUNSELING** –Candidate with rank 01 to 100 from combined merit list shall report for first counselling as per schedule below:

<b>Merit no.</b>	<b>Date &amp; time</b>
Candidate 1 to 50 rank from combined merit list & All physically handicapped candidates in merit list.	<p align="center"><b>PRE LUNCH</b></p> <b>DATE</b> : 17.9.2018 (Monday) 1 to 50 <b>Reporting Time</b> : 9.00AM to 10.00AM <b>Counselling Time</b> : 10.00 AM onward
Candidate 51 to 100 rank form combined merit list	<p align="center"><b>POST LUNCH</b></p> <b>DATE</b> : 17.9.2018 (Monday) 51 to 100 <b>Reporting Time</b> : 1.00PM to 2.00 PM <b>Counselling Time</b> : 2.00 PM onward
Candidate 101 to 150 rank from combined merit list	<p align="center"><b>(IF SEATS AVAILABLE) PRE LUNCH</b></p> <b>DATE</b> : 18.9.2018 (Tuesday) Rank 101 to 150 <b>Reporting Time</b> : 9.00AM to 10.00AM <b>Counselling Time</b> : 10.00 AM onward
Candidate 151 to 200 rank form combined merit list	<p align="center"><b>(IF SEATS AVAILABLE) POST LUNCH</b></p> <b>DATE</b> : 18.9.2018 (Tuesday) Rank 151 to 210 <b>Reporting Time</b> : 1.00PM to 2.00PM <b>Counselling Time</b> : 2.00 PM onward

Vacant seats for all categories after the completion of 1<sup>st</sup> Counselling would be displayed on the notice board of RVS Nursing School (Swami Dayanand Hospital), School of Nursing-Kasturba Hospital & Hindu Rao Hospital and on Website of Swami Dayanand Hospital ([www.sdnhospital.edu.in](http://www.sdnhospital.edu.in)) after 19.09.2018 (Wednesday)

**2<sup>nd</sup> Counselling will held for vacant seats on 24.9.2018 (Monday)**

<b>2nd COUNSELLING (IF SEATS AVAILABLE)</b>	
<b>MERIT NO.</b>	<b>DATE AND TIME</b>
List of Candidates depending on the vacant seat will be displayed after 19.9.2018 (Wednesday) on Notice board of RVS Nursing School, Swami Dayanand Hospital	<b>Date :- 24.9.2018 (Monday)</b> <b>Reporting Time</b> : 9.00AM to 10.00AM <b>Counselling Time</b> : 10.00 AM onward

Vacant seats for all categories after the completion of 2<sup>nd</sup> Counselling would be displayed on the notice board of, RVS Nursing School (Swami Dayanand Hospital), School of Nursing Kasturba Hospital & Hindu Rao Hospital and on Website of Swami Dayanand Hospital ([www.sdnhospital.edu.in](http://www.sdnhospital.edu.in)) after 25.9.2018 (Tuesday)

### 3<sup>rd</sup> Counselling will held for vacant seats on 08.10.2018 (Monday)

3 <sup>rd</sup> COUNSELLING (IF SEATS AVAILABLE)	
MERIT NO.	DATE AND TIME
List of Candidates depending on the vacant seat will be displayed after 25.9.2018 (Tuesday) on Notice board of RVS Nursing School, Swami Dayanand Hospital	Date :- <b>08.10.2018 (Monday)</b> <b>Reporting Time : 9.00AM to 10.00AM</b> <b>Counselling Time: 10.00 AM onward</b>

**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, Swami Dayanand Hospital, Kasturba Hospital and Hindu Rao 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 10<sup>th</sup>
- Original and attested Photocopy Certificate of class 12<sup>th</sup>
- Original and attested Photocopy Mark sheet of class 12<sup>th</sup>
- 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.
- Four 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 stationery 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 10<sup>th</sup> 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 except 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 Gazetted 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 labelled 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, Annual Sports Day etc.

#### **Institutional and state Level Competitions**

On the spot painting, Floor decoration, Health Education (Drama, Skit, Puppet, Poetry, Song, and Dance), Sports & Exhibition – Model Charts.

### **VACATION AND HOLIDAYS:**

Annual Leave -- 4 weeks per annum for 1<sup>ST</sup> year & 2<sup>ND</sup> 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/ curriculum and regulation laid down by Indian Nursing Council/ Delhi 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.

**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 propagates 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), and (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), and (Year) after reading the Contents of this affidavit.

OATH COMMISSIONER