PROSPECTUS

FOR ADMISSION
TO
POST GRADUATE COURSES, 2014-15
This Handbook brought out by the Dr.Somervell Memorial C.S.I. Medical College, Karakonam is intended to provide all the required information to the students seeking admission to the MS/MD course in the Medical College.

Dr.Somervell Memorial C.S.I. Medical College, the only Medical College for 50 million people of the 22 Dioceses of the Church of South India spread all over the five southern states and Sri Lanka, belongs to the South Kerala Medical Mission, one of the several departments of the South Kerala Diocese of the Church of the South India (CSI). The most important purpose behind the establishment of this college is to further the healing ministry of our church commenced by the missionaries more than a century ago and continued by those who served the Medical Mission so far, sacrificing all their personal comforts. They are our role models and inspiration that led us to embark upon the enormous venture of establishing a medical college. Our endeavor will always be to produce from this college morally upright, intellectually equipped and spiritually committed physicians and surgeons willing to serve humanity at large with a missionary zeal. We will do everything possible, curricular as well as extracurricular, to achieve this noble goal.

Many have tirelessly labored for the establishment of this college. It is my fervent prayer that all those who choose this institution for their professional study be blessed by God Almighty so that they become a great blessing to humanity.

Rt.Rev. A.Dharmaraj Rasalam
Bishop – South Kerala Diocese &
Chairman
Dr.S.M.C.S.I. Medical College & Hospital
Karakonam
Office Bearers

1. Rt.Rev.A. Dharmaraj Rasalam : Bishop
   South Kerala Diocese CSI
   &
   Chairman
   Dr.S.M.C.S.I. Medical College & Hospital

2. Rev.T.Selvarajan : Vice Chairman
   South Kerala Diocese

3. Mr.D.Lawrance : Secretary
   South Kerala Diocese-CSI

4. Mr.Dharmaraj : Joint Secretary
   South Kerala Diocese-CSI

5. Rev.D.Jacob : Treasurer
   South Kerala Diocese-CSI

6. Dr.Elizabeth John Zachariah,DGO : Hon.Secretary
   South Kerala Medical Mission

7. Dr.John Sajit Edwin, MS : Director in charge
   Dr.S.M.C.S.I. Medical College & Hospital

8. Dr.Samson Nessiah,MS : Principal
   Dr.S.M.C.S.I. Medical College & Hospital

9. Dr.S.Babu Raj, MD, DHA, MBA(HM),MA(CCCE) : Medical Superintendent
   Dr.S.M.C.S.I. Medical College & Hospital
HISTORY OF THE MEDICAL COLLEGE

Dr. Somervell Memorial CSI Medical College, established in 2002 and Post Graduate courses started in the year 2012 attached to the century old Dr.Somervell Memorial Mission Hospital is situated in Kunnathukal village at Karakonam, Neyyattinkara in the southern border of the Trivandrum District of the State of Kerala. The Hospital, the Medical College and all other institutions attached to it are owned and managed by the South Kerala Diocese of the Church of South India (SIUC). This is the only Medical College for the CSI spread over the 5 Southern states of India and Srilanka. The South Kerala Medical Mission is a charitable society registered under the Travancore Cochin Literary, Scientific and Charitable Societies Registration Act XII of 1955. The office of the South Kerala Medical Mission is in the LMS Compound, Trivandrum 695 033, the Head Station of the CSI South Kerala Diocese which is one of the 22 Dioceses of Church of South India established in 1947.

The Medical College is a self financing, minority institution, affiliated to the Kerala University of Health Sciences, Thrissur.

Karakonam is 30 kilometers south (by Kanyakumari Road) from Trivandrum Central Railway Station, abutting the Vellarada Road from Trivandrum as well as Parassala. Dhanuvachapuram Railway station on the railway line between Trivandrum Central and Nagercoil is only 3 kms away from the college.

The healing Ministry of the church aims at producing highly competent medical graduates and postgraduates, possessing a high standard of professional skill. They should, in the days to come, be precious assets to our nation. We are committed to create in the campus the best possible atmosphere and infrastructure for quality medical education. Our aim is to strive at instilling our students with a spirit of sacrifice, compassion for the poor, love that nurture knows no limits, utmost humility in service and all Christian values needed for a meaningful and useful life of a doctor for which the founding fathers stood and sacrificed their lives to revive the closed and ailing missions hospitals of rural india, especially among the tribals and thus strengthen the Healing Ministry of the Church.

HISTORY OF THE MEDICAL COLLEGE HOSPITAL IN BRIEF:

The multi-specialty Hospital at Karakonam, as we see it today, has grown out of a very small dispensary established in 1894 as a community medical sub centre of the famous Neyyoor Hospital founded by Dr. Arthur Fells, a missionary doctor of Neyyoor sent by the London Missionary Society (LMS). The dispensary, though 45 kilometers away from Neyyoor, was visited once in a week by the doctors to render medical help to the poor, illiterate, ignorant and ignored villagers afflicted by epidemics like malaria, cholera and small pox. The first building built for the dispensary is still kept intact in the hospital compound.

In 1922, Dr. T.H. Somervell, who came as one of the members of the team that came to India for an Everest expedition and later on became a legend in the field of healing ministry and surgery, took over the Neyyoor Medical Mission. The Hospital and the Medical College are named after this great Surgeon.
After India became independent and the foreign missionaries left, the Neyyoor Medical Mission was managed by the erstwhile South Travancore Medical Mission of the South India United Church. (SIUC). In 1947, SIUC became part of the CSI. In 1959, following the linguistic reorganization of the states in India, the South Travancore Diocese was bifurcated into the South Kerala and the Kanyakumari dioceses. The hospital at Karakonam, which came under the Kanyakumari diocese was later taken over by the Medical Mission of the South Kerala Diocese in the year 1975, the year the veteran Dr.T.H Somervell passed away in England. This lead to the naming of the small mission hospital as Somervell Memorial C.S.I Mission Hospital.

THE HOSPITAL TODAY

Passing through ups and downs, the hospital grew rapidly from 1986. It has developed from a 6 bedded dispensary into a 650 bedded multi-specialty hospital by a team of doctors who truly strived very hard.

The hospital has a network of community-based activities, carried on through its Rural Primary Health Centres. Free cataract detection and surgery, cancer screening and awareness camps, implementation of State and National Health Programmes, etc., are some of the community based activities the Hospital and the Medical College are engaged in. Insurance schemes viz RSBY launched by the Ministry of Labour, Government of India, Karunya Benevolent Fund (KBF) launched by the Government of Kerala, Hospital Insurance Scheme by Dr.S.M.C.S.I Medical College are being implemented successfully. This is how we carry on the missionary spirit that guided the founders to emancipate the poor and the needy from the bondage of poverty and disease.

THE BEGINNING OF THE MEDICAL COLLEGE

The Government of Kerala, for the first time in its history, took a policy decision in 2001 to permit the private sector to start self financing professional Colleges. One of the pre requisites for sanctioning a Medical College was the availability of a hospital with at least three hundred beds. The Somervell Memorial Mission hospital, Karakonam satisfied this requirement. On the application of the Medical Mission of the South Kerala diocese, the Government of Kerala granted Essentiality Certificate and University of Kerala, after due inspection, issued the Consent of Affiliation and permitted the diocese to apply to the Medical Council of India for the Letter of Intent. Medical Council of India after inspection issued the Letter of Intent on June 20, 2002. The land and infrastructure required as per the norms of the Medical Council of India were made ready within a short period of six months with absolute trust in God Almighty who made the impossible – possible. The Letter of Permission was issued by Ministry of Health and Family Welfare, Government of India, New Delhi, on 13.11.2002. and MBBS course with a student intake of 100 started in 2002-03. Permanent Recognition was granted by Government of India on 17th March, 2009.

A VISION FOR THE FUTURE:

The founders of the SMCSI Medical College cherish a great dream about the future of this institution. Our desire and effort is to impart value-oriented quality medical education that will produce sincere and committed men and women ready to serve the poor people of rural India especially the tribals of our mission fields and our country where ever they are called to serve and thus be a witness to the healing ministry of the Church. The South Kerala Medical Mission has School of Nursing running General Nursing and Midwifery Course, College of Nursing for B.Sc. Nursing, M.Sc Nursing
Courses, and various Diploma, Post Graduate Paramedical Courses & Post Graduate Medical and Surgical Courses in the campus. With the amenities now available and to be provided in the years to come, it is the hope and prayer of the founders that this Medical College, with its allied courses and the multi-specialty hospital will grow into an Institute of Medical Sciences and will earn fame as a great Medical Institution all over India and abroad.

We expect dedicated, selfless, sacrificial services from each and every member of the teaching staff, non-teaching staff, nursing staff, administrative staff, medical and nursing students, their parents, the well wishers and all those who, in one way or the other, happen to be associated with this God-given institution. We take pride that this institution is our own and its growth and development are fully in our hands.

**POST GRADUATE COURSE**

The Medical Council of India after inspection issued Letter of Permission for starting of the following PG courses in the year 2012-13

1. MS (General Surgery) - 2 seats vide letter no. MCI-68(22)/2011-Med./100313 dated 13/4/12
2. MD (Radio-diagnosis) – 1 seat vide letter no. MCI-68(22)/2011-Med./100321 dated 13/4/12
3. MD(Paediatrics)- 2 seats vide letter no. MCI-68(22)/2011-Med./100317 dated 13/4/12
4. MD(Pathology) – 1 seat vide letter no. MCI-68(22)/2011-Med./100309 dated 13/4/12
5. MD(Psychiatry) – 2 seats vide letter no. MCI-68(22)/2011-Med./100213 dated 12/4/12
6. MD (Community Medicine – 1 seat) vide letter no. MCI-68(22)/2011-Med./100325 dated 13/4/12
7. MD(Anaesthesia) – 2 seats vide letter no. MCI-68(22)/2011-Med./100205 dated 12/4/12
8. MS(ENT)- 2 seats vide letter no. MCI-68(22)/2011-Med./100209 dated 12/4/12
9. MS(Ophthalmology) – 2 seats vide letter no. MCI-68(22)/2011-Med./100217 dated 12/4/12

In the year 2013-14, the Medical Council of India after inspection issued Letter of permission for starting / increase of seats for the following subjects

**Starting of Course**

- MS(OBG)- 2 seats vide letter no. MCI-68(22)/2012-Med./101450 dated 30/07/13
- MS(Orthopaedics) – 1 seat vide letter no. MCI-68(22)/2012-Med./101455 dated 30/07/13

**Increase of seats**

- MS(Ophthalmology) – 2 to 3 seats vide letter no. MCI-68(22)/2012-Med./101465 dated 30/07/13
- MD(Radio-diagnosis) – 1 to 2 seats vide letter no. MCI-68(22)/2012-Med./101460 dated 30/07/13

In the year 2014-15, As per the Medical Council of India inspection report, Government of India issued conditional Letter of permission for increase of seats for MD Paediatrics from 2 seats to 3 seats
I. INTRODUCTION

1.1 This prospectus relates to admission to MD / MS courses for the academic year 2014-15 in Dr.S.M.C.S.I Medical College, Karakonam subject to approval of the Admission Supervisory Committee.

1.2 This Prospectus contains the rules and regulations applicable for selection and admission to the Post Graduate Medical Degree Courses under Management quota in Dr.S.M.C.S.I. Medical College, Karakonam for the academic year 2014-15. This prospectus contains procedure for admission to all such seats to be filled up by the Management other than the category of 15% of seats of the sanctioned total intake capacity set apart for NRIs.

1.3 This Prospectus is subject to modification/addition/deletion as may be deemed necessary by the Management of the Dr.S.M.C.S.I. Medical College, Karakonam and will be subject to further orders, if any, passed by appropriate authorities/ Courts of law.

1.4 MS/ MD, Course, 2014-15

The number of seats available for admission in Dr.S.M.C.S.I Medical College in accordance with this prospectus and the course wise distribution of these seats are as follows in accordance with the Agreement executed with Government vide no.GO(Rt)1388/2014/H&FWD dated 02/05/14, subject to clarification by the Director of Medical Education, Thiruvananthapuram.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Department</th>
<th>Course Code</th>
<th>Total No. of seats</th>
<th>Mgt</th>
<th>Govt.</th>
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<tr>
<td>1</td>
<td>MD-Anaesthesiology</td>
<td>PGC1</td>
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<td>1</td>
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<tr>
<td>2</td>
<td>MD-Community Medicine</td>
<td>PGC2</td>
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<td>1</td>
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<tr>
<td>3</td>
<td>MS-ENT</td>
<td>PGC3</td>
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<td>1</td>
</tr>
<tr>
<td>4</td>
<td>MS-General Surgery</td>
<td>PGC4</td>
<td>2</td>
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<td>1</td>
</tr>
<tr>
<td>5</td>
<td>MS-Obstetrics &amp; Gynecology</td>
<td>PGC5</td>
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<td>1</td>
</tr>
<tr>
<td>6</td>
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<td>2</td>
</tr>
<tr>
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<td>PGC9</td>
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<tr>
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<tr>
<td>11</td>
<td>MD-Radiodiagnosis</td>
<td>PGC11</td>
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</tr>
<tr>
<td>Total</td>
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<td></td>
<td>21</td>
<td>10</td>
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</table>

1.5 Duration of courses

As per the MCI Postgraduate Medical Education Regulations, 2000, 10(1) & (3), the duration of the course including University Examination is 3 years in the case of Degree Courses and 2 years in the case of Diploma Courses. There shall be an exemption of one year in the duration of PG degree courses in respect of candidates who have done P.G. Diploma course of two years and awarded Diploma in the same subject. The candidates must have acquired the P.G. Diploma pass certificate on or before 30th April 2014 for being eligible for reduction in the duration of the course. No other reduction in the duration of the course shall be granted.

The date of commencement of the Course and the last date of completion of admission process will be as per the time schedule fixed by the Government of India/Medical Council of India/Government of Kerala/ KUHS/ Court of Law.
II. CRITERIA OF ELIGIBILITY FOR APPLICATION & ADMISSION AND SELECTION SCHEDULE

2.1 Nationality:-
Candidates must be Citizens of India/children or dependents of Non-Resident Indians. The candidates should also satisfy the conditions prescribed in the Prospectus.

2.2 Academic:-
   i. Must meet all the requirements stipulated by MCI and Kerala University of Health Sciences for admission to Post Graduate Degree/Diploma medical courses.
   ii. Pass in MBBS/equivalent qualification from an institution recognized by the Medical Council of India.
   iii. Should have possessed recognized MBBS Degree/Equivalent qualification from an institution recognized by the Medical Council of India or the authority concerned in India.
   iv. In the case of an Indian national with the recognized degree from any Foreign University, the Medical Council of India may, on payment of the prescribed fee for the registration, grant temporary/permanent registration for the duration of the Post Graduate training restricted to the college/institution to which the applicant is admitted for the time being exclusively for Post Graduate studies. Temporary/Permanent registration to such candidates shall be subject to the condition that the degree is duly registered in the country where the degree is obtained and is recognized by the corresponding Council or concerned authority in India also.
   v. Candidates completed their Compulsory Rotating Resident Internship (C.R.R.I) on or before 31-03-2014 are eligible.
   vi. No condonation of internship (CRRI) will be accepted.
   vii. As per the MCI Postgraduate Medical Education Regulations 2000, students of Postgraduate courses shall be selected “9.2(a) on the basis of merit from the list of students who have qualified in AIPGMEE 2014 or the students who have applied for Management Quota seats in the Institution concerned are not available, the Management can admit students on the basis of any PG entrance Examination 2014 conducted in the National Level as per MCI norms.
   viii. The minimum percentage of marks for admission to postgraduate medical courses shall be 50% (fifty percent) for candidates belonging to general category and 40% (forty percent) for candidates belonging to Scheduled Castes, Scheduled Tribes and Other Backward Classes.
   ix. **Registration:** Candidates should have obtained permanent registration with the Medical Council of India or any of the State Medical Council or should obtain the same within one month from the date of admission.

2.3 Reservation
Total number of seats available for admission and the categories into which such admission would be made, are given as Annexure 1.A, Annexure 1.B, and Annexure 1.C. This has been worked out on the basis of the Agreement.
executed with Government vide no.GO(Rt)1388/2014/H&FWD dated 02/05/14 and Approval of Admission Supervisory Committee.

**Annexure 1.A** - 50% of the total seats are Government seats for allotment by CEE, Government of Kerala.

**Annexure 1.B** - 35% of the total seats are Management, reserved for members of SIUC of SKD, CSI, Associate Member of CSI/ HMS and any candidate who have completed two years of service in any Urban/ Rural/ Tribal mission hospital of CSI/CNI.

**Annexure 1.C** - 15% of the total seats reserved for NRI quota

Admission to the MS/ MD is made only to the 1st PG class, and NOT to any higher class. Applications for admission to higher classes or for migration from other colleges are not entertained.

**2.4 Schedule of Selection and Admission**

1. Application called for (online) - 17/05/2014
2. Last date of receipt of duly filled in applications with D.D and copies of Documents - 26/05/2014 5 P.M.
3. Scrutiny and finalization of Applications - 02/06/2014
4. Online Registration of options - 03/06/2014 to 09/06/2014
5. Publication of 1st list of selected candidates - 14/06/2014
6. Joining of the candidates to the college - 21/06/2014, 5 p.m
7. Last date for filling up of the vacant seats from the Published list - 28/06/2014
8. Commencement of the P.G Academic Session - 30/06/2014

**III. HOW TO APPLY**

3.1 Application Forms:- The Prospectus can be downloaded from the official website of the college [www.drsmsimchk.org](http://www.drsmsimchk.org). Being a Minority Institution enjoying Minority Status Vide Order N. F.No. 469 of 2006 dated 21.06.2006 of National Commission for Minority Educational Institution, New Delhi, considering social obligation, has surrendered 50% of the seats to the Government and entered into an Agreement to protect the interest of the above specified.

Government seats will be filled up by the CEE Kerala as per the eligibility in the AIPGMEE - 2014 rank list.
3.2. Step wise procedure as how to apply using Online Application Form:

1. The candidate has to visit www.drsmcsimchk.org where he/she can find the link ‘Apply online for PG Course 2014’ for submitting his/her application. Printout of online application taken from the official Website of the college shall be used for applying for admission. Application forms will not be available through any other source.

2. Fill the application form completely online.

3. If the candidate is fully sure that the data entered are correct in all respects, he/she has to click a ‘Submit’ button placed below a ‘Declaration’ by the candidate. The declaration is meant to state that all details entered by the candidate are true and no corrections will be requested for in future. The field with asterisk shall be furnished mandatorily in the relevant column of the application. Some preliminary validations on the data entered will be done during this stage. If the validation is not cleared, the candidate will have to look into all the errors shown in the page and correct it, otherwise, the candidate can click the ‘Confirm’ button and save his application or click Cancel button to Edit. Once the ‘Confirm’ button is clicked, the application will be saved and the candidate will be directed to another page where he can take printout of the application. The ‘Application number’ of the candidate will also be displayed in the page. The candidate is instructed to note down the application number for further correspondence with this office. The candidate will not be able to edit/modify/correct his/her application, once the ‘Confirm’ button is pressed. If any of the details submitted are found incorrect, the candidature will be cancelled.

4. In the printout of filled-in application form, affix passport size photograph in the space provided and attach necessary certificates as mentioned in clause 8.3 and a Demand Draft for a sum of Rs.1,000/- (Rupees One Thousand only) drawn in favour of the Principal, Dr.S.M.C.S.I. Medical College, Karakonam payable at Karakonam.

5. In the application, the candidate has to put his/her signature get the signature of parent/guardian wherever necessary and send the same to the Convener, Admission Committee, Dr.S.M.C.S.I. Medical College, Karakonam, Trivandrum District, PIN 695504 with required documents as mentioned in clause 8.3 so as to reach the same to the addressee before 4 pm on.

6. The candidate is advised to keep a photocopy of the application (complete with photo and signatures) for reference.

7. Use ‘Print Existing Application’ link for taking further copies of application if necessary.

3.3 Submission of Application form

1. Mere submission of application ‘online’ is not sufficient and will not be considered at all. Printout of application with required documents received on time alone will be considered.

2. The Application form and the following documents in proof of the details/ information furnished in the application shall be submitted to “The Convenor, so as to reach the same to the addressee before 5 pm on or before 26/05/2014. The Management shall not be responsible for any postal / courier delay.
3. List of photocopies of Certificates/ Documents, prescribed by the CEE and attested by the gazetted officer/ head of the institution where the student had studied is to be submitted along with the application as detailed below.

   a) Copy of SSLC or equivalent certificate in proof of date of birth.
   b) Copy of mark list at the qualifying examination.
   c) Copy of Degree Certificate/ Provisional Degree Certificate of the qualifying examination.
   d) Copy of Registration Certificate of the State Medical Council or Medical Council of India.
   e) Copy of Internship Completion Certificate.
   f) Copy of Certificate proving the candidate’s reservation category mentioned above (Annexure 1 B) shall be obtained from the presbyter/ Bishop /Heads of the Institution concerned.
   g) Admit card of the All India PG Medical Entrance Examination 2014 (AIPGMEE-2014) or P.G. Medical entrance Examination 2014 conducted at the National Level as per MCI norms.
   h) Mark list/ Score card of the All India PG Medical Entrance Examination 2014 (AIPGMEE-2014) or P.G. Medical entrance Examination 2014 conducted at the National Level as per MCI norms.
   i) Certificate of good conduct from the institution last attended.
   j) The claim of the candidates for the Reservations/ Privileges provided shall be substantiated with documents to prove such claims as described in Annexure 1B.
   k) Certificate in proof of (g)
   l) Application not accompanied by documents in proof of claims made therein will be summarily rejected without further intimation. Documents/ Certificates furnished after submission of the application will not be entertained under any circumstances. Late and incomplete applications will be rejected.
   m) Candidates are instructed NOT TO ENCLOSE ANY ORIGINAL CERTIFICATES along with the application.

IV PROCEDURE OF SELECTION

4.1 Preparation of Rank List:

Rank list of candidates qualified for admission to the Post Graduate Degree courses with reference to reservation categories mentioned in 2.3 in terms of the admission notification and satisfying the terms and conditions of this Prospectus will be prepared on the basis of the rank obtained in the All India PG Medical Entrance Examination 2014 (AIPGMEE-2014) for admission to various MD/MS and PG Diploma courses for the year 2014 conducted by the National Board of Examinations (NBE) or any P.G. Medical entrance Examination 2014 conducted at the National Level as per MCI norms subject to eligibility for admission in terms of rules and regulations of the Kerala University of Health Sciences, Government of Kerala and the Medical Council of India.
4.2 Publication of rank list and Allotment of Candidates as per the schedule 2.4

1. Rank list of candidates who satisfy the eligibility criteria for admission to the Post Graduate Degree and the terms and conditions in the Prospectus will be arranged in the order of their rank published by the National Board of Examinations (NBE) as stated in clause 2.3 above and made available on the Notice Board of the College and on the website of the College. The provisional allotment list of candidates will be published in the same manner as per clause 2.3.

2. Furnishing of false information/ particulars would result in the forfeiture as well as cancellation of admission to the course if admitted and in addition, will attract the relevant provisions of criminal law of the Country.

V. ADMISSION

5.1 The Management will have the right to deny admission to any applicant, if their character and antecedents are found to be questionable on genuine grounds. In such cases, the reasons for the same will be recorded and communicated to the student concerned.

5.2 No marks will be allotted for interview.

5.3 Selected candidates shall take admission at the appointed time and date in the college after paying the tuition fee and other fees including hostel fee as per details below (XI.1).

5.4 The selected candidates should report before the Principal on the dates notified in the College Notice board and in the website of the college with original documents mentioned in the application and other certificates. The candidates who do not take admission on the prescribed date will lose their admission.

5.5 The SC/ST/ OEC candidates admitted in the Management quota will not be eligible for any fee concession or other benefits from Government/Management.

VI. THE FEE TO BE PAID AT THE TIME OF ADMISSION

Post Graduate Degree (Clinical) : Rs.14,50,000/-
Post Graduate Degree (Non-Clinical) : Rs.6,00,000/-

NRI
Post Graduate Degree (Clinical) : 50,0000 USD

Note:
- Fees prescribed by the University/ other statutory bodies (like exam fee, registration fee, etc.) and caution deposit shall be paid in addition by the students in actual from time to time.
- Tuition fee for the first year shall be paid at the time of admission. The candidate must furnish bank guarantee for tuition fee for the subsequent years, at the time of admission.
VII. REFUND/ ADJUSTMENT OF FEES

7.1 As per the MCI Regulations on Graduate Medical Education, 1997, section 4(3), “Provided further that this entire exercise shall be completed by the institution as per the statutory time schedule for admissions and in no case any admission will be made after 30th of September 2013.

7.2 Accordingly, all admissions will have to be closed on or before 30th September 2013. If any student intends to discontinue the studies on or before this date, it will be necessary for such student to give a notice in writing to the Principal of the college at least by 20th September 2013. The notice should be received by the Principal or by his representative, authorized to receive such notice.

7.3 If any student discontinues the studies without giving notice as stipulated at (12.2) above he/she will be liable to pay liquidated damages equivalent to the tuition fee for the entire duration of the course. In such cases, all certificates including the transfer and other certificates mentioned in the preceding paragraphs will be issued only after payment of all dues, including tuition fees for the entire course.

VIII. CERTIFICATES/ DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION

8.1 Allotment memo issued by Convener Admissions appointed by the Management.

8.2 The following certificates have to be produced in original at the time of admission:
   a. Admit card and Score Card of AIPGMEE-2014 of the candidate
   b. MBBS Pass/Degree Certificate from the concerned University.
   c. Marks sheets of the University Examinations for the whole of MBBS Course.
   d. Attempt certificate issued by the Principal of the College where the candidate studied.
   e. Certificate from the Head of the Institution from where the candidate passed his MBBS degree indicating the MCI approval number and date.
   f. Completion of Internship certificate. If a candidate has completed his/her Internship from a non-teaching Institution, a certificate to prove the recognition of the Center.
   g. Registration certificate from the MCI or State Medical Council if available.
   h. Document (School Record viz: SSLC or equivalent) of the candidate to prove his/her date of birth.
   i. Transfer certificate (TC) from the institution last studied.
   j. Conduct certificate from the Principal of the Medical College where the candidate last studied.
   k. Migration Certificate from the respective University (if applicable).
   l. Candidate shall remit the tuition fees and other applicable fees at the time of admission. The candidate shall produce bank guarantee for tuition fees for the subsequent years.
m. Passport size photographs (8 copies).

n. A Physical Fitness Certificate in the format given in Annexure II obtained from a Medical Officer in Government Service not below the rank of Assistant Medical Officer.

o. Original certificate proving that the candidate belongs to reservation category as mentioned in prospectus.

p. Originals of other certificates, the copies of which are enclosed with the application form.

q. Undertaking in Annexure I, Annexure III & Annexure IV

r. Any other document/ certificate required to be produced.

8.3 Two sets of photocopies of all the documents/ certificates listed above (13.2) attested by the gazetted officer/ head of the institution where the student had studied also has to be submitted at the time of admission.

IX. ACCOMMODATION

9.1 Accommodation will be provided, by the Institution subject to the terms and conditions as applicable.

9.2 Food expenses will have to be borne by the students.

X ATTENDANCE & LEAVE

10.1 A minimum of 80% attendance in each academic year is compulsory. Students availing long leave will be able to appear for the examination only after additional six months / one year.

10.2 Those students who are required to do extended durations will have to pay additional fees.

10.3 Those students who miss university examination can appear only in the next university examination, which will normally be held within six months from the date

XI. DISCIPLINE

11.1 Decorum and dignity should be the motto of the students of Dr.Somervell Memorial Medical College. Keep up a refined culture in your words and deeds.

11.2 No one has the right to hurt another person mentally or physically. Hostels and college campus should be places of healthy and happy social life, mutual respect and exemplary behaviour.

11.3 The students are prohibited from all kinds of political activities, displaying posters, holding activities against the common interest, purpose or values of the institution.

11.4 Any action from the side of the students damaging or destroying the properties of the college or hospital will be viewed very seriously and a suitable action will be taken to make good the loss.

11.5 Students are expected to dress up neatly and decently. Jeans, Baggies T-Shirts and the likes are not permitted to be worn inside the hospital/College.
11.6 RAGGING
Ragging is not acceptable behavior on the campuses of the Christian Medical College. It is illegal according to the Law of the land to commit, participate in, abet or propagate “ragging”. The institution will deal firmly and strictly with all instances of ragging. If any incident/s of ragging comes to the notice of the authorities, the concerned student/s will be given liberty to explain. If the explanation is not satisfactory, the authorities will expel the student from the institution.

11.7 Possession of Illicit Drugs, Alcohol and Smoking
Smoking is not permitted in public areas and on the campuses of Dr. SMCSI Medical College. Students should not consume or serve alcohol on any occasion within the campuses of Dr. SMCSI Medical College. Forcing a fellow student to consume alcohol would be grounds for severe disciplinary action. The Indian penal code classifies obtaining, keeping or passing on banned drugs (such as marijuana, cocaine, heroin etc) as a criminal offence. Possession or use of banned drugs will result in expulsion from the college.

XII. REDRESSAL OF GRIEVANCES
Any grievances/ complaints regarding selection and admission can be brought to the notice of the Principal/ Director of the college, within 24 hours of occurrence of the grievance.

XIII. CODE OF CONDUCT
Every student is required to adhere strictly to the code of conduct.
ANNEXURE I

(Undertaking in stamp paper worth Rs.100/- and to be notarized by a Notary Public)

Undertaking given by (1)…………………………………………………………(name of parent) s/o…………………………… residing at
……………………………………………………………………………………………………………………………
……………………………………………………………………………………………………………………………
……………………………………………………………………………………………………………………………

(2)………………………………………………………………………………………………………………………………………………………………….….(name of applicant) residing at
……………………………………………………………………………………………………………………………
……………………………………………………………………………………………………………………………

We, the first among us, are the parent of the second among us. We are submitting an application for admission to Post Graduate Degree Course 2014 – 2015. We are aware of the amount of annual tuition fee for the Post Graduate Degree mentioned in the Prospectus. We do hereby undertake to remit the said annual tuition fee for the first year as required under clause VI in the Prospectus and to produce bank guarantee for the fee for second and subsequent years. The above said tuition fee will be remitted to the Principal of the College if the Second among us is included in the provisional allotment list.

We further agree that, in case we do not abide by the above undertaking, the College authorities will have the right and freedom to remove the second among us from the rolls of the College and that we will not be entitled to the refund of any fees or for any other kind of compensation from the College.

(1) Parent’s Signature

Name and Address

(2) Student’s Signature

Name and Address
ANNEXURE II

CERTIFICATE OF PHYSICAL FITNESS

…………………………………….…………. Signature of the candidate

I,
Dr……………………………………………………………………………………
…………………………………………………..…… after careful personal
examination of the case do hereby certify that
Mr/Ms…………………………………………………………………………………
………………………………………………………………. whose signature is
given above is found Physically fit to undergo a Post Graduate Degree/Diploma
Course.

His/Her height ........................................
Weight ........................................
Chest ........................................
Vision ........................................

Signature
Name
Reg. No.
Designation
Office Address

Place :
Date :

(Seal)
ANNEXURE III

Undertaking from the Students as per the provisions of anti-ragging verdict by the Hon’ble Supreme Court of India
(Vide Clause 6.1)

I, Mr./Ms…………………………………..., Son/Daughter of ……………………………………… and student of Post Graduate Degree …………………………………… in ………………………………………………………………………………………… do hereby undertake on this day, the …………………... …………………….. the following with respect to the anti ragging verdict and directives of the Hon.Supreme Court of India on effective prevention of ragging in educational institutions.

1) That I have read and understood the directives of the Hon’ble Supreme Court of India on anti-ragging and the measures that might be taken for violation of the directives.
2) That I understand the meaning of Ragging and know that the ragging in any form is a punishable offence and the same is banned by the Court of Law.
3) That I have not been found or charged for any involvement in any kind of ragging in the past. However, I undertake to face disciplinary action/ legal proceedings including expulsion from the institute if the above statement is found to be untrue or concealed, at any stage in future.
4) That I shall not resort to ragging in any form at any place and shall abide by the rules/ laws prescribed by the Courts, Government of India and authorities of the ……………….. ………………………………………………………. (name of College) for the purpose from time to time.

Name and signature of Student

I hereby fully endorse the above undertaking made by my son/ daughter……………………

Name and signature of Mother/ Father

Witness

1

2
ANNEXURE IV

To

<Name & Address of the College>

Dear Sirs,

Bank Guarantee No : 
Date of Bank Guarantee : 
Amount of Guarantee : 
Guarantee Cover : ……………….. to 
Last Date for Lodgment of Claim : 

WHEREAS in consideration of your agreeing to allot admission to Medical
PG Course to Mr/Ms………………………………………..(Name of Student) Son/Daughter
of……………………………………………………….... (Residential
Address)………………………………………………………..
(hereinafter referred to as ‘party’ which expression shall include his/her successors
and assigns) on furnishing a bank guarantee of equivalent value in the manner
hereinafter contained.

We ……………………. Bank, a body corporate constituted under Banking
Companies (Acquisition & Transfer of Undertakings) Act, 1970 having its Head
Office at ……………………………………………………………… and inter
alia a branch office at …………………………………………….(hereinafter
referred to as ‘the Bank’ which expression shall, unless repugnant to the context,
include its successors and assigns) do hereby covenant and agree with you as
follows.

1) We hereby undertake to pay to you the sum in aggregate not exceeding
Rs. ………………/- (Rupees ………………………….. only) representing
the Course Fees in the manner detailed below.

   a) Rs. ………………..……… on
   b) Rs. …………………………. on

without demur, merely on the first written demand signed by your duly authorized
representative. Any such demand made on us shall be conclusive as regards the
amount due and payable to you by us under this guarantee.

2) This guarantee shall come in to force from the date of issue of this guar
antee and shall remain in full force and effect up to and including 31-08-2015.

3) Notwithstanding anything contained hereinaabove

1. Our liability under this Guarantee is restricted to Rs………../- (Rupees
…………… Only)
2. This Guarantee shall remain valid up to
3. We are liable to pay the guaranteed amount or any part thereof under this
bank guarantee only and only if you serve upon us a written claim or
demand on or before the date of expiry of claim period as mentioned in
Column No. 3 against each payment due from the party as shown in the below mentioned schedule

<table>
<thead>
<tr>
<th>Date of payment to be made by party</th>
<th>Amount Due</th>
<th>Date of expiry of claim period</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-08-2014</td>
<td>Rs……………./-</td>
<td></td>
</tr>
<tr>
<td>01-08-2015</td>
<td>Rs……………./-</td>
<td></td>
</tr>
</tbody>
</table>

Signed and delivered this ............. day of .................. 2014.