Sri Guru Ram Das University of Health Sciences, Sri Amritsar

(established under Punjab Act No.43 of 2016)

PROSPECTUS CUM APPLICATION FORM

for

Admission to M.Sc. Nursing Course

SESSION – 2019-2020

INDEX

1. Introduction
2. M. Sc. Nursing
   - 2.1. Duration of Course
   - 2.2. Total Seats
   - 2.3. Scheme of Examination
   - 2.4. Eligibility
   - 2.5. Submission of Application
   - 2.6. Method of Selection
   - 2.7. Fee Structure
   - 2.8. Examination and Promotions
3. Leave
4. College Rules
5. Maintenance of Discipline
6. Hospital Rules
7. Library
8. Institute Hostel
9. Rules Regarding Prevention of Ragging
10. Mess
11. Personal Belongings
12. Illness

APPENDIX

1. Residence Certificate (Annexure-A)
2. Affidavit (Annexure - B, C)

IMPORTANT DATES

1)	Availability of Prospectus and application form (on the University Website) Sri Guru Ram Das University of Health Sciences, Sri Amritsar	13/05/2019 onwards
2)	Last date for applying	17/08/2019
3)	Date of Entrance Test	24/08/2019
4)	Result on University website	On or before 27/08/2019
5)	Date of Counselling for M.Sc. Nursing	stay updated on **www.sgrduhs.in** **www.sgrdcon.in**

NOTE: The selected candidates shall be required to deposit the fees on the day of counselling with post dated cheques/bank guarantee against the rest of the course fee.

Fees

Fee payable along with Application Form : Rs. 2000/- (in shape of Demand Draft)

PLEASE NOTE

1) Please visit our website www.sgrduhs.in & www.sgrdcon.in for all the regular and updated information concerning admissions from time to time.

2) Applications received after the due date/time for any reason including postal delays will be rejected. University will not be responsible for any delay or loss in transit caused by Postal Dept. / Courier Services or anyone else.

3) In academic matters the University shall be the final authority.

4) All demand drafts wherever required under this prospectus, should be in favour of **"Registrar, Sri Guru Ram Das University of Health Sciences, Sri Amritsar"** payable at Amritsar.

5) Application on the prescribed Admission Application Form attached at the end of the Prospectus complete in all respects must reach the Registrar, Sri Guru Ram Das University of Health Sciences, Vallah, Sri Amritsar alongwith the prescribed fee and attested testimonials on or before the closing date i.e 17/08/2019 upto 03:00 PM failing which the candidate will not be considered for counselling under any circumstances.

6) All entries in the Admission Application Form must be in the candidate's own hand-writing.

7) Only attested copies of the required certificates are to be sent with the Admission Application Form. Original certificates are to be shown at the time of the seat allotment by the Selection Committee.

8) The Admission Application Form shall be rejected if:
   a) It is not received by the due date & time by post or personally in the office of Registrar, Sri Guru Ram Das University of Health Sciences, Sri Amritsar. The Institute will not be responsible for delay or loss in transit caused by the Postal Authorities, courier services or anyone else.
   b) The entries are incomplete.
   c) The required enclosures are not duly attested by Head Master/ Principal of the School/ Institution or gazetted officer.

9) The requisite fee is not sent with the Admission Application Form in original bank draft. The photocopy of Bank Draft or remittance slip issued by the Bank will not be accepted.

IMPORTANT

PLEASE READ IN DETAIL

1) Candidates are advised to read the prospectus carefully before filing and submitting ADMISSION APPLICATION FORM for admission.
2) This Prospectus is subject to alteration(s) or modification(s) at any time without notice. For updates please refer to University website from time to time.
3) Changes, if any, in the schedule/time table of test/Counselling etc. will be notified through website of the University i.e. www.sgrduhs.in & www.sgrdcon.in.
4) Candidates must retain this Prospectus with them till admissions and read carefully the instructions and comply with all instructions therein strictly.
5) Personal appearance of candidates is essential at the time of interview. She will produce all documents/ testimonials in original for verification by the Selection Committee.
6) Eligibility conditions for admissions are given in the Prospectus.
7) The eligibility for admission of the candidates shall be determined by the Selection Committee at the time of counselling.
8) Applications received after the due date and time for any reason including postal delays shall be rejected. University will not be responsible for any delay or loss in transit caused by Postal Authorities, Courier Services or anyone else.

IMPORTANT NOTICE

Every student admitted to Sri Guru Ram Das College of Nursing whether under the Sikh Minority Community quota or under the General shall have to furnish Bank Guarantee/Post dated cheques for the amount equivalent to full course fee, along with an undertaking that She would not seek migration to any other Institution nor shall she leave the studies midstream without completing the full course, until and unless She deposits the balance amount of fee for the full course. This provision is being made in accordance with the Order dated 14.8.2003 of the Hon'ble Supreme Court in the Islamic Academy of Education case, to safeguard the unaided Institutes from resultant financial loss on account of such a student's seat remaining vacant for the remaining period of the course.

SRI GURU RAM DAS COLLEGE OF NURSING

Mehta Road, P.O. Vallah, Amritsar, 143501

1) INTRODUCTION

ABOUT THE COLLEGE OF NURSING

Modern nursing is a dynamic, therapeutic and educative process in meeting the health needs of the individuals, the family and the community. It is one of the health professions which functions in conjunction with other health care agencies in assisting individual's families and communities to achieve and maintain desirable standards. As propounded by the World Health Organization (WHO), health is a state of complete physical mental and social well being and not merely the absence of disease or infirmity.

Since nurses provide a large part of health care, it is imperative that their training should equip them with professional expertise to meet the changing demands of society and their expanding role therein. To achieve this goal, Sri Guru Ram Das Institute of Medical Sciences & Research decided to start course in General Nursing & Midwifery to impart the knowledge and skills most relevant to the health care needs of the community and the country as a whole. The College of Nursing is approved by the Government of Punjab, the Punjab Nurses Registration Council, Chandigarh and the Indian Nursing Council, New Delhi. The School of Nursing started functioning in the year 2001 with initial admissions of 40 students in Diploma Course in General Nursing and Midwifery. The intake now has increased to 60 students from 2003-2004 batches.

The first batch of GNM students were passed out in September 2004 and the school of Nursing is now got permanent affiliation by Indian Nursing Council, New Delhi as well as Punjab Nurses Registration Council, Chandigarh.

The Institute has started B. Sc. Course in Nursing & taken its batch for the session 2008-09. The institute has also started B. Sc. Nursing Post Basic in the session 2010-11 & M. Sc. Nursing Course in the session 2011-12.

PHILOSOPHY: The International Council of Nurses states that the unique function of the nurse is to assist the individual, sick or well, in the performance of those activities contributing to health or its recovery (or to peaceful death) that patient would perform un-aided if he has the necessary strength, will or knowledge. And to do this in such a way as to help him gain independence as rapidly as possible. Indian Nursing Council recognised

that basic nursing education is a formally recognised programme of study providing a board and sound foundation in the behavioural, life and nursing sciences for the general practice of nursing for a leadership role and for the post basic education in specialities for advanced nursing practice. The council believes that this basic course in nursing should prepare nurses for occupying first level positions in nursing in all kinds of health care settings. The Council recognises that nursing is a profession which is influenced by advances in science and technology. It believes that skills in all aspects of communities are also essential for learning and for the practice of nursing.

The Council also recognise that the nature of nursing is such that a substantial portion of learning of the students is acquired in the clinical fields (s) of practice. It further recognises the inter-dependence of or nursing allied professions and occupations in promoting, maintaining and restoring health and prevention of diseases.

The Council believes that it has a responsibility in helping the students to develop pride in their profession besides keeping them abreast with current knowledge and professional trends for a successful career ahead.

AIMS AND OBJECTIVES

AIMS: The M. Sc. Nursing is geared to the health needs of the individual, family, community and the country as a whole. The aims of the M. Sc. Nursing programme are:

1) To prepare nurses with a sound educational programme in nursing to enable them to function as efficient members of the health team, beginning with the competencies for first level positions in all kinds of health care settings.
2) To help nurses develop an ability to co-operate and co-ordinate with members of the health team in the prevention of disease, promotion of health and rehabilitation of the sick.
3) To help nurses in their personal and professional development, so that they are able to make maximum contribution to the society as useful and productive individuals, citizens as well as efficient nurses.
4) To serve as a base for further professional education and specialization in nursing.
5) To prepare nurses to keep pace with latest professional and technological developments and use these for providing nursing care services.

OBJECTIVES: A qualified nurse on completion of this course will be able to:

1) Demonstrate competency in providing health care to individual, sick or well, using nursing process.
   - Assess the nursing need of clients from birth to end of life.
   - Plan and carry out appropriate action to meet nursing needs.
   - Provide effective nursing care for maintaining best possible level of health in all aspects.
   - Promote self care in people under their care.
2) Apply knowledge from the humanities, biological and behavioural sciences in functioning as a nurse.
3) Function effectively with members of the health team and community applying the knowledge of human relations and communication skills in her work.
4) Participate as member of the health team in delivery of curative preventive, promotive and rehabilitative health care services.
5) Mobilise community resources and their involvement in working with the communities.
6) Demonstrate use of ethical values in their personal and professional life.
7) Demonstrate interest in activities of professional organisation.
8) Recognise the need for continuing education for professional development.
9) Demonstrate basic skills in teaching patients and giving nursing care to them.
10) Demonstrate basic skills in administration and leadership while working with other members of health team and community.
11) Assist & Conduct an independent research study.

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2) M.Sc. Nursing

2.1. DURATION OF THE COURSE

Duration of the course shall be 2 years. (Two years)

2.2. TOTAL SEATS

The following courses for the degree of Master of Science in Nursing are offered at the college. The College have a total annual intake of 20 seats and as such 10 seats are reserved for the candidates belonging to Sikh Minority Community on all-India basis. These seats are further distributed as under:

Sr. No	Subject	Total Seats	General Management Quota	Handicapped	General Minority Quota	NRI Quota
1)	Mental Health (Psychiatric) Nursing	4	1	1	2	--
2)	Medical Surgical Nursing	4	1	1	1	1
3)	Community Health Nursing	4	1	1	1	1
4)	Obstetric and Gynaecological Nursing	4	1	1	2	--
5)	Child Health (Pediatric) Nursing	4	1	1	1	1
	Total	20	05	05	07	3

Seats will be filled up on the basis of merit list prepared through a competitive entrance examination conducted by University. Those desirous of admission against NRI seats need not appear in this Entrance Test, and may contact Registrar for a separate Information Brochure/application form, etc.

* Distribution of seats liable to change as per orders of the competent authority.

2.3. SCHEME OF EXAMINATION (For M. Sc. Nursing)

A. The competitive entrance test comprising objective type questions (MCQ) shall be of 2 hours duration and shall be held at Amritsar on 24/08/2019 from 11.00 hours to 13.00 hours. There will be total number of 80 objective type questions. The written examination will be based on the syllabus of B. Sc. Nursing prescribed by the Indian Nursing Council. Areas included in the selection test are Applied, Physical and Biological Sciences, Nutrition, Preventive Medicine, Social Science, Medical Surgical Nursing, Obstetrics and Gynaecological Nursing, Peadiatrics, Psychiatry and Community Health Nursing and Basic Concepts of Education, Administration, Research and Statistics. For each correct answer, 1 mark will be awarded. There will be **no negative marking.**

a) Use of Calculator and any other electronic device is not permitted in the examination.

b) There shall be no rechecking/revaluation of response sheets.

c) Minimum qualifying marks for admission are 50%, i.e., 40 out of 80 marks.

d) Paper on Sikh History & Religion (second question booklet, for Sikh Minority Quota Candidates only) will be only qualifying in nature and the marks secured therein will not be counted for the purpose of gradation in the merit list. The candidate must, however, secure at least 07 out of 20 marks, (i.e. 35% marks in this paper), so as to be eligible for placement in the merit list. In other words, a candidate who does not secure a minimum of 07 marks in this paper will be automatically eliminated from competition, and his/her name will not be included in the merit list.

2.4. ELIGIBILITY

The eligibility and qualifications for admission to M.Sc. (Nursing) course are as per provisions of this Prospectus based on relevant notification(s) of Punjab Government issued from time to time, as per university rules and the regulations of Indian Nursing council.

The selection shall be strictly as per merit of entrance test examination. The candidates should fulfil the following minimum conditions to become eligible for admission to M.Sc. Nursing Course. The Test will be open to candidate who–

a) is resident of India and belongs to Sikh Community(for Sikh Minority Quota Only);

b) should be a registered Nurse and registered Midwife or equivalent with any state Nursing Registration Council.

c) passed B.Sc. Nursing/ B.Sc.(Hons) Nursing/ Post Basic B.Sc. Nursing with minimum of 55% aggregate from an institution recognized by Indian Nursing Council.

d) Minimum one year of work experience after declaration of final result of B.Sc. Nursing and Post Basic B.Sc. (N) candidates at the date of counselling.

e) candidate shall be medically fit.

The schedule of the counselling and other details shall be published by the University on its website www.sgrduhs.in & www.sgrdcon.in.

NOTES:

a) A candidate will be considered Sikh/belonging to Sikh Community if she practises the Sikh faith, and maintains Sikh appearance (is ਸਿੱਖੀ ਸਰੂਪ), i.e., she does not cut or trim hair, has the word "Kaur" suffix to her name, has faith in the Ten Sikh Gurus and Sri Guru Granth Sahib only and does not owe allegiance to any other sect or religion.

b) A female Sikh candidate the word "Kaur" with her name, may get it added legally (that is through an affidavit *plus* notice in a newspaper regarding change of name) before submission of her application by the last date.

2.5. SUBMISSION OF APPLICATION

The candidate shall submit her application on the prescribed form available in this prospectus, so as to reach the Registrar, Sri Guru Ram Das University of Health Sciences, Mehta Road, PO Vallah, Sri Amritsar-143501, latest by 3.00 P.M. on 17/08/2019 either by Regd. AD post or by hand.

NOTE: Sending admission form through a courier service is absolutely not allowed. Sending the admission form through speed post should also be avoided as some delay is likely to occur, for which the candidate herself shall be responsible.

The application form should be filled in by the applicant in her own hand. It should be complete in all respects and should be accompanied with the following documents:-

a) Demand Draft for Rs. 2000/- in favour of "Registrar, Sri Guru Ram Das University of Health Sciences, Sri Amritsar" payable at Amritsar.
b) Attested copy of matriculation examination certificate indicating the date of birth;
c) Attested copy of B.Sc. Nursing/ Post Basic B.Sc. Nursing or equivalent degree certificate, detail marks sheets of the whole course.
d) Attested copies of Registration Certificates of Registered Nurse and Registered Midwife.
e) Certificate of Work experience.
f) Character certificate from the college last attended;
g) Three recent passport size photograph duly attested with name and father's name written on the back side;
h) Attested copy/copies of the certificate(s) of extra co-curricular activities, if any;
i) Two self addressed envelopes stamped worth Rs.30.00 each.
j) Copy of Adhar Card.

ADMIT CARD

Provisional Admit Card bearing the Roll number and a passport size photograph of the applicant, rubber-stamped with the signature of Registrar will be issued by hand at the time of submission of application form only, No admit card will be sent by post. The admit card will be issued from the institute till 10.30 am on 23/08/2019. The admit Card must be shown at the centre and at the time of counselling. The candidate should not part with this Admit Card until after the counselling is over.

Admit Card will be issued **provisionally** to all the applicants whose complete application form along with fee has been received in the office of the University. **Mere issuance of Admit Card shall not necessarily mean that the candidate is eligible for admission to M.Sc. Nursing Course.** The final eligibility for admission will be determined at the time of counselling when the candidate appears in person and her original documents are examined.

2.6. METHOD OF SELECTION

The selection of the candidates for admission to the course shall be made on merit, based on the marks obtained by them in the qualifying entrance examination to be held on 24/08/2019. The decision of the selection board shall be final. The selected candidates shall be required to **deposit the fees on the day of counselling**, failing which the seat will be offered to the next deserving candidate on the waiting list.

2.7. FEE STRUCTURE

1)	Tuition fee	:	Rs. 1,00,000/-
2)	Hostel fees	:	Rs. 30,000/-
3)	Admin Charges	:	Rs. 7,750/-

NOTES:

1) The above charges (include Tuition fee and Amalgamated Fund) as may be prescribed by the Govt. from time to time. The clinical fee will be charged @ 700/- per month from the students at the time of admission.
2) Fee/charges once paid are not refundable.
3) The fees, dues and other charges are subject to change by administration from time to time without notice.
4) All students should pay annual charges before or by the date as notified by the Director-Principal.
5) All students having to reside in the hostel compulsory will pay mess charges before the 10th of every month, failing which her classes will be suspended.
6) Uniform: Each student has to meet the expenses towards uniform and books at the time of admission.
7) Books and other personal expenses are the responsibility of the student herself.
8) If a student leaves the institution during training period for any reason, whatsoever, she has to pay dues for all the remaining years of the course. She will have to give an affidavit to that effect, and also bank guarantee if called for. (Affidavit copy enclosed)

2.8. EXAMINATION AND PROMOTIONS

a) **Internal Examination:** Internal examinations are held from time to time to evaluate the progress of students. The internal assessment of the student shall be based on these examinations. The students must pass the internal examinations before they are allowed to sit in the annual examination.

b) **University Examination:** The examination of the University is held in the month of July/ August every year for the session May/ June. Minimum of 50% marks are required in each subject to pass the examination.

c) **Examination Fees:** The students shall pay the examination fee to the SGRD University of Health Sciences, Sri Amritsar as prescribed by the University.

NOTE: The students will be relieved from the Institute only after they complete total clinical and field experience, and pay all the dues.

LEAVE

1)	Annual Vacation	:	20 days
2)	Sick Leave	:	10 days (To be sanctioned by medical officer to the College/Institute. Sick Leave is not accumulated.)
3)	Preparatory Holidays	:	7 days

NOTE: No leave will be given for any function at home during weekdays. Any prolonged time-loss on account of sickness or otherwise must be compensated during in annual vacation of the year.

6) COLLEGE RULES

a) All students shall comply with the rules and regulations of the Institute/College in letter and spirit.

b) Punctuality and Regularity in attendance both in the theory and practical classes is compulsory.

c) Every student has to complete 80% of lectures separately in theory and 100 % in practical. Such a candidate who does not complete this minimum requirement in theory and / or practical, will not be allowed to appear in the final examination.

d) Leave application for exemption from attending any class with valid reasons

should be submitted to the concerned Tutor/Principal.

e) Appearing of students in internal examinations is compulsory. Those students who secure less than 50% marks in the internal assessment will not be recommended for sitting in the final Annual Examination.

f) Mass representation of any kind including wilful absence from classes, strikes, raising slogans, pasting posters etc, will attract strict disciplinary action.

g) Teachers are the backbone of the academic structure and they must be given due regard, offered "Time Wish" and extended all courtesies due to them.

h) Student should participate and take initiative for leadership in professional, social and sports activities.

i) No student is allowed to appear in any other examination of any Board or University during the period of training.

NOTE:

I. *Mobile phones are not allowed during the College hours.*

II. *Students are required to wear Punjabi dress in the hostel and campus and certified dress code in the College & Hospital. Wearing Jeans & T-shirts are not allowed.*

7) MAINTENANCE OF DISCIPLINE

a) All powers relating to disciplinary action are vested with the Director- Principal.

b) Without prejudice to the generality of power to enforce discipline, the following shall amount to acts of indiscipline:

i. Physical assault or threat or use of physical force against any member of the teaching or non-teaching staff and against any fellow student.

ii. Carrying of, use of or threat of use of any fire-arm or weapon.

iii. Causing disruption in any manner of the academic functioning of the College of Nursing or the Institute.

iv. Creating ill-will or intolerance or inciting others or religious or communal grounds.

v. Use or possession of liquor or drugs.

vi. Wilful destruction of School/Institute's property.

vii. Cheating in the examination, including house/internal examination.

viii. Ragging.

ix. Any practice derogatory of a woman.

x. Any violation of the provisions of Civil Rights Protection Act, 1976.

xi. Any other act of omission or commission, which, in the opinion of the disciplinary authority constitutes misconduct.

c) The disciplinary authority may take such action as it deems fit, which may include fine in cash or kind, expulsion from the course or rustication.

8) HOSPITAL RULES

DISCIPLINE AMONG STUDENTS

a) Students are not permitted to leave the ward/department without the Permission of the ward in-charge or clinical instructor concerned, in the clinical area of working.

b) Students are responsible for the proper maintenance of uniform issued to them. Full uniform should be worn on duty.

c) No one should sleep whilst in uniform. During off duty, uniform should not be used.

d) Wearing of jewellery such as ear rings, bands, a bangle, painting of nails, keeping the hair unbraided on duty is not permitted.

e) Visiting the hospital during off duty is forbidden.

f) Students are not allowed to go to canteen in uniform during the duty hours.

g) Students are not allowed to change their duty timings for clinical practice with other students on their own.

h) Students are not allowed to have visitors in the college and in the hospital while in the clinical area.

i) Students returning late from leave are required to make up for the missed classes/ training during the vacations.

9) LIBRARY

GENERAL INFORMATION:

a) The library contains a large number of books with a wide range of topics in Medical Sciences. Many Journals & Periodicals are available to the students for borrowing and references.

b) The students will strictly observe the rules of the Library, which are given below:

i. There shall be a Library Committee, which will function under the general control of Principal.

ii. The library shall remain open from 8.00 A.M. to 8.00 P.M., every day except on Sundays and holidays.

iii. Silence and order must be maintained in the Library at all times. Any infringement of this rule will invite serious action.

iv. Any person who causes loss, defaces or otherwise damages a book, Journal or periodical shall be liable to pay the cost at the current price, and in the event of the books being one of a set or series, the cost of the whole set or series will be recovered if the damaged single copy is not available in the market for replacement of the lost/damaged book.

v. Books that are required for occasional references, such as Encyclopaedias, Dictionaries, Atlases, Year Books shall not be issued from the Library.

vi. Books borrowed from the Library are not transferable.

vii. Books will be issued strictly on the priority of demand.

viii. A limited number of books can be taken from the Library at a time on the basis of Library card.

ix. No book shall be kept by any student for more than 14 days. For each day a book is kept over-time he/she shall have to pay a fine of Rs. 50/- day per book till it is returned to the Library.

x. Every borrower shall be issued a borrower's card. If this is lost, a duplicate card shall be issued by the office on payment of Rs. 100/-

xi. During the annual stock verification in the month of June, or at any other time, all books issued must be returned. A student who does not return the books shall have to pay double the charges i.e., Rs. 100/- per day per book as fine.

xii. Newspapers are kept on day-to-day basis for the use of students and it must not be taken away under any circumstances, nor any page or a part of it be torn away.

10) INSTITUTE HOSTELS

(Proper hostel accommodation is provided for students under full supervision of the management)

HOSTEL RULES

NOTE*:* Students are advised to read the following rules carefully. A resident who violates any of these rules will make herself liable to disciplinary action; and if she violates any of the rules and regulations more than twice, she shall be expelled from the hostel, in addition to any fine that may be imposed on him/her.

1) For Every student joining Sri Guru Ram Das College of Nursing, Sri Amritsar is compulsory to reside in the Hostel except those married candidates who have a newly born child.
2) No student shall keep any unauthorised person in her room. If any such person is found in her room, she will be liable to be summarily expelled.
3) The student will show hostel fee receipt to the Hostel Superintendent/Warden before admission to the Hostel.
4) Each student must occupy the room allotted to her for the session by the Warden and no change of room shall be made without permission of Hostel Superintendent/ Warden.
5) Each resident student is responsible for the cleanliness and proper up-keep of the room allotted. She will be held responsible for any damage done to furniture and fixtures in the room. If any student leaves the hostel and fails to hand over in good condition all the room furniture along-with electric bulbs etc. will be liable to be fined, apart from being required to pay for any damage done.
6) Residents are responsible for the loss or damages to electrical fittings in their rooms.
7) When any room is found locked or left vacant for long, the concerned student shall be liable to pay penalty of Rs. 50/- per day.
8) The Hostel Superintendent/Warden shall have the power to fine a student to the extent of rent for the whole month.

9) Air Conditioners, Coolers, Refrigerators, Electric Stoves, Room heaters or any other electrical appliances of heavy consumption are not allowed. Televisions, Tape-recorder, Audio or Video CD player, Video Cassette Recorder/Player, are also not allowed to be used.

10) Student found making a wrong use of electricity will be fined upto Rs. 500/- in addition to the cost of repairs, if any; and the matter will be reported to the Director-Principal/Principal for such disciplinary action as deemed fit.

11) Each Hostel shall be under the control of the Hostel Supdt/Warden.

12) Mess workers and Sewadars are under the control of the Hostel Supdt/Warden who only may take action against them for negligence, indiscipline, etc.

13) Residents are strictly forbidden to utilise hostel Sewadar/Sewadarni for personal work, or interfere with their work or use any abusive language about them in any way. No excuse whatsoever will be accepted for a breach of this rule. All complaints against hostel Sewadars should be brought to the notice of the Hostel Superintendent/Warden who will investigate the matter and take appropriate action.

14) The residents will not argue, abuse or misbehave with the mess-contractor or vice-versa. Complaints, if any, should be brought to the notice of the Hostel Supdt/Warden immediately.

15) The inside gate directly connecting the Hostel shall remain locked between 09.00 p.m. and 6.00 a.m.

16) A student who is resident for a part of any month shall be charged rent for the whole month.

17) A student expelled from the Hostel shall not be admitted in the hostel again.

18) Any student found in possession of, or having used, alcoholic drinks, or addicting or hallucinogenic drugs will be expelled from the hostel immediately.

19) Students are required to pay their Mess bills by 10th of every month positively, failing which they will be suspended from attending the classes.

20) Before going out from hostel, residents are required to take prior permission and write in the Register their names, date and time of leaving the hostel and of return, Purpose of going out & contact no. and address of visiting place/ relative.

21) Female students will not be allowed in the Boys Hostel.

22) In the event of mischief/foul play or accident etc., the Warden/Hostel Supdt. can break the lock and open the room for investigations.

23) Fees once paid shall not be refunded under any circumstances.

24) The parents will write in the prescribed Proforma at the time of the hostel admission, the names of relations who could visit the Girls Hostel and vice-versa. The relationship of such persons should be specifically mentioned. The Hostel Supdt/Warden will have the sole right to grant or refuse permission to any visitor. Student/parents must provide full address, telephone number of the relatives whom the hosteller can visit with permission.

25) No resident of the hostel will be absent from the hostel without the written permission of the Warden/Hostel Supdt./ Principal. Residents wishing to visit their 'friends, relatives allowed by the parents, even on holidays, shall obtain the written permission of the Hostel Supdt/Warden. If this rule is not observed by any of the hosteller, the consequences and responsibility shall be entirely of the hosteller/parents.

26) Residents wishing to absent themselves from the hostel after 7.00 p.m. in winter and 8.00 p.m. in summer shall obtain prior permission from the Warden and shall sign a register kept in the hostel office noting the date and time of departure and of arrival back, which should not exceed the time mentioned in the permit. Permit for leaving the hostel may be obtained from the Warden/Supdt. between 6.00 p.m. to 7.00 p.m. or the time fixed by the Hostel Supdt./ Warden.

27) The student who wants to go home for any reason should first obtain permission from the Director-Principal/Principal/Hostel Supdt., and on the basis of that she will seek the Warden's permission to leave the hostel, failing which the entire responsibility will be of the student concerned and of the parents.

28) The gate/s of the hostel shall be locked at 8.00p.m. and shall be opened at 6.00 a.m. in summer and 7.00 a.m. in winter and no student shall be allowed to leave the hostel during these timing without the prior permission as given above.

29) Permission to visit parent's home/local guardian/relations will be granted once in a month on a Sunday/holiday only. Hostel pass will be issued by Warden. Any

student found absent from the hostel without permission shall be liable to fine and other disciplinary action.

30) Student should sign daily in the attendance register kept in the warden's office in the evening between 7-00 p.m. to 8.00 p.m. in the winter & 8.00 p.m. to 9.00 p.m. in the summer.

31) No hostel Sewadarni be disciplined by any student nor any Sewadarni be sent on errands without the permission of the Hostel Supdt./Warden. Complaint against them should be made to the Hostel Supdt./Warden when necessary.

32) Any illness must be reported to the Hostel Supdt./Warden by the student or friends concerned at once.

33) Male visitors shall not be allowed in Girls hostel.

34) No male student will be permitted in the Girls Hostel with any excuse including Holi, Diwali or Birthday Celebrations.

35) All the parents/guardians of the students are advised to go through the hostel rules carefully before applying for a seat to be allotted in the hostel. The above mentioned hostel rules are to be followed very strictly by the students.

RULES REGARDING PREVENTION OF RAGGING

The word 'ragging' means the act of teasing, taunting, playing a practical joke upon someone or holding comic parades and other activities during certain period of a College terms to raise money for charity.

But over the years, the word ragging ceased to denote the healthy practice. It used to be and has acquired more negative connotations and notoriety. Now a day's 'ragging' may include:

Display of noisy, disorderly conduct, teasing, excitement by rough or rude treatment or handling, indulging in rowdy, undisciplined activities which cause or likely to cause annoyance, undue hardship, physical or psychological harm or raise apprehension or fear in a fresher or asking the students to do any act or perform something which such a student will not do in the ordinary course and which causes him/her shame or embarrassment or danger to his/her life.

To prevent ragging, some State Governments enacted legislation defining ragging, suggesting preventive measures and punishment. The University Grants Commission strongly recommends that every educational institution should take steps to curb the menace of ragging.

Every Institution should implement the following measures to prevent ragging:

1) At the commencement of academic session, the head of the institution (Director/Principal, etc) may address a meeting of various agencies like wardens, representatives of students, parents/guardians, faculty, police and other law and order machinery with an appeal to help eradicate the menace of ragging in the Institution completely.

2) At the commencement of academic session, the Institution should constitute a vigilance committee consisting of senior faculty members, some hostel authorities like wardens and few responsible senior students to have an inbuilt mechanism for checking the incidence of ragging. The committee should monitor the events involving ragging, enquire into them and make recommendations in this regard to the Institution authorities. The committee can draw its modalities of functioning, frequency of visits/meetings etc.

3) The powers of wardens and other authorities should be suitably enhanced. Some of them may be vested with a kind of powers so that they can take immediate action in certain situations.

4) A disciplinary committee may be set up at the Institution level to consider the recommendations of the vigilance committee and spell out the punishments. If considered necessary, this committee can further investigate the events and recommendation which were brought before it.

5) The head of the Institution should take immediate action on receipt of the recommendations of the disciplinary committee. He can also take action if the circumstances so demand.

6) Freshers should be encouraged to report incidents of ragging. Those who do not do so even when being witnesses or victims should also be punished suitably.

7) When the persons committing or abetting the crime of ragging are not identified,

collective punishment could be resorted to as a possible deterrent measure, as it would ensure community pressure on the potential raggers not to indulge in ragging.

The following could be the possible punishments for those who are found guilty of participation in or abetment of ragging. The quantum of punishment shall naturally depend upon the nature and gravity of the offence as established by the disciplinary committee or the Court of law.

1) Suspension from attending classes.
2) Withholding/withdrawing scholarship/fellowship and other benefits.
3) Debarring from appearing in any test/examination or other evaluation process.
4) Withholding results.
5) Debarring from representing the Institution in any national and international meet, tournament, youth festival etc.
6) Suspension/expulsion from the hostel.
7) Rustication from the Institution for periods varying from 1 to 2 years.
8) Expulsion from the Institution and consequent debarring from admission to any other institution.
9) Fine up to Rs. 25,000/-

11) <u>MESS</u>

a) For all students living in the hostel it is compulsory to join the mess. Taking meals from outside is not allowed.
b) Students are not allowed to take any crockery, cutlery or any other things from the dining hall to outside or to their rooms.
c) All meals must be taken in the dining room at the proper timings notified by the Hostel Superintendent.
d) Students are expected to come to the dining room properly dressed. Unbraided hair and wearing of nighties, short skirts & shots are not allowed.
e) The mess charges will be paid to the hostel contractor before 10th of every month. A fine at the rate of Rs.100/- per day will be charged from the defaulter.
f) All complaints against mess employees should be made immediately in writing to the warden, instead of talking to the employees.

12) PERSONAL BELONGINGS

Personal belongings are the responsibility of the individual students.

List of items to be arranged by the students at their own expense:

1)	Complete bedding	1
2)	Bucket with Mug	1
3)	Flask	1
4)	Wrist Watch (Second Hand)	1
5)	Umbrella	1
6)	Dustbin	1
7)	Torch	1
8)	Stationery, Pencil, Rubber, Ruler, Sketch Pens, Diary, Red & Blue Pen, Registers, Measuring Tapes, A Pair of Scissors, Nail Cutter.	1

Rooms should be locked securely. Students are urged to keep their jewellery and other valuable at their homes. If there are any damages or loss, the authorities will not be responsible.

13) ILLNESS

Medical services of the Hospital attached to the College/Institute are available to the students. When a student falls sick, she must report to the warden on duty immediately and take Sick Leave form, must get it checked by the consultant and report to the class teacher and warden/hostel superintendent.

ANNEXURE – A

CERTIFICATE OF RESIDENCE

Certified that Miss D/o Shri _____ a candidate for admission to M.Sc. Nursing Course 2019 at Sri Guru Ram Das College of Nursing, Sri Amritsar and is a bonafide resident of Village / Town _____ Tehsil _____ District _____ in the State of _____ for the last _____ years.

Tehsildar/SDM with office stamp

Candidate whose father is in Govt. Service or of a statutory body may furnish a certificate of residence from his parent's employer in the following format:

Certified that _____ father of _____ a candidate for admission to M. Sc. Nursing Course 2019 at Sri Guru Ram Das College of Nursing, Sri Amritsar and is serving as _____ (Designation) as a regular employee of this office / organisation, which is a Govt. Department / statutory body established by the Govt. of _____ (State)/Central Govt.

Name _____ **Signature of the Head of Deptt/Office**

Designation _____ **(Office Stamp)**

ANNEXURE-B

AFFIDAVIT

I _____ daughter of _____ resident of _____, do hereby solemnly affirm and state as under:-

1. That I have provisionally been admitted to Shri Guru Ram Das College of Nursing in M.Sc. Nursing course in the session 2019-20.
2. That at present I am depositing the provisional fee as notified by the Competent Authority.
3. That I undertake to pay the balance of the final fee, if any fixed by the Competent Authority higher than that is being deposited presently.
4. However for the purpose of security, I have also submitted the one post _____ dated cheques in respect of three instalments of tuition fee. The detail of which is as under:

Sr. No.	Cheque No.	Date
1)	……..	……..
2)	……..	……..
3)	……..	……..
4)	……..	……..

I further undertake that in case of dishonour of any of the cheque on account of any reason, I will be liable for criminal prosecution under section 138 of the Negotiable Instrument Act besides the civil liability to pay the remaining tuition fee.

DEPONENT

VERIFICATION

I, the above named deponent, further affirm and declare that the above averment by me is true and correct and that nothing has been concealed by me.

DEPONENT

Witness of parents

ANNEXURE-C

AFFIDAVIT

I _____ daughter of _____ resident of _____, do hereby solemnly affirm and state as under:-

1. That I am Sikh and belong to the Sikh Community;
2. That I practise the Sikh Faith;
3. That I maintain Sikh appearance and do not cut or trim my hair; including hair on my eyebrows;
4. That I have the word “Kaur” affixed to my name;
5. That I have faith only in the Ten Sikh Gurus and Sri Guru Granth Sahib;
6. That I do not owe allegiance to any other sect or religion.

DEPONENT

VERIFICATION

I, the above named deponent, further affirm and declare that the above averment by me is true and correct and that nothing has been concealed by me.

DEPONENT

ANNEXURE-D

AFFIDAVIT

I, _____Son/daughter of _____ and resident of _____, do hereby solemnly affirm and state as under:

1) That I have changed my name from

_____ to _____;

(in BLOCK letters) (in BLOCK letters)

2) That I have given out a public notice regarding aforesaid change of my name in the following leading newspaper(s) of the region where I am residing:

i. _____(Name of newspaper) dated _____

ii. _____(Name of newspaper) dated _____

3) That hence forth I am to be known and addressed to by my above said name, that is

_____

(in BLOCK letters)

DEPONENT

VERIFICATION

I, the above named deponent hereby declare that the contents of this affidavit are correct to the best of my knowledge and belief, and that nothing has been concealed therein.

DEPONENT

SGRD UNIVERSITY OF HEALTH SCIENCES, SRI AMRITSAR

Entrance Test for Admission to M.Sc. Nursing Course 2019-20

ADMIT CARD

Date of Examination: _____

NOTE: This admit card is issued to the candidate purely provisionally **subject to her satisfying the eligibility conditions.**

Paste securely a recent photograph (35 x 35 mm) duly signed by the candidate and attested by the Principal/ Head of the Institute or gazetted officer. Please do not pin or staple.

NOTE: Before attesting, it must be ensured that the candidate is personally known to the Attesting Authority.

(TO BE FILLED BY THE OFFICE)

ROLL NO. ☐☐☐☐

CENTRE NO. ☐☐

NAME OF EXAMINATION CENTRE:

_____

_____

_____

ADMIT (Candidate should write her name)

DAUGHTER OF

_____

Full signature of the candidate (NOT IN BLOCK LETTERS)

Signature of the candidate attested

Principal/Head of the Institution or Gazetted Officer with Official stamp

REGISTRAR

N.B:-

1) **CANDIDATES ARE DIRECTED TO PRESERVE THE ADMIT CARD TILL THE ADMISSIONS ARE OVER.**
2) **PLEASE READ THE INFORMATION BULLETIN (PROSPECTUS) CAREFULLY, ALSO READ THE DIRECTIONS GIVEN OVERLEAF.**

Candidate's Correspondence Address with Pin Code (IN BLOCK LETTERS)

Name _____ **Son/daughter of** _____

Address _____

Distt. _____ **State** _____ **Pin Code** _____

Mobile No. _____.

Entrance Test for Admission to M.Sc. Nursing Course, 2019-20

DIRECTIONS FOR CANDIDATES

1) Day and date of examination: 24/08/2019 (Saturday)..
2) Duration of examination 11.00 a.m. to 1:00 p.m.
3) The candidates shall be present at the examination centre 20 minutes before the commencement of examination.
4) No candidate will be admitted to the Examination Hall after 15 minutes of the commencement of examination.
5) No candidate who does not produce the Admit Card shall be allowed to sit in the examination by the Centre Superintendent.
6) Candidate must preserve the Admit Card till the admissions are over.
7) Candidate is not allowed to leave the Examination Hall before expiry of the time and handing over the answer sheet and question paper (Test Booklet) to the invigilator concerned.
8) Important: - Before starting answering the questions, the candidate should make sure that no page or question is missing from the question booklet. She should also ensure that the code no. on each page of the question booklet and the response sheet is the same. If any defect is found, the answer booklet should be got replaced from the invigilator.
9) The response sheet is not to be torn off and the whole booklet be returned to the invigilator.
10) The candidate shall not remove any page(s) from the test booklet and if any page(s) is/are found missing from the booklets, she will be liable to criminal action.
11) The candidate shall not bring into the Examination Hall any books, notes or calculator. For calculations, log table will be made available. For rough work, the sheet marked “Rough Work” at the end of the test booklet be used.
12) No candidate shall bring into the examination centre a pager or a cellular phone. Possession of anyone of these shall result in expulsion of the candidate from the examination hall.
13) Candidate must follow strictly the instructions contained in the Prospectus.

SRI GURU RAM DAS UNIVERSITY OF HEALTH SCIENCES, SRI AMRITSAR

Application Form For Admission to M.Sc. Nursing 2019

(To be filled in by the applicant in her own hand)

(Please carefully go through the instructions before filling in the form)

Paste securely a recent photograph (35 x 35 mm) size photograph, then sign and get it attested.

Particulars of fee remitted:

Amount: **Rs. 2000/-**

Draft No. ..... Dated.....

Bank.....

1. Full Name of the candidate (leave one space to indicate different parts of the name)

2. a) Date of Birth D D M M Y Y Y Y

b) Age as on 31.12.2019 Year Months Days

3. Father's Name (leave one space to indicate different parts of the name)

4. Mother's Name (leave one space to indicate different parts of the name)

5. State of Domicile

6. Correspondence Address (In block letters):

Pin Code:

7. a) Phone No. (also indicate STD code)

b) Mobile No.

c) Fax No. if any

d) E-Mail ID

_____

8. **A.** **Particulars of the Qualifying Examination:**
(i.e. B.Sc. Nursing, Post Basic B.Sc Nursing)

University /Board	College / School	Year / Session	Year of Study	Max. Marks	Marks Obtained	% age	No. Of Attempts
			1) Ist Year				
			2) 2nd Year				
			3) 3rd Year				
			4) 4th Year				

9. **Registration No.** RN_____ RM_____

10. **Professional Experience:**

Post	Name of the Institution	Date		Total Experience	Remarks
		From	To		

11. Undertaking and pledge by the candidate:-

a) I hereby certify that the entries made by me in this form are correct to the best of my knowledge & belief and I have not concealed any information in any manner.

b) I agree to observe and abide by all the rules and regulations of the Institution, including those with regard to programme of studies, syllabus, scheme of examination, examination rules and the hostel rules that may be laid from time to time by the Institution/ Trust during the period of my studies and I will not associate myself with any activity prejudicial to the discipline of Institution.

c) I fully understand that for any violation or infringement of these rules and regulation, disciplinary action can be taken against me by the authorities which may include cancellation of the candidature.

d) I certify that I am not involved in any illegal activity and no criminal case is pending against me in any court of law.

e) I further declare that I have filled in this application form in my own hand. I fully understand that if the information given herein by me is found to be incorrect at any stage, my candidature for the admission to the course if granted shall stand cancelled automatically and I shall have no claim whatsoever, on the seal or the dues paid to the Institution and I & my parents shall be liable for criminal proceedings.

f) I certify that I have not passed the qualifying examination from more than one Board/ University / any other examining body.

Thumb Impression.

- *Female candidates shall affix their Right Thumb Impression.*

Thumb Impression

Place..... .....

Date..... (Full Signature of the candidate)

(For candidates applying against the seats reserved for Sikh, community – The others may score this out).

I further declare that I am a Sikh, I do not cut or trim my hair and that I have faith in the ten Sikh Gurus and Sri Guru Granth Sahib and I do not owe allegiance to any other sect or religion.

Place..... .....

Date..... (Full Signature of the candidate)

DECLARATION BY PARENT

(or the guardian of the candidate in case neither of the parents is alive)

a) I hereby solemnly affirm and declare that the information furnished by my son/daughter/ward are correct to the best of my knowledge and belief and nothing has been concealed.

b) I certify that my son / daughter /ward Mr./Ms_____ has submitted this application with my knowledge and consent and that I hold myself responsible for his/her good conduct and his/her maintenance and any payment of fee during the stay at Institution and thereafter upto the completion of the course.

c) I certify that my son / daughter /ward Mr./ Ms._____ has not passed the qualifying examination from more than one Board/ University / any other examining body.

Place..... .....

Date..... (Full Signature of the Parent)

Full Name.....

Relationship to the Candidate.....