

Government of Kerala
Directorate of Medical Education
Prospectus for Post Graduate Degree in Nursing(MSc Nursing)-2007
(Government order No.....Dated:.....)
Prospectus issued for earlier years are not valid)
No:B6/33202/2007/DME

1. INTRODUCTION

- 1.1 Prospectus for Admission to Post graduate Courses in Nursing [M Sc Nursing], 2007, which has been approved by the Govt. of Kerala, is published herewith. It contains general information and rules relating to the Entrance Examination for Admission to M Sc Nursing Courses and other connected matters. Candidates are required to go through the Prospectus carefully and acquaint themselves with all the relevant information.
- 1.2 This prospectus sets out the rules and regulations for selection and admission to the M Sc Nursing courses conducted by the Director of Medical Education within the State of Kerala.
- 1.3 Admissions to the courses [except to Service candidates] are regulated on the basis of merit as assessed in the Entrance Examination conducted by the Commissioner for Entrance Examinations (CEE).The selection of candidates under Service Quota will be strictly based on their seniority as on the last date for submission of the Application form as notified by the CEE.
- 1.4 This prospectus is subject to modification/addition/deletion as may be deemed necessary by the Government.

2 COURSES, INSTITUTIONS AND SEATS

- 2.1 The various post graduate nursing Courses and the seats available for various Post graduate Nursing courses and the seats available at various Nursing Colleges are:

Sl.No.	Name of Course	Total seats	Number of seats		
			TVM	KTM	KKD
1	Medical Surgical Nursing	20	8	6	6
2	Community Health Nursing	18	8	4	6
3	Child Health Nursing	18	8	4	6
4	Obstetrics & Gynaecology Nursing	14	4	4	6
5	Mental Health Nursing	10	0	4	6
Total		80	28	22	30

2.2 Categorization of seats

- 2.2.1 Total seats available for various Post graduate Nursing courses are categorized under State Merit Quota, SC/ST Quota and Lecturer /Service Quota.

ALLOTMENT AND ADMISSION TO ALL COLLEGES / COURSES WILL BE SUBJECT TO RECEIPT OF APPROVAL OF THE CENTRAL AND STATE REGULATORY BODIES, UNIVERSITIES AND GOVERNMENT.

3. DURATION OF THE COURSES

The duration of the course shall be two academic years (24 months) from the date of commencement of the course.

4. FEES

4.1 Fee structure

1. Annual Tuition fee Rs.16,000 per annum
2. Miscellaneous fee Rs.1,000
3. University Registration fee Rs.200
4. Van fee Rs.1,000 per annum
5. Caution Deposit Rs..4,000 (for recovery towards loss or breakage of Laboratory equipment, books etc)

4.2 The fee in full have to be paid at the college on the day of admission.

4.3 The fee (except the caution deposit) once remitted shall not be refunded under any circumstances.

4.4 If a candidate moves over from one course to another course of his/her option from the same ranklist in the same college, all the fees remitted shall be adjusted for the new course.

4.5 if the candidate moves over to another college either by re-allotment or to join a course of his/her higher option he/she shall have to pay all fee except the tuition fees afresh.

5. RESERVATION OF SEATS FOR VARIOUS COURSES

5.1 Types of reservation: Out of the total seats available for the various courses, seats will be reserved for different categories as shown below:

	Percentage	No of seats
(a) State Merit (SM)	: 80%	64
(b) (i) Scheduled Castes (SC)	: 8%	6
(ii) Scheduled Tribes (ST)	: 2%	2
(c) Service Quota (SQ)	: 10%	8

Sl. No	Name of Course	Total seats	State Merit Quota	SC/ST Quota		Service Quota			
				SC	ST	LN	SLNO	TGS	Total
1	Medical Surgical Nursing	20	16	1	1	1	1	-	2
2	Community Health Nursing	18	14	2	1	1	-	-	1
3	Child Health Nursing	18	15	1	-	1	-	1	2
4	Obstetrics & Gynaecology Nursing	14	12	1	-	1	-	-	1
5	Mental Health Nursing	10	7	1	-	1	-	1	2
Total		80	64	6	2	5	1	2	8

LN: lecturer in Nursing. *SLNO: State Level Nursing Officers,*TGS: Teachers of Government School of Nursing

5.1.1. Out of the 8 seats reserved for SC/ST candidates 2 seats shall be earmarked for the ST and in the absence of ST candidates, the seat shall be allotted to SC candidates. In the absence of candidates under SC and ST the seat shall be filled up by eligible candidates from the General Merit.

5.1.2. Any seat falling vacant under Lecturer Quota of Medical Education shall be allotted to the state level Nursing Officers/Teachers of the Government schools of Nursing in the following order

- The first one seat shall go to the state level Nursing officers, if any, of Health Services and the remaining to the teachers of Government school of Nursing of Health Service Department.
- Any seat falling vacant under Health Services Quota shall be allotted to eligible candidates of Lecturer Quota of Medical Education. If there are no candidates eligible for selection under both the service quota, the vacant seat shall be added to the General Merit.

6. CLAIM FOR RESERVATION AND CERTIFICATES TO BE PRODUCED

(i) Claims for reservation under SC/ST and under Service Quota must be made by the candidate at the time of submission of application form with supporting documents as required. The claim has to be specified in the application form and the Computer Data Sheet in the appropriate places. Such claims once made in the application form cannot be altered by the candidate under any circumstances.

(ii) Only candidates of 'Keralite" origins are eligible for claiming reservation under SC/ST and under Service quota in Government Nursing Colleges. Claims made after the submission of application will not be entertained even if supporting evidences are produced.

6.1 Claim for Reservation under Scheduled Caste/Scheduled Tribe Quota: Candidates claiming reservation under scheduled caste/scheduled tribes quota shall obtain the caste/community certificate from a Tahsildar, in the proforma given in the application form specifically meant for them.

6.1.1 Children of inter-caste marriage couple who claim reservation under SC/ ST quota shall produce necessary certificates to this effect from the Revenue Authorities. SC/ST caste status of children of parents contracted Inter- Caste marriage will be subject to the orders/clarification issued in GO (MS) No.11/05/SCSTDD dated 22.3.2005, GO (MS) No.25/2005/SCSTDD dated 20.06.2005 and the judgment dated 10.08.2005 of the Full Bench of the Hon'ble High Court of Kerala in WP 2483/2005 and connected cases.

6.1.2 The Christian converts who have subsequently embraced Hinduism shall produce Caste/Community certificate in the proforma given in the application form. The following certificate shall also be got recorded by the Revenue Official, below the certificate. "The certificate is issued after observing the guidelines issued in Government Circular No.18421/E2/SC/ST/DD, dated 15.12.1987".

6.1.3 The applications for the reserved seats under Scheduled Caste/Scheduled Tribes Quota which do not contain SC/ST certificate (**Community Certificate**) from the Tahsildar in the prescribed form provided on the body of the application will not be considered on any account for claiming community reservation against the seat reserved for SC/ST candidates vide G.O. (MS)No.31/90/SC/ST/DD dated, 25.05.1990. The Community Certificate shall clearly specify that the candidate himself/herself (not the father or mother) belongs to the Scheduled Castes/Tribes. The Community Certificate obtained earlier for other purposes shall not be accepted. The candidates who are re-converted to Hinduism from Christianity of scheduled caste origin shall produce community certificate from the Tahsildar concerned along with a copy of Gazette Notification regarding re-conversion.

6.1.4 The claim for reservation under Scheduled Caste/Scheduled Tribes Quota shall also be subject to verification and clearance by the Screening Committee constituted for the purpose by Government vide G.O. (P) No. 19/2002/SCSTDD dated 20.4.2002 and as authorized by section 6 of the Kerala (Scheduled Castes and Scheduled Tribes) Regulation of issue of Community Certificate Act-1996 (Act 11 of 1996).

6.1.5 The SC/ ST claims in respect of those who have migrated from one State to another will be subject to the provisions of GO (MS) 10/86/SC/ST/DD, dated, 12.02.1986. Only the children of those who had migrated to this state before the promulgation of the constitution (Scheduled Tribes) order 1950, and ordinarily reside in this state can claim SC/ST benefits from the State of Kerala. They must be able to prove this if required.

6.1.6 **WARNING**

(a) Those who produce false SC/ ST Certificate for claiming reservation under SC/ ST quota shall be liable for the penalties stipulated in section 15 of the Act referred to in Clause (c). Candidates and their guardians who make such applications are warned that in addition to prosecution they will have to suffer the following consequences, in case the SC/ ST Certificate produced is found to be false and the candidate does not belong to any SC/ ST Communities, under section 16 of the Act: "16 Benefits secured on the basis of false Community Certificates to be withdrawn.

(i) Whoever not being a person belonging to any of the Scheduled Tribes secured admission in any education institutions against a seat reserved for such castes or tribes or secures any appointment in the Government, Government undertakings, Local Authority or in any other Company or Corporation owned or controlled by the Government or in any aided institution against a post reserved for such castes or Tribes or enjoys any other benefits intended exclusively for such castes or tribes by producing a false Community Certificate shall, on cancellation of the false community certificate, be removed by cancelling the irregular admission in the concerned education institution, or as the case may be removed from the said service forthwith and any benefit enjoyed by him as aforesaid shall be withdrawn forthwith.

(ii) Any amount paid to such person by Government or any other agency by way of Scholarship, grant, allowance stipend or any other financial benefit shall be recovered as if it is an arrear of public revenue due as land.

(iii) Any degree, diploma or any other education qualifications acquired by such person after securing admission in any educational institution on the basis of a false Community Certificate shall also stand cancelled on cancellation of the Community Certificate obtained by him/her.

6.2 Claim for reservation under Service Quota: Service Quota includes Lecturer Quota (DME), State level Nursing Officers and Teachers of Government Schools of Nursing (DHS). **The Eligibility criteria for admission laid down in clause 7 are applicable for service candidates also.**

6.2.1 Lecturer Quota: Five seats are reserved for Lecturers working in Government College of Nursing, Kerala under Service Quota in the speciality in which they are appointed.

(a) They shall be regular lecturers working in the Government Nursing Colleges in the State, who have completed probation before the last date of application, will be eligible for the seats reserved for Lecturers without prejudice to the seniority.

6.2.2 Quota for State Level Nursing Officers: State level Nursing Officers (DHS) if any, are eligible to apply under this Quota for the seats reserved for them as per clause 5. One seat is reserved under this category.

(a) They shall be regular State level Nursing Officers working under the Director of Health Services and they shall have put in a minimum of two years service as on the last date for submission of the Application form.

6.2.3 Quota for Teachers of Government Schools of Nursing (DHS): Teachers (Principal/Vice Principal/Teachers) of Government Schools of Nursing, working under the Director of Health Services are eligible to apply for seats as provided under Clause 5. They shall be regular teachers in the Health Services Department and they shall have put in a minimum of two years service as on the last date for submission of the Application form.

6.2.4 Selection of candidates under Service quota will be made according to their seniority in the Service. Candidates applying to these seats shall produce **Service Certificate** indicating the date of commencement of service in the Directorate concerned from the Director of Medical Education/Director of health Services. (The period of service as on the last date for submission of the Application form will be considered for ranking)

6.3 Lecturers in Nursing, State Level Nursing Officers and Teachers of Government Schools of Nursing (DHS) are also eligible to apply under General Merit for selection as per their rank in the Entrance Examination.

6.4 Lecturers in Nursing (DME), State level Nursing Officers and Teachers of Government Schools of Nursing who have under gone M.Sc. Nursing Course or were selected for M.Sc. Nursing Course in any speciality under service quota once, shall not be eligible for selection to another speciality under service quota a second time. **The applicant shall submit a declaration to this effect along with the application form.**

7. CRITERIA OF ELIGIBILITY FOR ADMISSION

7.1 Nativity: Only Indian citizens of Kerala origin are eligible for admission to M Sc Nursing courses unless otherwise specified. Candidates who have been a resident of Kerala for a period of not less than 8 years will also be treated at par with candidates of Kerala origin and shall be considered eligible to apply for the courses, for the limited purpose of admissions.

7.1.1 Certificates to prove Nativity

In order to prove that a candidate is an Indian Citizen of Kerala origin, for the limited purpose of eligibility for admission he/she has to produce:

(a) Certificate from the Village Officer to show that (i) he/she or his/her father mother was born in Kerala or (ii) that the applicant has been a resident of Kerala State for a period of at least 8 years within a continuous period of 13 years shall be produced.

(b) For Keralites who have undergone B.Sc. Nursing course in Nursing College in Kerala, a certificate stipulating the above condition from the Principal where he/she studied will be accepted in lieu of eligibility.

(c) The true copy of relevant page of Secondary School Leaving Certificate showing the place of birth in Kerala of the candidate

OR

(d) The true copy of the relevant page of the Secondary School Leaving Certificate [SSLC] showing Place of Birth in Kerala of either of the parents of the candidate with corroborative certificate to establish the relationship between the parent and the candidate.

OR

(e) The true copy of the relevant page of the Passport issued by the Government of India of the candidate, showing Place of Birth in Kerala or of either of the parents of the candidate showing Place of Birth in Kerala with corroborative certificate to establish the relationship between the parent and the candidate

OR

(f) A certificate of birth from the authority competent to register birth (Panchayat/ Municipality / Corporation) showing the candidate's or either of the parents (in which case the corroborative certificate to establish the relationship between the parent and the candidate is necessary) place of birth in Kerala, to be issued by a competent officer of the registering authority.

<p>In the absence of any of the above certificates to prove nativity, applications shall be rejected.</p>
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7.2 Academic eligibility

7.2.1 Candidate should have passed the **Bachelor Degree in Nursing** of Kerala, Calicut or Mahatma Gandhi Universities or any other University recognized by Kerala, Calicut or Mahatma Gandhi Universities or should have equivalent qualification.

7.2.1 (a) Candidates who have passed the Post Basic B.Sc. Nursing (Regular Course) or equivalent after acquiring the General Nursing and Midwifery Course are also eligible to apply.

7.2.1(b) Candidates passed B.Sc. Degree in Nursing/Post Basic B.Sc. Nursing (Regular Course) or equivalent examination from universities outside Kerala should produce the recognition/eligibility certificate from any of the Universities in Kerala on or before the last date of receipt of application.

7.2.2 **Applicant shall have completed one year of experience**, as on the last date for submission of application form, in any hospital with an average strength of hundred inpatients or in a School of Nursing or in a Community Health Nursing Programme or internment **after registration with the State Nursing Council.**

7.2.3 **Applicant shall have obtained registration with the Kerala Nursing Council** and the registration certificate is to be submitted at the time of counselling (candidate without registration certificate from Kerala Nursing & Midwifery Council will not be admitted for the course).

Note: (i) Candidates should acquire the eligibility conditions specified under clause 7.2 on or before the last date for submission of applications.

(ii) The experience acquired by the candidates after registration from Nursing Councils outside Kerala, after getting B Sc Nursing Degree will also be counted for experience.

(iii) The period undergone by a candidate for completing the Post Basic Nursing Course will not be reckoned for experience. The experience acquired after the completion of the General Nursing and Midwifery Course, but before acquiring the B Sc Nursing Degree will not be counted for the required experience.

(iv) Candidates have to submit the attested copy of Certificates to prove their experience required along with their application form.

7.3 Eligibility for Service Candidates

7.3.1 The eligibility conditions as stipulated under clauses 7.1 and 7.2 are also applicable to candidates applying under Service quota. Such candidates also have to ensure they satisfy the eligibility conditions laid down under clause 6.2 in order to be considered under service quota.

8. APPLICATION FORM FOR APPLYING TO M Sc NURSING COURSES

8.1 **Application forms:** The format of application forms for all candidates (including those applying under Service Quota) will be available in the web site (<http://www.cee-kerala.org>) of the Commissioner for Entrance Examinations [CEE] from the date notified by the CEE.

8.1.1 The Prospectus can also be downloaded from the same web site. The application forms and the prospectus will not be available from the office of the CEE/DME or from the Medical / Nursing Colleges.

8.1.2 **Cost of Application Forms:** There will be separate application forms for 'General' and 'SC/ST' candidates. Candidates who do not belong to SC/ST Communities will be treated as 'General' candidates for this purpose. The cost of Application form for General candidates will be Rs. 800/- and for SC/ST candidates will be Rs.400/-. The cost of Application have to be remitted as 'Demand Draft' drawn in favour of the Commissioner for Entrance Examinations, payable at Thiruvananthapuram.

Candidates referred to in Clause 5.1.1, who are children of Inter-Caste married couple of which one is SC/ST who will be eligible for educational and monetary benefits admissible to SC/ST as per Clause 2 (ii) of GO (MS) No.25/2005/SCSTDD dated 20.6.2005, should apply in the Application format meant for SC/ST. They should attach an inter-caste marriage certificate from the Revenue officials with the application form

8.1.2 Service candidates applying under service quota seats should remit the application fee (of Rs.800/- or Rs. 400/- as applicable) in the Treasury through Chellan under the Head of Account "0210-03-105-29".

8.2 Certificates/Documents to be submitted with the filled in Application form

- a) **Nativity certificate:** Any one of the document mentioned under clause 7.1.1.
- b) **Community certificate (In case of candidates belonging to SC/ST Communities):** To be obtained in the format given in the application meant for such candidates as per clause 7.1.
- c) (i) Attested Copy Degree / Pass certificate of the B Sc Nursing Degree. OR
(ii) Attested copy of Degree/Pass certificates of General Nursing and Midwifery Course and Post Basic Nursing.
- d) Attested Copy of Mark list of each B.Sc. Nursing /Post Basic B.Sc. Nursing examination. (Regular Course)
- e) Attested copy of **Experience Certificate(s)** as per clause 7.2.2.
- f) "**Service Certificate**" from the Head of the Department (DME/DHS) in the case of service candidates as per clause 6.2.4
- g) Demand draft [For Rs. 800/- for General candidates and Rs. 400/- for SC/ST Candidates), drawn in favour of the "Commissioner for Entrance Examinations", payable at Thiruvananthapuram, for candidates appearing for the M Sc Nursing Entrance Examination.
- j) **Challan receipt** in original, remitting the require fee for Service candidates under the Head of Account "0210-03-105-29".

8.2.1 IMPORTANT NOTE:

(a) DOCUMENTS OR CERTIFICATES FURNISHED AFTER THE SUBMISSION OF THE APPLICATION WILL NOT BE ENTERTAINED UNDER ANY CIRCUMSTANCES. *

(b) NO OPPORTUNITY WILL BE GIVEN TO INCORPORATE ANY DETAILS AFTER THE SUBMISSION OF THE APPLICATION.*

*Refer to the ruling of the Honorable High Court of Kerala in 1995(2) KLT 629, 1999(2) KLJ836 and 1999(3) KLT 773.

9. SUBMISSION OF APPLICATION FORMS

9.1 By General Candidates: The filled in application form and all required documents mentioned under clause 8.2 as applicable in case of **General candidates** should be enclosed in a cover superscribed as "APPLICATION FOR THE M Sc NURSING ENTRANCE EXAMINATION- 2007" and should reach the "COMMISSIONER FOR ENTRANCE EXAMINATIONS, HOUSING BOARD BUILDINGS, 5TH FLOOR, SANTHINAGAR, THIRUVANANTHAPURAM - 695 001" by hand delivery/speed post/courier on or before the last date and time notified by the CEE. The CEE will not be responsible for any postal delay. Belated applications will be rejected summarily.

9.2 By Service Candidates: The filled in application form and all required documents mentioned under clause 8.2 as applicable in case of **Service candidates** should be enclosed in a cover superscribed as “APPLICATION FOR ADMISSION TO M Sc NURSING COURSES, UNDER SERVICE QUOTA - 2007” and should reach the to the controlling officer concerned (DIRECTOR, MEDICAL EDUCATION/ DIRECTOR, HEALTH SERVICES) by hand delivery /speed post/courier on or before the last date and time notified by the CEE. **Candidates applying for admission under the “Service quota seats only” need not submit their applications to the CEE.**

9.2.1 The Controlling officers will verify the applications received from Service candidates and prepare a rank list according to the seniority of the candidates. Director of Health Services shall forward the applications and rank list to the Director of Medical Education.

9.3 Those service candidates desirous for being considered for the seats reserved under General merit have to send the original application form to the CEE, as specified under clause 9.1, through proper channel. However they should send a copy of the Application form to the controlling officer concerned, as mentioned under clause 9.2, if to be considered for service quota also. They should also enclose necessary fee as applicable in both the applications as specified.

10. ENTRANCE EXAMINATION

10.1 The Entrance examination will be conducted at a single venue at Thiruvananthapuram. The date and time of the Entrance examination will be notified by the CEE in due course.

10.1 The standard of the examination: The competitive examination shall be of the standard of B.Sc. Nursing Examination and shall cover all the subjects taught during the B.Sc. Nursing Course.

10.2 Scheme of examination

10.2.1 The entrance examination will consist of one paper of 3 hours duration containing **200 Objective Type (Multiple Choice) Questions.**

10.2.2 The question paper for the examination will be given in the form of Question Booklet. There will be a single version for the question paper. For each question, four suggested responses will be given as choices A, B, C and D, of which only one will be the **MOST APPROPRIATE ANSWER** and the candidate, has to select, and mark the bubble corresponding to the most appropriate response in the separate ‘OMR Answer Sheet’ provided. All entries in the OMR Sheet, including filling of bubbles should be done using ballpoint pen only. (Blue or Black)

10.2.3 **Scoring scheme:** Each correct response will be awarded 4 (Four) marks. Negative marking will be adopted for incorrect response. One mark will be deducted for each incorrect response and no mark will be given for the question not answered. More than one answer indicated against a question will be deemed as incorrect response and will be negatively marked.

10.2.4 At the end of the examination, candidate should hand over the OMR Answer Sheet and Question Booklet to the invigilator, who will separate the Answer Sheet along the perforation in the presence of the candidate. Candidates will not be permitted to take the Question Booklet with them after the Examination.

10.2.5 **Valuation of Answer papers:** A fully computerized system has been adopted for evaluation of the answer scripts, using the Optical Mark Reading (OMR) system and for the preparation of the Rank list. There is no provision for revaluation or rechecking of the answer sheets as the valuation or scoring will be error-free.

Important: Any malpractice or attempt to commit any kind of malpractice in the examination will result in the disqualification of the candidate and withdrawal of candidature.

10.2.6 **Resolution of Tie:** If more than one candidate obtains equal marks in the Entrance Examination for General Merit category, candidate who secures higher aggregate marks for B.Sc. Nursing examination, will be placed higher in the ranking. If the tie still continues, the candidate older in age will be placed higher in ranking.

10.3. **Rank list:** The Commissioner of Entrance Examination shall prepare and publish the rank list of candidates whose selection is based on merit as assessed at the entrance examination and forward the same to the Director of Medical Education. The rank list will also be published in the website at <http://www.cee-kerala.org>. The validity of the rank list will be one month from the first date of admission to M Sc Nursing Course.

9.3.1 **Publication of provisional Category list:** Provisional category lists including eligible candidates belonging to Scheduled caste and Scheduled Tribe communities will be published by the CEE.

11. The Provisional rank list of Service Candidates

11.1 Provisional Rank list of service candidates (Lecturers and State level Nursing Officers/Teachers of Government Schools of Nursing) shall be prepared according to their service seniority by the DME/DHS as the case may be. The Director of Health Services shall forward the rank list of State level Nursing Officers/Teachers of Government School of Nursing, to the DME within one month from the date of inviting application by the CEE.

11.1.1 The inclusion of State level Nursing Officers and Teachers of Government Schools of Nursing, working under the Directorate of Health Services (DHS), for selection under this Service Quota will be subject to the approval of Government.

11.2 The provisional rank list of the service candidates, along with objections, if any, shall be considered by the Post Graduate Selection Committee (PGSC). The Selection Committee shall consist of the Director of Medical Education, Director of Health Services, Joint Director of Medical Education (M) and Joint Director of Medical Education (G), Deputy Director of Nursing Education (Convenor), Principal, Medical College, Thiruvananthapuram, Principal, College of Nursing, Thiruvananthapuram as members.

12. CENTRALISED ALLOTMENT PROCESS [CAP]

12.1 Allotment to all Post graduate Nursing courses and to all the Government seats covered by the Entrance examination will be made through a Centralized Allotment process, which will be conducted by the Director of Medical Education. The dates of counselling and allotment shall be notified by the DME in all leading Malayalam dailies and other media. No individual communication will be sent to the candidates in this regard.

12.2 Original documents to be produced at the time of counselling.

12.2.1 Certificate of equivalency / eligibility from any University in Kerala, in the case of candidates who have passed BSc. Nursing/Post Basic B.Sc. Nursing (Regular Course) from any University outside Kerala. This certificate need be produced at the time of admission.

12.2.2 Registration Certificate from the Kerala Nurses and Midwives Council. This certificate need be produced at the time of admission. Admission to the candidate shall be given only after obtaining registration with the Kerala Nursing Council.

12.2.3 No opportunity shall be given to incorporate any details / documents after the submission of application.

12.3 Genuinity of Certificate: If the Selection Committee has any doubt about any certificates furnished by a candidate, such certificate shall be accepted only if found genuine on further verification. Admission even if granted shall be cancelled if it is found later that false certificates had been produced or that the admission had been secured by fraudulent means.

12.4 Following shall be the priority in allotment of candidates belonging to different categories:

12.4.1 Service Quota

(a) **Lecturers in Nursing:** The PGSC shall finalize the 'Select and Wait' list of Lecturers in Nursing. Lecturers in Nursing are selected to their course of study by the Post Graduate Selection Committee, from among eligible candidates as per rank list prepared by the DME. The subject wise select and waitlist will be published by the DME, for information of the candidates.

(b) **State Level Nursing Officers/Teachers of Government School of Nursing:** The service candidates of the Health services Department will be called for personal appearance to exercise their option of subjects. Candidates in the order of rank shall furnish his/her options for 3 subjects in the proforma that will be provided. Option once furnished during counselling shall be final. Allotment of seats shall be done by the Director of Medical Education strictly according to rank, availability of seats at the time of counselling, and also based on the options exercised at the time of counselling.

(c) **General Merit and SC/ST candidates:** At the time of Counselling, candidates in the order of rank shall furnish his/her options for 3 subjects in the proforma that will be provided. Option once furnished during counselling shall be final. Allotment of seats shall be done through a

by the Director of Medical Education strictly according to rank, availability of seats at the time of counselling, and also based on the options exercised at the time of counselling.

12.5 Candidates are advised to strictly observe the date and time of his/her appearance in the Centralized Allotment Process. Candidates should appear at the venue for the allotment process at their own expenses.

12.6 Candidate who fails to appear for the counseling as per schedule will forfeit his /her chance for admission and will not be considered for admission to any future or arising vacancies, irrespective of the rank. However, if a candidate is not able to attend the allotment process on genuine grounds, the parent/guardian, or any authorised person can act as a proxy at the risk of the candidate on production of authorisation letter in the form given in **Annexure - I**. Authorisation letter once received will be considered as valid for the entire allotment process, unless the candidate revokes it in writing. A photocopy of the filled up authorisation letter should also be brought by the proxy at the time of first appearance. The original authorization letter will be retained and the photocopy will be returned to the proxy with acknowledgement. This photocopy with the acknowledgement on it must be used for subsequent appearance(s) if any.

12.7 Criteria for selection to higher options

12.7.1 If a candidate gets selected for a course of his/her first option, he/she shall not be considered for other options. If a candidate is selected for his/her 2nd or 3rd option, he/she shall be considered for selection for the higher option as per his/her rank in the waitlist if vacancy arises during the validity period of the rank list, provided he/she has joined the course of his/her lower option or relinquished the selection before the scheduled date for the admission.

12.8 The additional seats, if any, sanctioned during the validity of the rank list shall be filled up from the same rank list.

13. Date of Joining: It is mandatory for the candidate to join the course on the date intimated by the Director of Medical Education, if selected at the time of counselling.

13.1 If a candidate does not join the course to which he/she is selected or discontinues the course after joining, his/ her claim for admission for the higher option shall be forfeit.

13.2 **Joining time:** No extension of joining time shall be granted by the Director of Medical Education to the allotted candidates under any circumstances.

13.3 **Leave:** If any candidate requires leave, he/she shall join the course within the stipulated time and apply for leave to the Principal concerned. PG Nursing students are permitted to avail Casual Leave for 20 days in a year, but not more than 10 days at a stretch. Any other leave will entail extension of the course.

13.4 **Transfer:** No transfer shall be allowed from one college to the other after closing of admission. Re allotment alone shall be considered before the closing of admission.

14 Stipend: Students admitted to PG course are eligible for stipend as per Government Orders passed from time to time.

14.1 A candidate when moved over to another subject/ college of his/her higher option, shall have to forfeit the stipend for the period equivalent to the period for which stipend is drawn already.

15. Commencement of the Course, Attendance, Duration of leave etc.

15.1 The duration of the Degree courses including University Examination is two years. The course commences from the date on which the first candidate joins the course. For the purpose of reckoning the duration of the course, any candidate will be deemed to have joined the course on the date on which the candidate actually commences the academic programme as certified by the Principal concerned. This date should be given as the date of joining in the Post Graduate register maintained by the University. He/she will have to complete the total duration of the course before being given the course certificate.

15.2 The candidate should earn 80% attendance for each year of the course separately. The student will be permitted to avail casual leave for 20 days, but not more than 10 days at a stretch. The candidate will also be eligible for leave supported by medical certificates (subject to verification by medical board) and other "leave under exceptional circumstances" recommended by the Head of Department and sanctioned by the Head of the Institution concerned subject to a maximum of 73 days per year inclusive of Sundays and Holidays without affecting the training programme. No stipend will be paid during this leave period. Any leave over and above 73 days in a year availed by the candidate including the leave sanctioned by the Head of the Department under exceptional circumstances will have to be compensated by adequate extension of the duration of the course for which permission of the Director of Medical education is to be sought. All the 365 days of the year are working days for post graduate students. Any other leave will entail extension of course. No stipend will be paid during the extension period. If the candidate is unauthorisedly absent for more than 10 days, he / she will be terminated from the course and liquidated damages will be levied.

15.3 All PG students are eligible for weekly off for one day. This will be allowed by the Head of the Department concerned without affecting the routine functioning of the Department.

15.4 CMEs, workshops and other academic programmes conducted by recognised academic bodies are essential aspects of PG training programme. All PG students may be permitted to attend such programmes without affecting the routine working of the Departments concerned. The Heads of Departments shall sanction duty leave to PG students provided they apply prior to the CME programme and the Head of Department is convinced about the genuinity of the programme and utility for the particular course.

15.5 No Post Graduate student shall leave the country without prior sanction of the Director of Medical Education. Any violation will be viewed seriously warranting termination of the course including recovery of liquidated damages as mentioned in clause 16.6.1.a.

15.6 Any student who joins the course within 73 days from the date of the commencement of the course may be permitted to appear for the examination if the student does not take any other leave during the first year of the course and completes the minimum requirement of 80% of attendance for the rest of the years (11 months of the last year) on the date of commencement of the examination. These students will be deemed to have completed the course along with the first student who joined the course on the date of commencement of the course.

15.6 For those students who join later than 73 days from the actual date of commencement of the course as detailed above, the course will be deemed to have commenced on the actual date of their joining the course. They will have to undergo the course till the completion of the total duration of the course. However they may be permitted to appear for an examination which is scheduled after 292 days after the date of joining the course + 23 / 11 months, provided they have not taken any leave during the 292 days of the first year and have obtained the stipulated 80% attendance during the subsequent year / years. If any student

has taken leave for 10 days during the 292 days of the first year, the date of eligibility to appear for the examination will be postponed correspondingly.

16 Liquidated damages & Execution of Bond :

(1) General Terms:

The applicants selected for Post Graduate Courses shall have to execute two bonds in Rs.200 Kerala Stamp Paper each at the time of joining the course to the effect that :

- a) He / she shall not discontinue the P.G. Course he / she has been allotted to after the validity period of the Rank List.
- b) In the case of Service Candidates he / she shall serve the Government for a period not less than 5 years after the completion of the course
- c) All other candidates shall serve the Government (in Health Services/ Medical Education Services) for a period not less than two years, or as the period decided by the Government, after the completion of the course.

(2) Conditions

- a) If a Post Graduate student discontinues the P.G course after the validity period of the select list he/she shall pay Rs. 5 lakhs/- as Liquidated Damages and also the stipend/ Salary already received.
- b) A candidate leaving one course to join another of his/her higher option, during the validity period of the Rank List shall not be liable to pay the Liquidated Damages.
- c) If anyone violates the condition mentioned in clause 16.6.1.b or 16.6.1.c above, it will be construed as Professional Misconduct and the fact reported to the Kerala Nursing Council for suitable action including cancellation of Registration by the Council. A Penalty of **Rs.10 lakhs** from the service candidates and **8 lakhs** from non-service candidates shall be levied as liquidated damages and they are also liable to refund the stipend already received.
- d) No Admission shall be made with out getting the bond as detailed above executed at the time of joining or within a period of 7 days at the discretion of the Principal concerned. Format of Bond will be available in the office of the Principal of the Nursing College concerned. Any lapse in this regard will be treated as the liability of the Principal concerned.
- e) There shall be two different Bonds - one for the Service Candidates and another for other candidates. A copy of the bond is annexured as II & III.
- f) If Govt. is not in a position to offer job in the concerned departments, either in the Medical Education Services or Health Services within two years after completion of the course, the candidates will be absolved of the bonded obligation.

16. No candidate shall be permitted to do post graduate course in more than one speciality simultaneously. One should have completed or discontinued the course before joining post graduate course in a different speciality.

17. Notwithstanding anything contained in the prospectus, the Government may at any time on their-own accord or otherwise after calling for the records of the case revise any order passed by a subordinate authority.

Thiruvananthapuram

.01.2008

Director of Medical Education

ANNEXURE I

**CENTRALIZED ALLOTMENT PROCESS - PGN: 2007
AUTHORIZATION LETTER
Submitted by an Authorized representative**

[See Clause 12.6]

I, ----- (*name of candidate*) son/daughter of Shri./Smt. ----- having Roll No ----- in the M.Sc Nursing Entrance Examination, 2007, with Rank -----, do hereby authorize Shri / Smt ----- (*name & address of the person being authorized*) to represent me to report at the allotment venue for admission to M.Sc Nursing Courses, 2007. The signature of the person authorized is attested below by a Gazetted Officer.

Signature of the Candidate:

Affix a recent passport size photograph of the candidate and get it attested by a Gazetted Officer

Name of the Candidate:-----

Address :-----

Name and Designation of the Gazetted officer

Office Seal

Photograph of authorized representative attested by the candidate

Signature of the Authorised Representative:

ATTESTED:

SIGNATURE OF THE CANDIDATE

Candidate to sign over the photograph

UNDERTAKING

I, undertake that the decision taken if any, by my authorised representative at the allotment venue shall be binding on me and I shall not have any claim whatsoever, other than the decision taken by my authorised representative on my behalf.

Place :

Date :

Signature of candidate

Note: An authorized representative attending CAP-PGN, 2007 must bring a photocopy also of the filled up form. The same will be returned to the representative with the seal of the DME's office. This copy of the filled up form having the seal of the DME's office can be used in lieu of authorization letter during subsequent appearances.

Annexure - II

BOND

(Total value of Rs 200/- Kerala Stamp Paper*)

To be executed by all candidates admitted to M.Sc Nursing Courses in the Government Nursing Colleges

TO KNOW ALL MEN BY THESE PRESENTS that we
..... Residing at
..... hereinafter called the 'Bounden' (which expression shall unless excluded by or repugnant to the context include his heirs, executors, administrators and legal representatives) and and hereinafter called the first surety and second surety respectively (which expression shall unless excluded by repugnant to the context include their respective heirs, executors, administrators and legal representatives) bind ourselves jointly and severally to pay the Governor of Kerala (hereinafter called the Government) on demand without demur a sum of Rs. (Rupees) the probable amount that Government may have to spend for paying stipend /salary and the amount spend by government for their studies to the Bounden and a further sum of **Rs.500,000** (Rupees Five lakhs) as liquidated damages.

Signed thisday of.....in the year Two thousand and Seven.....by the Bounden Shri..... (Full address)

In the presence of witnesses: (Name & Official Address is compulsory)

- 1.
- 2.

WHEREAS the Bounden has been under the rules, which will form part of this deed as if incorporated herein, hereinafter called the Rules, selected to undergo the course of study. Government will give the monthly stipend to the Bounden (admissible as per rules) for the study of --
----- [*here enter the name of the course of study*] in Government Nursing College,(Name of college) condition of his executing a bond supported by two sureties in the terms appearing hereinafter which the Bounden has agreed to do.

Now the condition of the above written obligation is that in the event of the Bounden not conforming to or observing the rules and conditions, regarding the progress of his study or interrupting or discontinuing his course, at any time after the expiry of the validity of the M.Sc Nursing select list or participating in a strike or leave the training course on account indiscipline or misconduct on his part, or for other reasons not considered valid and satisfactory by the Secretary to Government of Kerala, Health and Family Welfare Department whose decision in this behalf shall be final, the Bounden and the sureties shall jointly and severally pay and refund to the Government on demand and without demur all the amount spent on the Bounden on account of the said course of studies, together with the liquidated damages of **Rs.500,000** (Five lakhs) if the bounden discontinues the course after the validity of ranklist. This decision of the Secretary to Government of Kerala, Health and Family Welfare Department as to the commission of a breach or as to any indiscipline or misconduct on the part of the Bounden as also the amount of compensation payable and as to whether the Bounden has or has not performed and observed the conditions and Bounden obligations under these presents shall be final and binding on the Bounden and the sureties.

It is further agreed and declared that in the event of the Bounden being unsuccessful in any of the qualifying examinations conducted in the said Institute, the Government may at their discretion, withhold the payment of stipend for the continuance of further studies and the decision of the Secretary to Government of Kerala, Health and Family Welfare Department in this behalf shall be final and binding.

Provided further that the Bounden and the Sureties do hereby agree that all sums found due to the Government under or by virtue of this bond may be recovered jointly and severally from them and their prospective movable and immovable as if such sums were arrears of land revenue under the provisions of the Revenue Recovery Act for the time being in force or in such other manner as to the Government may deem fit.

It is agreed that the liability of the sureties hereunder shall not be impaired or discharged by reason of time being granted or any forbearance, act or omission of the Government (whether with or without the knowledge or consent of the sureties) in respect or in relation to the several obligations and conditions to be performed or discharged by the Bounden or by any other matter or thing whatsoever which, under the law relating the sureties, shall but for this provision have the effect of releasing the sureties from such liability not shall it be necessary for the Government, to sue the Bounden before doing either of the sureties for amounts due hereunder.

It is agreed that the expense of Stamp duty to this document shall be borne by the Bounden.

IN WITNESS WHEREOF the Bounden
.....and.....and
..... sureties have put their respective hands
the day and year herein above written

Signed by the Bounden in the presence of witnesses:

(Signature of the Bounden)

- 1.
- 2.

Signed by

(Signature of the first surety) (Official Address & Residential Address of the sureties Compulsory)

Signed by

(Signature of the second surety)

In the presence of witnesses:

(Official Address & Residential Address of the witness is Compulsory)

- 1.
- 2.

DECLARATION

Iemployed as
..... in the Department of
..... do hereby declare that I have more than years of
service left for Superannuation. My audit number is.....

Signature :
Name :
Designation :
Department :

Date:

OFFICE SEAL

(To be countersigned by the Head of the Department of the candidate concerned)

* All pages should be in stamped paper

Annexure - III

BOND

(Total value of Rs 200/- Kerala Stamp Paper*)

To KNOW ALL MEN BY THESE PRESENTS THAT we
Shri/Smt.....son/daughter/wife of
..... residing at (herein-after called the Bounden) and
(1)Shri.....residing at And
(2) Shri.....residing at
(Here enter name and address) (hereinafter called 'the sureties') do hereby bind ourselves and each of us, our and each of our heirs, executors and administrators jointly and severally to pay to the Governor of Kerala (hereinafter referred to as 'the Government') on demand the sum of Rs.....(the total amount of salary/stipend drawn during the period of study and the amount spend by government for their studies with interest as fixed by Government and Rs ** in addition to the stipend/salary towards liquidated damages/penalty for violation of the conditions in clause 16.1 of the M.Sc Nursing Prospectus 2007.

Signed this Day of in the year by the bounden Shri/Smt.

Signature

In the presence of witnesses:

- 1.
- 2.

Signed by Shri/Smt.and
Shri/Smt. (The sureties)
(Official Address & Residential Address is compulsory)

In the presence of witnesses:-

- 1.
- 2.

WHEREAS the Bounden Shri/Smt. has been selected to undergo -----
----- (here enter the name of the course of study) in Government Nursing
College, _____(name of College), Kerala for a period of two years.

AND WHEREAS the Government have agreed to pay the Bounden during the period of the said course of study his/her pay and allowance which he would have drawn but for his undergoing the said course of study and to treat the period of the course of study as duty. (only for service candidates)

AND WHEREAS the Government have agreed to incur the said expenses on condition that after successful completion of the course of study within the prescribed period the bounden shall serve the Government for a period of Five / one year(s) and also subject to the terms and conditions hereinafter appearing and the bounden and the sureties have agreed to the same.

NOW the condition of the above written obligation is that in the event the Bounden after successful completion of the Post Graduate course of study to which he was selected, fails to serve the Government for a period of Five / one year(s), the Bounden and sureties shall forthwith pay to the Government on demand the amount spend by government for their studies with interest as fixed by Government and ** in addition to the stipend/salary towards liquidated damages for violation of the conditions in clause 16 of the M.Sc Nursing Prospectus 2007. In the matter of deciding what moneys are to be paid by the Bounden and the sureties and decision of the Government shall be final and legally binding on the bounden and sureties and upon the payment of such sum the above written obligation shall be void and of no effect otherwise this shall be remain in full force and effect.

PROVIDED further that the bounden and the sureties do hereby agree that if the Bounden fails to serve the Government for a period of five years or till superannuation whichever is earlier/ one year(s), it may be construed as professional misconduct and the fact reported to the T.C Medical Council for suitable action including cancellation of Registration by the council.

PROVIDED further that the bounden and the sureties do hereby agree that all sums found due to the Government under or by virtue of this bond may be recovered jointly and severely from them and their properties movable and immovable as if such dues were arrears of land revenue under the provisions of the Revenue Recovery Act for the time being force or in such other manner as the Government may deem fit.

THE liabilities of the sureties under this Bond is Co-extensive with that of the Bounden and shall not be affected by the Government giving time or any other indigence to the bounden or by the Government varying of the terms and conditions herein contained,

Signed by the Bounden

In the presence of witnesses:

1. (Official Address & residential Address of the sureties as
2. well as witnesses is compulsory)

Signed by the Sureties:

- 1.
- 2.

In the presence of witnesses:

- 1.
- 2.

DECLARATION

I, employed as in the Department of do hereby declare that I have more than Years service left for superannuation. My audit No. is

Signature:

Name

Designation

Name of Department

Date:

OFFICE SEAL

To be countersigned by the Head of the Department of the candidate concerned)

Note:

* All pages should be in stamped paper

** Strike out which is not applicable - Bond amount to be executed:

- a) For service candidates Rs.10,00,000/- (Rs Ten Lakhs) and for non-service candidates Rs.8,00,000/- (Rs Eight Lakhs).

*** Strike out which is not applicable - No. of years to be served

- a) Service candidates - 5 years or till superannuation whichever is earlier
- b) Non-service candidates - 1 year