

**FACULTY OF MEDICAL SCIENCES**  
**UNIVERSITY OF DELHI**



**BULLETIN OF INFORMATION**

**POST-GRADUATE (DEGREE/DIPLOMA) &  
MDS COURSES**  
**(BASED ON NEET-PG 2013)**

**SESSION – 2013**

Price : General/OBC Category Candidates	(By Hand)	₹ 1500/-
	(By Post)	₹ 1550/-
SC/ST Category Candidates	(By Hand)	₹ 1000/-
	(By Post)	₹ 1050/-
Persons with Disability (PwD)		Nil
(No.Aca.I/082/2001/PwD/2012-13/355 dated :13.9.2012)		

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**IMPORTANT DATES**

**POST-GRADUATE MEDICAL (DEGREE/DIPLOMA) ADMISSION OF  
THE UNIVERSITY OF DELHI**

- |   |  |
|---|--|
| (a) Sale of Bulletin of Information starts  | 15.01.2013<br>(Tuesday)                      |
| (b) Last date for supply of Bulletin of Information by post   | 31.01.2013<br>(Thursday)                     |
| (c) Last date for sale of Bulletin of Information by hand   | 12.02.2013<br>(Upto 03.00 p.m.)<br>(Tuesday) |
| (d) Last date for receipt of application in the office of the Faculty of Medical Sciences   | 12.02.2013<br>(Upto 03.00 p.m.)<br>(Tuesday) |
| (e) Display of the merit list based on NEET-PG 2013 on faculty website : <a href="http://www.fmsc.ac.in">www.fmsc.ac.in</a>   | 14.02.2013<br>(Thursday)                     |
| (f) The schedule of counselling will be notified on faculty website ( <a href="http://www.fmsc.ac.in">www.fmsc.ac.in</a> ) in due course of time. The candidates are advised to visit the website or may contact on Telephone Nos. 011-27662764, 27662208, 27667647, Fax : 011-27662763 |  |
| (g) Commencement of session   | 02-05-2013<br>(Thursday)                     |
| (h) Date of close of admission  | 31-05-2013<br>(Friday)                       |

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## 1. GENERAL INSTRUCTIONS FOR CANDIDATES:-

1.1 The candidates may obtain Bulletin of Information and Application Form from the Office of the **Deputy Registrar, Faculty of Medical Sciences, 6<sup>th</sup> Floor, V.P. Chest Institute Building, University of Delhi, Delhi – 110007** in the following manner:

- (i) **By hand:** In person against bank draft for ₹ 1500/- (₹ One thousand five hundred only) for General Category and OBC candidates and ₹ 1000/- (₹ One Thousand Only) for SC/ST category candidates as per details given in **clause 1.2.** between 9:30 A.M. to 12:30 P.M. and 2:00 PM to 03:00 PM on all working days **upto 12.02.2013.**
- (ii) **By post:** Against bank draft for ₹ 1550/- (₹ One thousand five hundred and Fifty only) for General Category and OBC candidates and ₹ 1050/- (₹ One Thousand and Fifty Only) for SC/ST category candidates by sending a self addressed envelop of 10" X 8" **up to 31.01.2013** as per details given in **clause 1.2.**

**Note:** Request received thereafter will not be entertained, even if the request is posted before 31.01.2013. The Delhi University will not be responsible for delay/loss in transit of the request for supply of Bulletin of Information by post, for any reason whatsoever.

- (iii) **The candidates may also download the Application Form from the Faculty website [www.fmsc.ac.in](http://www.fmsc.ac.in) or Delhi University website [www.du.ac.in](http://www.du.ac.in) and submit the same alongwith requisite Fee of ₹1500/- or ₹ 1000/- as the case may be.**
- (iv) **The cost of BOI (application form fee) is exempted for Persons with Disability (PwD) candidates on submission of valid permanent physical disability certificate issued by duly notified Medical Board of a District/ Government Hospital set up for examining the physically challenged candidates under the provision of the persons with Disability (equal opportunities, protection of rights and full participation) Act 1995 with reference to MCI notification no. MCI.18(1)/2010-Med./49070 dated 21.12.2010 (amended from time to time).**

**The last date for supply of Bulletin of Information by post is 31.01.2013.**

**Money in cash will not be accepted in any case for supply of Bulletin of Information.**

- 1.2 All payments to the University should be made by a crossed Bank Draft/ Banker's Cheque drawn on any Nationalized Bank in favour of the **Registrar, University of Delhi** payable at Delhi. The candidate should mention his/ her name and address at the back of the Bank Draft/ Banker's Cheque. The candidates are advised to retain a photocopy of the Bank Draft/ Banker's Cheque.
- 1.3 The candidates, before filling in the form, should satisfy themselves regarding their eligibility for admission to the course. The candidates are required to go through the Bulletin of Information carefully and acquaint himself/ herself with all requirements. **Fee once paid for Application Form (Bulletin of Information) will not be refunded in any case, whatsoever.**
- 1.4 This Bulletin contains only brief extracts of the ordinances, rules and regulations of the University. The candidates should, therefore, acquaint themselves with the relevant ordinances, rules and regulations of the University, the Medical Council of India and Dental Council of India regarding **eligibility requirements, payment of fee, attendance, examination and other matters pertaining to their respective courses.**  
  
The candidates should seek the information with regard to the payment of salary, hostel and other facilities from the concerned College/ Hospital/ Institution.
- 1.5 The various terms and conditions mentioned in the Bulletin of Information are subject to the changes made in the ordinances, rules, and regulations by the University from time to time as per the decision of the Academic Council/ Executive Council and also binding regulations/ directions of the Medical Council of India. The University reserves the right to amend the ordinances, rules, and regulations at its discretion as and when considered necessary.
- 1.6 The medium of teaching and examination for all the courses shall be English.
- 1.7 The candidature for the Post-graduate Medical Examination Merit

(PGMEM) is **strictly provisional** and merely the appearance at the National Eligibility-cum-Entrance Test (Post graduate) NEET-PG 2013 will not entitle the candidate for admission, which will be subject to the candidate's fulfilling all the requirements for admission. Those candidates who are not eligible would apply at their own risk and would not be entitled for admission if at a later stage it is detected that they are not eligible as per rules.

**Further, if any information furnished by the applicants is found fraudulent, incorrect or untrue, at any time during admission / course, he/she shall be liable to criminal prosecution; it will entail disqualification and shall render the candidate unfit for admission. The candidate shall abide by the Rules and Regulations of the University.**

- 1.8 The candidate shall fill-in the application form in his/ her own handwriting in BLOCK LETTERS written neatly and legibly with blue/ black ink within the prescribed space.
- 1.9 Over writing, cutting, erasing in the application form may lead to rejection of form and should be avoided. Any error arising on this account shall be the responsibility of the candidates.
- 1.10 The candidates shall comply with all the instructions while filling-in the application form.
- 1.11 The candidate, who has passed a **Post-Graduate Degree** course, will not be given admission to **Diploma Course** in the same subject.
- 1.12 The candidate who is already pursuing any Course **must resign / relinquish the seat before completing the admission process but not later than 03 working days from the date of allotment of seat in the 1<sup>st</sup> Delhi Post-Graduate (DPG) Counselling only. However, this relaxation of 3 days will not be given in the last counselling.**
- 1.13 The candidates, who were offered a Post-Graduate seat in counselling during the year 2010, 2011 and 2012 in case of Post-Graduate Degree and during the year 2011 and 2012 in case of Post Graduate Diploma and had accepted the offer but not joined

the course before the stipulated date, shall not be eligible for admission during the year 2013.

- 1.14 Objection by any candidate should be filed with the Deputy Registrar (Medical) latest by 28-02-2013 (Thursday).
- 1.15 In case of any dispute, the decision of the Post-Graduate Admission Committee shall be final. However, an appeal may lie with the Vice-Chancellor, University of Delhi against such a decision.
- 1.16 Application Forms, which are incomplete in any respect, will be summarily rejected. Further, no alteration will be allowed to be made in the Application Form after it has been submitted to the Faculty Office. The candidate is required to fill the admission ticket attached with the application form and return the same along with the Application Form.
- 1.17 **The in-service candidates should submit their applications through proper channel or attach a No Objection Certificate (NOC) from their employer to the effect that they have no objection and the candidates will be relieved/ granted study leave for pursuing the course. The last date for submission of NOC is 31<sup>st</sup> March, 2013.**
- 1.18 After declaration of result of NEET-PG 2013, a candidate who is in service and who is likely to get admission, should initiate the process of obtaining Study Leave/ getting relieved so that he/ she is able to join the course concerned by the stipulated date.  
**No candidate shall be allowed to join a course unless he/ she has been relieved/ sanctioned study leave from his/ her employer.**
- 1.19 The candidates shall not be informed individually regarding their position in the merit list or regarding appearance before the Post-Graduate Admission Committee for counselling. The candidates concerned should visit the faculty website ([www.fmsc.ac.in](http://www.fmsc.ac.in)) regularly for updated information.
- 1.20 No TA/DA will be admissible for appearing in the Counselling and/or joining the course.
- 1.21 The selected candidates will be required to undergo medical

examination by a duly constituted medical board at the assigned institution at their own cost on the specified date. A candidate found medically unfit for the course will not be allowed to join the course and his/her admission would be cancelled.

- 1.22 It is mandatory for a candidate admitted to any course to get himself/ herself registered with the Delhi Medical Council/Dental Council of India within **three months** of joining the course, failing which his/ her admission shall be cancelled.
- 1.23 The Post-Graduate Admission Committee reserves the right not to admit any candidate in a course(s).
- 1.24 **For all the legal matters, the jurisdiction will be the National Capital Territory of Delhi only.**
- 1.25 (i) **Applications in the prescribed form (copy enclosed) duly filled in by the candidate in his/her own handwriting and complete in all respects should reach the office of the Deputy Registrar, Faculty of Medical Sciences, 6<sup>th</sup> Floor, V.P. Chest Institute Building, University of Delhi, Delhi – 110007 on or before 12.02.2013 upto 3:00 p.m. by hand or by Registered Post or by Speed Post only. The completed Application Form received after 12.02.2013 (03:00 P.M.) will not be entertained, even if the completed application form is posted before the last date i.e. 12.02.2013.**
- (ii) **The applicant using downloaded application forms from website ([www.fmsc.ac.in](http://www.fmsc.ac.in), or [www.du.ac.in](http://www.du.ac.in)) must enclose the requisite Demand Draft/Bankers Cheque of ₹ 1500/- (₹ One Thousand Five hundred only) for General Category and OBC candidates and ₹ 1000/- (₹ One Thousand Only) for SC/ST category candidates and send as per clause 1.25 (i).**
- 1.26 Any change in 'address for communication' should be promptly communicated to the Deputy Registrar (Medical) through Registered Post-AD or by Speed Post by the candidate. Every effort will be made to send communications at the new address. However, no responsibility can be undertaken for the same and

the candidates are advised to make their own arrangements to collect the correspondence from the address(es) given in the application form.

- 1.27 The candidates should attend the Counselling on the stipulated date and time to be notified on faculty website ([www.fmsc.ac.in](http://www.fmsc.ac.in)) in due course of time.
- 1.28 Candidates should preserve their Admission Ticket till the completion of admission process and produce the same during counselling and at the time of joining the course.
- 2. Courses, Institutions, and Number of seats (Tentative):**
- The Faculty of Medical Sciences offers 21 Post-Graduate Degree courses, 10 Post-Graduate Diploma Courses and 8 MDS Courses as per details mentioned in Table I, II and III respectively given at page nos. 27, 28 & 29.
- 3. Duration of the Courses:**
- 3.1 The duration of course for Post-Graduate degree including MDS Courses shall be three completed years including the period of examination, provided that in case of candidates having a recognized two years Post-Graduate diploma course in the same subject the duration of course shall be two years. Candidates having diploma in a subject, if they seek admission in Post-Graduate degree course in any other subject, will have to undergo 3-years-course as prescribed.
- 3.2 The duration of Diploma course shall be of two years.
- 4. Eligibility Criteria**
- 4.1 Eligibility Criteria for admission to Post-Graduate Degree/ Diploma/MDS Courses (Except CHA and DHE courses):
- 4.1.1 The candidate must have passed final M.B.B.S. examination (for MD/MS/Diploma Course) and BDS examination (for MDS Course) from the University of Delhi and must have completed satisfactorily one year compulsory rotating internship as on 31.03.2013 and must submit their internship completion certificate before or at the time of appearing for the counselling.

4.1.2 The candidate must have full registration with the Delhi Medical Council/ State Medical Council/ Medical Council of India/ Dental Council of India.

4.1.3 A candidate in order to become eligible for admission must obtain minimum of marks at 50<sup>th</sup> percentile in NEET (PG)-2013. Provided that candidates belonging to Schedule Caste, Schedule Tribe & Other Backward Classes shall be required to obtain minimum of marks at 40<sup>th</sup> percentile in NEET (PG)-2013 and the candidates belonging to PWD referred at Clause 5.2 are required to obtain minimum of marks at 45<sup>th</sup> percentile in NEET (PG)-2013.

Provided when sufficient number of candidates in the respective categories fail to secure minimum marks as prescribed in NEET (PG) held for any academic year for admission to Post-graduate courses, the Central Government in consultation with Medical Council of India may at its discretion lower the minimum marks required for admission to Post-graduate course for candidates belonging to respective categories and marks so lowered by the Central Government shall be applicable for the said academic year only.

4.1.4 The candidates should be medically fit to pursue the allocated course on medical examination.

#### 4.2 Eligibility Criteria for admission to MD (Community Health Administration) course:

4.2.1 A candidate must have completed satisfactorily one year of compulsory rotating internship after passing the final M.B.B.S. examination.

4.2.2 The candidate must have full registration with the Delhi Medical Council/ State Medical Council/ Medical Council of India.

4.2.3 The candidate must have put in 5 years of service on or before 31-03-2013.

4.2.4 A candidate in order to become eligible for admission must obtain minimum of marks at 50<sup>th</sup> percentile in NEET (PG)-

2013. Provided that candidates belonging to Schedule Caste, Schedule Tribe & Other Backward Classes shall be required to obtain minimum of marks at 40<sup>th</sup> percentile in NEET (PG)-2013 and the candidates belonging to PWD referred at Clause 5.2 are required to obtain minimum of marks at 45<sup>th</sup> percentile in NEET (PG)-2013.

Provided when sufficient number of candidates in the respective categories fail to secure minimum marks as prescribed in NEET (PG) held for any academic year for admission to Post-graduate courses, the Central Government in consultation with Medical Council of India may at its discretion lower the minimum marks required for admission to Post-graduate course for candidates belonging to respective categories and marks so lowered by the Central Government shall be applicable for the said academic year only.

#### 4.3 Eligibility Criteria for Admission to Diploma in Health Education (D.H.E.) Course:

The candidates seeking admission to the above course shall satisfy the following conditions on or before 31-03-2013:

(a) Bachelor's Degree in Medicine and Surgery recognized by Medical Council of India with at least one year's experience of working in General Medicine/ Primary Health Centre/ Department of Preventive and Social Medicine or Community Health or in a Medical College. Preference will be given to those candidates who are in service.

OR

(b) Master's Degree in selected Social Science (i.e. Psychology/ Sociology/ Anthropology/ Social Work/ Economics /Political Science/ Education) or Nursing from recognized University with at least one year's experience in Community Health Welfare programmes or teaching in Social Biological Science/ Physical Education / Home Science. Preference will be given to those candidates who are in service.

OR

- (c) Bachelor's Degree in Social Sciences as stated in (b) above or Home Science/ Nursing/ Education or Public Health from a recognized University, with at least three years experience in Community Health and who are in service.
- (d) The candidates seeking admission in DHE Course are not required to appear in NEET-PG 2013

## 5. Reservation

### 5.1. Reservation for Scheduled Caste (SC) and Scheduled Tribe (ST) and Other Backward Classes (OBC) candidates:

Fifteen percent (15%) seats are reserved for candidates belonging to SC and seven & half percent (7½%) seats for ST candidates and twenty seven percent (27%) seats for OBC candidates and it will be implemented as per 200 point Roster. The manner in which the Roster would be implemented is as per methodology adopted by the PG admission Committee and approved by the University dated 25.04.2009.

In MDS course, reservation for SC/ST/OBC candidates would be as per 13 point Roster following the same methodology.

**The above said reservation would be applied and worked out after excluding All India seats and not against the total number of seats.**

Provided when sufficient number of candidates in the respective categories fail to secure minimum marks as prescribed in NEET (PG) held for any academic year for admission to Post-graduate courses, the Central Government in consultation with Medical Council of India may at its discretion lower the minimum marks required for admission to Post-graduate course for candidates belonging to respective categories and marks so lowered by the Central Government shall be applicable for the said academic year only.

Thereafter, if any reserved seat(s) for SC, ST & OBC remain unfilled due to non-availability of eligible candidate(s) these seats shall be filled in the following manner:-

- (a) The reserved seats for SC and ST category will be filled-up by interchanging among SC & ST.
- (b) If the reserved SC/ST seat(s) remain unfilled even after interchanging, the same would be filled by operating open merit.
- (c) If any reserved seat(s) for the candidates belonging to OBC category remain unfilled due to non-availability of eligible candidate(s), the same would be filled by operating open merit.

A SC/ ST/OBC candidate, while applying for admission to any of the courses, should enclose a copy of the certificate along with the Application Form to the effect that he/she belongs to Scheduled Caste/ Scheduled Tribe/Other Backward Classes from any one of the competent authorities as listed below without which, concession of SC/ST/OBC shall not be given. However, for OBC candidates, the OBC status is to be determined on the basis of the Central List of OBCs notified by the Ministry of Social Justice and Empowerment on the recommendations of the National Commission for Backward Classes available at their website (<http://ncbc.nic.in/backwardclasses/index.html>). The authorities competent to issue Caste Certificates are indicated below:

- (i) District Magistrate/ Additional District Magistrate/ Deputy Commissioner/ Collector/ Additional Deputy Commissioner/ Deputy Collector/ 1<sup>st</sup> Class Stipendiary Magistrate/ City Magistrate (not below the rank of 1<sup>st</sup> Class Stipendiary Magistrate/ Executive Magistrate/Extra Assistant Commissioner).
- (ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue officer not below the rank of Tehsildar.
- (iv) Sub-Divisional Officer of the area where the candidate and/or his/her family normally reside.
- (v) Administrator/ Secretary to Administrator/ Development Officer (Laccadive and Minicoy Islands).



The OBC candidate should not belong to Creamy Layer. The proof of non-creamy layer certificate issued by one of the Competent Authorities as mentioned above should be submitted along with the Application Form.

## 5.2 Reservation for Persons with Disability (PwD):

Three percent (3%) seats shall be reserved horizontally for the candidates belonging to the Physically Handicapped category having disability of locomotory lower limbs from 50% to 70%.

Provided that in case any seat in this 3% quota remains unfilled on account of unavailability of candidates with locomotory disability of lower limbs between 50% to 70% then same shall be filled up by persons with locomotory disability of lower limbs between 40% to 50%. (MCI Notification No. MCI.18(1)/2010-Med./49070 dated 21.12.2010.)

The application form should be accompanied by certificate certifying valid permanent physical disability issued by a duly notified Medical Board of a District/Government Hospital set up for examining the physically challenged candidates under the provision of the persons with Disability (equal opportunities, protection of rights and full participation) Act 1995. The certificate should indicate the extent of permanent physical disability (i.e. percentage) and it should bear the photograph of the candidate concerned and it should be countersigned by one of the Doctors constituting the Board issuing the certificate.

In case Persons with Disability (PwD) belong to SC or ST or OBC category, they should also enclose appropriate certificate as mentioned in **clause 5.1**.

## 6. Procedure for submission of application form for admission:

6.1 Candidates, who wish to apply for more than one course viz. - (i) M.D. (Community Health Administration), (ii) Diploma in Health Education (D.H.E.), (iii) Post-Graduate (Degree/ Diploma) and MDS courses, should apply on separate application forms alongwith appropriate Demand Draft for each application seperately.

6.2 The application complete in all respects must also be accompanied by attested copies of the under-mentioned certificates as per requirement of the course applied:

1. High School/ Higher Secondary Certificate for verification of date of birth.
2. Certificate in support of educational qualification: M.B.B.S. Degree/BDS Degree/ Master's Degree/ Bachelor's Degree – as per requirement of the course.
3. Detailed marks certificate of qualifying examinations: I, II & Final Professional examination of M.B.B.S./BDS or year-wise detailed marks certificates of Master's Degree/ Bachelor's Degree, as required course-wise.
4. MBBS/BDS Examination attempt certificate.
5. The compulsory rotating internship certificate.
6. Registration Certificate from Delhi Medical Council/ State Medical Council/ Medical Council of India/Dental Council of India.
7. Schedule Caste/ Schedule Tribe/OBC certificate, if applicable.
8. Non-creamy layer certificate and OBC caste certificate as per the Central list published by the National Commission for OBC.
9. Persons with disability (PwD) certificate, if applicable.
10. Employer's Certificate and a No Objection Certificate (NOC), if employed (as given in the application form).
11. Certificate in support of having put in five years service: only in case of candidates seeking admission to MD (Community Health Administration) course.
12. Certificate in support of experience required for candidates applying for admission to D.H.E. course.

**Note: No original certificate should be attached with the application form.**

6.3 The candidates who are in service should submit their application form through their employer (please see clause 1.17).

## 7. **Computing Procedure for (Post-Graduate Medical Examination Merit) PGMEM :**

a) The selection of the candidates will be made from amongst the medical graduates and dental surgery graduates of University of Delhi, based on the ranks they secure in NEET-PG 2013. Thus, all medical and dental graduates desirous of seeking admission to Post-Graduate (Degree / Diploma) courses offered by the University of Delhi, except D.H.E. course, must appear in the NEET-PG 2013. The NEET-PG 2013 is the entrance test conducted by the National Board of Examination (NBE) / NEET-MDS 2013 conducted by AIIMS, directly on behalf of the Directorate General of Health Services (Ministry of Health & Family Welfare).

b) Admission to D.H.E. courses will be filled up by University of Delhi. Candidates who wish to pursue this course must apply on the prescribed application form, but do not have to appear in the NEET-PG 2013.

If any seat remains vacant under All India Quota, the same shall be transferred to Delhi University Quota.

## 8. **Display of PGMEM:**

Result of eligible candidates shall be notified on the Notice Board of the Faculty and on the website i.e. [www.fmsc.ac.in](http://www.fmsc.ac.in) & [www.du.ac.in](http://www.du.ac.in) on 14-02-2013.

## 9. **Procedure for Counselling and provisional admission to all PG Degree/Diploma Courses except Community Health Administration Course (CHA) and Diploma in Health Education (DHE) course:**

9.1 Admission would be made strictly on the basis of merit of the eligible candidates determined by marks obtained in the NEET-PG 2013.

In case, two or more candidates obtain equal marks, the inter-merit of such candidates shall be determined in order of preference as follows:

(i) The candidate who has got more aggregate marks, in the first attempt taking into consideration marks of all the three professional examinations of M.B.B.S./ B.D.S. course together, will be given preference for admission.

(ii) If the candidates have equal marks in M.B.B.S. / B.D.S. also, after taking into consideration marks of all the three professional examinations, then the candidate older/ oldest in age will be given preference for admission.

9.2 The candidates in order of merit will be required to appear before Post-Graduate Admission Committee constituted by the Board of Research Studies of the Faculty of Medical Sciences for counselling and admissions on the specified dates.

9.3 No communication would be sent to the individual candidates for appearing before the Post-Graduate Admission Committee. The candidates should appear before the Post-Graduate Admission Committee on the specified date & time to be notified in due course on faculty website ([www.fmsc.ac.in](http://www.fmsc.ac.in))/notice board of the faculty.

9.4 If a candidate is absent on his/ her turn at the time of counselling and comes late on the same day before the end of the counselling, he/ she may be allowed to appear in the counselling on his/ her written request and on payment of ₹ 1000/- in cash as a penalty for late coming. Such candidate shall appear in the counselling just after the batch, for which counselling was going on, at the time when he/she submitted his/her request and deposited the penalty for late coming. He/she may opt for a course/ institution, which is available to him/her. He/she will have no claim on the seats/ institutions already allotted.

9.5 In case a candidate does not report before the end of counselling session on the specified date, he/she shall forfeit his/ her claim for admission to any course.

9.6 The candidate will be required to produce both admission tickets (NEET-PG 2013 & PGMEM-2013), original certificates as mentioned at **clause 6.2** and two demand drafts of ₹ 14135/- + ₹1465/- towards payment of fees as mentioned at **clause 9.9(ii)** for verification, failing which he/ she shall not be allowed to appear in the counselling.

9.7 The candidates would be called in for counselling strictly according to merit. When a candidate appears before the aforesaid Committee he/she would be informed of the available PG (subjects) seats and institutions in which the courses are available. From amongst the subjects and the institutions available at the time of his/her counselling, he/she would be entitled to select only one subject and one institution and he/she would be allotted to the said subject and to the said Institution. **Once a candidate joins the allotted subject and Institution in the 1<sup>st</sup> round of counselling but decides to accept another Seat/ Institution during the 2<sup>nd</sup> round of counseling, he/she must relinquish the seat accepted during 1<sup>st</sup> round of counseling. In addition, he/she has to submit a declaration to the effect that he/she has relinquished the seat accepted by him/her earlier, and shall have no claim on that seat, and that he/she will submit a fresh 'Bond' in place of the 'Bond' submitted by him/her earlier. The name of such candidate would be included in the waiting list for 2<sup>nd</sup> counselling according to his/her merit in PGMEM (A.C. Resolution No. 70(32) dated 09.11.2009).**

If any seat falls vacant in any subject in any Institution during the course of Counselling or thereafter, the same would be filled up in the next/subsequent Counselling, if any, from the waiting list, strictly in order of merit in the same manner as mentioned above.

While filling up vacant seats on account of drop out or surrender of seats or under any other circumstances, only candidates in the waiting list at that point of time will be considered.

The candidate who has been offered a seat in any counselling and has accepted the offer but has not surrendered his/her seat (in writing) before the stipulated date and has also not joined the said course, he/she will not be entitled to be placed on the waiting list and will also be debarred in the subsequent PGMEM till the duration of the course concerned is over. **It is clarified that the candidates offered admission in the last counselling have no right to surrender their seats and no extension for joining will be given.**

A candidate who does not wish to be admitted to any of the subjects available at the time of his/her counselling may give in writing to the said effect. He/she will be placed in the waiting list and will be considered for admission to the vacant seats, if any, in the subsequent counselling in order of merit.

9.8 The counselling shall close as soon as all the seats of Post-Graduate (Degree/ Diploma)/M.D.S. Courses are allotted.

9.9 As soon as a candidate is allotted his/her selected seat, he/she will be provisionally admitted in that course and will be required to submit the following immediately:

(i) Original certificates as specified in **clause 6.2**

(ii) Fee as mentioned below:

(a)	Tuition Fee (Annual)	₹	13000.00
	Library Fee (Annual)	₹	500.00
	Athletic Fee (Annual)	₹	10.00
	Cultural Council Fee (Annual)	₹	5.00
	N.S.S. Fee (Annual)	₹	20.00
	University Development Fund	₹	<u>600.00</u>
	<b>Total (Draft number one)</b>		<b>14135.00</b>

(b)	Faculty Management Fee (Annual)	₹	<u>1465.00</u>
	<b>(Draft number two)</b>		
	<b>TOTAL Fee =</b>	₹	<u>15600.00</u>

(iii) The candidates are required to submit two Demand Drafts:-

(a) One amounting to ₹.14135/- in favour the **Registrar, University of Delhi.**

(b) the other amounting to ₹1465/- in favour of **the Registrar, University of Delhi.**

**Note:** Candidates admitted in DTCD shall be required to pay transportation charges of ₹ 180/- (subject to revision) in advance, at the time of joining the V.P. Chest Institute.

For mode of payment please see **Clause 1.2**

(iii) **Bond:** A bond worth ₹ 5.0 lacs with two sureties should be submitted by the candidates at the time of their counselling and admission. The admission will not be valid unless and until the Bond is submitted by the candidate.

The student shall have to pay the Bond money of ₹ 5.0 lacs to the Institution/ University in the following circumstances:-

- a. If the student does not join the course at the allotted institution on or before the stipulated date (except the person from the first counselling who intimates the university of not joining and applies to remain in the waiting list).
- b. If the student leaves the course before its completion.
- c. If the admission/ registration of the student is cancelled/ terminated by the University on account of unsatisfactory performance/ misconduct/ indiscipline.
- (iv) The Original Certificates of the student would be kept in the custody of the admitting Institution and would be returned only after completion of the course or on payment of Bond money, as the case may be.

9.10 Any candidate who fails to fulfill the requirements as mentioned in **clause 9.9** will forfeit his/her claim to the allotted seat and the candidature shall stand cancelled.

9.11 A candidate who selects/is allotted a seat in the last counselling shall have no right to surrender the seat. If he/she does so, he/she shall be debarred from appearing in the subsequent PGMEM till the duration of the course concerned is over.

9.12 The candidates who have been provisionally admitted in a course shall appear before a medical board on the specified dates at the assigned institutions for medical examinations.

9.13 Only those candidates who have been declared medically fit by the respective medical boards, shall be allowed to join their courses. However, candidates selected in the last counselling would be allowed to join by 31.05.2013 provisionally, subject to clearance by the Medical Board.

9.14 Any candidate who is found medically unfit may collect the original certificates etc. from the office of Deputy Registrar (Medical).

#### **10. Procedure for admission to MD (Community Health Administration) course:**

10.1 Admission would be made strictly on the basis of PGMEM determined by marks obtained in the NEET-PG 2013. In case of two or more candidates obtaining equal marks in NEET-PG 2013, the inter-se-

merit of such candidates shall be determined as per the procedure mentioned in **clause 9.1**

10.2 The selection will be made in the following manner:

- (i) For first 50% of the total number of seats, the selection will be made on the basis of the combined merit list of Medical graduates of University of Delhi and other Universities/ Institutions. Thereafter, the selection for the remaining 50% seats will be made from Medical graduates of University of Delhi.
- (ii) If any candidate who is already admitted against the 50% quota of Delhi University graduate becomes entitled to be offered admission against 50% All India Quota, the vacancies in the 50% Delhi University quota will be filled up from amongst the Medical graduates of Delhi University only.
- (iii) If any seat remains vacant in 50% quota for Medical graduates of Delhi University for want of Medical graduates of Delhi University, these seats would be filled up from Medical graduates of other Universities/ Institutions.

10.3 The candidates seeking admission to MD (Community Health Administration) course shall also appear in the counselling on specified dates according to their merit.

10.4 All other terms and conditions shall be the same as prescribed for other Post-Graduate (Degree/ Diploma) candidates.

#### **11. Procedure for admission to Diploma in Health Education (D.H.E.) course:**

11.1 The selection of the candidates for admission to D.H.E. course will be made on the basis of the eligible candidates and in order of preference as categorized in (a), (b), and (c) (clause 4.3) and in the same manner described in clause 10.2.

11.2 The candidates seeking admission to D.H.E. course are not required to attend the counselling. The selected candidates will be informed by registered post to report to the Deputy Registrar, Faculty of Medical Sciences, 6<sup>th</sup> Floor, V.P. Chest Institute Building, University of Delhi, Delhi- 110007 on the stipulated date along with all the original certificates. The candidates will have to make payment of fee as mentioned in clause 9.9(ii).

11.3 The candidates would be issued admission letter only after submission of original certificates, deposition of fee and execution of the prescribed bond as mentioned in clause 9.9 Any candidate, who fails to fulfill these requirements, shall forfeit his/her claim to the offered seat.

11.4 All other terms and conditions shall be the same as prescribed for Post-Graduate (Degree/ Diploma) candidates.

## 12. Joining Report:

12.1 The candidates, who have been admitted in a course, shall be required to join the assigned institution by stipulated date. At the time of joining, the candidate would be required to submit the following in the assigned institution:

- (i) **Security Deposit:** The candidates admitted to any of the courses are required to deposit ₹ 10,000/- as Security Deposit, which will be refunded on completion/ leaving of the course.
- (ii) **Enrolment Form:** The students who are not enrolled with the University of Delhi should deposit the University Enrolment Form along with the requisite Fee to the Director, South Delhi Campus, Benito Juarez Road, Dhaula Kuan, New Delhi – 110021 through the Head of the Institution where they are enrolled.
- (iii) The in-service candidates should submit their applications through proper channel or attach a “No Objection Certificate” (NOC) from their employer to the effect that they have no objection and the candidates will be relieved/granted study leave for pursuing the course. The last date for submission of NOC is 31<sup>st</sup> March, 2013.

12.2 The provisional admission of a candidate would not be valid, if the candidate does not complete the above mentioned requirements. After complying with the above mentioned requirements of joining the course at the assigned institution, the joining report of the candidate is required to be submitted to the office of the Deputy Registrar, Faculty of Medical Sciences through the Head of the institution concerned.

## 13. Confirmation of Admission:

The admission of the candidate shall be provisional till it is confirmed.

The Head of the Department concerned after 4 months of the commencement of the course, but not later than 6 months of the said commencement, shall submit through the Head of the Institution, a report to the Board of Research Studies of Medical Sciences regarding performance of the candidate. The report should also confirm fulfillment of the requirements stipulated under **clause 12.1 & 12.2** of the Bulletin of Information. If the performance is stated to be satisfactory, his/her provisional admission shall be confirmed. If the performance is not found satisfactory, or the requirement stipulated under **clause 12.1 & 12.2** of the Bulletin of Information are not fulfilled, the admission shall be cancelled and the candidate will be informed about this within one month of the receipt of the report from the Head of the Institution.

## 14. Dates for submission of Thesis Protocol and Thesis by MD/MS/MDS students:

Course	Date of submission of Thesis Protocol	Date of submission of Thesis
(a) MD/MS/MDS	(a) 30 <sup>th</sup> September in the 1 <sup>st</sup> year (In the Institution concerned)	(a) 30 <sup>th</sup> April at the end of 2 <sup>nd</sup> year (In the Faculty of Medical Sciences, DU)
(b) The (MD/MS) Students who have already done Diploma in Same subjects	(b) 1 <sup>st</sup> September of the 1 <sup>st</sup> year (In the Faculty of Medical Sciences, DU)	(b) 7 <sup>th</sup> October in the 2 <sup>nd</sup> year. (In the Faculty of Medical Sciences, DU)

**Note:** There shall be no thesis for Diploma courses.

## 15. Post-Graduate Training, Fees and Examination:

15.1 The Post Graduate (Degree/Diploma) and MDS Courses are full-time courses. No Candidate shall be allowed to apply for/to join any

other course or any post either in India or abroad, once he/she has been admitted in the course and till the course is completed.

The candidate should complete the course as per the norms of the Delhi University within the stipulated period.

- 15.1 Any excess leave/ period of absence has to be compensated by extension of training period. The student has to complete satisfactory training before becoming eligible for appearing in the examination.
- 15.2 The fee for second and third year of the course would be required to be paid before 14<sup>th</sup> of May every year. ₹ 1000 per week will be charged as late fee w.e.f. 15<sup>th</sup> of May thereafter.
- 15.3 The Post-Graduate Degree student has to fulfill the requirement regarding thesis before being eligible to appear in the examination. The students are required to deposit a sum of ₹ 100/- to their respective institution as thesis protocol fee and thesis evaluation fee of ₹ 5000/- by a crossed M.I.C.R. Bank Draft/ Banker's Cheque drawn on any nationalized bank in favour of Director, South Delhi Campus, University of Delhi.
- 15.4 The examination will consist of theory and practical/ clinical examination. The examination of the eligible students of Post-Graduate Degree and Diploma Courses will be held in April/ May 2016 and April/ May 2015 respectively. The examination fee will be deposited in the concerned Medical College/Institute, as per University rule.

#### **16. SPAN PERIOD:**

- 16.1 Students admitted to MD/ MS /MDS courses should pass the degree examination within 5 years after registration to the course.
- 16.2 Students admitted for Diploma courses shall pass the examination within 4 years from the date of registration to the course. Similar rules will apply for 2 years MD/ MS course where the student had obtained diploma at the time of registration.
- 16.3 Salary in lieu of the training period will only be payable for the regular duration.

#### **17. DISCIPLINE**

- 17.1 The student shall submit himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and several authorities of the University who may be vested with the authority to exercise discipline under the Act, the Ordinance and the Rules that have been framed by the University from time to time.
- 17.2 The Student would undergo the course on full-time basis, no private practice, part-time job being permissible during the duration of the course.
- 17.3 University can remove the name of the student from the rolls in case his/her work or conduct is reported to be not satisfactory by the Supervisor/Head of the Department/Head of the Institution. An undertaking to this effect should be obtained from the student at the time of admission.
- 17.4 The admission will be terminated if the student is not regular and absent unauthorisedly/ without prior permission.

#### **18. Ragging (Ordinance XV-C) :-**

1. Ragging in any form is strictly prohibited, within the premises of College/Department or Institution and any part of Delhi University system as well as on public transport.
2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.
3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which-
  - (a) involve physical assault or threat to use of physical force;
  - (b) violate the status, dignity and honour of women students;
  - (c) violate the status, dignity and honour of students belonging to the scheduled castes and tribes;
  - (d) expose students to ridicule and contempt and affect their self esteem;
  - (e) entail verbal abuse and aggression, indecent gestures and obscene behaviour.

4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, of University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.
5. Notwithstanding anything in Clause (4) above, the Proctor may also *suo moto* enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.
6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.
8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.
9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under Clause (7) disclosing the occurrence of ragging incidents described in Clause 3(a), (b) and (c) the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of years.
10. The Vice-Chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
11. In case any students who have obtained degrees of Delhi University are found guilty under this Ordinance appropriate action under Statute 15 for withdrawal of degrees conferred by the University shall be initiated.
12. For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.

13. All institutions within the Delhi University system shall be obligated to carry out instructions/directions issued under this Ordinance, and to give aid and assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.
14. The medical council of India (presentation & prohibition of ragging in Medical Colleges/Institutions) regulations 2009 notified in the part III section 4 of the Gazette of India on 3.8.2009 amended form time to time be also adhered to.

## **19. Sexual Harassment (Ordinance XV-D) :-**

### **1. Short Title and Extent:**

The present ordinance is based on the Policy against Sexual Harassment by the Delhi University and seeks to maintain and create an academic and work environment free of sexual harassment for students, academic and non-teaching staff of the Delhi University. The ordinance will also apply to outsiders and residents, on the Delhi University campus, to the extent specified herein these rules and procedures.

### **2. Definitions:**

- (i) “Students” includes regular students as well as current ex-students of Delhi University.
- (ii) “Teaching staff” include any person on the staff of the Delhi University or any colleges or institution affiliated to it, who is appointed to a teaching and/or research post, whether fulltime, temporary, ad-hoc, part-time, visiting, honorary, or on special duty or deputation and shall also include employees employed on a casual or project basis.
- (iii) “Non-Teaching Staff” includes any person on the staff of the Delhi University or of any colleges or institutions affiliated to it, who is not included in the teaching staff. It includes employees who are full-time, temporary, ad-hoc, part-time, visiting, honorary, or on special duty or deputation, and employees employed on a casual or project basis.
- (iv) “Member of the University” includes all those included in categories (i)-(iii) above.

- (v) “Resident” includes any person who is a temporary or permanent resident of any of the accommodations or premises allotted to an employee by the University of Delhi or by any of its affiliated college or institutions.
- (vi) “Outsider” includes any person who is not a member of the University or a resident. It also includes, but is not limited to, any private person offering residential, food and other facilities to students, teaching staff or non-teaching staff of the Delhi University or any college or institution affiliated to Delhi University.
- (vii) “Campus” includes all places of work and residence in the Delhi University or any College or institutions affiliated to the Delhi University. It includes all places of instruction, research and administration, as well as hostel, health centres, sports grounds, staff quarters and public places (including shopping centres, eating places, parks, streets and lanes) on the Delhi University campus or the campus of any college or institution affiliated to the Delhi University.
- (viii) “Sexual harassment” includes any unwelcome sexually determined behaviour, whether directly or by implication and includes physical contact and advances, a demand or request for sexual favours, sexually-coloured remarks, showing pornography or any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

Explanation: “Sexual harassment” shall include, but will not be confined to the following:

- (a) When submission to unwelcome sexual advances, requests for sexual favours, and verbal or physical conduct of a sexual nature are made, either implicitly or explicitly, a ground for any decision relating to employment, academic performance, extra-curricular activities, or entitlement to services or opportunities at the Delhi University.
- (b) When unwelcome sexual advance, and verbal, non-verbal and/or physical conduct such as loaded comments, remarks or jokes, letters, phone calls or e-mail, gestures, exhibition of pornography, lurid stares, physical contact, stalking,

sounds or display of a derogatory nature have the purpose and/or effect of interfering with an individual’s performance or of creating an intimidating, hostile, or offensive environment.

- (c) When a person uses, with a sexual purpose, the body or any part of it or any object as an extension of the body in relation to another person without the latter’s consent or against the person’s will, such conduct will amount to sexual assault.
- (d) When deprecatory comments, conduct or any such behaviour is based on the gender identity/sexual orientation of the person and/or when the classroom or other public forum of the University is used to denigrate/discriminate against a person or create a hostile environment on the basis of a person’s gender identity/sexual orientation.