



AMRITA
VISHWA VIDYAPEETHAM
U N I V E R S I T Y

Established u/s - 3 of the UGC Act 1956

A multi campus university with 'A' grade accreditation by NAAC

AMRITA INSTITUTE OF MEDICAL SCIENCES

Health Sciences Campus

AMRITA SCHOOL OF MEDICINE



RULES AND REGULATIONS

applicable for admissions to

Under Graduate Courses - 2016

School of Medicine, Amrita Institute of Medical Sciences, AIMS-Ponekkara, Kochi – 682 041
Kerala, India, Ph: 0484 – 285 8373 / 285 8374 / 285 8383, Fax No: 0484 –280 2020 / 2051
Email: pgadmissions@aims.amrita.edu

OUR CHANCELLOR

HER HOLINESS SRI MATA AMRITANANDAMAYI DEVI



OUR
GUIDING LIGHT AND INSPIRATION

“Children should be taught the art of relaxation, how to be at ease. If they don’t feel relaxed, how can they learn? Without relaxation, no real learning is possible. This is the first lesson that clearly needs to be understood. It is very important that parents & teachers understand this before they ask the children to do something”.

-AMMA

AMRITA VISHWA VIDYAPEETHAM

(University estd. under section 3 of UGC Act 1956)

A Multi Campus University with 'A' Grade Accreditation by NAAC

Amrita Institute of Medical Sciences

A Super Specialty Tertiary Care Hospital Accredited by ISO 9001-2008

ISO 14001 : 2004, OHSAS 18001 : 2007; NABL and NABH

Amrita Health Sciences Campus

Rules & Regulations

**Applicable for Admissions to Under Graduate Programmes (UG Courses)
under Health Sciences Campus – 2016**

AMRITA SCHOOL OF MEDICINE, a constituent Unit of the AMRITA VISHWA VIDYAPEETHAM (a Deemed University established under Section 3 of the UGC Act of 1956) conducts Undergraduate Courses in Medical, Dental, Nursing and Allied Health Sciences in its Health Sciences Campus at Kochi, Kerala, India. Selection for admissions is based either on Common Entrance Examinations or Personal Interview. Course details, duration, eligibility etc., are given in Annexure 1 to VI.

School of Medicine is the designated agency to arrange, conduct and coordinate all activities relating to admissions to the courses mentioned above and the Principal, School of Medicine is the Chairman – Admissions.

Entrance Examinations / Interviews and Admissions for the above are governed by :

- a) The Rules and Regulations enumerated herein,
- b) Online Registration of Application through website : www.amrita.edu/healthsciences
- c) Conditions for Admissions to Courses under Health Sciences Campus, published by Amrita Vishwa Vidyapeetham – the University and the School of Medicine from time to time.

All candidates who seek admission and get admitted in any of the Schools / Colleges in the Health Sciences Campus of Amrita at Kochi are deemed to have fully read and accepted the conditions contained in the above referred documents.

Important

Management of the AMRITA VISHWA VIDYAPEETHAM reserves the right to change any of the conditions enumerated herein for the purpose of complying with any of the regulations of the University Grants Commission or any of the conditions enumerated herein for the purpose of complying with any of the regulations of the University Grants Commission or any other competent authorities.

1. For Applying Online Application

Steps to be followed for the submission of Applications are explained under “How to Apply” provided in the Admission Web Page for Online Registration (Refer website : www.amrita.edu/healthsciences)

- a) Refer website www.amrita.edu/healthsciences
- b) Application Fee can be paid only by Net Banking / Debit / Credit Card
- c) Bank charges if any will be borne by the candidate.
- d) Application Fee is non-refundable and no correspondence on the subject will be entertained.

For Admission related queries, contact :

Admission Coordinator

Health Sciences Campus

Amrita Institute of Medical Sciences and Research Centre

AIMS Ponekkara P.O., Kochi – 682 041.

Phone No.: 0484 – 2858373, 0484 – 2858374, 0484 - 2858383

2. Eligibility : Broad details of eligibility for each course are mentioned in the Annexure I. Besides the candidates shall go through the eligibility conditions detailed at the website (www.amrita.edu/healthsciences) and ensure his/her eligibility prior to submission of the Online Application Form.

Eligibility For NRI Category :

Citizenship Indian nationals can apply under the General Category. Foreign nationals or NRI or Indian nationals supported by NRI relatives can apply under the NRI Category. To qualify under the NRI Category candidates must be an NRI or supported by either Parents or Brothers or Sisters or Spouse having an NRI status. Candidates supported by cousins, uncle, aunt, brother / sister-in-law or any other person will not be accepted.

NRI applicants should submit the photocopy of the passport and photocopy of the sponsoring relative's passport at the time of Admission / Counseling. If the spouse is sponsoring and his/her name is not reflected in the passport, marriage registration certificate should be submitted. No other certificate or affidavit in lieu of the above will be accepted.

3. Permission to appear for the Entrance Examination is no guarantee for admission. Candidates and their parents will be solely responsible to ensure their eligibility to apply. Even if a candidate is permitted to appear for the entrance examination, the Chairman Admissions reserves the right to deny admission to any candidate if he/she at any time is found ineligible for admission on any count irrespective of the fact that such ineligibility could have been detected earlier.
4. Candidates whose results of the qualifying examinations are awaited could also apply for admission subject to their producing the mark details within two weeks from the date of the entrance examination.

In case of selection by Interview, Candidates can enter / edit the mark details of their qualifying examination through website in the respective admission pages by online, till the date of interview.

Where written test is fixed as a mode of selection, it is mandatory for all the candidates to write the examination.

5. Submission of Online Application Form :

Time limit for submission of online application form is stipulated in website : www.amrita.edu/healthsciences

In order to avoid last minute rush and consequent delay in getting the Hall Ticket or Interview Call Letter candidates are advised to submit the online applications well it time.

6. Keep a soft copy and printout of the online submission of application for future reference

Any discrepancy in the statement of submission of incomplete or incorrectly filled forms or unclear photographs will lead to rejection of application.

7. Choice of Course

- a) Where selection of candidates is on the basis of the rank secured in the Entrance Examination, Candidates will be called for counseling on the basis of their rank numbers. Candidates will have the option to select a course according to his/her merit in the rank list and his / her choice.
- b) Where mode of selection is Interview, academic qualification, marks and performance in the personal interview will decide the allotment of seats.

8. Seat Options

- a) Candidates can opt their choice for seat options like Merit / Management / Merit & Management / NRI provided in the Online Application Form for MBBS/BDS courses.
- b) For BSc Allied Health Sciences – Specialties, BSc Nursing, Post Basic Nursing and Diploma in Dental Mechanics, seat options like Merit / Management / Merit & Management / NRI provided in the Online Application Form.
- c) Candidates can apply either under Merit / Management / Merit & Management / NRI category. Change of category at a later stage will not be entertained under any circumstances.

9. CENTRE FOR EXAMINATION

a) For MBBS / BDS Entrance Examination :

Refer for Centers listed in ANNEXURE II. Candidates has to indicate the Examination Center from where he/she would like to appear for the test. The Exam Center once chosen by the candidate will never be changed in any circumstances. If no choice of Center is indicated the Admission Office will allot an

appropriate Center.

Admission Office will strive to allot center based on Candidate's preference. However, certain centre has got limited capacity limitation and the Chairman – Admissions has the right to allot any appropriate centre and the request for a change will not be accepted under normal circumstances.

b) For BSc Allied Health Sciences : (1) Kochi (AIMS), (2) Kozhikode & (3) Kollam (Amritapuri)

Candidates opting for Kozhikode and Kollam centers will be allotted Exam Center on the basis of “FCFS” (First Come First Serve) due to limited seat availability. If the numbers exceed the limit, then without notification, the center will be Kochi (AIMS) and the decision by Chairman-Admissions is final.

c) For Post Basic BSc Entrance Examination : Amrita School of Medicine, AIMS Ponekkara P.O., Kochi.

10. Telephone Numbers

It is necessary to mention more than one telephone numbers (land line and mobile numbers) for contacting the candidate or his / her parents. Many times important messages / SMS are given through the telephones. While the Institution will make all reasonable efforts to contact the candidate or his / her parents, if the numbers are not reachable Institution will not be responsible. Therefore candidates should ensure that two or more easily accessible (and not normally switched off) numbers and email ID are mentioned in the application. Those who do not have an Email ID are advised to create one which will be to their own benefit.

11. Mode of Selection

Name of the Course	Mode of selection
a) MBBS / BDS b) BSc Allied Health Sciences c) Post Basic BSc Nursing	ENTRANCE EXAMINATION **
a) BSc Optometry (Lateral Entry) b) BSc Nursing c) Diploma in Dental Mechanics	Marks secured in Plus Two and Personal interview

** Where Entrance Examination is fixed as the mode of selection, it is mandatory for all the candidates to write such examination. Securing minimum qualifying marks only will make the candidates eligible for consideration of Admission.

12. Hall Ticket

- a) Hall Tickets will be issued to every eligible candidate who is required to write the Entrance Examination and will be published at Website three weeks prior to the date of Entrance Examination.
- b) Candidates may access their Hall Ticket by giving their Application Number and Date of Birth and take a colour printout which will be a valid Hall Ticket.
- c) There will be no Hall tickets where the process of selection is Personal Interview. However a candidate has to download the "Interview Call Letter" along with instructions provided in the Admission Page of the website with "Download Interview Call Letter" option. All the relevant details for Interview will be provided in the website and accordingly the candidates must follow the same.

13. Special Instructions for Candidates who appear for Entrance Examination

- a) Candidates will be allowed to enter the Examination Hall 30 minutes before commencement of the Examination
- b) Candidates will not be allowed to enter the Examination Hall after 30 minutes from the commencement of the Examination.
- c) Candidates will not be permitted to leave the Examination Hall till the scheduled end of the Examination.
- d) Candidates should leave answer sheet as well as the question booklet on the desk before leaving the Examination Hall. If the question booklet is not returned, the answer sheet will not be evaluated.
- e) Candidates must bring their own Ball Point Pen, HB Pencil, Sharpener and Eraser.
- f) Candidates are not allowed to bring any books, notes, mobile phone, paging device, slide rules, clerk table, calculator, laptop or any other electronic gadgets to the Examination Hall.
- g) Candidates are not allowed to have any conversation or gesticulation or disturbance in the Exam Hall. Such acts of behavior could lead to the candidate being debarred and will be sent out of the Examination Hall.
- h) During the Examination, the Invigilator will check the Hall Tickets to satisfy the identity of the candidate in his / her presence.
- i) Candidates must make their own arrangements of stay for the purpose of Entrance Examination. If candidate lives far away from the Exam Center, he / she is advised to reach the city on the previous day.

14. Syllabus for the Entrance Examination

A) For MBBS / BDS :

- i. Syllabus for Amrita Entrance Examination will be as per the 10 + 2 Examination (CBSE)

- ii. Test will be of objective type. Each Multiple Choice Question will consist of a stem and four options, labelled A, B, C and D. Only one of the options is correct and for each correct response one mark will be awarded. Total Marks – 150. There will be no negative mark for wrong answer.

B) For BSc Allied Health Sciences :

- i. Test will be of objective type. Total 100 Questions and Time of Examination will be 10.00 AM to 11.30 AM (90 minutes) which is common for all specialties under Allied Health Sciences. Each Multiple Choice Question will consist of a stem and four options, labelled A,B,C and D. Only one option is correct and for each correct answer one mark will be awarded. Total Marks – 100. There will be no negative mark for wrong answer.
- ii. Candidates opting for BSc (MRT) will have to write an additional test in Mathematics from 11.30 AM to 12.00 Noon.

C) For Post Basic BSc Nursing :

- i. Test will be of objective type. Total 100 Questions and Time of Examination will be 09.30 AM to 11.00 AM (90 minutes). Each Multiple Choice Question will consist of a stem and four options, labelled A,B,C and D. Only one option is correct and for each correct answer one mark will be awarded. Total Marks – 100. There will be no negative mark for wrong answer.
- ii. For all the above, Syllabus for the Entrance Examinations will vary depending on the course for which the Examination is held. Broad Syllabus is listed at ANNEXURE III.

15. Duration of Examination

- a) MBBS / BDS – 150 Minutes
- b) Post Basic BSc Nursing – 90 Minutes
- c) BSc Allied Health Sciences – 90 Minutes (common question paper for all AHS candidates) + 30 Minutes Extension for Mathematics Paper, which is applicable to MRT preferred students

16. Use of OMR Sheet for answering (as applicable to the courses under Health Sciences Campus) :

- a) Answers will have to be marked on OMR sheets which will be supplied to the Candidates in the Examination Hall. Before answering the questions, Candidates must fill up the Personal Details such as
- b) Hall Ticket Number
- c) Question Booklet Version Code
- d) Question Booklet Number
- e) and also sign at the space provided at the bottom on the Form. Failure to fill up the OMR sheets properly and completely can lead to rejection of the answer sheet.

- f) Wherever specifically instructed Candidates should sign in and affix his/her thumb impression in the Room wise attendance sheet.
- g) Only in case the OMR is defective a fresh one will be supplied
- h) Candidates should indicate the answer by darkening completely the appropriate circle in the answer sheet. Any other way of marking will be treated as invalid and no marks will be awarded.
- i) More than one answer indicated against a question will be deemed as incorrect response and no marks will be awarded for such answers.
- j) If candidate wishes to change any answer on the OMR sheet, he / she must erase completely the existing mark and then darken the appropriate circle.
- k) Candidate should not do any rough work or writing work on the OMR Sheet. All such rough work should be done in the Question Booklet itself.
- l) Since Question Booklet for some of the Tests is in the form of four versions (i.e A, B, C & D), the order of questions is not the same in all Question Booklets; the pages are jumbled. Therefore, Candidates should never change their Question Booklet during the Examination.
- m) Since computer evaluation of answer sheet is done, requests for re-checking / re-totaling / re-evaluation of OMR - answer scripts will not be entertained.

17. Publication of Results

- a) Results of MBBS/BDS Examination is likely to be published within three to four weeks from the date of the Examination and for BSc Allied Health Sciences and Post Basic BSc Nursing Examinations, result will be published within one week from the date of Entrance Examination.
- b) Ranks in respect of Entrance Examination for MBBS/BDS will be published at Amrita Website (www.amrita.edu/healthsciences). Candidates can access by using their Hall Ticket numbers and date of birth.
- c) Ranks in respect of Entrance Examinations for BSc Allied Health Sciences and Post Basic BSc Nursing will be published in the respective Admission Pages of the Website.

18. I) Counseling and Admission for MBBS/BDS :

- a) Counseling and Admission for MBBS/BDS generally commence within two weeks from the declaration of results.
- b) Dates of counseling will be published at the website under result page. Candidates are therefore advised to keep visiting website www.amrita.edu/healthsciences for updates on counseling.

- c) No separate call letters will be sent. Candidates desirous of admission should report to the Chairman – Admissions (Medical) on the date / time and place announced in the website.
 - d) Admissions will be made strictly on the basis of availability of seats. As soon as the seats are filled admissions will be closed. Mere reason that a candidate was present on the date of counseling will not confer any right on him/her for a seat.
 - e) Interested candidates should report at least half an hour before the time allotted on the dates for the concerned rank numbers. Seat allotment will be done for the candidates present at time fixed by the Chairman-Admissions on the basis of the ranks of candidates present at the time of allotment on the date of counseling / allotment.
 - f) If a candidate arrives late for counseling and seats get allotted to subsequent rank holders, he/she will have no right over the seats allotted to lower rank holders. Failure to report in time on the date fixed for counseling can result in a candidate forfeiting his/her chance for admission. In the event of any such appeals, decision of the Chairman -Admissions on the matter shall be final & binding.
 - g) Admission /Counseling by proxy is not generally permitted.
 - h) In extremely exceptional cases like where the candidate is unable to report physically due to illness, or tragedies at home. Chairman – Admissions at his sole discretion may permit a close relative of the candidate to attend counseling on behalf of the candidate on the basis of a written request and specific authorisation form the candidate and without precedence. In such cases the decision taken by the authorized person will be final and binding on the candidate and will not be opened for discussions later.
 - i) Decision of the Chairman Admissions will be final and binding on all matters relating to counseling by Proxy.
- II) To report for Admission / Counseling, the candidate should be accompanied at least by one of the parents and should produce the following documents in original along with two additional sets of photocopies :
- a) Plus Two Mark list
 - b) Plus Two Pass Certificate (in case of CBSE or ICSE)
 - c) A document to prove the date of birth (10th Certificate or Birth Certificate)
 - d) Transfer Certificate from the Institution last attended
 - e) Migration Certificate from the Board from where the candidate passed his/her Plus Two

- f) A Character and Conduct Certificate from the Institution from where the student passed his/her Plus Two Examination mentioning the status of his/her behavioral pattern specially in terms as to whether the student displayed persistent violent or aggressive behavior or any desire to harm others (as per the format prescribed in the website should be submitted).
- g) Medical Certificate for Physical Fitness and Mental Soundness from a Medical Officer not below the rank of a Civil Surgeon or a Clinical Associate Professor of a Medical College (as per the format prescribed in the website should be submitted).
- h) Community Certificate in case of SC/ST candidates
- i) Recent Passport size face close-up color photographs – 4 numbers

III) Remittance of Fee Payment at the time of Admission Counseling :

- a) Demand Draft favoring “AMRITA VISHWA VIDYAPEETHAM” payable at Kochi applicable for MBBS and BSc Allied Health Sciences.
- b) For all Nursing and Dental courses, Demand Draft favoring “AMRITA COLLEGE OF NURSING” & “AMRITA SCHOOL OF DENTISTRY” respectively payable at Kochi to be drawn and submitted at the time of counseling.
- c) Amount payable for each course will be announced at website or intimated to the candidate over phone, by SMS or by E-mail.

ADMISSION IS LIKELY TO BE DENIED TO THOSE WHO ARE UNABLE TO PRODUCE THE CERTIFICATES IN ORIGINAL AT THE TIME OF ADMISSION

IV) In Addition to the above, Foreign Nationals will have to produce the following documents too:-

- a) *Attested copies of (attested by Consulates / Embassy of India in the respective country or a Gazetted officer in India)*
- b) Passport with valid student VISA endorsed in the name of Amrita School of Medicine (For Foreign Nationals only)
- c) Equivalence Certificate from the Association of Indian Universities, New Delhi
- d) Proforma enclosed as Annexure-IV to be filled up properly and signed by the candidate and parent
- e) PIO Certificate / Card if obtained
- f) Over Seas Citizen of India Certificate / Card if secured
- g) Medical Fitness Certificate (as per the prescribed format published in the website)

- h) Character and Conduct Certificate (as per the prescribed format published in the website)
- i) Translated version of all documents, if they are not in English
- j) Foreign Nationals except overseas citizens of India will have to register with the Foreign Regional Registration Officer (Police Commissioner) within seven days of their arrival in India. A copy of the registration certificate should be handed over to the Admission Co-ordinator immediately after the registration.

19. Procedure for Counseling applicable to MBBS / BDS

- a) Counseling Schedule (date & time) will be published in the web site in the respective admission pages (refer: www.amrita.edu/healthsciences)
- b) On the date of counseling, report at the venue at least half an hour prior to the time fixed for counseling
- c) Record the name and other particulars in the Register kept at the venue for the purpose
- d) Hand over the Hall Ticket to the concerned staff assigned in the Admission Office
- e) Download all the necessary documents provided in the website in the concerned result page and keep ready duly filled before coming to the counseling.
- f) Make sure that every column is filled with proper answer. If any column is not applicable, please indicate 'NA'.
- g) Candidates who fill all columns properly will be able to complete their admission formalities quickly. Those who do not fill all the columns are likely to face delays as they have to spend more time with the Administrative staff to clarify unfilled columns.
- h) Submit the duly filled downloaded documents / forms from the website to staff who will guide the candidate and parent to the counseling officer.
- i) Hand over all original certificates duly arranged in the order as per the list of original documents to be submitted mentioned in the previous clause.
- j) After counseling , selected candidates will have to pay annual fees in full for the first year as published in the Result Page of the website.

20. Procedure of Counseling applicable to BSc Allied Health Sciences & Post Basic BSc Nursing

- a) The date and time will be published in the website (www.amrita.edu/healthsciences) and accordingly candidates will have to appear for Interview / Counseling.

- b) Only selected candidates after interview / counseling are required to download the admission related documents (Annex V) from website, fill up the same properly and submit the same along with all the Original Certificates and requisite fees to the Admission Office.
- c) All the details regarding admission procedure will be published in the website and candidates are advised to visit our website (www.amrita.edu/healthsciences)

21. SELECTION BY INTERVIEWS :

- a) FOR the courses BSc Nursing, BSc Optometry (Lateral Entry) & Diploma in Dental Mechanics, Selection will be based on marks obtained in Plus Two and a Personal Interview.
- b) Interviews the same will take place in the Health Science Campus, at Kochi. The dates of interviews will be published in our website (refer www.amrita.edu/healthsciences) and candidates are required to download “Interview Call Letter” from the website and bring print out of the Interview Call Letter along with all original certificates to the Admission Office. If there are any changes, the same will be published in the website, hence candidates are advised to visit often our website / contact our office.
- c) It is mandatory for all the candidates to bring original mark list or copy of mark list duly attested by the Head of the Institution where the candidate studied or by a Gazetted officer at the time of interview.
- d) Interview is likely to be denied to those who are unable to produce the mark list as mentioned above.
- e) The selected candidates will be informed either by e-mail or by SMS. The date on which selected candidates are required to report, will be announced in the website in the respective Admission Pages. On the dates fixed for each Branch, selected candidates should take admission.

22. Seat Reservation for SC/ST Candidates

Seats will be allotted to SC/ST categories as per Amrita University Norms.

23. WAITING LIST

Those who are unable to secure a seat in the first allotment but wish to be considered as and when seats become available must record their names and other details in the WAITING LIST REGISTER maintained by Admission Office, Amrita School of Medicine.

24. Verification of Documents

- a) All admissions are subject to verification of the original certificates and documents of the candidates. The decision of the Chairman, Admissions (Medical), Amrita Vishwa Vidyapeetham regarding the eligibility of any applicant shall be final.

- b) If any time before or after admission it is found that the candidate does not meet the eligibility requirement, seat will be denied to him/her. Therefore, it is the responsibility of the candidates to ensure that he / she meets all the eligibility requirements.

25. Annual Fees

- a) Annual Tuition fees for all UG Courses will be published in the web site in their respective Admission Pages.
- b) Candidates admitted to any of the courses must remit the tuition and other fees at the time of admission initially by way of Demand Draft as per the instructions provided in the website. Request of extension of time for payment of fee will not be considered.

26. University Examination Fees

- a) University Examinations will be held as stipulated in the Curriculum. For every University Examination, Examination Fees will have to be paid. Generally a month prior to the date of University Examination dates for payment will be notified by the Principal. Such notification will contain the amount of fees to be paid, and the dates by which payment is to be effected.
- b) First year University Examination will be held in June/July of the year following the year of admission.
- c) For certain courses failed candidates will have to attend additional classes, appear and pass in the subsequent examination as per rules of the Regulatory Bodies. Only those students who have not less than 75% attendance (Physical presence) and 35% marks in the Internal Assessment will be eligible to appear for University Examination, Fees payable by the failed students will be notified after the announcement of results.

27. I) Cancellation of Admission and Refunds Applicable to MBBS / BDS

- a) For candidates who have joined the course but opt to discontinue the course any time before commencement of the course, an amount of Rs.30,000/- is payable as cancellation charges.
- b) Those who cancel the admission after commencement of classes, but before 30th September, will have to pay cancellation charges of Rs.1,00,000/- (Rupees One Lakh).
- c) In addition to the above such students will have to pay tuition fees and other fees proportionately for the period they remained on the Rolls of the School.
- d) As per the regulations of the Medical Council of India and Dental Council of India, admissions will have to be closed by 30th September of the year. Therefore, those who wish to discontinue the studies shall give a Notice of Cancellation at least by 20th September of the year which

alone will enable the Institution to try to fill up the seat. If such a notice is not given and the seat remain unfilled the outgoing student has to pay liquidated damages of Rs.15,00,000/- (Rupees Fifteen Lakhs). Such outgoing students will not be entitled to receive any refund of any fees already paid.

- e) All certificates including the Transfer Certificate (if applicable) will be released only after receipt of the payment due to the Institution.
- f) Candidates will be deemed to have withdrawn if he/she remains absent for more than 30 (thirty) days from the date of commencement of the classes.

II) Cancellation of Admission and Refunds applicable to BSc Allied Health Sciences & BSc Nursing :-

- a) Those who cancel the admission after commencement of classes, but before 30th September, will have to pay cancellation charges of Rs.30,000/- (Rupees Thirty Thousand).
- b) For all BSc Allied Health Science Courses, as per the regulations of the University, admissions will have to be closed by 30th September of the year. Therefore those who wish to discontinue the studies shall give a Notice of cancellation at least by 20th September which alone will enable the Institution to fill up the seat. If such a notice is not given and the seat remain unfilled no refunds on any account will be made for the outgoing student. Regarding Hostel and Mess fees paid by student for the year, only Mess fees for the second semester will be refunded and Hostel fees will not be refunded, if cancelled.
- c) For any courses, if candidates shifting to another school/college of Amrita Vishwa Vidyapeetham transfer charges of Rs.10,000/- (Ten thousand only) will be payable. This will be in addition to the tuition and other fees payable proportionately for the period they remained on the Rolls of the School.
- d) Those who already applied for cancellation, but withdraw his/her cancellation before completion of the process, he/she will be required to pay an amount of Rs.10,000/- (Ten thousand only) towards processing / administrative charges.

III) Cancellation of Admission and Refunds applicable to Diploma in Dental Mechanics :-

Those who cancel the admission before 30th September, will have to pay cancellation charges of Rs.10,000/- (Rupees Ten Thousand) . This will be in addition to the tuition and other fees payable proportionately for the period they remained on the Rolls of the School.

28. HOSTEL RULES – Applicable to MBBS, BDS, BSc Nursing, BSc Allied Health Sciences and Diploma in Dental Mechanics :-

- a) For Students of MBBS, BDS and BSc Nursing Hostel and Mess are compulsory. At the time of Admission, the students along with their parents are required to furnish an Undertaking in terms of which the said students will bind themselves to stay in the Hostel provided by the Institution.
- b) For BSc Allied Health Science and Diploma in Dental Mechanics Courses, Hostels and Mess are optional. Mess is compulsory for all those who opt for hostel. Those who require hostel facility should submit the request and payment in full for hostel and mess charges at the time of Admission. Request for hostel not accompanied by payment will not be considered. If for any reason the Institution is unable to provide the hostel fees remitted on that account will be refunded.
- c) In case of requests for admission to hostel midway through the same will be considered on merits and allotment will be subject to the conditions then prevailing.
- d) While no portion of hostel fee will be refundable Principal may consider refund of Mess fee limited to a maximum period of six months. This will be applicable to BSc Allied Health Sciences, BSc Nursing and Diploma in Dental Mechanics courses.
- e) Any one who opts for Hostel & Mess is expected to avail the facility for the entire duration of the course. Those who desire to avail the hostel facility should make the payment of hostel fees for one full year on the day of request for accommodation. But once Hostel taken, even in case of withdrawal / Cancellation, the fees paid for hostel will not be refunded. This will be applicable for all UG courses including Diploma in Dental Mechanics.
- f) In case anyone for any reason has to discontinue the hostel & mess facilities they may do so by giving a notice of at least one month and leave the hostel after the notice period of one month after getting a proper "No Dues" certificates from the concerned authorities and a Release Order from the Principal.
- g) If the amount paid by a candidate at the time of admission is insufficient to cover the above charges, the student will have to pay the balance amount. Only on receipt of the same, all certificates will be released.

All inmates shall scrupulously follow Hostel Rules laid down from time to time. Violation of Rules can invite appropriate punishment including removal from Hostel.

29. Discipline

- a) The colleges, hospitals and hostels are parts of Mata Amritanandamayi Math, the parent trust and therefore, rules and regulations of discipline as prescribed should be strictly followed.

- b) Students are required to reside in the hostels and they will be allowed to visit their homes only on days as notified from time to time.
- c) Mess will serve only Vegetarian food
- d) Students are not allowed to keep two-wheelers and cars in the campus
- e) Use of mobile phones, mp3 players, ipods, videos, cameras, and all such electronic gadgets inside the campus is prohibited (Use of Laptops is permitted solely for educational purposes. Any misuse will be viewed very seriously and dealt with as decided by the Principal)
- f) Smoking and drinking (alcohol) are totally prohibited
- g) There will be a mandatory dress code (Uniform) for all students throughout the course period.
- h) There will be regular value oriented classes / discussions in the campus. Students are advised to participate in these programmes. This is an Institution meant for higher learning and the objective is not only to impart education but also to build the character of the students and transform them into gentle human beings.
- i) A student hand book will be issued at the time of commencement of classes, which will contain all the rules and regulations in detail. The students shall strictly abide by them.
- j) Students shall observe absolute discipline in their conduct during the entire period they spend in the institution. Failure to observe absolute discipline will invite appropriate action.

30. Gurukula Scheme

A Teacher / Acharya who will act as his/her guardian in the Campus. The Acharya will monitor the academic performance, provide emotional support and necessary guidance and will also communicate with parents whenever necessary.

31. Student Guide

Two junior students will be assigned to a senior student who will guide the juniors in academics campus life including hostel, discipline etc.

32. PREVENTIVE MEASURES AGAINST RAGGING

- a) 'Ragging' means doing of any act by disorderly conduct to a student of an educational Institution, which causes or is likely to cause physical or psychological harm or raising apprehension or shame or embarrassment to that student and includes teasing or abusing or playing practical jokes or causing hurt to such students or asking a student to do any act or to perform something which such student will not in the ordinary course be willing to do.

In case, the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission may be refused or he/she shall be expelled from the educational institution.

- b) Anti-ragging committees and Anti-ragging squads will be formed to take effective measures against ragging and they will adhere to the stipulations and effectively monitor and comply with the directives.
- c) Every student of the institution and his/her parents, or guardian is required to submit a combined undertaking at the time of registration / admission in prescribed format (which will be provided by the institution) which is mandatory for registration / admission.
- d) Anti ragging regulations of the University Grants Commission, Medical Council of India, and Dental Council of India are forming part of the terms of admissions and are made available to all candidates and their parents for information and compliance.
- e) All institutions are obliged to strictly adhere to the directives dated 16.05.2007 of the Hon. Supreme Court of India. All Institutions will have to abide in SLP No(S) 24295 of 2006 (with SLP (C) No. 24295-99/2004 & W.P (crl) No. 173/2006 & SLP (C) No. 14356/2005) and recommendations by the Honorable Supreme Court of India on effective prevention of ragging in educational institutions.

33. Medical Insurance

All students will be covered under group medical insurance scheme, with stipulated limits.

34. Attendance

Institution expects hundred percent attendance from the students. Minimum 75% of attendance is necessary to be eligible to appear for the University Examinations. In fact for MBBS minimum of 75% attendance in theory as well as clinical / practical is compulsory for appearing for the University Examination. Wherever there is different requirement of attendance, details will be included in the Curriculum.

35. Compulsory Internship

Where Internship is a part of the curriculum, it is mandatory for the students who pass out from this Institution to do their Compulsory Internship in this Institution itself. In extremely exceptional cases, the Principal may permit a student to do the internship in another institution subject to the conditions stipulated by the Institution. Decision of the Principal will be final and binding.

36. Settlement of Disputes

In case of any dispute in the interpretation of any of the conditions included in this booklet or in any other matter related to admission to any of the Undergraduate courses of Amrita Vishwa Vidyapeetham, decision of the Medical Director / Campus Operating Officer will be final and binding.

37. Jurisdiction

Courts situated in Kochi, Kerala only will have jurisdiction over disputes if any arising in the matter of applications and or admission to the courses covered under these Rules and Regulations.

ANNEXURE - I

A) Details of UG Courses under Medical, Dental and Nursing 2016 :

Sl. No	Course	No. of Seats	Duration of the Course	Eligibility Conditions	Age Limit	Mode of Selection
1.	MBBS	100	Four and half years plus one year Compulsory Rotating Residential Internship	Pass in Plus Two or equivalent in the first attempt from a recognized Board or University with a minimum of 60% marks in Physics, Chemistry and Biology/ Biotechnology taken together and 60 % marks in English.	Minimum of 17 years and a maximum of 23 years as on 31 st December 2016 as per records	Amrita Entrance Examination Medical-2016
2.	BDS	60	Four years plus one year Compulsory Rotating Residential Internship			Minimum cutoff marks for MBBS/BDS entrance are: 1. For General – 60%
3.	B.Sc Nursing	75	Four years	Plus two or Equivalent with Science subjects Physics, Chemistry , Biology and English (% of PCBE) with not less than 50% marks in aggregate from a recognized Board or University.	Minimum of 17 years and a maximum of 23 years as on 31 st December 2016 as per records	On the basis of Plus two marks and personal interview (Plus Two Mark List is most essential)
4.	Post Baisc B.Sc (Nursing)	50	Two years	Pass in plus two with 50% marks in aggregate from a recognized Board (or) University and pass in General Nursing & Midwifery (GNM) from a recognized Institution (approved By Nursing Council of India or Any State Nursing Council)	Minimum of 17 years and a maximum of 30 years as on 31 st December 2016 as per records	Amrita Entrance Examination - Nursing - 2016

B) BSc Allied Health Sciences :

S.No	Course	Duration of the Course	Eligibility Conditions	Age Limit	Mode of Selection
1	BSc Medical Laboratory Technology (MLT)	4 Years	Pass in Plus Two with 50% Marks in Physics, Chemistry, Biology & English	Minimum of 17 years and a maximum of 23 years as on 31 st December 2016 as per records	Amrita Medical Entrance – AHS 2016
2	BSc Medical Radiologic Technology (MRT)		First Class in Plus Two with Mathematics, Physics, Chemistry, Biology and English		
3	BSc Anaesthesia Technology (AT)	Three Years + One Year Internship	Pass in Plus Two with 50% Marks in Physics, Chemistry, Biology & English		
4	BSc Cardiac Perfusion Technology (CPT)				
5	BSc Cardio Vascular Technology (CVT)				
6	BSc Dialysis Therapy (DIT)				
7	BSc Diabetes Sciences				
8	BSc Echocardiography Technology (ECT)				
9	BSc Neuro Electro Physiology (NEP)				
10	BSc Physician Assistant (PA)				
11	BSc Respiratory Therapy (RT)				
12	BSc Optometry (OPT)				
13	BSc Emergency Medical Technology (EMT)	Pass in Plus Two with not less than 50% Marks in Physics, Chemistry, Biology / Mathematics/Computer Science / Statistics/Electronics/Psychology			
14	Bachelor of Audiology & Speech Language Pathology (BASLP)				
15	BSc Optometry (Lateral Entry)	Two Years + One Year Internship	Pass in Plus Two & Diploma (2 Years) in Optometry or Ophthalmic Assistant	Minimum of 17 years and a maximum of 25 years as on 31.12.2016 as per records	Personal Interview
16	Diploma in Dental Mechanics	Two Years	Pass in Plus Two in Physics, Chemistry, Biology and English	Minimum of 17 years and a maximum of 23 years as on 31.12.2016 as per records	

Courses listed above are totally job oriented hospital based professional courses. At present, "AMRITA VISHWA VIDYAPEETHAM" the University is the only Regulatory Body for these courses (S.No. 1-13 & 15) and there is no separate registration available with any other bodies like Paramedical Council.

Courses mentioned in S.No. 14 has the approval of Rehabilitation Council of India and .No. 16 has the approval of Dental Council of India.

ANNEXURE - II**Centers for Amrita Medical Entrance Examination (MBBS/BDS) – 2016**

Sl.No.	Place
1	Dellhi
2	Kolkata
3	Mumbai
4	Lucknow
5	Hyderabad
6	Vijayawada
7	Chennai
8	Bangalore
9	Coimbatore
10	Kozhikode
11	Kochi
12	Kollam
13	Thiruvananthapuram
14	California (USA)

ANNEXURE - III

Syllabus for Entrance Examination

Sl.No.	Course	Subjects	Marks	Duration of Examination
1	MBBS / BDS	Physics	25	
		Chemistry	35	
		Biology / Biotechnology	70	
		English	10	
		General Knowledge	10	
		Total Questions	150	150 Minutes
2	BSc Allied Health Sciences	Physics	15	
		Chemistry	15	
		Biology / Biotechnology	50	
		English	10	
		General Knowledge	10	
		Total Questions	100	90 Minutes
3	Post Basic BSc Nursing	GNM Based Questions	100	90 Minutes

ANNEXURE - IV

AMRITA SCHOOL OF MEDICINE

GRADE SHEET FOR STUDENTS STUDIED OTHER THAN INDIAN SYLLABUS

1. Please mention the Date, Month and Year in which the Candidate has secured his / her Diploma
2. Equivalence Certificate from the Association of Indian Universities shall specifically indicate the subjects such as Physics, Chemistry, Biology and English
3. Candidate must furnish a certificate from the Head of the Institution mentioning the ratio between grade and marks
4. All documents from the Institution should be signed by the Head of the Institution with the name and designation of the official signing and should bear the seal of the Institution.
5. Copies of Transcripts to be submitted shall be clear and authentic. Concerned subjects mentioned in the format for the purpose may please be highlighted
6. Candidate shall fill up the proforma given below indicating details of their studies – Physics, Chemistry, Biology and English up to the 12th Grade
7. Marks secured shall be expressed in terms of percentage (out of hundred)

Term I - Grade Sheet for Students studied other than Indian Syllabus

Class Studied	Term I – Details of Marks							
	From				To			
	Grade Secured & Marks Secured in 100							
	Physics		Chemistry		Biology		English	
Grade	Marks /100	Grade	Marks /100	Grade	Marks / 100	Grade	Marks /100	
9 th								
10 th								
11 th								
12 th								

Term II - Grade Sheet for Students studied other than Indian Syllabus

Class Studied	Term II – Details of Marks							
	From				To			
	Grade Secured & Marks Secured in 100							
	Physics		Chemistry		Biology		English	
Grade	Marks /100	Grade	Marks /100	Grade	Marks / 100	Grade	Marks /100	
9 th								
10 th								
11 th								
12 th								

Term III - Grade Sheet for Students studied other than Indian Syllabus

Class Studied	Term III – Details of Marks							
	From				To			
	Grade Secured & Marks Secured in 100							
	Physics		Chemistry		Biology		English	
Grade	Marks /100	Grade	Marks /100	Grade	Marks / 100	Grade	Marks /100	
9 th								
10 th								
11 th								
12 th								

Term IV - Grade Sheet for Students studied other than Indian Syllabus

Class Studied	Term IV – Details of Marks							
	From				To			
	Grade Secured & Marks Secured in 100							
	Physics		Chemistry		Biology		English	
Grade	Marks /100	Grade	Marks /100	Grade	Marks / 100	Grade	Marks /100	
9 th								
10 th								
11 th								
12 th								

ANNEXURE - V

LIST OF DOCUMENTS TO BE DOWNLOADED FROM WEBSITE AND NEEDS TO BE SUBMITTED DULY FILLED AT THE TIME OF ADMISSION / COUNSELING SCHEDULE IN THE ADMISSION OFFICE

- 1) STUDENT RECORD
- 2) HOSTEL CARD (TWO COPIES)
- 3) UNDERTAKING
- 4) AFFIDAVIT BY PARENTS / GUARDIAN
- 5) AFFIDAVIT BY STUDENT
- 6) JOINT DECLARATION BY PARENTS/GUARDIAN AND THE CANDIDATE
- 7) RULES AND REGULATIONS (GENERAL DISCIPLINES TO BE FOLLOWED BY A STUDENT OF HEALTH SCIENCES CAMPUS)
- 8) MEDICAL CERTIFICATE (AS PER THE PRESCRIBED FORMAT)
- 9) CHARACTER & CONDUCT CERTIFICATE (AS PER THE PRESCRIBED FORMAT)

ANNEXURE - VI

A) IMPORTANT DATES – FOR AMRITA ENTRANCE EXAMINATIONS 2016

	MBBS / BDS	Post Basic B.Sc Nursing	B.Sc Allied Health Sciences
Commencement of Online Registration	02.03.2016 (Wednesday)	03.01.2016 (Sunday)	02.03.2016 (Wednesday)
Last date of Registration	09.05.2016 (Monday)	17.07.2016 (Sunday)	31.05.2016 (Tuesday)
Date of Examination	15.05.2016 (Sunday)	23.07.2016 (Saturday)	05.06.2016 (Sunday)

B) IMPORTANT DATES - FOR AMRITA INTERVIEWS 2016 (SELECTION IS BASED ON MARKS IN THE QUALIFYING EXAMINATION AND PERSONAL INTERVIEW. NO ENTRANCE EXAMINATIONS WILL BE CONDUCTED)

	BSc Nursing	BSc Optometry (Lateral Entry)	Diploma in Dental Mechanics
Commencement of Online Registration	02.03.2016 (Wednesday)		
Last date of Registration	14.06.2016 (Tuesday)	12.06.2016 (Sunday)	
Date of Interview	20.06.2016 (Monday)	17.06.2016 (Friday)	

Note : If there is any changes in dates of interview the same will be published in our website and intimated to candidate by SMS or by email.

WARNING

Candidates who wish to apply for admission to all the courses at Amrita Vishwa Vidyapeetham, Health Sciences Campus are hereby warned against possible cheating by unscrupulous agents who may promise and assure seats by extracting large sum of money from the parents / candidates. Candidates should note that there is no provision for capitation fees towards admission
