

INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES,
SHEIKHPURA, PATNA-14.

**UNIVERSITY: ESTABLISHED UNDER ACT OF STATE LEGISLATURE
(RECOGNISED BY U.G.C.)**

PROSPECTUSE & APPLICATION FORM
(FOR ADMISSION TO PARAMEDICAL COURSE)
(2009)

- | | |
|---|---------|
| ➤ Diploma in Medical laboratory Technology | (DMLT) |
| ➤ B. Sc. (Hons.) Medical X-ray Technology (Radiography) | (BMXRT) |
| ➤ Diploma in Ophthalmic Assistant | (DOA) |
| ➤ General Nursing & Midwifery | (GNM) |
| ➤ Diploma in Medical Record Technology | (DMRT) |
| ➤ Diploma in Urological Technology | (DUT) |
| ➤ Diploma in Neuro Technology | (DNT) |
| ➤ Diploma in O.T. Assistant Technology | (DOT) |
| ➤ Diploma in Cardiac Technology | (DCT) |
| ➤ Diploma in Dialysis Technology | (DDT) |
| ➤ Diploma in Anaesthesia Technology | (DAT) |

LAST DATE FOR	:	
Sale of Form & Prospectus	:	05/06/2009
Receipt of Application	:	15/06/2009

1. INTRODUCTION:

Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800 014 is an Autonomous Superspeciality Institute of the State of Bihar – established by the act of Assembly. Various facilities are available at this Institute to cater to needs of patients belonging to the State of Bihar and neighboring states. It is situated at sprawling 133 Acre campus in the heart of city with important landmarks of the city like Airport, Rajbhawan, Secretariat, Vidhan Sabha, High Court, Patna Junction Railway Station and Bus Stand being located within 6 kilometers of the Institute. Being situated at Main Bailey Road, it is easily accessible round the clock.

Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna is a tertiary care hospital, providing treatment in various super-specialties. Patients referred from various hospital and Medical College come here for highly specialized treatment.

At present the Institute provides clinical services in various disciplines including Nephrology, Urology, Gastroenterology, G.I. Surgery, Neurology, Neurosurgery, Cardiology, Internal Medicine, Pulmonology, Reproductive Biology, General Surgery, Paediatric Surgery, Community Medicine. Regional Institute of Ophthalmology and Regional Cancer Centre (Cancer Treatment and Research Center) are providing specialized services in respective fields. Clinical services are backed by investigative services including conventional Radiology, Ultrasound, Whole Body Spiral CT Scan, Biochemistry, Histopathology, General Pathology, Microbiology, Video-Endoscopy, Urodynamics, EEG/EMG Lab. Etc. Institute provides emergency services to acutely ill Patients.

As per decision of the Govt. of Bihar, 100 seats Medical College is being established for imparts teaching and training in Under Graduate course.

Indira Gandhi Institute of Medical Sciences an autonomous Institute of the State of Bihar was established by I.G.I.M.S. Act: 1984. The preamble of the I.G.I.M.S. Act, 84 runs as follows:-

“ To establish an Institute in the State of Bihar with view to develop clinical services in super specialties of the highest standard, a system of supportive supervision and continued education for the medical and health functionaries and to promote services, research and education in the field of Community Medicine and allied subjects.”

AIMS & OBJECTS OF THE INSTITUTE

Relevant provisions of the IGIMS Act 1984 pertaining to the objects of the Institute is reproduced below:

“The objects of the Institute shall be:-

- (1) To develop on apex centre for delivery of health and medical care of highest standard;
- (2) To train specialists of high order in different branches of medical services;
- (3) To improve the health services, in the State through appropriate linkages and referral system with Medical Colleges and District and Sub divisional hospitals;
- (4) To develop the continued education programme and award degrees, diplomas and certificates and postgraduate degrees;
- (5) To develop clinical research centre for conducting investigation on the problems of human health and diseases peculiar to and prevalent in this part of the country;
- (6) To develop Community Health Research Center to study and find out solutions to the problems of health of the community with particular emphasis on reproductive biology and population control; and
- (7) To develop research and training in basic sciences relevant to the problems and needs of the community.”

INSTITUTE OF EXCELLENCE:

Relevant provisions (Clause 6) of the IGIMS Act 1984 declaring the Indira Gandhi Institute of Medical Sciences as an Institute of Excellence is reproduced below:

“Declaration of Institute as an Institute of Excellence- It is hereby declared that the Indira Gandhi Institute of Medical Sciences shall be an Institute of Excellence.”

LOCATION AND JURISDICTION OF THE INSTITUTE:

Clause 4 (iii) of the IGIMS Act 1984 pertaining to location and jurisdiction of the Institute is reproduced below:

“ The Institute shall be located in Patna its jurisdiction shall extend to the whole of State of Bihar.”

2. COURSE AND NUMBER OF SEATS:

The Institute will conduct combined Entrance Examination for Admission to Paramedical Course being offered at the Institute. Duration of the course and total number of seats available are appended below:

Sl. No.	Name of the Course	Duration of Course	No. of Seats/Reservation	Fee per year
01	Diploma in Medical laboratory Technology	2 years	12, UR-06, MBC-02, SC-02, OBC-02	* Rs. 10,000.00/-
02	B. Sc. (Hons.) Medical X-ray Technology (Radiography)	3 years	10, UR-05, MBC-02, SC-02, OBC-01	* Rs. 12,000.00/-
03	Diploma in Ophthalmic Assistant	2 years	10, UR-05, MBC-02, SC-02, OBC-01	* Rs. 10,000.00/-
04	**General Nursing & Midwifery (GNM) (for female candidates only)	3½ years	20, UR-10, MBC-04, SC-03, OBC-02, BC (F) 01	* Rs. 10,000.00/-
05	Diploma in Medical Record Technology	2 years	04, UR-02, MBC-01, SC-01	* Rs. 10,000.00/-
06	Diploma in Urological Technology	2 years	02, UR-01, MBC-01	* Rs. 10,000.00/-
07	Diploma in Neuro Technology	2 years	04, UR-02, MBC-01, SC-01	* Rs. 10,000.00/-
08	Diploma in O.T. Assistant Technology	2 years	10, UR-05, MBC-02, SC-02, OBC - 01	* Rs. 10,000.00/-
09	Diploma in Cardiac Technology	2 years	06, UR-03, MBC-01, SC-01, OBC - 01	* Rs. 10,000.00/-
10	Diploma in Dialysis Technology	2 years	04, UR-02, MBC-01, SC-01	* Rs. 10,000.00/-
11	Diploma in Anaesthesia Technology	2 years	10, UR-05, MBC-02, SC-02, OBC- 01	* Rs. 10,000.00/-

* In addition to the fee mentioned above Rs. 2000/- (Two thousand) as caution money (Refundable) is to be submitted, which shall be refunded after completion of course and submission of no Dues Certificate.

** Admission into GNM course is subject to extension of recognition by concerned authorities.

IMPORTANT

These courses shall be self financing and the selection of the candidate will not confer any right for appointment in Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna -14.

3. RESERVATION:

As per Bihar Government reservation rules.

4. ELIGIBILITY FOR ADMISSION:

4.1. Only Indian citizen can apply.

4.2.

- a. The Higher/Senior Secondary Examination of the Indian School Certificate Examination which is equivalent to 10+2 (i.e. Higher/ Senior secondary Examination after a period of 12 years study), the last two years of such study comprising physics, Chemistry, Biology (which shall include practical tested in these subjects).

OR

- b. To be eligible for competitive entrance examination, the candidate must have passed in the subjects of Physics, Chemistry, Biology and English.

4.3. Only unmarried female /widow/divorce in good health is eligible for GNM course.

Candidates for GNM course shall be required to give affidavit to the effect that they shall not marry during the tenure of course. In case a candidate marries before completion of course her admission shall stand cancelled.

4.4. A candidate who is appearing in the qualifying examination prior to the competitive test, or whose result is awaited may also apply and appear in the said test, but he/she shall not be eligible for admission to any course, if he/she does not pass the qualifying examination.

4.5. Marks obtained in mathematics or vocational subject are not to be considered for admission to any course.

4.6. Age : (as on 30/06/2009)

- a. Minimum 17 years & Maximum 30 years for GNM course only. And minimum 17 years and maximum 25 years for other courses.
- b. Relaxation to SC, ST, MBC, OBC & Female shall be given as per rule of State Government.

5. METHOD OF SELECTION

- 5.1. The selection is based upon written test, which is to be held on notified date. Candidates are required to appear in the Entrance Examination at their own. The written test will comprise of multiple choice question of Intermediates Science standard. The result will be published on the notice board/website of the Institute. Successful candidates shall undergo for medical check up by the medical board of Institute only. Medically fit candidates will be finally admitted for the course.
- 5.2. Course wise merit list will be prepared according to marks obtained in the entrance examination.
- 5.3. Minimum Cut off qualifying marks shall be 32% for SC/ST & Female candidate, 34% for BC-1, 36.5% for BC-II & 40% for General candidates.
- 5.4. The question paper will contain 100 Nos. of objective type question of 10+2 standard. The subject wise would be as follows:

<u>Subject</u>	<u>No. of Question</u>
Physics	20
Chemistry	20
Biology	20
English	20
General Knowledge & Computer	<u>20</u>
Total:	100

Each question will contain equal mark. Duration of examination will be 2½ hours.

- 5.5. In case of two or more candidates obtaining equal marks in the competitive entrance examination, the inter-se-merit of such candidates shall be determined in order of preference as below:
- a. Candidate obtaining higher marks in Biology (Botany & Zoology) in the entrance examination.
 - b. Candidates obtaining higher marks in Chemistry in the entrance examination.
 - c. Candidates older in age.

6. HOW TO APPLY

- 6.1. Application Form & Prospectus (GNM & Paramedical Course) can be obtained by sending a demand draft for Rs. 500.00 (Rupees Five Hundred only) and Rs. 125.00 (Rupees one Hundred twenty five only) in case of SC/ST candidates, subject to production of caste certificate along with DD in favour of “DIRECTOR, Indira Gandhi Institute of Medical Sciences, Patna” payable at Patna and a self addressed stamped envelope (25 cm x 10 cm) bearing stamp of Rs. 40/- (Rupees Forty only), from the office of Registrar, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800 014.
- 6.2. Application Forms and Prospectus can also be obtained from the office of the Registrar during office hours on all working days on payment of fee as mentioned above.
- 6.3. Application received with incomplete information shall be rejected.
- 6.4. Application received after last date will not be considered.
- 6.5. Application Form & Prospectus once sold can't be returned back.
- 6.6. Application Form & Prospectus issued by the Institute (duly stamped or signed by authorized signatory) shall only be considered. Applications on photocopy of the said form or similarly printed form (not issued by Institute) shall not be considered. Application Form & Prospectus issued for the current session shall only be treated as valid Application Form & Prospectus.
- 6.7. Direction for filling-up forms:
 - a. The application should be sent only in the prescribed form supplied along with the prospectus.

- b. The Application form should be duly filled in by the applicant in his/her own handwriting and forwarded to the office of Registrar, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800 014 by Registered/Courier/Speed Post Only.

6.8. PHOTOGRAPH:

- i. Four Nos. of recent black & white passport size photographs are required. Photograph is to be pasted on Application Form, Admit Card etc.
- ii. Photograph must have been taken with name of the candidate and date. Name date on the photograph must be clear.

Passport Size Photograph
Name of Candidate
Date:

6.9. APPLICATION FORM MUST BE ACCOMPLANIED WITH ATTESTED PHOTOCOPIES OF:-

- a. Matriculation Certificate for age verification.
- b. Marksheet Intermediate Science or its equivalent.
- c. Caste Certificate for reserved category candidate duly issued by appropriate authority (DM/DC).
- d. In case of widow/Divorcee, a certificate issued by competent authority must be submitted (for GNM candidates).
- e. Affidavit in case of candidate for GNM course.
- f. Certificates and mark sheets of all other examinations passed.

7. GENERAL INSTRUCTIONS

- 7.1. Incomplete applications and those received late will be rejected and no correspondence would be entertained in this regard. Candidates are advised to dispatch the filled up application form well in advance to ensure that filled up form reaches in time. Applications received after due date shall be summarily rejected. Posted delay shall not be ground for consideration of applications received after due date.
- 7.2. Duplicate Admit Card can be obtained personally from the office of the Registrar, IGIMS, Sheikhpura, Patna in case of non receipt of Admit Card by post in due time. IGIMS will not be responsible for any postal delay.
- 7.3. The medium of Written test will be English. Question will be multiple choices with objective type of 10+2 standard. For GNM course guidelines of Nursing Council, Bihar will be followed.
- 7.4. The result of selected candidates shall be published on Notice Board/Website of the Institute.
- 7.5. The original Certificate/mark sheets (Matric & Intermediate Science, College Leaving Certificate) and Admit Card of the Entrance Test will have to be submitted for verification at the time of counseling for admission.
- 7.6. In the case of SC/ST candidate's caste certificate duly issued by the DM/DC (in original) will have to be submitted for verification at the time of counseling for admission.
- 7.7. OBC/MBC Candidates must submit caste certificate along with certificate of the exemption from Creamy Layer (in Original) duly issued by DM/DC for verification at the time of counseling for admission.
- 7.8. Candidates who wish to apply for more than one course should submit separate application accompanied by the prescribed fee for each courses.
- 7.9. Original certificate should not be sent with the application. These should be produced as and when asked by the Institute.
- 7.10. Candidates should note that only the date of birth as recorded in the Matriculation Certificate/Higher Secondary Examination or an Equivalent Certificate on the date of submission of application will be accepted by the Institute and no subsequent request for its change will be considered or granted.
- 7.11. If copies of the above certificates are not sent with the application it will be liable to be rejected and no appeal against its rejection will be entertained.
- 7.12. Candidates are warned that they should not furnish any particulars that are false or suppress any information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested/certificate copy submitted by them nor should they submit a tampered/ fabricated document.

8. RULES AND REGULATIONS:

- 8.1. All students admitted in the Institute shall maintain good conduct, attend classes regularly and abide by the rules and regulations of the institute enforced from time to time, failing which, their names are liable to be struck off from the rolls of the Institute.

- 8.2. The trainee (students) shall not leave their duty/class without permission of the clinical Instructor/HOD or Officer in Charge of the department.
- 8.3. Visitors are not allowed during the study hours.
- 8.4. During the course the trainees are expected to carry out works assigned to them.
- 8.5. They should observe personal cleanliness.
- 8.6. Candidates are also instructed to bear Identity Card issued by the Institute during the Hospital hours/while on duty/ in class.
- 8.7. Admitted Candidates are required to wear white Apron and Navy Blue Blazer at their own cost during the class period and inside the Institute campus.
- 8.8.a. Shared Hostel accommodation will be provided on payment of prescribed fee subject to availability.
 - c. Stay in Institute campus shall be mandatory in case hostel accommodation is provided by the Institute.
 - d. Movement of student will be recorded/registered in the hostel.
 - e. There will be an off time and visiting hours for visitors. Only authorized visitors shall be allowed during specified time/interval.
- 8.9.a. Trainees not fulfilling the minimum attendance required (as prescribed by the Institute from time to time) shall be liable for retention.
 - c. Maximum of 10 (ten) days sick leave will be permissible for each academic year. Student not fulfilling the minimum attendance because of sickness etc. shall be liable for detention.
 - d. Similarly candidates not fulfilling the minimum prescribed attendance, because of any other reason including pregnancy shall, be liable for detention.
 - e. Candidates detained in the class on account of failure in examination or due to lack of attendance will be required to pay fee for the additional year before they are allowed to continue in the course.
- 8.10. No student will be allowed to join any other course during the period of the course to which he/she is admitted.
- 8.11. Selected candidates will be required to submit all original certificates (including caste certificate), which shall be retained by the Institute during the period of the course to which he/she is admitted.
- 8.12. The Certificates can be given to the students only after he/she quits the course or after completion of the course. In case of quitting from course, the candidate shall pay the fee for entire year.
- 8.13. During admission the Guardian should sign in a consent form for any emergency operation/treatment.

9. FEES AND DUES

Candidates selected for admission shall have to pay the fees and dues prescribed for the course immediately after the announcement of the list of selected candidates, failing which his/her admission shall be cancelled and the next candidate on the waiting list shall be admitted in his/her place.

The fees and other charges once paid shall not be refunded even if a student leaves the Institute/course for any reason. No correspondence in this regard shall be entertained. However, Caution Money submitted by the candidate will be required “on submission of No Dues Certificate” after completion of course/ quitting from the course.

10. LEGAL JURISDICTION

Any Litigation regarding course/ admission test of Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna will come under the Jurisdiction at Patna only.

11. GENERAL INFORMATION

- a. Last date for obtaining Prospectus/application form : 05/06/2009
- b. Last date for submission of completed application form : 15/06/2009
- c. Date of written Examinations: As mentioned on Admit Card.

12. COMMON MISTAKES LEADING TO REJECTION OF APPLICATION:

- 12.1. Application not submitted on application forms issued by the Institute for the current academic session.
- 12.2. Variation in name spelling as recorded in application, SSC or equivalent certificates. Variation (if any) should be supported by an affidavit on stamp paper duly attested by a Notary.
- 12.3. Application received after due date.
- 12.4. Incomplete application form in any respect, e.g. photograph not pasted; photograph without name and date of photo taken; column or items not complete.
- 12.5. Photographs submitted are not identical or snapped before date of publication of Advertisement or pasted without continuity name and date.

13. LIST OF ENCLOSURES (CHECK LIST)

Sl. No.	Particulars of Enclosures	Persons/organization from whom it should be obtained
1.	Matriculation – Certificate for age Verification	BSED/CBSE/ICSE/Equivalent
2.	a. Mark-sheet- Intermediate Sciences or its equivalent. b. Intermediate/ 10+2 Certificate	Relevant University/Council or its equivalent.
3.	Caste Certificate for reserved category candidate	DM/DC
4.	In case of Widow/Divorce	District Judge

INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES
SHEIKHPURA, PATNA-14.

Sl. No.

APPLICATION FORM (PARAMEDICAL COURSES)

1. Name of the Course:
2. Name of the Candidate:
3. Father's/Husband's Name:.....
4. Sex: Male/Female:.....
5. Date of Birth: a.

d d

m m

y y y y

b. In Word :.....

6. Nationality
 7. Category: General/BC-I (MBC)/BC- II (OBC)* / SC*/ST*
(* Certificate in favour must be attached if reservation is claimed)
 8. Marital Status: Unmarried/Married/Widow/Divorcee*
 9. Permanent Address:-
.....
.....
 10. Address for correspondence:-.....
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11. EDUCATIONAL QUALIFICATION:

Exam. Passed	University/ Board	Year of Passing	Subject	Aggregate Percentage of Marks	Division

FULL SIGNATURE IN HINDI	FULL SIGNATURE IN ENGLISH
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List of Enclosures

- 1.
- 2.
- 3.
- 4.
- 5.

12. DECLARATION:-

I declare that the forgoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time, I am found to have concealed/distorted any material/information, my admission shall be cancelled.

Place:.....

Date:.....

(Full Signature of Candidate)

INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES
SHEIKHPURA, PATNA-14.

PROVISIONAL ADMIT CARD (PARAMEDICAL COURSE)

Sl. No.

1. Name of the Course:

2. Name of the Candidate:

3. Date of Birth: a.

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y y y y

b. In Word :.....

4. Address for sending the admit card:-.....

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FULL SIGNATURE IN HINDI

FULL SIGNATURE IN ENGLISH

Full Signature of Candidate to be done at the time of Examination		Signature of Invigilator
English		
Hindi		

TO BE FILLED BY THE OFFICE

1. Roll No.....

2. Date of Examination.....

3. Venue

4. Time

Registrar,
IGIMS, Patna.

N.B.:- In case of non receipt of admit card by post in due time, duplicate admit card can be obtained personally from the office of the Registrar, a day before the date of Examination between 10.30 AM to 2.30 PM.

INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES
SHEIKHPURA, PATNA-14.

DUPLICATE ADMIT CARD (PARAMEDICAL COURSE)

Sl. No.

1. Name of the Course:

2. Name of the Candidate:

3. Date of Birth: a.

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b. In Word :.....

4. Address for sending the admit card:-.....

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FULL SIGNATURE IN HINDI

FULL SIGNATURE IN ENGLISH

Full Signature of Candidate to be done at the time of Examination		Signature of Invigilator
English		
Hindi		

TO BE FILLED BY THE OFFICE

1. Roll No.....

2. Date of Examination.....

3. Venue

4. Time

Registrar,
IGIMS, Patna.

N.B.:- In case of non receipt of admit card by post in due time, duplicate admit card can be obtained personally from the office of the Registrar, a day before the date of Examination between 10.30 AM to 2.30 PM.

INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES
SHEIKHPURA, PATNA-14.

ADMIT CARD FOR OFFICE USE (PARAMEDICAL COURSE)

Sl. No.

1. Name of the Course:

2. Name of the Candidate:

3. Date of Birth: a.

d	d

m	m

y	y	y	y

b. In Word :.....

4. Address for sending the admit card:-.....

.....

.....

.....

FULL SIGNATURE IN HINDI

FULL SIGNATURE IN ENGLISH

Full Signature of Candidate to be done at the time of Examination		Signature of Invigilator
English		
Hindi		

TO BE FILLED BY THE OFFICE

1. Roll No.....

2. Date of Examination.....

3. Venue

4. Time

Registrar,
IGIMS, Patna.

N.B.:- In case of non receipt of admit card by post in due time, duplicate admit card can be obtained personally from the office of the Registrar, a day before the date of Examination between 10.30 AM to 2.30 PM.