Terms and Conditions

applicable for admissions to

Undergraduate Courses - 2012
Admission to various undergraduate Programs in Amrita Health Sciences campus is based on the marks obtained in qualifying examination and a personal interview. Admissions will be governed by rules and regulations laid down by Amrita Vishwa Vidyapeetham, the University.

VERY IMPORTANT

Management of 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 other competent authorities.

Terms and Conditions applicable for admissions included in this booklet are common for all the eight courses listed at cl. no 23. Eligibility conditions, fee structure and date and time for interview are different for each course. Candidates and their parents are therefore advised to go through the conditions carefully before they decide about the course of their choice.

1. COURSE, SEAT DETAILS, DURATION, & ELIGIBILITY REQUIREMENTS are detailed at clause number 23.

2. CURRICULUM

As approved by Amrita Vishwa Vidyapeetham (University) and is in line with directives of respective councils.

3. DATE OF BIRTH

Shall not be less than 17 but not more than 23 as on 31.12.2012. Date of birth as recorded in the 10th standard / school leaving certificate will be taken as authentic.

4. FILLING UP OF APPLICATION FORMS

Application form is supplied along with this booklet

a. Form must be filled in clearly and legibly by using CAPITAL LETTERS.

b. Keep with you a photocopy of the filled application for future reference.

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

d. Candidates whose results of the qualifying examination are not available cannot attend the Interview.

Detailed instructions for filling up of application forms are given under clause ‘22’ of this booklet.

5. METHOD OF SUBMISSION OF APPLICATION FORM

i. A bigger envelope printed with our address is provided along with the application and you are required to use the same for submission of the application form.

ii. Before mailing, ensure that you have kept the following documents in the envelope:

a) Application Form duly filled and pasted with Photograph duly attested by the candidate.

b) Plus two marks list to be enclosed in the application form.

c) Demand Draft for additional course options

d) Clip all the above together, keep in the envelope, paste and dispatch by speed post or a reliable courier. Can also hand deliver to the Communication Department at the ground floor of Amrita Institute of Medical Sciences, Kochi.

e) Ensure the application is sent at the earliest.
6. CHOICE OF COURSE & APPLICATION CUM COURSE FEES

(i) Choice of the courses
A candidate can opt for any number of courses subject to meeting the eligibility requirements. Choice of courses shall be indicated by numbering the boxes where the first choice will be shown by number 1 and the succeeding numbers for the other choices. If no choice is indicated or no proper numbering is given, the decision of the Chairman Admissions will be final and binding. A typical example of indicating choice (where the first option is BSc (nursing), 2nd option is BASLP and 3rd option BSc (MRT) is illustrated below for guidance:

0 BSc Emergency Medical Services
1 BSc Nursing
0 BSc Allied Health Sciences
0 B Pharm
0 BSc RT
3 BSc MRT
0 BSc Optometry
2 BASLP
0 Diploma in Dental Mechanics

(ii) Application cum course fees
For Opting one course – Rs.500/-
For opting two courses – Rs.1000/-
For opting three or more courses – Rs.1500/-

Application collected from Banks
Banks will supply the form on payment of Rs 500/- For candidates opting only for one course, no additional payment need be made. Those who are opting for two courses need to pay additional Rs.500/- and candidates opting for three or more courses need to pay Rs.1000/- (i.e candidate who pays additional Rs.1000/- can have the choice of opting any number of courses). Additional payment shall be made by way of Demand Draft favoring ‘Amrita Vishwa Vidyapeetham’ payable at Kochi and submitted along with the application.

7. SELECTION PROCESS

(i) Selection of candidates is on the basis of their plus two marks and personal interview. For this purpose plus two marks list is most essential. Those who are unable to produce the marks list at least at the time of interview need not attend the interview.

(ii) Expected dates and time of interview are mentioned at page no. 8 of these terms & Conditions. It shall be the responsibility of the candidate to reconfirm the date & time from the Admission office (Phone nos: 0484 285 8374 / 0484 285 8037 / 0484 285 8036 / 285 5651)

8. TELEPHONE NUMBERS & E MAIL ID (VERY IMPORTANT)

It is advisable to mention more than one telephone number for contacting the candidate or his / her parents. Many times important messages are given through telephones and by e-mail. While the Institution will make all reasonable efforts to contact the candidate or his / her parents, if the numbers are not reachable / e-mail ID is not valid, Institution will not be responsible. Therefore candidates should ensure that two or more easily accessible numbers and a valid E MAIL ID are mentioned in the application.

9. PUBLICATION OF RESULTS

Selection list is expected to be published on the same day. Selected candidates will have to make a non refundable spot payment of Rs 20,000/- (Twenty thousand only) which will be adjusted towards first year tuition fees. Balance involved are received in the office of Admissions, a serial number will be allotted and the same will be communicated to the candidate by e-mail only. For this purpose candidates must have an e-mail ID and those who do not have must create one before submitting the application form and indicate the e-mail ID at the appropriate place in the application form.
fees will have to be paid on the date of admission which will be intimated to the candidates.

10. CHANGE OF COURSES

i. Candidates who have applied for more than one course will have to appear for interview in all desired courses for which he/she had submitted valid application. Candidate has the option to join any of the courses to which they have selection. However those who are in the confirmed selection list need to exercise the option to change from one course to another within two days from the last date of interview for the courses covered in these “Terms” and get the change effected. If the candidate asks for any change after the said date, such requests will be considered only if seat is available and subject to payment of Rs 10,000/- as administrative expenses.

ii. Candidates in the waiting list will be called to join the course as and when seats become available and they will have to join the seat offered to them. Other conditions for change of course as detailed above will apply.

11. ADMISSION

No separate call letters will be sent. Candidates desirous of admission should report to the Chairman-Admissions on the date & time intimated. While reporting for admissions, the candidate should be accompanied by one of the parents and should produce the following documents in original along with two additional sets of photocopies.

i. Plus two mark list

ii. Plus two Pass certificate (+2)

iii. A document to prove the date of birth

iv. Transfer certificate from the Institution last attended.

v. Migration certificate from the University or Board from where the candidate passed his/her +2

vi. A Character and conduct certificate from the Institution from where the student passed his/her plus two examination mentioning the status of his/her behavioural pattern specially in terms as to whether the student displayed persistent violent or aggressive behaviour or any desire to harm others.

vii. 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.

viii. Community certificate in case of SC/ST candidates.

ix. Face close-up color photographs- 4nos.

x. Demand draft for the amount which will be intimated to the candidate, favoring AMRITA VISHWA VIDYAPEETHAM payable at Kochi.

12. VERIFICATION OF DOCUMENTS

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

13. PAYMENT OF FEES

As and when decided, the fee details will be displayed at our website www.amrita.edu

Full fees for the FIRST YEAR will have to be paid at the time of admission. Fees for the remaining years will have to be paid in the beginning of academic year or on dates announced by the Principal, School of Medicine.

a. Candidates admitted to any of the above courses must remit the tuition and other fees at the time of admission by way of demand draft. Request for extension of time for payment of fee will not be considered.

b. Annual tuition fees, Hostel & Mess and other fees are required to be paid in full by the dates which will be notified by the Principal. Dates will be notified on the Notice Boards and the students are expected to intimate their parents in time. No individual Notices will be issued.
IGNORANCE OF NOTICE WILL NOT BE ACCEPTED AS AN EXCUSE FOR DELAY IN PAYMENT.

c. Delayed payments will attract fine / and or penalty as decided by the Principal.

14. ACCOMMODATION:

Being a residential school, all students will have to stay in the hostels provided by the Institution.

15. CANCELLATION OF ADMISSION AND REFUNDS

a. For candidates who have joined the course but opt to discontinue before commencement of classes, amount of Rs.20,000 deposited in terms of clause no.9 as spot payment will be forfeited as administrative expenses.

b. For Candidates opting to discontinue the study within a period of one week of commencement of classes, 75% of tuition fee will be refunded, while 25% of the tuition fee or Rs.25,000 whichever is higher, will be retained as administrative charges. After this period but before one month, 50% of tuition fees alone will be refunded. After a period of one month no Tuition fee will be refunded. In all these cases unutilized portion of the other fees will be refunded after proportionate deduction.

c. For candidates shifting to another School/College of Amrita Vishwa Vidyapeetham an amount of Rs.10,000/- only will have to be paid as administrative expenses.

d. (i) As per the existing regulations of the University, admissions will have to be closed by 30 September, 2012. If any student intends to discontinue the studies on or about this date, it will be necessary for such student to give a notice in writing to the Chairman-Admissions, Amrita School of Medicine, Amrita Vishwa Vidyapeetham Health Sciences Campus, Kochi-682 041, at least by 20 September, 2012. In such cases, rules of recoveries shall be as per clause (b) above. The notice should have been received by the Chairman-Admissions or by his representative authorized to receive such a notice.

(ii). If any student discontinues the studies after the last date for withdrawal as mentioned in the preceding paras or fails to give Notice as stipulated therein he/she will be liable to pay liquidated damages equivalent to tuition fees for the remaining course period. In such cases, transfer certificate will be issued only after remitting the liquidated damages.

(iii). 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.

16. DISCIPLINE

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

a. Ours is a hundred percent residential campus. Students will be required to reside in the hostels and they will be allowed to visit their homes only on days as decided by the management from time to time.

b. Only Vegetarian food will be served in the Hostel.

c. Students are not allowed to keep two-wheelers and cars in the campus.

d. Use of mobile phones, video-ipods, cameras, laptops and all such electronic gadgets inside the campus is prohibited.

e. Smoking and drinking (alcohol) are totally prohibited.

f. There will be a mandatory dress code for all students throughout the course.

g. 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 better human beings.

h. A student hand book will be issued at the time of admission which will contain all the rules and regulations in detail. The students shall strictly abide by them.
i. Students are expected to observe absolute discipline in their conduct during the entire period they spend in the Institution. Failure to observe absolute discipline will invite appropriate action.

PREVENTIVE MEASURES AGAINST RAGGING

‘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.

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.

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.

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.

17. MEDICAL INSURANCE

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

18. ATTENDANCE

A minimum 80% attendance is compulsory for appearing for the university examinations.

19. SERVICE BOND

Candidates who are admitted for B.Sc MRT shall execute a Bond to serve in any of the Hospitals or Medical Schools under the management of Mata Amritanandamayi Math for a period of One (1) year after successful completion of their Course.

20. SETTLEMENT OF DISPUTES

In case of any dispute in the interpretation of any of the conditions included in this booklet relating to admission to various undergraduate courses or to any of the Institution located within the Health Sciences Campus of Amrita Institute of Medical Sciences at Kochi, decision of the Medical Director/Campus Operating Officer will be final and binding.

21. 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 this “Terms & Conditions”.

22. GENERAL INSTRUCTIONS FOR FILLING THE APPLICATION FORM

Incomplete and wrongly filled in applications are likely to be rejected. Hence candidates are advised to take extraordinary care in filling up the Form. Given below are hints to help the candidates to correctly fill up the Form.

(i) Application Form should be completed. Do not leave any column unfilled. If any column is not relevant in your case please write “NA” in answer to such column.

(ii) Use Black ball point pen.

(iii) Photograph: Face close up passport size colour photograph (taken after January 01, 2012) only should be used. Photo should be self attested

(iv) Choice of Course: Indicate your course choice only by numbering (1..2..3..) in the respective box. Any other type of marking like tick, darkening etc will render the application liable for rejection.

(v) Merit or Management; Darken the appropriate column

(vi) DD No and date: For download application as well as additional course options

(vii) Name of the Candidate: Write your full name in capital letters and as recorded in your school certificates.
Do not write just the name. For example: LAKSHMI or ULLAS. Write LAKSHMI SUBRAMANIAN or ULLAS BOSE. In other words you should easily be identifiable.

**viii) Sex:** Darken the concerned box.

**ix) Date of Birth:**
First two boxes  Date  (eg: 10)
Next Two Boxes  Month  (January)
Last four boxes  year  (1995)
Eg:  Date  10  Month  01  Year  1995

**x) SC/ST/OBC:** If you belong to any of these categories then darken the concerned box.

**xi) Name of the caste/community:** If your answer to xiii above is “yes” then only fill up this column.

**xii) Details of parents:** Fill up the columns relating to Father and mother.

**xiii) Residential Address:** Write the address both present (address for communication) and Permanent correctly and completely. If you are staying at the present address for a short period, indicate the date up to which you are available in that address.

Must mention valid telephone numbers on which you or your Parents can be contacted. If we are unable to contact you on account of your furnishing wrong or invalid telephone numbers or the person attending the telephone is unable to answer properly, you may lose your chance.

**xiv) Institution where candidate appeared +2 examination:** Write the name of the institution from where you appeared for your Plus two examination.

**xx) Name of the Board:** write the name of the board (CBSE / State / ICSE – Tick the appropriate one) with month & year of passing

**xxi) Percentage of +2 marks:** If you have +2 marks available with you, please mention the percentage of marks. Those who are yet to receive the results may indicate RESULT AWAITED. But the marks list should reach the School of Medicine before the scheduled interview

When Marks List is sent separately please write your name & application number on the same prominently.

**xxii) Signatures:** The candidate and the Parent must sign the joint declaration.

**xxiii) Date:** Write the date of filling up the application.

**xxiv) Enclosures:** Application form should be first in your arrangement. Attachments should be below the Form. Do not send any papers in loose condition. DO NOT SEND ANY ORIGINALS. University will not be responsible for safety of the originals.

### 23. COURSE, SEAT DETAILS, DURATION & ELIGIBILITY REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>No of Seats</th>
<th>Duration of the Course</th>
<th>Eligibility Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSc Emergency Medical Services</td>
<td>20</td>
<td>3 Years</td>
<td>Pass in plus two with 50 % marks in Physics, Chemistry and Biology.</td>
</tr>
<tr>
<td>BSc Nursing</td>
<td>75</td>
<td>4 Years</td>
<td>Pass in plus two with 60% marks in Physics, Chemistry and Biology and 50% marks in English.</td>
</tr>
<tr>
<td>BSc Allied Health Sciences</td>
<td>30</td>
<td>3 Years + one year Internship</td>
<td>Pass in plus two with 50% marks in Physics, Chemistry &amp; Biology.</td>
</tr>
<tr>
<td>B Pharm</td>
<td>60</td>
<td>4 Years with 2 months training in Hospital &amp; Industry.</td>
<td>Pass in plus two or equivalent with 50% marks in Physics, Chemistry &amp; Biology. In place of Biology, Biotechnology/ Computer Science or Maths are also eligible.</td>
</tr>
<tr>
<td>BSc Respiratory Therapy</td>
<td>10</td>
<td>3 Years + one year Internship</td>
<td>Pass in plus two with 50% marks in Physics, Chemistry, Biology or Bio technology / natural sciences.</td>
</tr>
<tr>
<td>Bachelor of Audiology &amp; speech language pathology (BASLP)</td>
<td>15</td>
<td>3 Years + one year Internship</td>
<td>Pass in plus two with Physics, Chemistry &amp; Biology / Mathematics / Computer science / Statistics / Electronics / Psychology with minimum of 50% marks.</td>
</tr>
<tr>
<td>BSc Medical Radiologic Technology (BSc MRT)</td>
<td>20</td>
<td>4 Years + 1 year service at AIMS</td>
<td>First class in plus two with Mathematics, Physics, Chemistry, Biology or Bio technology &amp; English.</td>
</tr>
<tr>
<td>BSc Optometry</td>
<td>5</td>
<td>3 Years + one year Internship</td>
<td>Pass in plus two with 50% marks in Physics, Chemistry, Biology or Bio technology &amp; English.</td>
</tr>
<tr>
<td>Diploma in Dental Mechanics</td>
<td>10</td>
<td>2 Years</td>
<td>Pass in plus two with 50% marks in Physics, Chemistry and Biology and 50% marks in English.</td>
</tr>
</tbody>
</table>
IMPORTANT DATES TO REMEMBER

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Course</th>
<th>Date of Interview</th>
<th>Time of Interview</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>BSc Emergency Medical Services</td>
<td>01 June 2012 (Friday)</td>
<td>9.30 AM</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>B.Pharm</td>
<td>02 June 2012 (Saturday)</td>
<td>10.30 AM</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>BSc Respiratory Therapy</td>
<td>04 June 2012 (Monday)</td>
<td>9.30 AM</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Diploma in Dental Mechanics</td>
<td>04 June 2012 (Monday)</td>
<td>1.30 PM</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Bachelor of Audiology &amp; Speech Language Pathology(BASLP)</td>
<td>05 June 2012 (Tuesday)</td>
<td>9.30 AM</td>
<td>Amrita School of Medicine, Kochi</td>
</tr>
<tr>
<td>6</td>
<td>BSc MRT</td>
<td>06 June 2012 (Wednesday)</td>
<td>9.30 AM</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>BSc Optometry</td>
<td>07 June 2012 (Thursday)</td>
<td>10.30 AM</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>BSc Nursing</td>
<td>08 June 2012 (Friday)</td>
<td>9.30 AM</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>BSc Allied Health Sciences</td>
<td>09 June 2012 (Saturday)</td>
<td>9.30 AM</td>
<td></td>
</tr>
</tbody>
</table>

The above dates may change depending on situation.
It shall be the responsibility of the candidate to reconfirm the interview dates from the Admission Office.

### Warning

Candidates who wish to apply for admission to any of the courses at Amrita Vishwa Vidyapeetham, Healthcare Campus are hereby warned against possible cheating by unscrupulous agents who may promise and assure seats by extracting large sums of money from the parents/candidates. This institution hereby refutes all such misleading and false promises by such people. Candidates should note that there is no provision for Capitation fee towards admission.

<table>
<thead>
<tr>
<th>Issue of application forms</th>
<th>: 09 April 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last for issue of application form</td>
<td>: 21 May 2012</td>
</tr>
<tr>
<td>Last date for receipt of completed application forms</td>
<td>: 26 May 2012</td>
</tr>
</tbody>
</table>