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കേരള ഗസറ്റ് KERALA GAZETTE

അസാധാരണം
EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്
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KERALA UNIVERSITY OF HEALTH SCIENCES

NOTIFICATION

No. 2891/AC1/GENA2/KUHS/2017.

Dated, Thrissur, 12th May, 2017.

In exercise of the powers conferred by Chapter XXXVI of the First Statutes, 2013 of the Kerala University of Health Sciences, the Academic Council in its meeting held on 8-11-2016 vide item No. 14.4 made the Academic Regulations and Course Regulations of 124 courses conducted by Kerala University of Health Sciences. The Governing Council meeting held on 25-11-2016 has approved the same. The regulations were placed before the Senate at the meeting dated 17-1-2017.

It is hereby notified that the Academic Regulations and Course Regulations of 124 courses conducted by Kerala University of Health Sciences, as appended.

(Sd.)
Registrar.

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Academic Regulations
for all Courses affiliated to the
Kerala University of Health Sciences

Thrissur- 680596



(2016-17 Academic year onwards)

2016

ACADEMIC REGULATIONS

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These Academic Regulations shall be binding on all courses coming under the Kerala University of Health Sciences unless otherwise mentioned herein.

1.1. Eligibility for Admission

The Kerala University of Health Sciences (KUHS) shall admit students only as per the individual Course Regulations published by it from time to time.

1.2. Mode of selection to the course

The selection of students shall be merit based, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences in terms of the respective Course Regulations.

1.3. Number of seats

As approved by KUHS from time to time.

1.4. Minimum Academic requirements for conduct of course

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the standards specified by KUHS in Statute / Affiliation Regulations in addition to norms fixed by Government and concerned Statutory Councils from time to time.

1.5. Registration of students to University

- a) The KUHS shall admit students, only to the courses and institutions affiliated/ recognized by KUHS for that particular course.
- b) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cutoff date notified by KUHS in accordance with the decisions of the Government of India / Government of Kerala / concerned Statutory Council from time to time. The Principal/Head of the Institution shall be responsible for the contents in the statements.
- c) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by

☆

KUHS.

- i. Mark lists of qualifying examination.
- ii. Original Pass / Degree certificate (wherever applicable)
- iii. Transfer certificate from the previous institution.
- iv. Allotment letter from the competent authority.
- v. Score sheet of the concerned entrance examination
- vi. Eligibility certificate and migration certificate (wherever applicable)
- vii. Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- viii. Internship certificate.(wherever applicable)
- ix. The fees prescribed for the registration.
- x. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority, issued before the date of admission, along with caste certificate.
- xi. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- xii. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
 - c) Employment certificate of the sponsor attested by the Embassy.
- xiii. Any other document as prescribed by KUHS/Government or other competent authority from time to time.

1.6. Course Fees:

As stipulated by the Government / Fee Regulatory Committee and/or KUHS from time to time.

1.7. Syllabus, Medium of instruction

Syllabus shall be as prescribed by KUHS from time to time and the medium of instruction and examinations shall be English.

1.8. Attendance, and course period:

- a) The candidate shall successfully complete the stipulated course period as specified in the respective course regulations to be eligible for award of Degree/Diploma.
- b) There shall be minimum 80% attendance in each subject, (Theory and practical/clinical separately) to be eligible for appearing in the University Examinations.
- c) However, in case of subjects in which the instructional programme extend through more than one academic year and when there is no University examination in the subject for a particular year (i.e. non-exam going subjects), the attendance requirement shall not be less than 70% in Lectures and Practical/Clinical separately in the non-exam year. The Principal/Head of institution should ensure that the candidate has secured the minimum requirement of attendance in the non-exam going subjects before registering him/her for the university examination.
- d) For PG and Super-speciality courses, the eligibility for appearing in the University examination shall be as detailed in the respective Course Regulations.
- e) The Principal/Head of the institution shall submit the Attendance Certificate for each candidate at the time of registration for examinations.
- f) No student registered in KUHS, including service candidates is permitted to run or work in a clinic / Pharmacy /hospital / laboratory/ nursing home and shall not engage in private practice of any sort in their professional capacity during the course of study. Any violation in this respect will be viewed seriously and may warrant punishment including termination from the course.

1.9. Condonation of shortage of Attendance

- a) For all UG Courses, condonation of shortage of attendance on genuine grounds, for subject/subjects (in theory or in practical or both) can be granted once only, during the entire course period as specified in the course regulations. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS and with the prescribed fee.
- b) Along with the application for Registration in the Examination, the Principal/Heads of the Institution shall give an undertaking that the candidate has not availed this exemption previously.
- c) A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.
- d) No condonation of attendance is permitted for PG/Super Speciality courses.

1.10. Leave, Holidays etc.

As prescribed by the Government and/or KUHS from time to time.

1.11. Monitoring Learning Progress:

The following General guidelines are suggested for periodical assessment conducted from time to time by the Institution.

The learning outcome to be assessed may include:

- i) Personal Attitudes (Critical Thinking, Communication, Collaboration, Creativity)
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a. Day to Day work

- b. Teaching skills
- c. Periodic tests
- d. Work diary / Log Book
- e. Records

viii) Health Care Counselling - Communication & Counselling Skills.

1.12. Transfer during course & internship.

Transfer to other institutions within and outside the University shall not be allowed under normal circumstances during the course of study. However KUHS can apply discretion in this matter, subject to the guidelines of the respective Statutory Councils, in exceptional cases.

1.13. Duration permitted for Completion of the course

The maximum permitted time period to successfully complete the course is twice the actual duration of the Course (including internship if applicable) except where otherwise specified by concerned statutory council or as approved by KUHS from time to time.

1.14. Internal assessment (conducted by college)

- a. For the Under Graduate courses there shall be a minimum of 3 periodic assessments conducted in the college, for each subject (theory, viva and practical as the case may be) of which one shall be in the KUHS examination pattern (for familiarisation of the KUHS examination pattern).
- b. Average of the marks of the best two of the periodical assessments shall be taken as internal assessment mark of the candidate, unless otherwise specified in the respective course regulations.
- c. The class average of internal assessment marks of theory and practical in each subject shall not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examinations unless otherwise specified in the respective course regulations. (This clause shall not be applicable where there is only one student registered for the course.)

- d. The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- e. The candidate must secure the minimum marks for internal assessment in theory, practical and viva voce in a particular subject and any other additional requirement as per the course regulations in order to be eligible to appear in the University examination for the subject.

1.15. Examinations

a) Schedule of Examinations

Examinations shall be conducted as per the schedule approved by the Board of Examinations.

b) Scheme of Examinations

The Scheme of Examinations shall be as per the regulations of the respective courses. For each subject, Theory, Practical and Viva Voce shall be considered as a single block, unless otherwise specified as different blocks by the course regulations.

c) Obstructions in conduct of University Examinations

If an Examination could not be conducted by the University due to any unforeseen or unavoidable reasons, that particular Examination shall be conducted on the next working day or as notified by the Controller of Examinations.

d) Clubbing of Examination centers

The Controller of Examinations shall have the power to club the theory, practical and viva voce examination centers as and when required.

e) Question paper pattern

Question paper pattern shall be as per the respective course regulations.

f) Scrutiny of Question papers

For Scrutiny of Question papers services of subject experts in respective faculty shall be used.

g) Question paper setters from inside State / outside State

KUHS shall appoint question paper setters from inside and/or outside the State unless otherwise stipulated in the concerned Statutory Council Regulations.

h) Monitoring the Examination

The examination shall be under electronic and other surveillance as stipulated by KUHS from time to time. The observer if any, appointed for supervising the conduct of theory examination shall be from other Health Science streams under KUHS. University may appoint surprise inspection squad for monitoring the fair conduct of theory, practical and viva voce examinations.

i) Dispatch of Answer books for valuation

The Chief Superintendent shall ensure that the packets of the theory answer books of the particular examination are sealed immediately and dispatched on the same day or in exceptional cases on the next working day. The Chief Superintendent shall be responsible for the safe custody and transit of the answer sheets to the University.

j) Thesis/ Dissertation for the PG Courses

The process of submission of synopsis, conduct of the research, submission and evaluation of thesis/dissertation/project shall be governed by the guidelines issued by the KUHS in this respect/ Statutory Council from time to time.

k) Regulations for the conduct of Theory, Practical and Viva voce Examination

Theory, Practical and Viva voce shall be conducted as per the respective course regulations.

l) Valuation Strategy

- (i) The affiliated colleges under KUHS are divided into six zones at present for the smooth conduct of University activities including examinations.
- (ii) For all Undergraduate courses double valuation of the theory answer books shall be done by eligible examiners duly appointed by KUHS. Centralized Valuation camp shall be conducted in single/multiple centers. The average of marks obtained for double valuation of each answer book (of the same QP code) is taken as the final mark of the Candidate in that paper. If the variation in grand total marks obtained in two valuations is more than 15% of the

Maximum marks and provided that the marks obtained in any one of the valuation is 35% or more of the total marks , the answer book shall undergo a third valuation in that paper (for that QP code). **In the case of answer books going for third valuation, the average of highest two marks shall be taken as final mark.**

Similarly, in PG courses where double valuation is conducted, the third valuation shall be in the pattern of UG courses. In such cases, the average of the higher two marks shall be taken as the final mark of the student.

In the case of Post Graduate / Super-speciality courses, where multiple valuations (more than two) are conducted by examiners duly appointed by KUHS, the average marks of all the valuations shall be taken as the final mark.

- (iii) **KUHS shall not permit any revaluation.** However in exceptional cases, when recommended by the Board of Adjudication for Students Grievances for reasons to be recorded and on approval of Governing Council, fresh valuation may be conducted, after cancelling the original valuations.

Re-totalling shall be permitted on submission of application along with the prescribed fees. There shall be a provision at KUHS for obtaining Photostat copies of Theory answer books and Theory Score Sheets on submission of application along with the prescribed fee. ***This facility shall not be available for practical examinations.*** The application by the candidate for re-totalling and photocopies of answer books and score sheet shall be routed through the Principal to the University.

- m) **Conditions under which candidates are permitted to proceed to the next higher class**

Students are permitted to proceed to the next year of study as per norms of the KUHS and individual course Regulations.

- n) **Meeting of Pass Board**

The Controller of Examination shall constitute a Pass Board for each examination. The Board shall meet before publication of results and shall consider the matters placed before it, relating to the conduct of examinations

and evaluation. Special Pass Board meeting may be convened with the prior permission of the Vice Chancellor in exceptional cases.

o) Publication of Results

The results shall be published by the Controller of Examinations with the approval of the Vice Chancellor, based on the recommendations of the Pass Board.

Note: Wherever this Academic Regulation is silent on any particular aspect of Examination, the provisions made in the Examination Manual of KUHS shall apply muttatis mutandis.

1.16. Criteria for pass

- a. It is mandatory that a candidate shall obtain minimum 50% marks separately for University theory examination in each subject.
- b. It is mandatory that a candidate shall obtain minimum 50% marks separately for University Practical and/or viva examination in each subject unless otherwise stipulated in the concerned Course Regulations.
- c. It is mandatory that a candidate shall obtain minimum 50% marks in aggregate of University examinations and internal assessment (wherever applicable) for each subject.
- d. In addition to the above, the candidate shall satisfy all other conditions for a pass as specified in concerned course regulations.
- e. A candidate failing in one or more subject(s) shall appear for the subject(s) as a whole in the next appearance (i.e. Theory, Practical, and Viva voce) unless otherwise specified in course regulations.

1.17. Grace Marks

- a. For MBBS and BDS courses, grace marks up to a maximum of five marks may be awarded for an examination at the discretion of the Examination Pass Board for a candidate in one subject (theory/practical/viva/internal assessment either individually or together) for a whole pass in that particular examination as stipulated by the respective Councils from time to time.

- b. For UG courses other than MBBS and BDS, the University may grant a maximum of 5 marks or as per University regulations as grace marks, either in a subject alone or distribute it among subjects (theory/practical/viva/internal assessment) so as to make the candidate eligible for a subject pass/whole pass unless otherwise specified in the respective course regulations.
- c. ***No grace marks shall be permitted for Post Graduate and Super Specialty courses.***
- d. The granting of grace marks is at the discretion of the concerned pass board constituted by the Controller of Examinations and shall not be the right of the candidate.

1.18. Criteria for promotion

- a) The promotion to the subsequent years shall be as per the respective course regulations
- b) The Candidate shall pass all subjects of the previous years before registering for final year examinations.

1.19. Carry over benefit

As per respective course regulations

1.20. Issuance of Mark lists and Certificates

- a. Mark lists for each examination shall be issued after declaring the results
- b. The mark list shall bear the date of publication of the results of the concerned examination. The passed candidate shall be deemed to have passed the examination on that date
- c. The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the consolidated mark list.
- d. A provisional pass certificate shall be issued on successful completion of the course and passing all the subjects, for temporary registration with the respective councils, (in order to undergo the internship).

- e. The provisional degree certificate shall be issued after successful completion of the course and passing all the subjects and internship wherever applicable. This provisional degree certificate has validity till the issue of the Degree certificate which shall be issued after the Convocation.
- f. The Degree Certificates shall be issued only after successful completion of course, passing all the examinations and completing internship (wherever applicable).
- g. The Degree shall be conferred to the successful candidate with the approval of the Governing Council during the KUHS Convocation for those who are present and to those who are permitted to remain absent.

1.21. Declaration of class (Regular/Supplementary)

As specified in respective course regulations. First Class/ Distinction shall be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations.

1.22. Declaration of rank

- a) Rank shall be awarded on the basis of aggregate marks of all the university regular examinations of the particular course except where it is mentioned otherwise in respective course regulations.
- b) However, a candidate who fails in any one of the subjects during the course, and who does not pass in the examinations during the Minimum prescribed course duration shall not be eligible for the award of rank.
- c) Number of students registered in the final year examination shall be noted on the rank certificate.

1.23. Attempt / Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24. Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate satisfies 80% attendance in all subjects (Theory and practical separately) of

the respective examination, including the subjects in which the candidate is not appearing or ineligible to appear. Such candidates shall not be eligible for the award of rank.

1.25. Condonation of Break of Study

Condonation of Break of Study shall be permitted as per the respective course regulations of KUHS. The period of break of study thus condoned shall be excluded while calculating the maximum period prescribed for passing a course under the KUHS regulations.

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution should get permission from the University for rejoining with junior batch. Condonation of Break of Study will be considered strictly as per the condition stipulated in the norms of the University unless otherwise specified in the respective course/Statutory Council regulations.

1.26. Internship

Internship shall be permitted only after successful completion of the course and having passed all the examinations. Wherever applicable the student shall be registered with the respective councils before starting internship.

1.27. Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University shall endorse the same only if specifically requested.

1.28. Stipend:

As per the Government/University norms from time to time.

1.29 Eligibility for award of degree

A candidate who passes entire subjects of the course and successfully completes the internship shall be eligible for the award of Degree during the ensuing convocation. Degree is awarded under the concerned Faculty of the University.

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



Ayurvedacharya
(Bachelor of Ayurvedic Medicine and Surgery-B.A.M.S.)

Course Code: 003

(2016-17 Academic year onwards)

2016

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I. GENERAL REGULATIONS

Name of the course which come under these Regulations include Ayurvedacharya- Bachelor of Ayurvedic Medicine and Surgery abbreviated as B.A.M.S.

1.1 Eligibility for Admission

No candidate shall be eligible for admission unless

- a) He / She has completed the age of 17 years on or before 31st December of the year of his/her admission to the first year of the course.
- b) He / She has passed the Higher Secondary Examination of the Board of Higher Secondary Education Kerala, or examinations recognized equivalent there to by KUHS, with 50% marks in Biology separately, 50% mark in Physics, Chemistry and Biology put together .
- c) Candidate shall be medically fit.

1.2 Mode of selection to the course

The Selection of students for the B.A.M.S course shall be made strictly on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences and as per guidelines of Central Council of Indian Medicine.

Cut-off date of admission is as prescribed by Government of Kerala/University of Health Sciences/Central Council of Indian Medicine (CCIM).

1.3 Number of seats in one unit of admission:

As approved by KUHS from time to time.

1.4 Minimum Academic Requirements for conduct of course

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical materials, teaching facility, faculty and other human resources

etc. shall be in compliance with the minimum standards specified by KUHS in Statute in addition to norms fixed by University and Government and CCIM from time to time.

1.5 Registration of students to University

a) The KUHS shall admit students, only to the courses and institutions affiliated/ recognized by KUHS for that particular course.

b) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of the Government of India / Government of Kerala / CCIM from time to time. The Principal/Head of the Institution shall be responsible for the contents in the statements.

c) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- i. Mark lists of qualifying examination.
- ii. Original Pass / Degree certificate (wherever applicable)
- iii. Transfer certificate from the previous institution.
- iv. Allotment letter from the competent authority.
- v. Score sheet of the concerned entrance examination
- vi. Eligibility certificate and migration certificate (wherever applicable)
- vii. Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- viii. Internship certificate.(wherever applicable)
- ix. The fees prescribed for the registration.
- x. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority before the date of admission, along with caste certificate.
- xi. Caste Certificate issued by the competent authority for students under the SC &

ST Category (wherever applicable).

xii. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced

- a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
- b) Copy of passport of the sponsor attested by a gazetted officer.
- c) Employment certificate of the sponsor attested by the embassy.

xiii. Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government/Fee Regulatory Committee and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

- a. The candidate shall successfully complete the stipulated course period as specified in the respective course regulations to be eligible for award of Degree.
- b. There shall be minimum 80% attendance in each subject, (Theory and practical/clinical separately) to be eligible for appearing in the University Examinations.
- c. The Principal /Head of the Institution shall submit the attendance certificate for each candidate at the time of registration for examinations.

1.9 Condonation for shortage of attendance:

Principal of the institution can condone with the recommendation of the HOD of the concerned department, up to a maximum of 5% of attendance in subject/subjects (Theory/Practical/both) provided that the student has not availed this facility earlier during the entire period of the course.

After the student has paid the prescribed condonation fee, the Principal has to intimate about the condonation, with an undertaking that the student has not previously availed this facility, to the Controller of the Examination within the prescribed time.

A proper condonation Register shall be maintained in the office of the Principal of the colleges.

1.10 Leave, Holidays etc.

As prescribed by the Government\KUHS from time to time.

1.11 Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes.(Critical thinking, communication, collaboration, creativity)
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d)Work diary / Log Book
 - e) Records
- viii) Health Care Counseling- Communication and Counseling skills.

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University shall not be allowed under normal circumstances during the course of study. However in exceptional

cases, KUHS can apply discretion in this matter, subject to the guidelines of the CCIM and KUHS.

The students may be allowed to take the migration to continue their study to another college after passing the first professional examination, but failed student's transfer and mid-term migration shall not be allowed.

For migration, the students shall have to obtain the mutual consent of both colleges and it shall be against the vacant seat after obtaining "No Objection Certificate" from Central Council.

(Transfer of students from one college to another shall be strictly as per the Clause 11(1&2) of CCIM regulations 2016 and according to the University Regulations and Government directions from time to time.)

1.13 Duration permitted for completion of the course

The total duration of the course is four and half years + one year internship. Every candidate admitted to the B.A.M.S. Degree course shall undergo a course of certified study extending over four and a half academic years from the date of commencement of his/her study as per syllabus and curriculum prescribed for the course in an Ayurvedic Medical College affiliated to the University.

Every candidate shall complete the course including the passing of the examination in all subjects within a period of nine years before joining compulsory internship training.

The academic course of studies is divided into four Academic years as follows

PHASE	DURATION
First Professional B.A.M.S	1 Academic year(12Months)
Second Professional B.A.M.S	1 Academic year(12Months)
Third Professional B.A.M.S	1 Academic year(12Months)
Final Professional B.A.M.S	1 ½ Academic years(18 Months)

1.14 Internal assessment [Conducted by College]

The performance in essential components of training are to be assessed to determine the eligibility of the student to appear for the University Examinations. Every student shall be assessed by the concerned departments during their course of study at institutional level, before they are allowed to appear for the professional examinations of the university.

- a. There shall be a minimum of 3 periodic assessments conducted in the college, for each subjects (theory, viva voce and practical as the case may be) of which one shall be in the KUHS examination pattern. Average of the marks of the best two of the periodical assessments shall be taken as internal assessment mark of the candidate.
- b. The class average of internal assessment marks of theory and practical in each subject shall not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examinations.
- c. The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.

The internal assessment is calculated by the concerned departments by considering the performance of each student in the internal assessment examinations, assignments, seminars, practicals and clinical presentations.

The candidate must secure minimum 35% of marks in theory and practical separately to appear for University examination. However the internal assessment marks shall not be recorded in the B.A.M.S Mark lists.

1.15 Examinations

At the end of each Academic year, examinations shall be conducted by the University.

To become eligible for joining the compulsory internship programme, all four professional examinations shall be passed within a period of maximum nine years

including all chances as mentioned above.

1.16 Criteria for pass

- A candidate must obtain 50% mark separately for University theory examination in each subject
- A candidate must obtain 50% mark separately for University Practical examination in each subject
- In the practical & viva voce examinations the candidate should secure a minimum of 50 % marks combined together.
- A candidate failing in one or more subject(s) shall appear for the subject(s) as a whole in the next appearance (i.e. Theory, Practical, Viva voce)

1.17 Grace Marks

Grace marks may be awarded to the students at the discretion of the at the maximum of 5marks in total, which can be distributed between subjects either to get a whole pass /subject wise pass, either for theory or practical /viva voce, or both.

1.18 Criteria for promotion to next year

- a. The failed student of first professional shall be allowed to appear in second professional examination but the student shall not be allowed to appear in third professional examination unless the student passes all subjects of first professional examination and maximum four chances shall be given to pass first professional examination within a period of maximum three years.
- b. The failed student of second professional who have passed all the subjects of first professional examination shall be allowed to appear in third professional examination, but the student shall not be allowed to appear in final professional examination unless the student passes all subjects of second professional examination and maximum four chances shall be given to pass second professional examination within a period of maximum three years.
- c. The failed student of third professional who have passed all the subjects of first and second professional examinations *shall be allowed to keep the term of final*

professional class and maximum four chances shall be given to pass third professional examination with a period of maximum three years.

- d. The student shall pass all subjects of the previous years before registering for final year examination
- e. The student failed in any of the four professional examinations in four chances shall not be allowed to continue his or her studies; provided that, in case of serious personal illness of a student and in any unavoidable circumstances, the Vice Chancellor may provide one more chance in any one of four professional examinations.
- f. All four professional examinations shall be passed within a period of maximum nine years including all chances as mentioned above.

1.19 Carry over benefit

As per clause 1.18

1.20 Issuance of Mark List and Certificates

A provisional pass certificate shall be issued on successful completion of the course and passing all the subjects, for temporary registration with the State Medical council (in order to undergo the internship).

The provisional degree certificate shall be issued after successful completion of the internship. This provisional degree certificate has validity till the issue of the Degree certificate which shall be issued after the convocation. The Consolidated mark list shall be issued upon request on remittance of required fee, specifying the number of chances availed by the students to successfully complete the course.

1.21 Declaration of class

Candidates who pass the whole examination shall be ranked in the order of proficiency as determined by the total marks in all subjects and shall be arranged in three classes .

- i. Distinction - 75% and above
- ii First Class - 60% and above, less than 75%

iii Pass - 50% and above, less than 60%

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations.

1.22 Declaration of rank

i) Only those students who pass all the papers of the B.A.M.S course, in the Regular University Examinations and complete the course within the minimum prescribed course duration, alone will be considered for RANK.

ii) Marks obtained in supplementary examinations will not be considered for deciding the Rank.

iii) Rank will be awarded only after the Final B.A.M.S examination considering the aggregate marks secured in all the subjects from I to IV Professional B.A.M.S Regular Examinations.

iv) The total number of students registered for the University examinations shall be specified in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate satisfy 80% attendance in all subjects of the respective year, including the subjects (theory and practical separately) in which the candidate is not appearing. Such candidates shall not be eligible for the award of rank.

1.25 Condonation of Break of Study

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution should get permission from the University for re-joining with junior batch. Condonation of Break of Study will be considered strictly as per the condition stipulated in the norms of the University.

1.26 Internship

Each candidate shall be required to undergo compulsory rotatory internship for **one year**. It shall be permitted only after successful completion of the course and having passed all the examinations. Each student shall be registered with the respective councils before starting internship.

Thereafter only, the candidate shall be eligible for the award of Degree of Bachelor of Ayurvedic Medicine and Surgery (B.A.M.S.) by the University.

The internship training shall be regulated by the Principal in consultation with concerned Heads of Departments and the Hospital Superintendent/RMO.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University shall endorse the same only if specifically requested.

1.28 Stipend:

As per the Government/University norms from time to time.

1.29 Eligibility for award of degree

A candidate who passes entire subjects of the course and successfully complete the internship shall be eligible for the award of Degree during the ensuing convocation. Degree is awarded under the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



Ayurveda Vachaspati –
(MD (Ayurveda)/MS (Ayurveda)/-)

Course Code:

(2016 Academic Year onwards)

2016

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1. GENERAL REGULATIONS

Name of the courses which come under these Regulations include:

Pre-clinical specialty

1. Ayurveda Vachaspati – Ayurveda Samhita evum Siddhant (M.D. (Ayurveda)- Compendium and Basic Principles)
2. Ayurveda Vachaspati – Kriya Sharira (M.D. (Ayurveda) – Physiology)

Para-clinical specialty

3. Ayurveda Vachaspati – Dravyaguna Vigyana (M.D. (Ayurveda) - Materia Medica and Pharmacology)
4. Ayurveda Vachaspati – Rasa Shastra evam Bhaishajya Kalpana (M.D. (Ayurveda) – Pharmaceuticals)
5. Ayurveda Vachaspati – Roga Nidana evam Vikriti Vigyana (M.D. (Ayurveda)- Diagnostic procedure and Pathology)

Clinical specialty

6. Ayurveda Dhanvantari – Prasuti evam Stri Roga (M.S. (Ayurveda)- Obstetrics and Gynaecology)
7. Ayurveda Vachaspati – Kaumarabhritya –Bala Roga (M.D. (Ayurveda)- Paediatrics)
8. Ayurveda Vachaspati – Swasthavritta (M.D. (Ayurveda)- Social and Preventive Medicine)
9. Ayurveda Vachaspati – Kayachikitsa (M.D. (Ayurveda)- Medicine)
10. Ayurveda Vachaspati – Mano vigyana evam Manasa Roga (M.D. (Ayurveda)- Psychiatry)
11. Ayurveda Dhanvantari – Shalya (M.S. (Ayurveda)- Surgery)
12. Ayurveda Dhanvantari – Shalakya (M.S. (Ayurveda)- Diseases of Eye, Ear, Nose, Throat Head, Neck, Oral and Dentistry)
13. Ayurveda Vachaspati – Panchakarma (M.D. (Ayurveda)- Panchakarma)
14. Ayurveda Vachaspati – Agada Tantra (M.D. (Ayurveda)- Toxicology and Forensic Medicine)

1.1 Eligibility for Admission

1. A person possessing the degree in Ayurveda of a University or Board or Medical institution specified in the second Schedule of the CCIM Act shall be

eligible for admission in the post graduate degree course

2. The University or any other committee to be constituted by Government concerned shall conduct the admission process.
3. The sponsored candidates shall also be required to possess the percentage of marks specified except for foreign nationals.
4. Reservation for all categories shall be applicable as per State Government/Central Government policy.

1.2 Mode of selection to the course

The selection of students for the MD/MS – Ayurveda course shall be made strictly on merit as decided by the competent authority approved by the Govt of Kerala/Kerala University of Health Sciences and as per guidelines of the Central Council of Indian Medicine.

Cut-off date for the admission of students is as prescribed by Government of Kerala/Kerala University of Health Science / Central Council of Indian Medicine.

1.3 Number of seats in one unit of admission:

As approved by the Central Council of Indian Medicine/KUHS.

1.4 Minimum Academic Requirements for conduct of course

Institutions should be affiliated to Kerala University of Health Sciences.

1. The post graduate education centre shall satisfy the entire minimum requirements as prescribed by the Council.
2. Facilities regarding training in basic sciences of Ayurveda and other supporting subjects as specified by the Council shall be provided by the Centre.
3. All the facilities of ancillary departments shall be made available by the centre.
4. The centre shall have adequate equipment and research facilities required for training in the related speciality and subject.
5. The minimum additional teaching staff required for starting post- graduate course shall be one professor / Associate Professor (Reader) and one Lecturer of

concerned subject, in addition to the teachers stipulated for under-graduate teaching. The speciality, which does not exist as independent department at UG level shall have minimum one Professor / Associate professor (Reader) and one lecturer for starting PG.

6. The Centre shall have a fully equipped hospital consisting of at least one hundred beds with speciality-wise adequate facilities in all departments.

The PG subject in non-Clinical subject shall be admissible on the basis of Bed strength as specified for UG norms. But for PG in clinical subject's additional beds in the student: bed ratio of 1:4 shall be provided.

7. The annual average bed-occupancy in the hospital shall be more than 50%.
8. In clinical departments one Registrar or Senior Resident shall be appointed for every twenty beds.
9. Any UG Institution shall not be eligible for applying for PG permission till the first batch completes the course (4 1/2 years).

1.5 Registration of students to University

A Candidate on admission to the M.D. /M.S. Ayurveda course shall apply to the University for Registration

- By making a formal application in the prescribed format through the institution.
- Original degree certificate and mark lists of the qualifying examination.
- Original Council registration certificate.
- Transfer certificate from the previous institution.
- Allotment letter from the competent authority who conducted the admission process
- Eligibility and migration certificate where ever needed.
- Original SSLC/Equivalent Certificate.
- The fees prescribed for the registration.
- In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced

Document(s) to prove relationship with the sponsor.

Copy of passport of the sponsor attested by a gazetted officer.

Employment certificate of the sponsor attested by the embassy.

- For students under Socially and Educationally Backward Community(SEBC),valid non-creamy layer certificate from competent authority issued before the date of admission.
- Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- Any other documents as prescribed by KUHS/Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

The medium of instruction and examination for the course shall be English.

1.8 Attendance and course period

- All the 365 days of year are working days for Post Graduate students.
- A candidate is required to put in at least 80% attendance in theory and practical subjects separately in a recognized institution approved by and affiliated to Kerala University of Health Sciences for appearing examination.
- For appearing final year examination 80 % attendance in each theory and practical subjects in 2nd & 3rd years separately is required.

1.9 Condonation of shortage of attendance

No condonation of attendance is permitted.

1.10 Leave, Holidays etc.

- A candidate shall be permitted to avail Casual Leave for 20 days, but not more than 10 days at a stretch. Those who take leave without prior sanction are liable to be considered as on unauthorised absence.

- If the Post Graduate student is on unauthorised absence for more than 10 days, he/she shall be liable to be terminated from the course.
- Students are not eligible for stipend during the period of leave and the period of extension if they avail leave beyond a period of 20 days Casual leave.
- All PG students may be permitted to attend CME's, workshops and other academic programmes conducted by recognised academic bodies without affecting the routine working of the department concerned. The HOD may sanction up to a maximum of 10 days special Casual leave for the above purpose.
- The leave rules are governed by prospectus of PG courses published by Govt. of Kerala.

1.11 Monitoring Learning Progress:

1. Intensive training shall be provided in classical knowledge along with comparative and critical study in the respective speciality.
2. The emphasis shall be given on intensive applied and hands on training.
3. The students shall have to acquire the knowledge about the methods and techniques of research in the respective fields making use of Information Technology.
4. In clinical subjects the students shall undertake responsibility in management and treatment of patients independently and deal with emergencies.
5. The student shall have to undertake training in teaching technology and research methods and shall have to participate in the teaching and training programs of Under Graduate students or interns in the respective subjects during the course of studies.
6. In the first year of the course, the students shall have to acquire knowledge in the applied aspects of the course, and the fundamentals of Ayurveda.
7. In the clinical training the student shall have to acquire the knowledge of independent work as a specialist.
8. In the specialities of Shalyatantra, Shalakyantra, and Prasutitantra and Stri Roga

the student shall have to undergo training of investigative procedures, techniques and surgical performance of procedures and management in the respective speciality.

1.12 Transfer during course

Transfer to other institutions within and outside the University under normal circumstances will not be allowed during the course of study. However in exceptional cases the KUHS can apply discretion subject to guidelines of the CCIM and KUHS rules.

1.13 Duration permitted for completion of the course

The normal duration of the course is 3 years. The maximum permitted time period to complete the course is twice the duration of the Course(6years).

1.14 Internal assessment [Conducted by college]

Not applicable.

1.15 Examinations

As per KUHS Academic Regulations

1.16 Criteria for pass

- The criteria for pass is 50% in Theory and 50% in Practical separately.
- For the final year aggregate of 50% for theory papers but a minimum of 40% shall be required for individual paper.
- The Theory and practical examinations should be cleared as a whole.

1.17 Grace Marks

No Grace marks are awarded for P.G. courses.

1.18 Criteria for promotion to next year

- If a student fails in preliminary examination he/she can continue the course but shall have to pass it before appearing in the final Examination;

- If the student fails in theory or practical in the final examination he/she can appear in the subsequent examination without requiring to submit a fresh dissertation;

1.19 Carry over benefit

See clause no. 1.18 above.

1.20 Issuance of Mark List and Certificates

- Mark lists shall be issued after declaring the results (including re-totalling) of final year examination.
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This will be valid till the issue of Post Graduate Degree Certificate.
- The Post Graduate Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Not applicable to PG courses.

1.22 Declaration of rank

- Rank is awarded on the basis of total marks obtained in all the University Examinations during the course period, provided the candidate should not have failed in Preliminary Examination.
- Rank certificates for First, Second and third rank holders in P.G. courses is granted on request.
- The total number of students attending the examination shall be specified in the rank certificate.

1.23 Attempt/ Chance

In case a student fails to appear in regular examination for cognizable reason, he/she shall appear in supplementary examination as regular students. In such

cases his/her nonappearance in regular examination will not be treated as an attempt.

1.24 Partial Appearance in Examinations

Not Allowed.

1.25 Condonation of Break of Study

If a candidate is not attending the course other than on conditions as per clause 1.10 of these regulations, he/she should request permission on recommendation of the Head of the Institution from the University for re-joining the course. The candidate shall re-join the course only after getting permission from the University.

1.26 Internship

Not Applicable.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As stipulated by the Government from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of Post Graduate Degree during the ensuing convocation. Post Graduate Degree is awarded under the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis.

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



Bachelor of Science (Nursing- Ayurveda)
B.Sc. (Nursing –Ay.)
Course Code 008
(2016-17 Academic year onwards)

2016

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I. GENERAL REGULATIONS

Name of the course which come under these Regulations include:

“Bachelor of Science (Nursing- Ayurveda) – B.Sc (Nursing-Ay.)”

1.1 Eligibility for Admission

- Candidates who have passed Higher Secondary Examination of the Board of Higher Secondary Education, Kerala or equivalent there to, with 50% marks in physics, chemistry, and biology put together with usual relaxation allowed by Government of Kerala for Scheduled Castes, Scheduled Tribes and Other Backward Classes.
- As per the Regulations published by Kerala University of Health Sciences (KUHS) from time to time.

1.2 Mode of selection to the course

- The selection of students for the course shall be made strictly on merit as decided by the competent authority approved by the Govt. of Kerala / Kerala University of Health Sciences.
- Cut-off date of admission: As prescribed by Government of Kerala/Kerala University of Health Sciences.

1.3 Number of seats in one unit of admission:

Number of Seats in one Unit of Admission shall be as prescribed by KUHS .

1.4 Minimum Academic Requirements for conduct of Course:

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the standards specified by KUHS in Statute / Affiliation Regulations in addition to norms fixed by Government from time to time.

1.5 Registration of students to university

- a) The KUHS shall admit students, to B.Sc Nursing (Ayurveda) courses and institutions affiliated/ recognized by KUHS only.

b) The College shall upload the basic details of the admitted students for the course on or before 12.00 midnight on the cut-off date notified by Government of Kerala /Kerala University of Health Sciences.

c) A candidate on admission to B.Sc Nursing (Ayurveda) course shall apply to the University for Registration by making a formal application in the prescribed format with the following documents.

- a) Original mark lists of qualifying examination.
- b) Transfer certificate from the previous institution.
- c) Allotment letter from the competent authority.
- d) Eligibility certificate and migration certificate (whenever necessary)
- e) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- f) Internship certificate.(Wherever necessary)
- g) The fees prescribed for the registration.
- h) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - Document(s) to prove relationship with the sponsor.
 - Copy of passport of the sponsor attested by a gazetted officer.
 - Employment certificate of the sponsor attested by the embassy.
- i) For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission
- j) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government/Fee Regulatory committee and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English

1.8 Attendance and course period

The minimum number of working days should not be less than 240 working days in a year(including University examinations).

A candidate is required to put in at least 80% attendance in theory and practical subjects separately in a recognized institution approved by and affiliated to Kerala University of Health Sciences.

- Any leave other than eligible leave shall have to be compensated by adequate extension of the duration of the course with approval of the HoD/Principal
- The Head of the Institution shall submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course at the time of registration for examinations.

1.9 Condonation of shortage of Attendance

- Principal of the institution can condone with the recommendation of the HOD of the concerned department, up to a maximum of 5% of attendance in subject/subjects (Theory/Practical/both) provided that the student has not availed this facility earlier during the entire period of the course.
- After the student has paid the prescribed condonation fee, the Principal has to intimate about the condonation, with an undertaking that the student has not previously availed this facility, to the Controller of the Examination within the prescribed time.
- A proper condonation Register shall be maintained in the office of the Principal of the colleges.

1.10 Leave, Holidays etc.

As prescribed by the Government/KUHS from time to time.

1.11 Monitoring Learning Progress:

Periodical assessment conducted from time to time by the Principal/ HOD

The following General guidelines for periodical assessment conducted from time to time by the Institution.

The learning outcome to be assessed may include:

- i) Personal Attitudes.*
- ii) Acquisition of Knowledge:*
- iii) Journal Review Meeting (Journal Club):*
- iv) Seminars / Symposia:*
- v) Clinico-pathological conferences:*
- vi) Medical Audit*
- vii) Practical and Laboratory skills*
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records
- viii) Health care counselling-Communication and Counselling skills*

1.12 Transfer during course

Transfer to other institutions within and outside the University under normal circumstances shall not be allowed during the course of study. However in exceptional cases the KUHS can apply discretion subject to guidelines of the and KUHS.

1.13 Duration permitted for completion of the course

- The duration of course is 4 Academic years.
- Every candidate shall complete the course including passing of examinations in all subjects with in a period of 8 years from the date of commencement of his studies.

1.14 Internal assessment [conducted by college]

- There shall be a minimum of 3 periodic assessments conducted in the college for each subjects (theory, viva and practical as the case may be) of which one shall be in the KUHS examination pattern.
- Average of the marks of the best two periodic assessment shall be taken as internal assessment mark of the candidate
- The class average of internal assessments mark of theory and practical should not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examination.
- The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- The candidate must secure the minimum marks for internal assessment in theory and practical including viva separately to be eligible to appear in the university examination.
- In cases where the candidate is permitted to improve the internal assessment marks, the new marks will be taken as final.

1.15 Examinations

As per KUHS Academic Regulations

1.16 Criteria for pass

A candidate should secure 50% marks in University Theory and Practical separately.

A candidate failing in one or more subject(s) shall appear for the subject(s) as a whole in the next appearance (i.e. Theory, Practical and Viva)

1.17 Grace marks

Grace marks may be awarded to the students at the discretion of the at the maximum of 5marks in total, which can be distributed between subjects either to get a whole pass /subject wise pass, either for theory or practical /viva, or both.

1.18 Criteria for promotion to next year

- Candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for promotion to next higher class
- However the candidate should pass in all subjects in first year and second year for appearing University examination of third year.
- Candidates are eligible for appearing final year examination only after passing all the papers of third year.

1.19 Carry over benefit

A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks and registered for examination are eligible for promotion to the next year.

1.20 Issuance of Mark List and Certificates

- The provisional degree certificate shall be issued after successful completion of course and passing all the examinations.
- The provisional degree certificate has a validity till the issue of the Degree certificate which shall be issued after the ensuing convocation.
- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list

1.21 Declaration of class

Below 50%	Failed
50 % to below 60%	Passed
60 % to below 75 %	Passed with First Class
75 % and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

- Ranks shall be awarded on the basis of aggregate of the all university regular examinations.
- A candidate who fails in one or more subject during the course shall not be eligible for the award of rank.
- Number of students appeared in the final year examination will be noted on the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective year, including the subjects(theory and practical separately) in which the candidate is not appearing.

1.25 Condonation of Break of Study

- If a candidate is not attending the course for more than 6 months, he / she, on the recommendation of the Head of the Institution should get permission from the University for re-joining with junior batches.
- Condonation of break of study will be considered strictly as per conditions stipulated in the norms of University.

1.26 Internship

Not applicable

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the government/ KUHS made from time to time

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course shall be eligible for the award of degree during the ensuing convocation. Degree is awarded under the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis.

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



Bachelor of Pharmacy (Ayurveda)

B.Pharm (Ay.)

Course Code: 010

(2016 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Name of the course which come under these Regulations include:

“Bachelor of Pharmacy (Ayurveda) – B.Pharm (Ay.)”

1.1 Eligibility for Admission

- Candidates who have passed Higher Secondary Examination of the Board of Higher Secondary Education, Kerala or equivalent there to, with 50% marks in physics, chemistry, and biology put together with usual relaxation allowed by Government of Kerala for Scheduled Castes, Scheduled Tribes and Other Backward Classes.
- As per the Regulations published by Kerala University of Health Sciences (KUHS) from time to time.

1.2 Mode of selection to the course

The selection of students for the course shall be made strictly on merit as decided by the competent authority approved by the Govt. of Kerala/Kerala University of Health Sciences.

Cut-off date of admission: As prescribed by Government of Kerala/Kerala University of Health Sciences.

1.3 Number of seats in one unit of admission:

As approved by KUHS from time to time.

1.4 Minimum Academic Requirements for conduct of course

The regular course study for B.Pharm (Ay) shall be conducted by an institution approved and affiliated to Kerala University of Health Sciences. The approval and affiliation will be granted only if adequate arrangements for teaching in regards to building, laboratories, library, equipment's and staff pattern as laid down by the regulations of concerned Council.

1.5 Registration of students to University

- 1) The college shall upload the basic details of the students admitted for the course on or before 12.00midnight on the cut-off date notified by Government of Kerala /Kerala University of Health Sciences.
- 2) A candidate on admission to B.Pharm (Ayurveda) course shall apply to the University for Registration by making a formal application in the prescribed format with the following documents.
 - a) Original mark lists of qualifying examination.
 - b) Transfer certificate from the previous institution.
 - c) Allotment letter from the competent authority.
 - d) Eligibility certificate and migration certificate (whenever necessary)
 - e) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
 - f) Internship certificate.(Wherever necessary)
 - g) The fees prescribed for the registration.
 - h) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - Document(s) to prove relationship with the sponsor.
 - Copy of passport of the sponsor attested by a gazetted officer.
 - Employment certificate of the sponsor attested by the embassy.
 - i) For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission
 - j) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government/Fee Regulatory committee and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English

1.8 Attendance and course period

Minimum Number of working days should not be less than 240 days in a year including University examination.

A candidate is required to put in at least 80% of attendance in theory and practical subjects separately in a recognized institution approved by and affiliated to the Kerala University of Health Sciences.

The Principal/Head of the institution shall submit the Attendance Certificate for each candidate at the time of registration for examinations.

1.9 Condonation of Attendance

- Principal of the institution can condone with the recommendation of the HOD of the concerned department, up to a maximum of 5% of attendance in subject/subjects (Theory/Practical/both) provided that the student has not availed this facility earlier during the entire period of the course.
- After the student has paid the prescribed condonation fee, the Principal has to intimate about the condonation, with an undertaking that the student has not previously availed this facility, to the Controller of the Examination within the prescribed time.
- A proper condonation Register shall be maintained in the office of the Principal of the colleges.

1.10 Leave, Holidays etc.

As prescribed by the Government/KUHS from time to time

1.11 Monitoring Learning Progress:

Periodical assessment conducted from time to time by the Principal/ HoD.

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

i) Personal Attitudes.

ii) Acquisition of Knowledge:

iii) Journal Review Meeting (Journal Club):

iv) Seminars / Symposia:

v) Clinico-pathological conferences:

vi) Medical Audit

vii) Practical and Laboratory skills

a) Day to Day work

b) Teaching skills

c) Periodic tests

d) Work diary / Log Book

e) Records

viii) Health care counselling-Communication and counselling skills

1.12 Transfer during course

Transfer to other institutions within and outside the University under normal circumstances shall not be allowed during the course of study. However in exceptional cases the KUHS can apply direction subject to guidelines of KUHS.

1.13 Duration permitted for completion of the course

- The duration of course is 4 Academic years.
- Every candidate shall complete the course including passing of examinations in all subjects with in a period of 8 years from the date of commencement of his studies.

1.14 Internal assessment [conducted by college]

- There shall be a minimum of 3 periodic assessments conducted in the college for each subjects (theory, viva and practical as the case may be) of which one shall be in the KUHS examination pattern
- Average of the marks of the best two periodic assessment shall be taken as internal assessment mark of the candidate

- The class average of internal assessments mark of theory and practical should not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examination.
- The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- The candidate must secure the minimum marks for internal assessment in theory and practical including viva separately to be eligible to appear in the university examination.
- In cases where the candidate is permitted to improve the internal assessment marks, the new marks will be taken as final.

1.15 Examinations

As per KUHS Academic Regulations.

1.16 Criteria for pass

A candidate should secure 50% marks in University Theory and Practical separately

A candidate failing in one or more subject(s) shall appear for the subject(s) as a whole in the next appearance (i.e. Theory, Practical and Viva)

1.17 Grace Marks

Grace marks may be awarded to the students at the discretion of the University Pass Board, at the maximum of 5marks in total, which can be distributed between subjects either to get a whole pass /subject wise pass, either for theory or practical /viva, or both.

1.18 Criteria for promotion to next year

- Candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for promotion to next higher class
- However the candidate should pass in all subjects in first year and second year for appearing University examination of third year.

- Candidates are eligible for appearing final year examination only after passing all the papers of third year.

1.19 Carry over benefit

A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks and registered for examination are eligible for promotion to the next year.

1.20 Issuance of Mark List and Certificates

- The provisional degree certificate shall be issued after successful completion of course and passing all the examinations.
- The provisional degree certificate has a validity till the issue of the Degree certificate which shall be issued after the ensuing convocation.
- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.

1.21 Declaration of class

Below 50%	Failed
50 % to below60%	Passed
60% to below75%	Passed with First Class
75 percent and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

- Ranks shall be awarded on the basis of aggregate of the all University regular examinations.
- A candidate who fails in one or more subject during the course shall not be eligible for the award of rank.

- Number of students appeared in the final year examination will be noted on the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective year, including the subjects (theory and practical separately) in which the candidate is not appearing.

A candidate registers for an examination but not attending the examination that will not be considered as a chance.

1.25 Condonation of Break of Study

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution should get permission from the University for re-joining with junior batch. Condonation of Break of Study will be considered strictly as per the condition stipulated in the norms of the Kerala University of Health Sciences.

1.26 Internship

Not applicable

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course shall be eligible for the award of degree during the ensuing convocation. Degree is awarded under the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis.

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



SIDDHA MARUTHUVA ARIGNAR
(BACHELOR OF SIDDHA MEDICINE AND
SURGERY-B.S.M.S.)

Course Code 005
(2016 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Name of the course which come under these Regulations include:

Siddha Maruthuva Arignar (Bachelor of Siddha Medicine and Surgery) (B.S.M.S.)

1.1 Eligibility for Admission

No candidate shall be eligible for admission unless

- a) He / She has completed the age of 17 years on or before 31st December of the year of his/her admission to the first year of the course.
- b) He / She has passed the Higher Secondary Examination of the Board of Higher Secondary Education Kerala, or examinations recognized equivalent there to by KUHS, with 50% marks in Biology separately, 50% mark in Physics, Chemistry and Biology put together .
- c) The candidate shall have studied Tamil as a compulsory subject in the tenth standard or at Higher Secondary level.
- d) Candidates who are not covered under clause (c) above, have to study Tamil as a subject during the first professional session.
- e) No candidate shall be admitted to B.S.M.S Degree course if he is blind, deaf or dumb.

1.2 Mode of selection to the course

The Selection of students for the B.S.M.S course shall be made based strictly on merit as decided by the competent authority approved by the Government of Kerala/Kerala University of Health Sciences and as per guidelines of Central Council of Indian Medicine.

Cut-off date of admission is as prescribed by Government of Kerala/University of Health Sciences/Central Council of Indian Medicine (CCIM).

1.3 Number of seats in one unit of admission:

As approved by KUHS from time to time.

1.4 Minimum Academic Requirements for conduct of course

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical materials, teaching facility, faculty and other human resources etc. shall

be in compliance with the standards specified by KUHS in Statute / Affiliation Regulations in addition to norms fixed by Government and concerned Statutory Councils from time to time.

1.5 Registration of students to University

- a) The KUHS shall admit students, only to the courses and institutions affiliated/ recognized by KUHS for that particular course
- b) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of the Government of India / Government of Kerala / CCIM from time to time. The Principal/Head of the Institution shall be responsible for the contents in the statements.
- c) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.
 - i. Mark lists of qualifying examination.
 - ii. Original Pass / Degree certificate (wherever applicable)
 - iii. Transfer certificate from the previous institution.
 - iv. Allotment letter from the competent authority.
 - v. Score sheet of the concerned entrance examination
 - vi. Eligibility certificate and migration certificate (wherever applicable)
 - vii. Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
 - viii. Internship certificate.(wherever applicable)
 - ix. The fees prescribed for the registration.
 - x. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission, along with caste certificate.
 - xi. Caste Certificate issued by the competent authority for students under the SC &

ST Category (wherever applicable).

xii. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced

- a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
- b) Copy of passport of the sponsor attested by a gazetted officer.
- c) Employment certificate of the sponsor attested by the embassy.

xiii. Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government/Fee Regulatory Committee and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English

1.8 Attendance and course period

- a. The candidate shall successfully complete the stipulated course period as specified in the respective course regulations to be eligible for award of Degree.
- b. There shall be minimum 80% attendance in each subject, (Theory and practical/clinical separately) to be eligible for appearing in the University Examinations.
- c. The Principal /Head of the Institution shall submit the attendance certificate for each candidate at the time of registration for examinations.

1.9 Condonation for shortage of attendance:

Principal of the institution can condone with the recommendation of the HOD of the concerned department, up to a maximum of 5% of attendance in subject/subjects (Theory/Practical/both) provided that the student has not availed this facility earlier during the entire period of the course

After the student has paid the prescribed condonation fee, the Principal has to intimate about the condonation, with an undertaking that the student has not previously availed this facility, to the Controller of the Examination within the prescribed time.

A proper condonation Register shall be maintained in the office of the Principal of the colleges.

1.10 Leave, Holidays etc.

As prescribed by the Government\KUHS from time to time

1.11 Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes. (Critical thinking, Communication, Collaboration, Creativity)
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records
- viii) Health Care Counselling-Communication and Counselling skills.

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University shall not be allowed under normal circumstances during the course of study. However in exceptional cases, KUHS can apply discretion in this matter, subject to the guidelines of the CCIM and KUHS.

The students may be allowed to take the migration to continue their study to another college after passing the first professional examination, but failed students transfer and mid-term migration shall not be allowed.

For migration, the students shall have to obtain the mutual consent of both colleges and it shall be against the vacant seat after obtaining “No Objection Certificate” from Central Council.

(Transfer of students from one college to another shall be strictly as per the Clause 11(1,2) of CCIM regulations 2016 and according to the University regulations and Government directions from time to time.)

1.13 Duration permitted for completion of the course

The total duration of the course is four and half years + one year internship. Every candidate admitted to the B.S.M.S. Degree course shall undergo a course of certified study extending over four and a half academic years from the date of commencement of his/her study as per syllabus and curriculum prescribed for the course in Siddha Medical College affiliated to the University.

Every candidate shall complete the course including the passing of the examination in all subjects within a period of nine years before joining the compulsory internship training.

The academic course of studies is divided into four Academic years as follows

PHASE	DURATION
First Professional B.S.M.S	1 Academic year(12Months)
Second Professional B.S.M.S	1 Academic year(12Months)
Third Professional B.S.M.S	1 Academic year(12Months)
Final Professional B.S.M.S	1 ½ Academic years(18 Months)

1.14 Internal assessment [Conducted by College]

The performance in essential components of training are to be assessed to determine the eligibility of the student to appear for the University Examinations. Every student

shall be assessed by the concerned departments during their course of study at institutional level, before they are allowed to appear for the professional examinations of the university.

- a. There shall be a minimum of 3 periodic assessments conducted in the college for each subjects (theory, viva voce and practical as the case may be) of which one shall be in the KUHS examination pattern.
- b. Average of the marks of the best two of the periodical assessments shall be taken as internal assessment mark of the candidate.
- c. The class average of internal assessment marks of theory and practical in each subject shall not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examinations.
- d. The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.

The internal assessment is calculated by the concerned departments by considering the performance of each student in the internal assessment examinations, assignments, seminars, practicals and clinical presentations.

The candidate must secure minimum 35% of marks in theory and practical separately to appear for University examination. However the internal assessment marks shall not be recorded in the B.S.M.S Mark lists.

1.15 Examinations

At the end of each Academic year, examinations shall be conducted by the University.

- The student failed to clear any subjects of the four professional examinations with in four chances in a period of maximum three years shall not be allowed to continue his or her studies: Provided that, in case of serious personal illness of a student and in any unavoidable circumstances, the Vice- Chancellor may provide one more chance in any one of four professional examinations.
- To become eligible for joining the compulsory internship programme, all four

professional examinations shall be passed within a period of maximum nine years including all chances as mentioned above.

- The scheme of examinations shall be as per the details given under course content/ syllabus.

1.16 Criteria for pass

- A candidate must obtain 50% mark separately for University theory examination in each subject
- A candidate must obtain 50% mark separately for University Practical examination in each subject
- In the practical & viva voce examinations the candidate should secure a minimum of 50 % marks combined together.
- A candidate failing in one or more subject(s) shall appear for the subject(s) as a whole in the next appearance (i.e. Theory, Practical, Viva voce)

1.17 Grace Marks

Grace marks may be awarded to the students at the discretion of the Pass Board, at the maximum of 5marks in total, which can be distributed between subjects either to get a whole pass /subject wise pass, either for theory or practical /viva voce, or both.

1.18 Criteria for promotion to next year

- a) The failed student of first professional shall be allowed to appear in second professional examination but the student shall not be allowed to appear in third professional examination unless the student passes all subjects of first professional examination and maximum four chances shall be given to pass first professional examination within a period of maximum three years.
- b) The failed student of second professional who have passed all the subjects of first professional examination shall be allowed to appear in third professional examination, but the student shall not be allowed to appear in final professional examination unless the student passes all subjects of second professional examination and maximum four chances shall be given to pass second professional examination within a period of maximum three years.

- c) The failed student of third professional who have passed all the subjects of first and second professional examinations *shall be allowed to keep the term of final professional class* and maximum four chances shall be given to pass third professional examination with a period of maximum three years.
- d) The student shall pass all subjects of the previous years before registering for final year examination
- e) The student failed in any of the four professional examinations in four chances shall not be allowed to continue his or her studies; provided that, in case of serious personal illness of a student and in any unavoidable circumstances, the Vice Chancellor may provide one more chance in any one of four professional examinations.
- f) All four professional examinations shall be passed within a period of maximum nine years including all chances as mentioned above.

1.19 Carry over benefit

As per clause 1.18

1.20 Issuance of Mark List and Certificates

A provisional pass certificate shall be issued on successful completion of the course and passing all the subjects, for temporary registration with the State Medical council (in order to undergo the internship).

The provisional degree certificate shall be issued after successful completion of the internship. This provisional degree certificate has validity till the issue of the Degree certificate which shall be issued after the convocation. The Consolidated mark list shall be issued upon request on remittance of required fee, specifying the number of chances availed by the students to successfully complete the course.

1.21 Declaration of class

Candidates who pass the whole examination shall be ranked in the order of proficiency as determined by the total marks in all subjects and shall be arranged in three classes .

- i. Distinction - 75% and above

ii First Class - 60% and above, less than 75%

iii Pass - 50% and above, less than 60%

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations.

1.22 Declaration of rank

- i) Only those students who pass all the papers of the B.S.M.S course, in the Regular University Examinations and complete the course within the minimum prescribed course duration, alone will be considered for RANK.
- ii) Marks obtained in supplementary examinations will not be considered for deciding the Rank.
- iii) Rank will be awarded only after the Final B.S.M.S examination considering the aggregate marks secured in all the subjects from I to IV Professional B.S.M.S Regular Examinations.
- iv) The total number of students registered for the University examinations shall be specified in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate satisfy 80% attendance in all subjects of the respective year, including the subjects (theory and practical separately) in which the candidate is not appearing. Such candidates shall not be eligible for the award of rank.

1.25 Condonation of Break of Study

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution should get permission from the University for re-joining with junior batch. Condonation of Break of Study will be considered strictly as per the condition stipulated in the norms of the University.

1.26 Internship

Each candidate shall be required to undergo compulsory rotatory internship for **one year**. Internship shall be permitted only after successful completion of the course and having passed all the examinations. Each student shall be registered with the respective councils before starting internship. Thereafter only, the candidate shall be eligible for the award of Degree of Bachelor of Siddha Medicine and Surgery (B.S.M.S.) by the University.

The internship training shall be regulated by the Principal in consultation with concerned Heads of Departments and the Hospital Superintendent/RMO.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University shall endorse the same only if specifically requested.

1.28 Stipend:

As per the Government/University norms from time to time.

1.29 Eligibility for award of degree

A candidate who passes entire subjects of the course and successfully complete the internship shall be eligible for the award of Degree during the ensuing convocation. Degree is awarded under the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



BACHELOR OF UNANI MEDICINE AND
SURGERY (B.U.M.S)
Course Code 021
(2016-2017 Academic year onwards)

2016

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I. GENERAL REGULATIONS

Name of the course which come under these Regulations include:

Kamile Tib O Jarahat (Bachelor of Unani Medicine and Surgery-abbreviated as B.U.M.S.)

1.1 Eligibility for Admission

Admission to Kamile Tib O Jarahat course: A candidate seeking admission to main **Kamile Tib O Jarahat** (Bachelor of Unani Medicine and Surgery-B.U.M.S.) Course must have passed:-

- (1) I) Candidate who has passed Higher Secondary examination of the Board of Higher Secondary Education, Kerala or examinations recognized equivalent thereto by KUHS with fifty per cent aggregate marks in the subjects of Physics, Chemistry and Biology and 50% marks in Biology separately.
 - ii) The applicant should have passed 10th or 12th standard with Urdu or Arabic or Persian language as a subject, or clear the test of Urdu in the entrance examination conducted by the University or Board, or registered Society authorized by the Government to conduct such examination or the Pre –Tib examination of one year duration.
 - (i) for reserved category or special category like physically handicapped students in 10+2, they shall be given relaxation in of Physics, Chemistry and Biology marks for admission in BUMS as per concerned State and Central rules;
 - (ii) for foreign students any other equivalent qualification to be approved by the University shall be allowed;
- (2) Candidates has completed the age of 17 years on or before 31st December of the year of admission
- (3) Candidate shall be medically fit.

1.2 Mode of selection to the course

The Selection of students for the B.U.M.S course shall be made strictly on merit as decided by the competent authority approved by the Government of Kerala/Kerala University of Health Sciences and as per guidelines of Central Council of Indian Medicine.

Cut-off date of admission is as prescribed by Government of Kerala/University of Health Sciences/Concerned Statuary Council

1.3 Number of seats in one unit of admission:

As approved by KUHS from time to time.

1.4 Minimum Academic Requirements for conduct of course

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the standards specified by KUHS in Statute / Affiliation Regulations in addition to norms fixed by Government and from time to time.

1.5 Registration of students to University

a) The KUHS shall admit students, only to the B.U.M.S courses in institutions affiliated/ recognized by KUHS only.

b) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of the Government of India / Government of Kerala / CCIM from time to time. The Principal/Head of the Institution shall be responsible for the contents in the statements.

c) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- i. Mark lists of qualifying examination.
- ii. Original Pass / Degree certificate (wherever applicable)
- iii. Transfer certificate from the previous institution.
- iv. Allotment letter from the competent authority.
- v. Score sheet of the concerned entrance examination
- vi. Eligibility certificate and migration certificate (wherever applicable)
- vii. Original certificate(s) to verify name and date of birth (SSLC/equivalent

certificate).

- viii. Internship certificate.(wherever applicable)
- ix. The fees prescribed for the registration.
- x. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission, along with caste certificate.
- xi. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- xii. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
 - c) Employment certificate of the sponsor attested by the embassy.
- xiii. Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government/Fee Regulatory Committee and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

- a) a. The candidate shall successfully complete the stipulated course period as specified in the respective course regulations to be eligible for award of Degree.
- b. There shall be minimum 80% attendance in each subject, (Theory and practical/clinical separately) to be eligible for appearing in the University Examinations.
- c. The Principal /Head of the Institution shall submit the attendance certificate for each candidate at the time of registration for examinations.

1.9 Condonation for shortage of attendance:

Principal of the institution can condone with the recommendation of the HOD of the concerned department, up to a maximum of 5% of attendance in subject/subjects (Theory/Practical/both) provided that the student has not availed this facility earlier during the entire period of the course.

After the student has paid the prescribed condonation fee, the Principal has to intimate about the condonation, with an undertaking that the student has not previously availed this facility, to the Controller of the Examination within the prescribed time.

A proper condonation Register shall be maintained in the office of the Principal of the colleges.

1.10 Leave, Holidays etc.

As prescribed by the Government\KUHS from time to time.

1.11 Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes. (Critical thinking, Communication, Collaboration, Creativity)
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

viii) Health Care Counselling-Communication and Counselling skills.

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University shall not be allowed under normal circumstances during the course of study. However in exceptional cases, KUHS can apply discretion in this matter, subject to the guidelines of the CCIM and KUHS.

The students may be allowed to take the migration to continue their study to another college after passing the first professional examination, but failed students transfer and mid-term migration shall not be allowed.

For migration, the students shall have to obtain the mutual consent of both colleges and it shall be against the vacant seat after obtaining “No Objection Certificate” from Central Council.

(Transfer of students from one college to another shall be strictly as per the Clause 12(1,2) of CCIM regulations 2016 and according to the University regulations and Government directions from time to time.)

1.13 Duration permitted for completion of the course

The total duration of the course is four and half years + one year internship. Every candidate admitted to the B.U.M.S. Degree course shall undergo a course of certified study extending over four and a half academic years from the date of commencement of his/her study as per syllabus and curriculum prescribed for the course in Unani Medical College affiliated to the University.

Every candidate shall complete the course including the passing of the examination in all subjects within a period of nine years before joining compulsory internship training.

The academic course of studies is divided into four Sessions as follows

PHASE	DURATION
First Professional B.U.M.S	1 Academic year(12Months)
Second Professional B.U.M.S	1 Academic year(12Months)
Third Professional B.U.M.S	1 Academic year(12Months)

Final Professional B.U.M.S	1 ½ Academic years(18 Months)
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1.14 Internal assessment [Conducted by College]

The performance in essential components of training are to be assessed to determine the eligibility of the student to appear for the University Examinations. Every student shall be assessed by the concerned departments during their course of study at institutional level, before they are allowed to appear for the professional examinations of the university.

- There shall be a minimum of 3 periodic assessments conducted in the college for each subjects (theory, viva and practical as the case may be) of which one shall be in the KUHS examination pattern.
- Average of the marks of the best two of the periodical assessments shall be taken as internal assessment mark of the candidate.-
- The class average of internal assessment marks of theory and practical in each subject shall not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examinations.
- The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.

The internal assessment is calculated by the concerned departments by considering the performance of each student in the internal assessment examinations, assignments, seminars, practicals and clinical presentations.

The candidate must secure Minimum 35% of marks in theory and practical separately to appear for University examination. However the internal assessment marks shall not be recorded in the B.U.M.S Mark lists.

1.15 Examinations

At the end of each Academic year, examinations shall be conducted by the University.

- The student failed to clear any subjects of the four professional examinations within four chances in a period of maximum three years shall not be allowed to continue his

or her studies: Provided that, in case of serious personal illness of a student and in any unavoidable circumstances, the Vice- Chancellor may provide one more chance in any one of four professional examinations.

- To become eligible for joining the compulsory internship programme, all four professional examinations shall be passed within a period of maximum nine years including all chances as mentioned above.

1.16 Criteria for pass

- A candidate must obtain 50% mark separately for University theory examination in each subject
- A candidate must obtain 50% mark separately for University Practical examination in each subject
- In the practical & viva voce examinations a candidate should secure a minimum of 50 % marks combined together.
- A candidate failing in one or more subject(s) shall appear for the subject(s) as a whole in the next appearance (i.e. Theory, Practical, Viva)

1.17 Grace Marks

Grace marks may be awarded to the students at the discretion of the Pass Board, at the maximum of 5marks in total, which can be distributed between subjects either to get a whole pass /subject wise pass, either for theory or practical /viva, or both.

1.18 Criteria for promotion to next year

- a. The failed student of first professional shall be allowed to appear in second professional examination but the student shall not be allowed to appear in third professional examination unless the student passes all subjects of first professional examination and maximum four chances shall be given to pass first professional examination within a period of maximum three years.
- b. The failed student of second professional who have passed all the subjects of first professional examination shall be allowed to appear in third professional examination, but the student shall not be allowed to appear in final professional examination unless the student passes all subjects of second professional examination and maximum four

chances shall be given to pass second professional examination within a period of maximum three years.

- c. The failed student of third professional who have passed all the subjects of first and second professional examinations *shall be allowed to keep the term of final professional class* and maximum four chances shall be given to pass third professional examination with a period of maximum three years.
- d. The student shall pass all subjects of the previous years before registering for final year examination
- e. The student failed in any of the four professional examinations in four chances shall not be allowed to continue his or her studies; provided that, in case of serious personal illness of a student and in any unavoidable circumstances, the Vice Chancellor may provide one more chance in any one of four professional examinations.
- f. All four professional examinations shall be passed within a period of maximum nine years including all chances as mentioned above.

1.19 Carry over benefit

As per clause 1.18

1.20 Issuance of Mark List and Certificates

A provisional pass certificate shall be issued on successful completion of the course and passing all the subjects, for temporary registration with the State Medical council (in order to undergo the internship.)

The provisional degree certificate shall be issued after successful completion of the internship. This provisional degree certificate has validity till the issue of the Degree certificate which shall be issued after the convocation. The Consolidated mark list shall be issued upon request on remittance of required fee, specifying the number of chances availed by the students to successfully complete the course.

1.21 Declaration of class

Candidates who pass the whole examination shall be ranked in the order of proficiency as determined by the total marks in all subjects and shall be arranged in three classes .

i. Distinction - 75% and above

ii First Class - 60% and above, less than 75%

iii Pass - 50% and above, less than 60%

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations.

1.22 Declaration of rank

i) Only those students who pass all the papers of the B.U.M.S course, in the Regular University Examinations and complete the course within the minimum prescribed course duration, alone will be considered for RANK.

ii) Marks obtained in supplementary examinations will not be considered for deciding the Rank.

iii) Rank will be awarded only after the Final B.U.M.S examination considering the aggregate marks secured in all the subjects from I to IV professional B.U.M.S Regular Examinations.

iv) The total number of students registered for the University examinations shall be specified in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate satisfy 80% attendance in all subjects of the respective year, including the subjects (theory and practical separately) in which the candidate is not appearing. Such candidates shall not be eligible for the award of rank.

1.25 Condonation of Break of Study

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution should get permission from the University for re-joining with junior batch. Condonation of Break of Study will be considered strictly as per the condition stipulated in the norms of the University.

1.26 Internship

Each candidate shall be required to undergo compulsory rotatory internship of **one year**. Internship shall be permitted only after successful completion of the course and having passed all the examinations. Each student shall be registered with the respective councils before starting internship.

Thereafter only, the candidate shall be eligible for the award of Degree of Bachelor of Unani Medicine and Surgery (B.U.M.S.) by the University.

The internship training shall be regulated by the Principal in consultation with concerned Heads of Departments and the Hospital Superintendent/RMO.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University shall endorse the same only if specifically requested.

1.28 Stipend:

As per the Government/University norms from time to time.

1.29 Eligibility for award of degree

A candidate who passes entire subjects of the course and successfully complete the internship shall be eligible for the award of Degree during the ensuing convocation. Degree is awarded under the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis.

**Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596**



Course Code 004

**BACHELOR OF HOMOEOPATHIC
MEDICINE AND SURGERY (B.H.M.S)**

(2016-17 Academic year onwards)

NEW SCHEME

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I. GENERAL REGULATIONS

Name of the course which come under these Regulations include Bachelor of Homoeopathic Medicine and Surgery abbreviated as B.H.M.S.

1.1 Eligibility for Admission

No candidate shall be eligible for admission unless

- a) He / She has completed the age of 17 years on or before 31st December of the year of his/her admission to the first year of the course.
- b) He / She has passed the Higher Secondary Examination of the Board of Higher Secondary Education Kerala, or examinations recognized equivalent there to by KUHS, with 50% marks in Biology separately, 50% mark in Physics, Chemistry and Biology put together .
- c) The candidate shall have studied English as a compulsory subject at Higher Secondary level.
- d) No candidate shall be admitted to B.H.M.S Degree course if he is blind, deaf or dumb.

1.2 Mode of selection to the course

The Selection of students for the B.H.M.S course shall be merit based, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences in terms of the regulations of Central Council of Homoeopathy.

Cut-off date for the admission of students is as prescribed by Government of Kerala/University of Health Sciences/CCH.

1.3 Number of seats in one unit of admission:

As per the direction issued by the Central Council of Homoeopathy (CCH) and approved by KUHS from time to time.

1.4 Minimum Academic Requirements for conduct of course

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical materials, teaching facility, faculty and other human resources etc. shall be in compliance with the minimum standards specified by KUHS in Statute / Affiliation Regulations as per the sanctioned student strength in addition to norms fixed by Government and Central Council of Homeopathy from time to time.

1.5 Registration of students to University

a) Every College/ Institution shall upload, the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by CCH/Govt. of India/ Govt. of Kerala /and modified by Kerala University of Health Sciences. The Principal will be personally held responsible for the contents in the statements.

b) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

1. Original mark lists of qualifying examination.
2. Allotment letter from the competent authority.
3. Eligibility certificate and migration certificate (wherever needed).
4. Original SSLC/equivalent certificate.
5. The fees prescribed for the course.
6. Transfer Certificate from the previous institution.
7. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
 - c) Employment certificate of the sponsor attested by the embassy.
8. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission, along with cast certificate.

9. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
10. Any other documents as prescribed by KUHS/Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government/Fee Regulatory Committee and/or KUHS from time to time.

1.7 Syllabus, Medium of instruction

Syllabus shall be as prescribed by KUHS from time to time.

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

- a. The candidate shall successfully complete the stipulated course period as specified in the course regulations to be eligible for the award of the Degree.
- b. There shall be minimum 80% attendance of the prescribed hours in each subjects (in theory and clinical/practical separately (where ever applicable) in each academic year is needed to be eligible for appearing in the University examinations.
- c. Even, in case of subjects in which the instructional programme extend through more than one academic year and when there is no University examination in the subject for a particular year (i.e. non-exam going subjects), the attendance requirement shall not be less than 80% in Lectures and Practical/ Clinical separately in the non-exam year. The principal/Head of institution should ensure that the candidate has secured the minimum requirement of attendance in the non-exam going subjects before registering him/her for the university examination.
- d. The Principal /Head of the Institution shall submit the attendance certificate for each candidate at the time of registration for examinations.
- e. No student registered in KUHS, including service candidates is permitted to run

or work in a clinic / Pharmacy /hospital / laboratory/ nursing home and shall not engage in private practice of any sort in their professional capacity during the course of study. Any violation in this respect will be viewed seriously and may warrant punishment including termination from the course.

1.9 Condonation for shortage of attendance:

- a. Principal of the institution can condone with the recommendation of the HOD of the concerned department on genuine grounds up to a maximum of 5% of attendance in subject/subjects (Theory/Practical/both) provided that the student has not availed this facility earlier during the entire period of the course (Condonation of shortage of attendance can be granted once only during the entire course period)
- b. After the student has paid the prescribed condonation fee, the Principal has to intimate about the condonation, with an undertaking that the student has not previously availed this facility, to KUHS within the prescribed time.
- c. A proper condonation Register shall be maintained in the office of the Principal of the colleges and the same shall be subjected to verification by the University.

1.10 Leave, Holidays etc.

As prescribed by the Government and / or KUHS from time to time.

1.11 Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes. (Critical thinking, communication, Collaboration, Creativity)
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:

v) Clinico-pathological conferences:

vi) Medical Audit

vii) Practical and Laboratory skills

a) Day to Day work

b) Teaching skills

c) Periodic tests

d) Work diary / Log Book

e) Records

viii) Health Care Counselling - Communication & Counselling skills.

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University shall not be allowed under normal circumstances during the course of study. However in exceptional cases, KUHS can apply discretion in this matter, subject to the guidelines of the CCH.

All applications for transfer shall be referred to the Central Council of Homoeopathy, by the college and get the approval of the Council

(Transfer of students from one college to another shall be strictly as per the Clause 14(v) of CCH regulations 2003 (as amended up to July 2015) and according to the University regulations and government directions from time to time.)

1.13 Duration permitted for completion of the course

The total duration of the course is four and half years + one year internship. Every candidate for admission to the B.H.M.S. examinations shall undergo a course of certified study extending over four and a half academic years from the date of commencement of his study as per syllabus and curriculum prescribed for the course in Homoeopathic Medical College affiliated to the University.

Every candidate shall complete the course including the passing of the examination in all subjects and complete the compulsory internship training within a period of eleven years (including internship) from the date of admission

in first B.H.M.S Degree Course in the College concerned, failing which his name shall be removed from the rolls of the college.

The academic course of studies is divided into four phases as follows

PHASE	DURATION
First B.H.M.S	1 Academic year(12Months)
Second B.H.M.S	1 Academic year(12Months)
Third B.H.M.S	1 Academic year(12Months)
Final B.H.M.S	1 ½ Academic years(18 Months)

The study of the first phase shall comprise of Pre-clinical subjects (Anatomy, Physiology& Biochemistry and Homoeopathic Pharmacy) along with Homoeopathic Philosophy, and Materia Medica.

The remaining academic phases shall be devoted to the study of clinical subjects. During the second phase, the Para-clinical subjects shall be taught concurrently.

1.14 Internal assessment [Conducted by College]

The performance in essential components of training are to be assessed to determine the eligibility of the student to appear for the University Examinations. Every student shall be assessed by the concerned departments during their course of study at institutional level, before they are allowed to appear for the professional examinations of the university.

- a. There shall be a minimum of 3 periodic assessments conducted in the college for each subjects (theory, viva and practical as the case may be) of which the final one shall be in the KUHS examination pattern for familiarisation of the KUHS examination pattern.
- b. Average of the marks of the best two of the periodical assessments shall be taken as internal assessment mark of the candidate.

- c. The class average of internal assessment marks of theory and practical in each subject shall not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examinations.(This clause shall not be applicable where there is only one student registered for the course.)
- d. The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.

The internal assessment is calculated by the concerned departments by considering the performance of each student in the internal assessment examinations, assignments, seminars, practicals and clinical presentations.

The candidate must secure Minimum 35% of marks in theory and practical including viva voce separately in a particular subject to appear for University examination. However the internal assessment marks shall not appear in the B.H.M.S Mark lists.

1.15 Examinations

At the end of each phase, examinations shall be conducted by the University as per the schedule approved by the Board of Examinations. No student shall be admitted to the second / Third / Final B.H.M.S examination unless he/she has passed the First / second / Third B.H.M.S examinations held for the previous phases.

After passing the final B.H.M.S. examination, he shall undergo a period of one year rotating internship in the Collegiate Hospital.

There shall be Theory, Practical, Clinical and Viva voce examinations in each subject, which shall be considered as a single block. The scheme of examinations shall be as per the details given under course content/ syllabus.

1.16 Criteria for pass

1. In the Theory examinations conducted by the University it is mandatory that the candidate shall obtain 50% marks separately in each subject.
2. In the practical/clinical including Viva voce examinations conducted by the university it is mandatory that the candidate shall obtain 50% marks separately in each subject.

1.17 Grace Marks

Grace marks may be awarded to the students at the discretion of the University in exceptional circumstances, at the maximum of 5marks in total, which can be distributed between subjects either to get a whole pass /subject wise pass, either for theory or practical /viva, or both.

1.18 Criteria for promotion to next year

i) Students have to write examination in three subjects during first year that is Anatomy, (Physiology and Biochemistry together) and Homeopathic Pharmacy. Pass in Anatomy, Physiology and Biochemistry is mandatory for promotion to second year.

If the candidate fails in Homeopathic pharmacy alone, he/she is eligible for promotion to the Second B.H.M.S, but shall pass the subject at least one term (6months) before he/she is allowed to appear for the Second B.H.M.S Examination.

Those who fail in the subjects of Anatomy/ Physiology & Biochemistry has to appear for the supplementary Examination and shall pass those subjects at least two terms before he/she is allowed to appear for the Second B.H.M.S Examination. *(As per CCH Regulations)*

Rules for Supplementary batch / Additional batch

- i) If the student fails to pass the subjects of Anatomy/ Physiology & Biochemistry of the First year course, he/she shall have to continue as an additional batch and shall undergo course for another one term before

appearing for the supplementary Examination, for which attendance is compulsory.

- ii) A student shall be promoted from second B.H.M.S to III B.H.M.S, if he/she has secured 80% attendance in all the subjects separately. The failure in any subjects does not prevent the promotion to 3rd year. However the student shall clear all the papers of II B.H.M.S one term (six months) before appearing for the 3rd B.H.M.S examination.
- iii) A student shall be promoted from III B.H.M.S to IV B.H.M.S, if he/she has secured 80% attendance in all the subjects. The failure in any subjects does not prevent the promotion to IV B.H.M.S. However the student shall clear all the failed paper of III B.H.M.S one term (six months) before appearing for the IV B.H.M.S examination.
- iv) If a candidate fails to pass in all the subjects with in four chances in examinations, he/she shall be required to prosecute a further course of studying all the subjects and in all parts of that year, for one year to the satisfaction of the head of the college and appearing for examination in all the subjects. Provided that if a student appearing for the Fourth B.H.M.S examination has only one subject to pass at the end of prescribed chances, he/she shall be allowed to appear at the next examination in that particular subject and shall complete the examination with this special chance.

For doing the internship the student have to clear all the papers of IV B.H.M.S. The course (including internship) shall be completed within eleven years from the date of his first admission to the course.

1.19 Carry over benefit

As per clause 1.18.

1.20 Issuance of Mark List and Certificates

A provisional pass certificate shall be issued on successful completion of the course and passing all the subjects, for temporary registration with the State Medical council in order to undergo the internship.

The provisional degree certificate shall be issued after successful completion of the internship. This provisional degree certificate has validity till the issue of the Degree certificate which shall be issued after the convocation. The Consolidated mark list shall be issued upon request on remittance of required fee, specifying the number of chances availed by the students to successfully complete the course.

1.21 Declaration of class

Candidates who pass the whole examination shall be ranked in the order of proficiency as determined by the total marks in all subjects and shall be arranged in three classes .

- i. Distinction - 75% and above
- ii First Class - 60% and above, less than 75%
- iii Second Class - 50% and above, less than 60%

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations.

1.22 Declaration of rank

- i) Only those students who pass all the papers of the B.H.M.S course, in the Regular University Examinations and complete the course within the minimum prescribed course duration, alone will be considered for RANK.
- ii) Marks obtained in supplementary examinations will not be considered for deciding the Rank.
- iii) Rank will be awarded only after the Final B.H.M.S examination considering the aggregate marks secured in all the subjects from I to IV B.H.M.S Regular Examinations.

iv) The total number of students registered for the University examinations shall be specified in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate satisfy 80% attendance in all subjects of the respective examination, including the subjects (theory and practical/clinical separately) in which the candidate is not appearing or ineligible to appear. (Minimum of 70% attendance is required in theory and practical/clinical separately in the non-exam going subjects). Such candidates shall not be eligible for the award of rank.

1.25 Condonation of Break of Study

Condonation of Break of Study shall be permitted as per the respective course regulations of KUHS. The period of break of study thus condoned shall be excluded while calculating the maximum period prescribed for passing a course under the KUHS regulations

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution should get permission from the University for rejoining with junior batch. Condonation of Break of Study will be considered strictly as per the condition stipulated in the norms of the University.

1.26 Internship

Each candidate shall be required to undergo compulsory rotating internship of **one year**, after passing the final B.H.M.S Examinations, to the satisfaction of the

Principal of the Homoeopathic College. Thereafter only, the candidate shall be eligible for the award of Degree of Bachelor of Homoeopathic Medicine and Surgery (B.H.M.S.) by the University.

The internship training shall be regulated by the Principal in consultation with concerned Heads of Departments and the Hospital Superintendent/RMO.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University shall endorse the same only if specifically requested.

1.28 Stipend:

As per the Government/University norms from time to time.

1.29 Eligibility for award of degree

A candidate who passes entire subjects of the course and successfully complete the internship shall be eligible for the award of Degree during the ensuing convocation. Degree is awarded under the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis.

**Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596**



**POST GRADUATE COURSE IN
HOMEOPATHIC MEDICINE M D (Hom.)**

Course Code:

(2016-2017 Admission onwards)

**2016
NEW SYLLBUS**

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1. GENERAL REGULATIONS

Names of the course which come under these Regulations include “Doctor of Medicine in Homoeopathy” abbreviated as MD (HOM) in the following specialities:

1. MD (Hom) Materia Medica
2. MD(Hom) Homeopathic Philosophy
3. MD(Hom) Repertory

1.1 Eligibility for Admission

No candidate shall be admitted to MD (HOM) course unless he possesses the degree of:

- a. Bachelor of Homoeopathic Medicine and Surgery or equivalent qualification in Homoeopathy after undergoing a regular course of study of not less than five and half years duration including one year compulsory internship:

OR

- b. Bachelor of Homoeopathic Medicine and Surgery (Graded Degree) or equivalent qualification in Homoeopathy included in the Second schedule of the Act, after undergoing a regular course of study not less than two years duration.

The University or the authority prescribed by the state government as the case may be, shall select the candidate on merit for Post Graduate course.

1.2 Mode of selection to the course

The selection of students for the PG courses shall be made strictly on merit ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Govt. of Kerala and Kerala University of Health Sciences and as per guidelines of Central Council of Homoeopathy.

Cut-off date for the admission of students: As per the dates fixed by the Central Council of Homeopathy /University / Government of Kerala.

1.3 Number of seats in one unit of admission:

As per the norms of CCH/KUHS from time to time.

1.4 Minimum Academic Requirements for conduct of course

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the standards specified by KUHS in Statute / Affiliation Regulations in addition to norms fixed by Government and Central Council of Homoeopathy.

POST GRADUATE TEACHING CENTRE

1) The centre shall fulfil the minimum requirements as prescribed in the Homoeopathy (Minimum standard of Education) Regulation 1983 for under graduate training. The centre shall obtain evaluation and approval from the Central Council of Homoeopathy before starting of MD Course

2) Post Graduate Department should have the following additional facilities namely.

- a) One fulltime Professor/Reader in the department of specialty
- b) One Reader/ Lecturer
- c) Staff such as two Attendants
- d) Departmental Library
- e) Outpatient and inpatient departments with all facilities including clinical lab.- minimum of 250 patients in the OPD per day
- f) Three beds shall be earmarked for each student

Qualification of Teacher/Guide

- 1. MD (HOM) degree (3 years of regular study) in the concerned subject, included in the second schedule of the act.
- 2. Professor or Reader/Associate Professor with a total teaching experience of not less than Seven years in the concerned subject

3. Lecturer with eight years teaching experience as lecturer

4. Maximum age limit of the examiner shall be 70 yrs

STUDENT GUIDE RATIO:-

a) The student-Guide/supervisor ratio shall be 3:1 if the Guide/supervisor is of Professor

b) The student-Guide/supervisor ratio shall be 2:1 if the Guide/supervisor is of Reader/ Associate Professor cadre

c) The student-Guide/ supervisor ratio shall be 1:1 if the Guide/supervisor is of Lecturer cadre

1.5 Registration of students to University

A Candidate on admission to the MD(HOM) course shall apply to the University for Registration.

- By making a formal application in the prescribed format through the institution.
- Original mark lists of the qualifying examination.
- Original degree certificate.
- Transfer certificate from the previous institution.
- Allotment letter from the competent authority who conducted the admission process
- Eligibility and migration certificate where ever needed.
- Original SSLC/Equivalent Certificate.
- The fees prescribed for the registration.
- In case of students admitted under NRI quota documents to prove willingness of the sponsor and his/her relationship with the candidate, attested copy of passport and employment certificate of the sponsor attested by the embassy/NRI certificate.
- For students under SEBC category valid non-creamy layer certificate issued by competent authority, issued before the date of admission , along with the cast certificate.

- Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- The institution should complete the student registration (Basic entry) on or before the cut-off date prescribed by the university.
- Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government/Fee Regulatory Committee and/or KUHS from time to time.

1.7 Syllabus , Medium of instruction

Syllabus shall be prescribed by KUHS from time to time. Medium of instruction and examination shall be English.

1.8 Attendance and course period

- a. The candidate shall successfully complete the stipulated course period as specified in the course regulations to be eligible for award of Degree/Diploma. All the 365 days of the year are working days for Post Graduate students.
- b. A candidate shall obtain minimum 80% attendance in theory and practical/clinical separately in each subject in a recognized institution approved by and affiliated to Kerala University of health Sciences, to be eligible for appearing in the University Examinations.
- c. The Principal/Head of the institution shall submit the Attendance Certificate for each candidate at the time of registration for examinations.
- d. No student registered in KUHS, including service candidates is permitted to run or work in a clinic / Pharmacy /hospital / laboratory/ nursing home and shall not engage in private practice of any sort in their professional capacity during the course of study. Any violation in this respect will be viewed seriously and may warrant punishment including termination from the course.

1.9 Condonation of shortage of Attendance

No condonation of attendance is permitted for PG courses.

1.10 Leave, Holidays etc.

As prescribed by the Government and / or KUHS from time to time.

For the PG Students 365 days of the year are working days. The students are permitted to avail casual leave for 20 days, but not more than 10 days at a stretch. All PG students are eligible for weekly off on Sundays. Those who are on duty on Sunday can avail compensatory weekly off within the week. This will be allowed by the Head of Department/Unit chief concerned without affecting the routine functioning of the department. All public holidays are working days for the post graduate students. The students are not entitled to avail any seasonal holidays/study leave.

The candidate can also avail extra ordinary leave supported by medical certificates and other “leave under exceptional circumstances” recommended by Head of Departments and sanctioned by the Head of Institution. 80% attendance is compulsory during each year for the 3years of MD (HOM) course. If the candidate is absent for more than 10 days without prior notice, he/she will be terminated from the course and liquidated damage will be levied. Any type of leave including maternity and medical leave taken during the P. G. course will not be considered for calculating attendance for that calendar year (from date of joining to corresponding date of next year) and extension of the course period is the rule for compensating such leaves.

CMEs, workshops and other academic programmes conducted by recognized academic bodies are essential aspects of PG training programme. All PG students may be permitted to attend such programmes without affecting the routine working of the department concerned. The Heads of the Departments shall sanction duty leave to PG students provided they apply before the CME programme and the Head of the department is convinced about the genuineness of the programme and utility of the particular programme. There shall be a limit of 10 days for such duty leave in a year.

1.11 Monitoring Learning Progress:

During the First Year of the course every post graduate student should undergo one year compulsory house job at hospital. The hospital authorities should regulate, supervise the duties of Post graduate students at hospital.

It is essential to monitor the learning progress of each candidate through continuous and regular assessment. It not only help teachers to evaluate students but also students to evaluate themselves. The monitoring be done by the staff of the department based on participation of students in various teaching learning activities. It may be structured and assessment be done using checklists that assess various aspects.

The learning outcomes to be assessed should include

- 1) Personal attitude
- 2) Acquisition of Knowledge
- 3) Clinical skills
- 4) Teaching skills
- 5) Dissertation

Personal attitudes:-The essential items are:

- Caring attitude towards patient
- Initiatives
- Organizational ability
- Potential to cope with stressful situations and undertake responsibility
- Trust worthiness and Reliability
- To understand and communicate intelligibly with patients and others
- To behave in a manner which establishes professional relationship with patients and colleagues
- Ability to work in a team
- A critical enquiring approach to the acquisition of Knowledge

The methods used mainly consist of observation. It is appreciated that these items require a degree of subjective assessment by Guide, Supervisors and Peers.

Acquisition of Knowledge

The methods used comprise of “ Log book” which records participation in various teaching training activities attended and the number in which presentations are made are to be recorded. The logbook should periodically be validated by the Supervisors. Some of the activities are listed and the list is not complete or final. Institutions may include additional activities if so desired.

A) Journal review/Website review meetings

The ability to do literature search, in depth study, presentations skills and use of audio visual aids are to be assessed. Faculty members and peers attending the meeting use checklist for the assessment.

During the P.G. course each P.G. students shall make minimum 10 journals club presentation and minimum 5 website reviews and maintain the copies of journals on which presentation is made and maintain a record of journal club presentations.

B) Seminar/Symposia:

The topics should be assigned to the students well in advance to facilitate in depth study. The ability to do literature search, in depth study, presentation skills and use of audio-visual aids are to be assessed using a checklist.

Each P.G. student shall present minimum 10 seminar papers, take part in at least 20 seminars/ symposium during the P.G. course and maintain the records of seminar notes/presentations and also he/she should present a paper /participate in at least one national level seminar/conferences.

C) Assignments:

Each P.G. student shall take up five assignments per year from second year onwards and present ten assignments during the course period and maintain a copy of assignments taken up by the P.G. student.

D) Clinical Skills

Day to day work: Skills in OPD and IPD work should be assessed periodically. The assessment should include the candidate's sincerity and punctuality, analytical

ability and communication skills.

Clinical Presentations: Candidates should periodically present clinical cases before his peers and faculty members. This should be assessed using a check list.

Each P.G. student shall present at least 20 case presentations during the period of P.G. course and maintain the records of cases presented.

E) Teaching Skills

Candidates should be encouraged to teach undergraduate medical students. This performances should be assessed by the faculty members of the department and from feed back from the undergraduate students.

Each student shall conduct at least 25 classes for Undergraduate students during the P.G course and maintain the records.

F) Dissertation in the Department

Periodic presentations are to be made in the department. Initially the topic selected is to be presented before submission to the University for registration , again before finalization for critical evaluation and another before final submission of the completed work.

g) Periodic tests:-

The department may conduct if possible three tests, two of them be annual tests, one at the end of first year and the other in second year. The third test may be held three months before final examination. The tests may include written papers, practical/clinical and viva-voce.

H) Records:-

Records, Log books, and mid marks obtained in tests will be maintained by the head of department and will be made available to the University or Central council of Homeopathy.

I) Log Book:

The Log book is a record of the important activities of the candidate during his training. Internal Assessment should be based on the evaluation of the logbook.

Collectively log books are a tool for the evaluation of the training programs of the Institution by external agencies. The record includes academic activities as well as the presentations and procedures carried out by the candidate.

J) Procedure for Defaulters

Every department should have a committee to review such situations. The guide and head of the department counsel the defaulting candidate. In extreme cases of default the departmental committee may recommend that defaulting candidate be withheld from appearing the examination, if she/he fails to fulfil the requirements in spite of being given adequate chances to correct himself or herself.

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

i) Personal Attitudes. (Critical thinking, Communication, Collaboration, Creativity)

ii) Acquisition of Knowledge:

iii) Journal Review Meeting (Journal Club):

iv) Seminars / Symposia:

v) Clinico-pathological conferences:

vi) Medical Audit

vii) Practical and Laboratory skills

a) Day to Day work

b) Teaching skills

c) Periodic tests

d) Work diary / Log Book

e) Records

viii) Health Care Counselling - Communication & Counselling Skills

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University shall not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to the guidelines of CCH and KUHS rules.

1.13 Duration permitted for completion of the course

The maximum permitted time period to successfully complete the course is twice the actual duration of the Course (The course shall be of three years duration, including one year of house-job or equivalent thereof)

1.14 Internal assessment [Conducted by college]

Not applicable

1.15 Examinations

Part I Examination will be conducted 6 months after completion of house job of one year duration. Part II examination will be towards the end of 36th month.

Thesis/ Dissertation for the PG Courses

The process of submission of synopsis, conduct of the research, submission and evaluation of thesis/dissertation/project shall be governed by the guidelines issued by the KUHS in this respect/ Statutory Council from time to time.

1.16 Criteria for pass

- The student shall be declared passed if he/she gets minimum 50% marks for theory and 50% marks for clinical/ practical including Viva- voce examination separately for each subject.
- The result declared by University shall be “Pass” or “Fail” but no marks shall be conveyed. Mark list will not be given ordinarily.

1.17 Grace Mark

No Grace Mark shall be awarded for P.G. courses.

1.18 Criteria for promotion to next year

- A candidate having 80% attendance in theory and practical in all the subjects and registered for examination are eligible for promotion to the next year.
- If a student fails in MD (Hom.) part I examination he/she can continue the course.
- The student becomes eligible for writing the final examination only after

passing all subjects of previous year and acceptance of dissertation.

- If the student fails in theory or practical in the final examination he/she can appear in the subsequent examination without submitting a fresh dissertation;

1.19 Carry over benefit

Refer clause 1.18

1.20 Issuance of Mark List and Certificate

- Provisional degree certificate will be issued after successful completion of the course and has validity till the issue of final degree certificate and final degree certificate will be issued after convocation. .
- Consolidated Mark List shall be issued on request specifying number of chances.

1.21 Declaration of class

Only pass/failed certificate shall be issued

1.22 Declaration of rank

1. Rank shall be awarded on the basis of aggregate marks of all the University examinations (Part I and Part II) . Student shall pass all the examinations during the minimum prescribed course duration.
2. Rank certificates for First, Second and third rank holders in P.G. courses is granted on request.
3. The total number of students registered in the final year examination will be noted in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

- a. Partial appearance is permitted in M D (Hom.) Part I Examinations, provided the candidate satisfies 80% attendance in all subjects (Theory and practical/Clinical separately) of the respective examination, including the subjects in which the candidate is not appearing

b. Partial appearance is not allowed in M D (Hom.) Part II Examinations.

1.25 Condonation of Break of Study

Condonation of Break of Study shall be permitted as per the respective course regulations of the Kerala University of Health Sciences from time to time. The period of break of study thus condoned shall be excluded while calculating the maximum period prescribed for passing a course under the KUHS regulations.

1.26 Internship

Not applicable for PG course.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation .Degree is awarded under the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



Bachelor of Dental Surgery [B.D.S]

Course Code 002

(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Name of the course which come under these Regulations include:

“Bachelor of Dental Surgery” abbreviated as BDS

1.1 Eligibility for admission

No candidate shall be allowed to be admitted to the medical curriculum of first Bachelor of Dental Surgery (BDS) course until:

- a. He/ She has completed the age of 17 years on or before the 31st of December of the year commencing the prescribed academic session of the said course.
- b. He/ She has passed qualifying examination as under:
- c. A candidate who has passed Higher Secondary examination of the Board of Higher Secondary Education, Kerala, or Examinations recognized equivalent there to by KUHS with 50% mark in Biology/Biotechnology separately and 50% marks in Physics, Chemistry and Biology/Biotechnology put together are eligible.

The candidate must study English as a subject in the Higher Secondary course

In respect of candidates belonging to Socially & Educationally Backward Classes the minimum marks required in qualifying examination in Physics, Chemistry and Biology/Biotechnology taken together and in Biology/Biotechnology separately is relaxed to 45% instead of 50% as above.

With respect to candidates belonging to Scheduled Castes and Schedules Tribes the minimum marks required in qualifying examination in Physics, Chemistry and Biology/Biotechnology taken together is relaxed to 40%.

The eligibility criteria for admission to persons with disability of lower limbs (40 to 70%)– will be a minimum of 45% marks instead of 50% taken together in qualifying examination and competitive entrance examination for admission in BDS course or any other examination which, in scope and standard is found to be equivalent to the intermediate science examination of an Indian University/ Board, taking Physics, Chemistry and Biology/Biotechnology including practical test in each of these subjects and English.

1.2 Mode of selection to the course

The selection of students for the BDS course shall be made based strictly on merit as decided by the Entrance Examination conducted by the competent authority

approved by the Government of Kerala/Kerala University of Health Sciences and as per guidelines of the Dental Council of India (DCI).

The admission shall be completed by each Dental college/Institution as per the statutory time schedule for admissions and in no case any admission will be made in the BDS course after the cut-off date notified by the KUHS/Government from time to time. Under no circumstances, the university shall register any students admitted beyond the said date.

1.3 Number of seats in one unit of admission:

The number of seats in one unit of admission is restricted to either 50 or 100 as per the norms of the Dental Council of India/ Government of Kerala from time to time.

1.4 Minimum Academic Requirements for conduct of Course:

Minimum standard requirements for offering undergraduate Dental course in terms of land, infrastructure, equipment, clinical materials, teaching facility, faculty and other human resources etc. complying with DCI minimum norms as per the sanctioned student strength in addition to university and Government specified norms.

1.5 Registration of students to the university

Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of the Government of India / Government of Kerala / concerned Statutory Council from time to time. The Principal/Head of the Institution shall be responsible for the contents in the statements.

Candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- a) Mark lists of qualifying examination.
- b) Original Pass / Degree certificate (wherever applicable)
- c) Transfer certificate from the previous institution.
- d) Allotment letter from the competent authority.
- e) Eligibility certificate and migration certificate (wherever applicable)
- f) Original certificate(s) to verify name and date of birth (SSLC/equivalent

certificate).

- g) Internship certificate.(wherever applicable)
- h) The fees prescribed for the registration.
- i) For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission, along with caste certificate.
- j) Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- k) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced
 - i. Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - ii. Copy of passport of the sponsor attested by a gazetted officer.
 - iii. Employment certificate of the sponsor attested by the embassy.
- l) Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government/Fee Regulatory Committee and/or KUHS from time to time.

1.7 Medium of instruction

The medium of instruction and examinations shall be English.

1.8 Attendance and course period

Attendance requirement shall be as follows:

- a) Number of Teaching days is 240 (inclusive of examinations) with 6 working hours a day per academic year.
- b) 80% in theory and 80% in Practical/ clinical, in each subject separately in each year. This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- c) In case of subjects in which the instructional programme extend through more than one academic year and when there is no University examination in the subject for a particular year (i.e. non-exam going subjects), the attendance requirement shall not be less than 70% in Lectures and

Practical/ Clinical separately in the non-exam year. The principal/Head of institution should ensure that the candidate has secured the minimum requirement of attendance in the non-exam going subjects before registering him/her for the university examination.

- d) The Principal/Head of the institution shall submit Attendance Certificate for each candidate at the time of registration for examinations.

1.9 Condonation of shortage of Attendance

- a) For BDS Courses, condonation of shortage of attendance on genuine grounds, for subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted (on formal request by the candidate) once during the entire course period. The Principal/ Head of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS with the prescribed fee.
- b) Along with the application for Registration in the Examination, the Principal/Head of the Institution shall give an undertaking that the candidate has not availed this facility previously, along with the application
- c) A condonation Register (Annexure II) shall be maintained in the office of the Principal/ Head of the Institution of the colleges, which is subject to periodic verification by the University.

1.10 Leave, Holidays etc.

As prescribed by the Government\KUHS from time to time.

1.11 Monitoring Learning Progress:

The following General guidelines are suggested for periodical assessment conducted from time to time by the Institution.

The learning outcome to be assessed may include:

Personal Attitudes (Critical Thinking, Communication, Collaboration, Creativity)

Acquisition of Knowledge:

Journal Review Meeting (Journal Club):

Seminars / Symposia:

Clinico-pathological conferences:

Medical Audit

Practical and Laboratory skills

Day to Day work

Teaching skills

Periodic tests

Work diary / Log Book

Records

Health Care Counselling - Communication & Counselling Skill

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University shall not be allowed under normal circumstances during the course of study. However KUHS can apply discretion in this matter, subject to the guidelines of the respective Statutory Councils, in exceptional cases. However as per DCI norms migration of students from one dental college to another may be considered by the Dental Council of India only in exceptional cases on extreme compassionate ground and the student should have pass first year BDS examinations.

1.13 Duration permitted for completion of the course

The undergraduate dental training programme leading to BDS degree shall be for a minimum period of 5 ½ years including the twelve months of Compulsory Rotating Internship programme. Course should be completed within 9 years including one year compulsory rotatory paid internship from the date of admission or else he/she will be discharged from the course.

1.14 Internal assessment [conducted by college]

There shall be a minimum of 3 periodic assessments, conducted in the college for theory and practical including viva separately, of which one shall be in the KUHS examination (for familiarization of the KUHS Examination pattern).

Internal assessment marks for a candidate in a subject will be calculated as the average of the best two of the periodical assessments.

This average mark will be reported to the University. The Heads of the Department and College Principal should ensure that the class average of internal assessment marks reported to the University in each subject/paper is not more than 75% in theory and practical/clinical separately (this clause shall not be applicable where there is only one student registered for the course)

The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination

For a student to be eligible to appear for the University examination he/she should have secured at least 40% of maximum marks in internal assessment for theory and practical/clinical in all subjects/papers, separately (i.e. minimum 4/10 in theory and 8/20 in practical/clinical).

(For calculating internal assessment mark in papers where subjects are combined viz. General Human Physiology & Biochemistry, General Pathology & Microbiology and Dental Materials, marks obtained in the two subjects will be counted together for reporting to University and for applying all other stipulations mentioned above).

For a candidate to be eligible to write the university examination of an year of study for the first time he/she should have minimum 80% attendance in all the subjects in which examination is being held for the year of study.

However such candidates with 80% attendance in all the subjects of study for which university examination is held for a particular year will be eligible to attempt the university examination only in those subjects in which he/she has secured the minimum requirement of 40% of internal assessment marks.

A candidate can reappear for university examination in the failed subjects provided he/she has secured minimum 70% attendance (theory & practical separately) and have scored minimum 40% marks in internal assessment conducted for the subject during the supplementary period.

1.15 Examinations

1) Schedule of Examinations

Examinations shall be conducted as per the schedule approved by the Board of Examinations.

2) Scheme of Examinations

As per BDS regulations of KUHS

3) Obstructions in conduct of University Examinations

If an Examination could not be conducted by the University due to any unforeseen and unavoidable reasons, that particular Examination shall be

conducted on the next working day or as notified by the Controller of Examinations.

4) Clubbing of Examination centres

The Controller of Examinations shall have the power to club the theory/practical/viva examination centres as and when required.

5) Question paper pattern

Question paper pattern shall be as per the respective course regulations.

6) Scrutiny of Question papers

Scrutiny of Question papers shall be done by the subject experts in respective faculty shall be used.

7) Question paper setters from inside State / outside State

Question paper setters shall be appointed from inside and/or outside the State and as per Dental Council of India Regulations if any

8) Monitoring the Examination

The observer if any, appointed for supervising the conduct of theory examination shall be from other streams under KUHS. University may appoint surprise inspection squad for monitoring the fair conduct of theory/practical/viva examinations.

9) Regulations for the conduct of Theory, Practical and Viva voce Examination

Practical and Viva voce shall be conducted as per the respective course regulations.

For all Undergraduate courses double valuation of the Theory answer books shall be done by qualified examiners duly appointed by KUHS. Centralized Valuation camp shall be conducted in single/multiple centres. The average of marks obtained for double valuation of each paper (Question Paper (QP) code) is taken as the final mark of the student in that paper. If the variation in total marks obtained in two valuations is more than 15% of the total marks, provided the marks obtained in any one of the valuation is more than 35% of the total marks, the answer book shall undergo a third valuation in that paper (Question Paper (QP) code). In the case of answer papers going for third valuation the average of highest two marks shall be taken as final mark.

KUHS shall not permit any revaluation. However in exceptional cases, when recommended by the Board of Adjudication for Students Grievances for reasons to be recorded and on approval of Governing Council, fresh valuation may be conducted, after cancelling the original valuations.

Re-totalling shall be permitted on submission of application along with the prescribed fees. There shall be a provision at KUHS for obtaining Photostat copies of Theory answer books and Theory Score Sheets on submission of application along with the prescribed fee as per the result notification. This facility will not be available for practical and viva voce examinations. The application for retotalling and photocopies of answer books and score sheet shall be forwarded as per the result notification of the Examination concerned.

a) Conditions under which candidates are permitted to proceed to the next higher class

Students are permitted to proceed to the next year of study as per norms of the KUHS and individual course Regulations.

b) Meeting of Pass Board

The Controller of Examination shall constitute a Pass Board for each examination. The Board shall meet before publication of results and shall consider the matters placed before it, relating to the conduct of examinations and evaluation. Special Pass Board meeting may be convened with the prior permission of the Vice Chancellor in exceptional cases.

c) Publication of Results

The results shall be published by the Controller of Examinations with the approval of the Vice Chancellor, based on the recommendations of the Pass Board.

1.16 Criteria for pass

The Candidate should fulfil all the below mentioned criteria for a pass in each subject:

- a. A candidate must obtain minimum 50% mark separately for University theory examination in each subject (*i.e. 35 marks out of 70*)
- b. A candidate must obtain minimum 50% mark separately for University

Practical / clinical examination in each subject (*i.e. 40 marks out of 80*)

- c. A candidate shall secure a minimum aggregate of 50% marks in the theory section, which includes University theory examination, viva voce examination and theory internal assessment (*i.e. a minimum of 50 out of 100 marks*)
- d. A candidate shall secure minimum aggregate of 50% marks in Practical/clinical section, which includes University practical/clinical examination and practical/clinical Internal Assessment (*i.e. a minimum of 50 out of 100 marks*).
- e. In case of Pre-clinical Orthodontics, Pre-clinical Prosthodontics and Pre-clinical Conservative Dentistry of the II BDS examination, where there is no written examination, minimum for pass is 50% of combined total marks of the University Practical, viva voce and the internal assessment (*i.e. a minimum of 50 out of 100 marks*) for each subject. Besides this there should be a separate minimum of 50% for the University Practical examination in the subject (*i.e. 30 marks out of 60*).
- f. A candidate failing in one or more subject(s) shall appear for the subject(s) as a whole in the next appearance (*i.e. Theory, Practical, Viva*)

1.17 Grace Mark

- 1. Grace Mark may be awarded for an examination limiting to a maximum of five. At the discretion of pass board constituted by the Controller of Examinations.
- 2. Grace Mark will be awarded to one subject only provided the candidate gets a whole pass in the examination. (*i.e. candidate should have passed all the other subjects in which examination is held for the year of study*)
- 3. Moderation may be awarded to theory/practical/viva/internal assessments.
- 4. Moderation will not be the right of the student.

1.18 Criteria for promotion

A candidate who fails in more than one subject including pre-clinical examination will not be eligible to be promoted to the next higher class.

A candidate who fails in one subject only in an examination (*i.e. Candidates who have passed all other subjects in which examination is held for the year of study*) is also permitted to go to the next higher class. But he/she has to pass that failed

subject in order to be eligible to appear for the examination of the next higher class. Clinical postings in failed preclinical subject, if any, can be started only after passing that particular preclinical examination.

A student will be eligible to appear for Final year Part II examination only if he/she has appeared for Final Year Part I examination. He/she can appear for the failed subjects (if any of part I) along with the final year Part II examination

1.19 Carry over benefit

[As given under 1.18]

1.20 Issuance of Mark List and Certificates

Mark lists for each examination shall be issued after declaring the results (including re-totalling).

The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.

Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations and completing internship. This will be valid till the issue of Degree Certificate.

The provisional degree certificate shall be issued after successful completion of the internship wherever applicable. This provisional degree certificate has validity till the issue of the Degree certificate which shall be issued after the convocation.

The Degree Certificates shall be issued only after successful completion of course, passing all the examinations and completing internship

The Degree shall be conferred with the approval of the Governing Council during the KUHS Convocation for those who are present and those who are permitted to remain absent.

Degree is awarded under the Faculty of Dental Sciences of the KUHS.

1.21 Declaration of class(Regular/Supplementary)*

Below 50%	Failed
50% to below 65%	Passed with Second Class
65% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

1. Candidates who have passed all the subjects of the examination in first attempt alone will be considered for ranking.
2. Marks obtained in supplementary examinations will not be considered for ranking.
3. Rank will be awarded only after publication of the Final BDS Part II examination results and results of retotalling.
4. For ranking, aggregate marks secured in all the subjects from I BDS to Final BDS Part II will be counted.
5. Number of students appeared in the final BDS Part II examination will be noted on the rank certificate
6. However a candidate who fails in any one of the subjects during the course, and who does not pass in the examinations during the Minimum prescribed course duration shall not be eligible for the award of rank.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all University Examinations, provided the candidate satisfies 80% attendance in all subjects of the respective examinations, including the subjects in which the candidate is not appearing or eligible. Such candidates will not be eligible for the award of rank.

However if the candidate appeared for any one or more of the papers it will be considered as a chance.

1.25 Condonation of Break of Study

The rules for Break of study shall be fixed by the Kerala University of Health Sciences from time to time.

1.26 Internship

Internship shall be permitted only after successful completion of the course and passing all the examinations. During the Compulsory paid Rotating one year Internship Programme the candidates will have to attend to the routine clinical activities of each department in which posted, under the supervision of faculty members.

During the Compulsory paid Rotating one year Internship Programme the candidates will have to attend to the routine clinical activities of each department in which posted, under the supervision of faculty members.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS from time to time.

1.29 Eligibility for award of Degree

A candidate who is declared to have passed in all subjects of the BDS Examination will be eligible for the award of degree in the concerned speciality during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



Master of Dental Surgery (MDS)
Course Code:
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Names of the courses which come under these Regulations include “Master of Dental Surgery (abbreviated as MDS) under the following specialities

1. MDS Prosthodontics and Crown and Bridge
2. MDS Periodontology
3. MDS Oral and Maxillofacial Surgery
4. MDS Conservative Dentistry and Endodontics
5. MDS Orthodontics and Dentofacial Orthopaedics
6. MDS Oral Pathology and Microbiology
7. MDS Paedodontics and Preventive Dentistry
8. MDS Oral Medicine and Radiology
9. MDS Public Health Dentistry

1.1 Eligibility for Admission

- a. A candidate for admission to the MDS course must have a degree of BDS (Bachelor of Dental Surgery) from a Dental College and University recognized by the Dental Council of India and KUHS and permanent registration of the Dental Council of India or any State Dental Councils.
- b. A candidate should qualify an Entrance Examination as per the existing Rules of Government of Kerala and the Dental Council of India (DCI) or as per the order of State / Central Government.

1.2 Mode of selection to the course

Students for postgraduate training including selection of students to the management quota in Self Financing institutions will be strictly based on the rules framed by the Govt. of Kerala and KUHS and as per guidelines of the DCI. The number of seats shall be as per the provisions contained in the notification of the DCI against each affiliated institution.

1.3 Number of seats in one unit of admission:

As approved by DCI/KUHS from time to time.

1.4 Minimum Academic Requirements for conduct of course

- i. Undergraduate institutions desirous to undertake postgraduate teaching must fulfil the minimum requirements for postgraduate training as prescribed by the DCI/KUHS before such permission is granted.
- ii. The maximum number of postgraduate students who can be registered in any recognized department for training for the award of postgraduate degree under KUHS shall be determined by the facilities available in the department as prescribed by the DCI. Besides these, no additional candidates for postgraduate training shall be registered in the department without the approval of the DCI and the University.
- iii. The qualifications for the Professor and Head of the department, Professor and Reader for postgraduate training shall adhere to the norms framed by DCI.
- iv. Only those faculty who possess a total of nine years teaching experience after obtaining MDS, out of which at least five years teaching experience as Assistant Professor/Reader shall be recognized as postgraduate teachers. In Govt. Dental Colleges where the post of senior lecturer has been re-designated as Assistant Professor and the entry to service is Assistant Professor, they shall be recognized as postgraduate teachers only after possessing nine years of teaching experience as Assistant Professor/Reader. To be recognized as postgraduate teachers they should also satisfy the requirements pertaining to research work and publications as defined by DCI.
- v. The number of admissions to MDS courses in each specialty shall not be more than two (2) students per professor per year.
- vi. At any one time there shall be not more than 6 regular postgraduate students under one professor.
- vii. No postgraduate teacher shall enrol candidates for a discipline other than the subject of his specialty for postgraduate programme and no postgraduate teacher shall be a postgraduate teacher for more than one specialty.

When the Department is headed by a recognized postgraduate Professor (as per DCI norms), the Associate Professor/Reader/Assistant Professor of the department, who is in possession of the requisite qualification and teaching experience to be a postgraduate teacher (ref: Clause 3.5), may be permitted to enrol one student per year under him/her and be a postgraduate teacher and guide. At any one time there shall be not more than three (3) regular postgraduate students under him/her.

Only the departments having the following minimum facilities shall be recognized for postgraduate training

Faculty

- a. In each department there should be a minimum required full time faculty members belonging to the disciplines concerned with requisite postgraduate qualification and experience for being a PG teacher as prescribed by the DCI. The requirements of the faculty should follow the norms framed by the DCI.
- b. To strengthen and maintain the standards of postgraduate training, DCI and KUHS recommends the following minimum faculty requirements for starting and continuation of postgraduate training programmes. Department with adequate PG teachers consisting of one professor, two readers, one senior lecturer will make one unit and permitted to have three MDS admissions. Any increase of admissions will also be based on the same pattern.
- c. In addition to the faculty staff mentioned above there should be adequate strength of Senior Lecturers / Lecturers available in the department. The department should also have an adequate number of technical and other paramedical staff as prescribed by the Dental Council of India.
- d. A department which does not have a Professor and an Assistant Professor with requisite qualifications and experience as laid down by the DCI, shall not start a postgraduate course in that specialty.
- e. Faculty who is accepted as Postgraduate teacher in a dental institute starting MDS course will not be accepted for the next one year in any other dental institute.

Clinical / Laboratory Facilities and Equipments

There should be adequate clinical material, space and sufficient number of dental chairs and units, adequate laboratory facilities and should regularly be updated keeping in view the advancement of knowledge and technology and research requirements. The department should have the minimum number of all equipments including the latest ones necessary for the training and as recommended by the DCI/KUHS for each specialty from time to time.

1.5 Registration of students to university

A candidate who has been admitted to postgraduate course should register his/her name in the University. A candidate on admission to the MDS course shall apply to the University for Registration by making a formal application in the prescribed format along with

- i. Original BDS Degree certificate and mark lists of qualifying examinations.
- ii. Original Dental Council registration certificate.
- iii. Allotment letter from the competent authority who conducted the Entrance Examination/ allotment letter from the Principal in the case of NRI / management quota candidates.
 - a) In case of students admitted under NRI quota, as insisted by Govt. of Kerala, the following documents shall be produced
 - i) Document(s) to prove relationship with the sponsor.
 - ii) Copy of passport of the sponsor attested by a gazetted officer
 - iii) Employment certificate of the sponsor attested by the Embassy
 - iv) For students under socially and educationally backward community (SEBC), valid non-creamy layer certificate from competent authority.
- iv. Eligibility and Migration certificate wherever needed.
- v. Original SSLC/equivalent certificate to verify name and date of birth.
- vi. Transfer certificate from the previous institution
- vii. The fees prescribed for KUHS registration.
- viii. Any other documents as prescribed by Government or competent authority from time to time.

Physical Fitness Certificate

Every candidate before admission to the course shall submit to the Principal of the Institution a Certificate of Medical Fitness from an authorized Medical Officer certifying that the candidate is physically fit to undergo the M.D.S course.

Validity of the Selection List

Any postgraduate seats left unfilled in any specialty cannot be carried forward to the next or subsequent years.

Date of Commencement of the Course

The course will commence on 2nd of May every year or as decided by KUHS or DCI. This date will be considered as the date of joining in the postgraduate register maintained in the University.

1.6 Fees:

As stipulated by the Government and/ fee regulatory committee and /or KUHS from time to time.

1.7 Medium of instruction

The medium of Instruction and examinations shall be English

1.8 Attendance and course period

A candidate pursuing MDS course should work in the concerned department of the Institution for the full period as a resident. All the 365 days of the year are working days for the postgraduate students. The student will be permitted to avail casual leave for 20 days, but not more than 10 days at a stretch. All PG students are eligible for a weekly-off of one day. If Sundays are holidays for the institution, no other weekly-offs are allowed. All public holidays are working days for the postgraduate students. The students are not entitled to any seasonal holidays/study leave. Hence for calculation of attendance percent, the effective no: of working days in an academic year would be 313 days (365 days – 52 weekly-off days).

No postgraduate student including service candidates is permitted to run a clinic or work in a clinic / hospital / laboratory/ nursing home and shall not engage in private

practice of any sort during the course of study. Any violation in this respect will be viewed seriously warranting termination of the course.

Each year shall be taken as a unit for the purpose of calculating attendance. The student should earn 80% attendance (250 days) for each year of the course separately. The candidate will also be eligible for leave supported by medical certificates (subject to verification by medical board) and other "leave under exceptional circumstances" recommended by the Head of Department and sanctioned by the Head of the Institution concerned subject to a maximum of 63 days including casual leaves (20% of 313 days) per year exclusive of Sundays / weekly offs. Casual leave not availed in a year cannot be carried over to the next year. Any type of leave including maternity and medical leave and casual leaves taken during the P. G. course will not be considered for calculating attendance for that calendar year (from date of joining to corresponding date of next year).

CDEs, workshops and other academic programmes conducted by recognized academic bodies are essential aspects of PG training programme. All PG students may be permitted to attend such programmes without affecting the routine working of the department concerned. The Heads of the Departments shall sanction duty leave to PG students provided they apply before the CDE programme and the Head of the department is convinced about the genuinity of the programme and utility of the particular programme. There shall be a limit of 10 days for such duty leave in a year.

In case of unfulfilling the requirements for the course and or shortage of attendance for appearing in the final examination, the candidate should satisfactorily fulfil the requirements and course will be extended for the deficit number of days after remitting the tuition fees.

1.9 Condonation of shortage of attendance

No Condonation of shortage of attendance is granted for P.G. Dental degree courses.

1.10 Leave, Holidays etc.

Given under serial no.1.8

1.11 Monitoring Learning Progress:

It is essential to monitor the learning progress of each candidate through continuous appraisal and regular assessment. It not only helps the teachers to evaluate the students, but also gives an opportunity for the students to evaluate themselves. The monitoring shall be done by the staff of the department based on the participation of students in various teaching / learning activities. It may be structured and assessment be done using checklists that assess various aspects.

▫ Work Diary / Log Book

Logbooks serve as a document of the trainee's work. The trainee shall maintain this Logbook of the special procedures/operations observed/assisted/performed by him/her during the training period right from the point of entry and its authenticity shall be assessed weekly by the concerned Post Graduate Teacher / Head of the Department. This shall be made available to the Board of Examiners for their perusal at the time of his / her appearing at the Final examination. The logbook should record clinical cases seen and presented, procedures and tests performed, seminars, journal club and other presentations. Logbook entries must be qualitative and not merely quantitative, focusing on learning points and recent advances in the area and must include short review of recent literature relevant to the entry. A work diary containing all the various treatment done by the candidate in the course of the study should also be maintained. The work diary shall be scrutinized and certified by both the guide/co guide and Head of the Department and presented in the University practical/clinical examination.

▫ Periodic Tests/ Assessments

The concerned departments may conduct three tests, one at the end of the first year, and the other in the second year. The third test may be conducted three months before the final examination.

Records and marks obtained in these tests will be maintained by the Head of the Department and the performance in these should decide on the candidate being eligible for the final examination.

1.12 Transfer during course.

Transfer of candidates during the course of study from one recognized college to another recognized college of this University or from another University shall not be granted under any circumstances.

1.13 Duration permitted for completion of the course

The course shall be of three years duration. No student shall be permitted to complete the course by attending more than six continuous years.

1.14 Internal assessment [conducted by college]

Not applicable

1.15 Examinations

As per KUHS Academic Regulations

a) Thesis/ Dissertation for the PG Courses

The process of submission of synopsis, conduct of the research, submission and evaluation of thesis/dissertation/project shall be governed by the guidelines issued by the KUHS in this respect/ Statutory Council from time to time.

1.16 Criteria for pass

To pass in the MDS examination, a candidate shall secure in theory examination, viva voce and in practical/clinical independently 50% of total marks allotted (150 marks out of 300 for theory with a minimum of 40% per paper, 50 marks out of 100 for viva voce and 100 out of 200 for practical/clinical).

1.17 Grace mark

No Grace mark is awarded for MDS course.

1.18 Criteria for promotion to next year

Students who fulfil the attendance requirement (80% per academic year) shall be promoted by the Principal on recommendation of the HOD to the next year of study.

1.19 Carry over benefit

Not applicable.

1.20 Issuance of Mark lists and Certificates

- Mark lists shall be issued after declaration of the results (including re-totalling).
- The number of attempts by the candidate to pass the examination shall be included in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

The classification of the results shall be done based on total marks secured in the examination.

Below 50% -Failed

50% to and below 65%- Passed in Second Class

65% to and below 75%- Passed in First Class

75% and above - Passed in First Class with Distinction

- It is mandatory for a candidate failing in any of the theory papers / practical / viva voce examination to appear for the whole examination (all four theory papers, viva voce and practicals).
- A candidate registered for three years MDS Course must qualify in the examinations within six years from the date of his / her admission.

1.22 Declaration of rank

Rank certificate for First, Second and Third rank holders in P.G.courses is granted on request. The total number of students appeared for the examination shall be specified in the rank certificate.

Only those candidates who have passed all the subjects of the examinations in first attempt alone will be considered for ranking.

Marks obtained in supplementary examinations will not be considered for ranking.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the examination, that appearance will not be considered as an attempt/ chance. However if the candidate appears for one or more of the papers, it will be considered as an attempt/chance.

1.24 Partial Appearance in Examinations

Partial appearance is not permitted for PG Dental courses.

1.25 Condonation of Break of Study

The rules for break of study shall be fixed by the KUHS from time to time.

1.26 Internship

Not applicable for PG Dental Courses.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who is declared to have passed in all subjects of the MDS Examination will be eligible for the award of degree in the concerned speciality during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



BACHELOR OF MEDICINE AND
BACHELOR OF SURGERY
Course Code 001

(2016-17 Academic year onwards)

2016

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I. GENERAL REGULATIONS

Name of the course which come under these Regulations:

“BACHELOR OF MEDICINE AND BACHELOR OF SURGERY (abbreviated as MBBS)”

1.1 Eligibility for Admission

- a) He/ She has completed the age of 17 years on or before the 31st of December of the year commencing the prescribed academic session of the said course.
- b) He/ She has passed qualifying examination as under:
- c) The Higher Secondary Examination or the Indian School Certificate Examination which is equivalent to 10+2 Higher Secondary Examination after a period of 12 years study, the last two years of study comprising of Physics, Chemistry, Biology and English with minimum 50% marks for Physics, Chemistry and Biology together and 50% in Biology separately.
- d) In respect of candidates belonging to socially and educationally backward classes the minimum marks required in qualifying examination in Physics, Chemistry and Biology taken together and in Biology separately is relaxed to 40% instead of 50% as above.
- e) With respect to candidates belonging to scheduled castes and scheduled tribes the minimum marks required in qualifying examination in Physics, chemistry and Biology taken together is relaxed to 40%. The eligibility criteria for admission to persons with locomotor disability of lower limbs (40 to 70%) will be a minimum of 45% marks instead of 50% taken together in qualifying examination.

1.2 Mode of selection to the course

- The selection of students for the Under Graduate course shall be made based strictly on merit as decided by the Entrance Examination conducted by the competent authority approved by the Government of India, Government of Kerala and Kerala University of Health Sciences and as per guidelines of the Medical Council of India (M. C. I.) and the directions of Supreme Court of India.
- The admission shall be completed by each Medical college/Institution as per

the statutory time schedule for admissions and in no case any admission will be made in the MBBS course as prescribed by MCI from time to time.

- The colleges and other authorities concerned shall organize admission process in such a way that teaching in first semester starts by the stipulated time each year.

1.3 Number of seats in one unit of admission:

As per norms of Medical Council of India.

1.4 Minimum Academic Requirements for conduct of course

Minimum standard requirements for offering undergraduate medical course in terms of land, infrastructure, equipments, clinical materials, teaching facility, faculty and other human resources etc. shall be in compliance MCI minimum norms as per the sanctioned student strength in addition to the University and Government specified norms.

1.5 Registration of students to university

- a) The KUHS shall admit students, institutions affiliated/ recognized by KUHS for M.B.B.S course.
- b) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of the Government of India, Government of Kerala and MCI (Medical Council of India) from time to time. The Principal/Head of the Institution shall be responsible for the contents in the statements.
- c) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.
 - i. Mark lists of qualifying examination.
 - ii. Transfer certificate from the previous institution.
 - iii. Allotment letter from the competent authority.
 - iv. Eligibility certificate and migration certificate (whenever necessary)
 - v. Original certificate(s) to verify name and date of birth (SSLC/equivalent

certificate).

- vi. Score sheet of the entrance examination.
- vii. The fee prescribed for the registration.
- viii. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced.
 - a. Document(s) to prove relationship with the sponsor.
 - b. Copy of passport of the sponsor attested by a gazetted officer.
 - c. Employment certificate of the sponsor attested by the embassy.
- ix. For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission.

Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government of Kerala / KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

Duration of the M.B.B.S course shall be four and half years following which compulsory rotatory Internship of one year.

- a) There shall be minimum 80% attendance in each subject, (Theory and practical/clinical separately) to be eligible for appearing in the University Examinations.
- b) However, in case of subjects in which the instructional programme extend through more than one academic year and when there is no University examination in the subject for a particular year (i.e. non-exam going subjects), the attendance requirement shall not be less than 70% in Lectures and Practical/ Clinical separately in the non-exam year. The principal/Head of institution should ensure that the candidate has secured the minimum requirement of attendance in the non-exam going subjects before registering him/her for the university examination.

- c) The Principal/Head of the institution shall submit the Attendance Certificate for each candidate at the time of registration for examinations.

1.9 Condonation of shortage of Attendance

- For all UG Courses, condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 5% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS and with the prescribed fee.
- The Principal/Heads of the Institution should give an undertaking that the candidate has not availed previously this facility along with the application.
- A proper condonation register shall be maintained in the office of the Principal of the colleges, which is subject to periodic verification by University.

1.10 Leave, Holidays etc.

As prescribed by the Government/KUHS from time to time.

1.11 Monitoring Learning Progress:

Training Period and Time Distribution

Every student shall undergo a period of certified study extending over 4 ½ academic years divided into 9 semesters (i.e. of 6 months each) from the date of commencement of his/her study for the subjects comprising the medical curriculum to the date of completion of examination and followed by one year compulsory rotating internship. Each semester will consist of approximately 120 teaching days of 8 hours each college working time, including one hour for lunch. The nomenclature of semester system will be uniformly followed in place of years, unless otherwise specified by the MCI.

The following General guidelines are suggested for periodical assessment conducted from time to time by the Institution (May be modified by the Head of Department).

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:

vi) Medical Audit:

vii) Practical and Laboratory skills

a) Day to Day work

b) Teaching skills

c) Periodic tests

d) Work diary / Log Book

e) Records

vii) Health care counselling, Communication and counselling skills.

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University under normal circumstances will not be allowed during the course of study / Internship. However in exceptional cases the KUHS can apply discretion subject to guidelines of Medical Council of India and KUHS rules.

1.13 Duration permitted for completion of the course

- Duration of MBBS course is 4 ½ years + one year Compulsory Rotating Residential Internship.
- Every candidate should successfully complete the MBBS course within double the stipulated period of course (which is 4 ½ years). Therefore the candidate should complete the MBBS course within 9 years.
- Internship should be completed within double the duration of the stipulated time for internship from the date of passing the Final MBBS Examination.

1.14 Internal assessment [conducted by College]

It shall be based on periodical assessment, evaluation of student.

- Regular examinations shall be conducted throughout the course. Weightage of internal assessment shall be 20% of the total marks in the each subject.
- The candidate must secure at least 35% marks of the total marks fixed for internal assessment in a particular subject in order to be eligible to appear in the final university examination of that subject.
- Internal Assessment should be a continuous evaluation
- The submitted **average internal assessment** marks of the whole class should not exceed 75% of maximum marks for regular examinations and 80% for supplementary examination.

- The class average of internal assessment for an exam shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- There shall be a minimum of 3 periodic assessments, for theory and practical including viva separately, of which the final one will be University model examination and is mandatory. Average of the marks of the best two periodic assessment shall be taken as internal assessment mark of the candidate.
- For Clinical/Practical in all subjects there should be at least two examinations and average will be taken.
- In case of Medicine and General Surgery there should be 4 internal examination, first internal assessments in theory after 3rd Semester, second after 8th Semester.
- In medicine and surgery average of best three will be taken for calculating internal assessment.

Medicine

There should be four internal examinations. First internal assessment in theory after 3rd Semester, second after 8th Semester. Medicine sub specialities viz., Dermatology, TB & Chest diseases, Radio diagnosis, and Psychiatry will have theory examinations at the end of their posting. These shall be reckoned for the average as a theory examination. This is considered as an internal assessment. This is followed by University model examinations.

General Surgery.

There should be four internal examinations. First internal assessment in theory after 3rd Semester, second after 8th Semester. Orthopaedics part should be conducted separately and considered as third internal examination of General surgery. This is followed by University model examinations (Surgery and orthopaedics)

In medicine and surgery average of best three will be taken for calculating internal assessment.

Obstetrics, Gynaecology:

Theory 6th Semester, 8th Semester followed by University model. Practicals at the end of each clinical posting

4. Absentees: If a student does not take an examination due to illness or other valid reason, he/she shall apply within **three working days** through the HOD to the Dean/Principal with supporting evidence (Medical certificate or other document as proof) for re assessment.

Those who do not apply within the prescribed period will not be granted any consideration and shall be awarded 'Zero' marks which may be counted in reckoning of the average.

The date of the re-examination shall be fixed by the Head of Department.

Once the final marks have been uploaded, no alteration will be allowed.

1.15 Examinations

As per KUHS Academic Regulations

1.16 Criteria for pass

- A candidate must obtain 50% mark exclusively for University theory examination in each subject.
- A candidate must obtain 50% mark exclusively for University theory with orals in each subject.
- A candidate must obtain 50% mark exclusively for University Practical/Clinical examination in each subject.
- In addition to the above criteria, the candidate shall secure 50% of aggregate in the University theory, practical and internal marks.
- A candidate failing in one or more subject(s) shall appear for the subject(s) as a whole in the next appearance (i.e. Theory, Practical and Viva).

1.17 Grace mark

- The granting of grace mark is at the discretion of the concerned pass board constituted by the Controller of Examinations.
- A maximum grace marks of up to five may be awarded for an examination at the discretion of the pass board for a student to pass one subject (theory and/or practical and /or viva in internal assessment marks or University examination marks) provided the student has passed in all other subjects in that particular examination.

1.18 Criteria for promotion to next year

Candidate will be eligible to be promoted to second professional M.B.B.S only after securing minimum 80% attendance and passing first professional examination completely.

A candidate will be eligible to appear for the second professional MBBS examination at the end of fifth semester, after acquiring 80% attendance in both practical and theory in all second professional MBBS examination subjects in the third, fourth and fifth semesters.

Only after passing second professional examination candidate is allowed to appear for part I of the third professional MBBS examination.

Only after passing the part I of the third professional examination, candidate will be allowed to part II of the examination.

Final Year Clinical Posting

Before entering into final year (8th semester) clinical posting students should have completed clinical posting during 3rd, 4th, 5th and 7th semester (Phase II) in all the final year clinical posting subjects. If they have not achieved 80% of the clinical posting in 3rd, 4th, 5th and 7th semester (Phase II), they will have to undergo the missing posting along with the just previous batch and after completing the same can enter in to final year along with that batch. Entry into final year clinical posting will be permitted only along with the regular batch or along with supplementary batch. Entry into final year clinical posting will not be permitted in between the above entry points.

1.19 Carry over benefit

As per clause 1.18.

1.20 Issuance of Mark lists and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).

- The Consolidated mark lists shall be issued by the University on request upon remittance of the prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the subject before starting of internship, subsequently upon completing internship. This will be valid till the issuance of Degree Certificate.
- The Degree Certificates shall be issued only after successful completion of course, passing all the examinations and completing internship.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% and above and less than 65%	Passed with Second Class
65% and above and less than 75%	Passed with First Class
75 percent and above	Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations.

1.22 Declaration of rank

- Rank shall be awarded on the basis of aggregate marks obtained in all subjects in all the University regular examinations of the particular course.
- A candidate who successfully completes the course in minimum duration and passes all the subjects in regular examinations shall be eligible for the award of rank.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective examination, including the subjects in which the candidate is not appearing.

1.25 Condonation of Break of Study

- A Candidate who discontinues the course is eligible for Condonation of Break of as given below:
- If a candidate is not appearing in the College for more than six months, he / she, on the recommendation of the Head of the Institution should get permission from the University for Condonation of Break of Study .
- Break of study of genuine medical ground or similar genuine ground can be condoned on recommendation of Dean of Faculty of Medicine. The candidate may be permitted to re-join the same course in the same institution at the point where she/he left subject to the condition that the entire duration of the course starting from the date of original joining to the possible end of the course does not exceed double the duration of the course. The period of break of study thus condoned shall be excluded while calculating the maximum period prescribed for passing a course.

1.26 Internship

Extension of internship: Internship shall be extended by the number of days the student remains absent. These extended days of internship should be completed in the respective external/internal institution.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the Medical Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



POST GRADUATE DEGREE IN MEDICINE

Course Code:
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Names of Course which come under these Regulations include “Doctor of Medicine” in specialities abbreviated as:

1. M.D. Anaesthesiology
2. M.D. Anatomy
3. M.D. Biochemistry
4. M.D. Community Medicine
5. M.D. Dermatology Venerology and Leprosy
6. M.D. Emergency Medicine
7. M.D. Family Medicine
8. M.D. Forensic Medicine
9. M.D. General Medicine
10. M.D. Immuno Haematology and Blood Transfusion
11. M.D. Microbiology
12. M.D. Paediatrics
13. M.D. Pathology
14. M.D. Pharmacology
15. M.D. Physical Medicine and Rehabilitation
16. M.D. Physiology
17. M.D. Psychiatry
18. M.D. Pulmonary Medicine
19. M.D. Radiodiagnosis
20. M.D. Radiotherapy

“Doctor of Surgery” which include the following specialities abbreviated as:

1. M.S. General Surgery
2. M.S. Obstetrics and Gynaecology
3. M.S. Ophthalmology
4. M.S. Orthopaedics
5. M.S. Oto-Rhinolaryngology

1.1 Eligibility for Admission

- i. A candidate must possess MBBS or equivalent Degree from recognized University.

- ii. A candidate should qualify an Entrance Examination as per the existing Rules of Government of India, Government of Kerala and the Medical Council of India (M. C. I.).
- iii. Permanent Registration in Medical Council of India/Modern Medical Councils of Kerala State.

1.2 Mode of selection to the course

The selection of students for the Post Graduate course shall be made based strictly on merit as decided by the Kerala University of Health Sciences, Govt. of India, Government of Kerala and Medical Council of India from time to time.

1.3 Number of seats in one unit of admission:

As permitted by KUHS, Govt. of India, Government of Kerala and Medical Council of India from time to time

1.4 Minimum Academic Requirements for conduct of course

Only a Department, defined as an independent academic entity of a teaching Institution, having the minimum facilities as per Norms of the Medical Council of India (M. C. I.) shall be permitted to commence a Post Graduate training programme to qualify for the award of the MD/MS Degree.

Minimum requirements for a Post Graduate Institution, bed strength in clinical Department, out-patient Departments, laboratory facilities, equipments, prescribed strength of faculty, number of Post Graduate students to be admitted and general aspects of training programme are in accordance with the M. C. I. Regulations.

1.5 Registration of students to University

- a) The KUHS shall admit students to PG Medical course to the institutions affiliated/ recognized by KUHS for that particular course.
- b) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the

decisions of the Government of India, Government of Kerala and Medical Council of India from time to time. The Principal/Head of the Institution shall be responsible for the contents in the statements.

A candidate on admission to the MD/MS course shall apply to the University for Registration by making a formal application in the prescribed format along with:

- I. Original degree certificate and mark lists of qualifying examination.
- II. Original Medical Council registration certificate.
- III. Allotment letter from the competent authority.
- IV. Eligibility and migration certificate wherever needed.
- V. Original SSLC/equivalent certificate to prove age and date of birth.
- VI. Transfer certificates from the previous institution.
- VII. The fees prescribed for the course.
- VIII. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission, along with caste certificate (wherever applicable).
- IX. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- X. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced.
 - a. Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b. Copy of passport of the sponsor attested by a gazetted officer.
 - c. Employment certificate of the sponsor attested by the embassy.
- XI. Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of Instruction and examinations shall be English.

1.8 Attendance and course period

The period of training for obtaining MD/MS degree shall be 3 completed academic years (including the period of examination).

- On completion of each year (365 days) each resident shall be promoted to the next year by the Head of Institution on recommendation of the Head of Department.
- The PG students are eligible for 20 days casual leave in an academic year and it cannot be carried over to the next year. Any leave taken above this will have to be compensated by extension of course in the corresponding year.
- For appearing for University examination candidate should secure 80% attendance in each academic year.
- The provisional/ Original PG degree certificate shall be issued only after obtaining the course completion certificate from Head of concerned institution.

Special Situation – *The students who had extension of course due to more than 20 days leave in the first and second year the attendance of the final year will be calculated on the date of uploading in such a way that, they should have 80% attendance of the number of days completed by the students in final year without extension. For example if a student without any course extension, in the final year PG completes 320 days in the final year on the date of uploading of attendance, he should have 256(80%) days of attendance to write the examination. A student having extension also shall have a minimum of 256 days in the third year to write the examination. They will have to complete the course of 365 days even after examination excluding 20 days of casual leave. This is to ensure that a student undergo three years course completely without any break.*

1.9 Condonation of shortage of Attendance

No Condonation of shortage of Attendance is granted for P.G. medical degree courses.

1.10 Leave, Holidays etc.

Present in clause 1.8 “**Attendance and course period**”

1.11 Monitoring Learning Progress:

It is essential to monitor the learning progress of each candidate through continuous appraisal and regular assessment. It not only helps the teachers to evaluate the students, but also gives an opportunity for the students to evaluate themselves. The monitoring shall be done by the department based on the participation of students in various teaching / learning activities. It may be structured and assessment be done using checklists that assess various aspects.

The learning outcome to be assessed should include:

- (i) Personal Attitudes,
- (ii) Acquisition of Knowledge,
- (iii) Practical and laboratory skills and
- (iv) Teaching skills.

i) **Personal Attitudes.** The essential items are:

- Caring
- Initiative
- Organizational ability
- Potential to cope with stressful situations and undertake responsibility
- Trustworthiness and reliability
- Understanding and communicating intelligibly with patients and others
- Behaving in a manner which establishes professional relationships with patients and colleagues.
- Ability to work in team
- A critical enquiring approach to the acquisition of knowledge

The methods used mainly consist of observation. It is appreciated that these items require a degree of subjective assessment by the guide, supervisors and peers.

ii) Acquisition of Knowledge:

The methods used comprise of 'Log Book' which records participation in various teaching / learning activities by the students. The number of activities and the presentations are made are to be recorded. The log book should periodically be evaluated by the supervisors.

Journal Review Meeting (Journal Club):

The assessment is made by the faculty members and peers attending the meeting using a checklist.

Seminars / Symposia: The topics should be assigned to the student well in advance to facilitate in depth study. The ability to do literature search, in depth study, presentation skills and use of audio- visual aids are to be assessed using a checklist

Clinico-pathological conferences (Where applicable): This should be a multidisciplinary case study of an interesting case to train the candidate to solve diagnostic and therapeutic problems by using an analytical approach. The presenter(s) are to be assessed using a check list similar to that used for seminar.

Medical Audit(Where applicable): Periodic morbidity and mortality meeting be held. Attendance and participation in these must be insisted upon.

iii) Practical and Laboratory skills

Day to Day work: Skills in outpatient and ward work should be assessed periodically. The assessment should include the candidates' sincerity and punctuality, analytical ability and communication skills

Clinical meetings: Candidates should periodically present cases to his peers and faculty members. This should be assessed using a check list

Procedural skills: The candidate should be given graded responsibility to enable learning by apprenticeship. The performance is assessed by the faculty by direct observation. Particulars are recorded by the student in the log book.

iv) Teaching skills:

Candidates should be encouraged to teach undergraduate medical students and paramedical students, if any. This performance should be based on assessment by the faculty members of the department.

v) Periodic tests:

In case of degree courses of three years duration, the concerned departments may conduct three tests, two of them be annual tests, one at the end of first year and the other in the second year, 3rd in the third quarter of the third year. The tests may include written papers, practicals/clinicals and viva voce.

Log Book- Every candidate shall maintain a log book to record his/her participation in the training programmes conducted by the department such as journal reviews, seminars, etc. Special mention may be made of the presentations by the candidate as well as details of clinical or laboratory procedures, if any conducted by the candidate.

vi) Records:

Records, log books and marks obtained in tests should be made available to the University as and when required.

1.12 Transfer during course.

Transfer of students undergoing any post graduate course shall not be permitted under any circumstances.

1.13 Duration permitted to completion of the course

The course duration is 3 years. The course should be successfully completed within double the duration of the stipulated period of the course (i.e. 6 years).

1.14 Internal assessment [Conducted by college]

Not applicable.

1.15 Examinations

As per KUHS Academic Regulations

a) Thesis/ Dissertation for the PG Courses

The process of submission of synopsis, conduct of the research, submission and evaluation of thesis/dissertation/project shall be governed by the guidelines issued by the KUHS in this respect/ MCI from time to time.

1.16 Criteria for pass

- The PG examination consists of theory and practical /clinical including viva and the candidate should pass both components simultaneously i.e. theory, practical /clinical including viva simultaneously.
- A candidate who has secured minimum of 50 percent marks for theory examination (40 percent separate minimum for each theory paper) and 50 percent separately for Clinical/ Practical including viva shall be declared to have passed the examination.
- If a candidate fails in a particular examination either in theory only or practical /clinical including viva or both together, he/she shall appear for both theory, practical /clinical including viva in the subsequent examination.

1.17 Grace Mark

No grace mark is awarded for P.G. courses.

1.18 Criteria for promotion to next year

As per Clause 1.8

1.19 Carry over benefit

Not applicable.

1.20 Issuance of Mark List and Certificates

Consolidated mark list will be issued by the University on request and on remittance of the requisite fee. Provisional degree certificate will be issued after successful completion of the course and final degree certificate will be issued after convocation

1.21 Declaration of class

Below 50%	Failed
50% to below 65%	Passed with Second Class
65% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

1.22 Declaration of rank

- First, Second and third rank holders in Medical P.G. degree courses shall be declared by the KUHS.
- The total number of students attending the examination shall be specified in the rank certificate.
- Rank will not be granted for students clearing exams in supplementary examinations.
- Rank shall be granted to only those students successfully completing the course in the minimum duration of the course and passing the same in the regular examination of that year.

1.23 Attempt/Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance inExaminations

Partial appearance is not permitted for P.G. Medical degree courses.

1.25 Condonation of Break of Study

1. A Candidate who discontinues the course is eligible for Condonation of Break of as given below:
2. If a candidate is not appearing in the College for more than six months, he / she, on the recommendation of the Head of the Institution should get permission from the University for Condonation of Break of Study .
3. Break of study of genuine medical ground or similar genuine ground can be condoned on recommendation of Dean of Faculty of Medicine. The candidate may be permitted to re-join the same course in the same institution at the point where she/he left subject to the condition that the entire duration of the course starting from the date of original joining to the possible end of the course does not exceed double the duration of the course. The period of break of study thus condoned shall be excluded while calculating the maximum period prescribed for passing a course.

1.26 Internship:

Not applicable for P.G. Medical degree/diploma courses.

1.27 Transcript :

The official transcript shall be issued by the Head of the Institution where candidate studied in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the Government/University/MCI norms.

1.29 Eligibility for award of degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the Medical Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis.

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



POST GRADUATE DIPLOMA IN MEDICINE

Course Code:

(2016-17 Academic year onwards)

2016

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1.29	Eligibility for award of degree.	

1. GENERAL REGULATIONS

Name of the course which come under these Regulations include:

1. Diploma in Anaesthesiology (D.A.)
2. Diploma in Child Health (DCH)
3. Diploma in Clinical Pathology (DCP)
4. Diploma in Dermatology Venerology and Leprosy (DDVL)
5. Diploma in Obstetrics and Gynaecology (DGO)
6. Diploma in Ophthalmology (DO)
7. Diploma in Orthopaedics (D Ortho)
8. Diploma in Oto-Rhino Laryngology (DLO)
9. Diploma in Physical Medicine and Rehabilitation (DPMR)
10. Diploma in Psychological Medicine (DPM)
11. Diploma in Public Health (DPH)
12. Diploma in Radiodiagnosis (DMRD)
13. Diploma in Radiotherapy (DMRT)
14. Diploma in Tuberculosis and Chest Diseases (DTCD)

1.1 Eligibility for Admission

- a. A candidate must possess MBBS or equivalent Degree from recognized University.
- b. A candidate should qualify an Entrance Examination as per the existing Rules of Government of India, Government of Kerala and the Medical Council of India (M. C. I.).
- c. Permanent Registration in Medical Council of India/Modern Medical Councils of Kerala State.

1.2 Mode of selection to the course

The selection of students for the Medical Post Graduate Diploma course shall be made based strictly on merit as decided by the Kerala University of Health Sciences, Govt. of India, Government of Kerala and Medical Council of India from time to time.

1.3 Number of seats in one unit of admission:

As permitted by KUHS, Govt. of India, Government of Kerala and Medical Council of India from time to time

1.4 Minimum Academic Requirements for conduct of course

Only a Department, defined as an independent academic entity of a teaching Institution, having the minimum facilities as per Norms of the Medical Council of India (M. C. I.) shall be permitted to commence a Post Graduate training programme to qualify for the award of Diploma.

Minimum requirements for conducting a Post Graduate Diploma Course, bed strength in clinical Department, facilities in out-patient Departments, laboratory facilities, equipments, prescribed strength of faculty, number of students to be admitted are in accordance with provisions given in the Regulations of M.C.I in force time to time.

1.5 Registration of students to university

The KUHS shall admit students to Medical PG Diploma courses to the institutions affiliated/ recognized by KUHS for that particular course.

- a) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of the Government of India, Government of Kerala and Medical council of India from time to time. The Principal/Head of the Institution shall be responsible for the contents in the statements.
- b) A candidate on admission to the Medical PG Diploma course shall apply to the University for Registration by making a formal application in the prescribed format along with:
 - I. Original degree certificate and mark lists of qualifying examination.
 - II. Original Medical Council registration certificate.
 - III. Allotment letter from the competent authority.

- IV. Eligibility and migration certificate wherever needed.
- V. Original SSLC/equivalent certificate to prove age and date of birth.
- VI. Transfer certificates from the previous institution.
- VII. The fees prescribed for the course.
- VIII. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission, along with caste certificate (wherever applicable).
- IX. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- X. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced.
 - a. Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b. Copy of passport of the sponsor attested by a gazetted officer.
 - c. Employment certificate of the sponsor attested by the embassy.
- XI. Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

- The period of training for obtaining diploma courses shall be 2 completed academic years [(365 x 2 days or 24 months)] including the period of examination.
- On completion of each year (365 days) each resident shall be promoted to the next year by the Head of Institution on recommendation of the Head of Department.

- The PG students are eligible for 20 days casual leave in an academic year and it cannot be carried over to the next year. Any leave taken above this will have to be compensated by extension of course in the corresponding year.
- For appearing for University examination candidate should secure 80% attendance in each academic year. The provisional/ permanent diploma certificate shall be issued only after obtaining the course completion certificate from Head of concerned institution.
- **Special Situation** – *The students who had extension of course due to more than 20 days leave in the first and second year the attendance of the final year will be calculated on the date of uploading in such a way that, they should have 80% attendance of the number of days completed by the students in final year without extension. For example if a student without any course extension, in the final year PG completes 320 days in the final year on the date of uploading of attendance, he should have 256(80%) days of attendance to write the examination. A student having extension also shall have a minimum of 256 days in the third year to write the examination. They will have to complete the course of 365 days even after examination excluding 20 days of casual leave. This is to ensure that a student undergo three years course completely without any break.*

1.9 Condonation of shortage of Attendance

No Condonation of shortage of attendance is granted for Post Graduate Diploma courses.

1.10 Leave, Holidays etc.

As prescribed by the Government from time to time. See clause 1.8

1.11 Monitoring Learning Progress:

It is essential to monitor the learning progress of each candidate through continuous appraisal and regular assessment. It not only helps the teachers to evaluate the students, but also gives an opportunity for the students to evaluate themselves. The monitoring shall be done by the department based on the participation of students

in various teaching / learning activities. It may be structured and assessment be done using checklists that assess various aspects.

The learning outcome to be assessed should include:

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i) **Personal Attitudes.** The essential items are:

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- Ability to work in team
- A critical enquiring approach to the acquisition of knowledge

The methods used mainly consist of observation. It is appreciated that these items require a degree of subjective assessment by the guide, supervisors and peers.

ii) **Acquisition of Knowledge:**

The methods used comprise of 'Log Book' which records participation in various teaching / learning activities by the students. The number of activities and the presentations are made are to be recorded. The log book should periodically be evaluated by the supervisors.

Journal Review Meeting (Journal Club):

The assessment is made by the faculty members and peers attending the meeting using a checklist.

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Clinico-pathological conferences (Where applicable): This should be a multidisciplinary case study of an interesting case to train the candidate to solve diagnostic and therapeutic problems by using an analytical approach. The presenter(s) are to be assessed using a check list similar to that used for seminar.

Medical Audit(Where applicable): Periodic morbidity and mortality meeting be held. Attendance and participation in these must be insisted upon.

iii) Practical and Laboratory skills

Day to Day work: Skills in outpatient and ward work should be assessed periodically. The assessment should include the candidates' sincerity and punctuality, analytical ability and communication skills

Clinical meetings: Candidates should periodically present cases to his peers and faculty members. This should be assessed using a check list

Procedural skills: The candidate should be given graded responsibility to enable learning by apprenticeship. The performance is assessed by the faculty by direct observation. Particulars are recorded by the student in the log book.

iv) Teaching skills:

Candidates should be encouraged to teach undergraduate medical students and paramedical students, if any. This performance should be based on assessment by the faculty members of the department.

v) Periodic tests:

In case of degree courses of three years duration, the concerned departments may conduct three tests, two of them be annual tests, one at the end of first year and the other in the second year, 3rd in the third quarter of the third year. The tests may include written papers, practicals/clinicals and viva voce.

Log Book- Every candidate shall maintain a log book to record his/her participation in the training programmes conducted by the department such as journal reviews,

seminars, etc. Special mention may be made of the presentations by the candidate as well as details of clinical or laboratory procedures, if any conducted by the candidate.

vi) Records:

Records, log books and marks obtained in tests should be made available to the University as and when required.

1.12 Transfer during course

Transfer of students undergoing any Medical Post Graduate Diploma course shall not be permitted under any circumstances

1.13 Duration permitted for completion of the course

The duration of the course is two years.

The course shall be successfully completed within double the duration of the stipulated period of the course (i.e. four years).

1.14 Internal assessment[Conducted by College]

Not applicable.

1.15 Examinations

AS per KUHS Academic Regulations

a) Thesis/ Dissertation for the PG Courses

The process of submission of synopsis, conduct of the research, submission and evaluation of thesis/dissertation/project shall be governed by the guidelines issued by the KUHS in this respect/ MCI from time to time.

1.16 Criteria for pass

- The PG examination consists of theory and practical /clinical including viva and the candidate should pass both components simultaneously i.e. theory, practical /clinical including viva simultaneously. A candidate who has secured minimum of 50 percent marks for theory examination (40 percent separate minimum for each theory paper) and 50 percent separately for Clinical/ Practical including viva shall be declared to have passed the examination.

- If a candidate fails in a particular examination either in theory only or practical /clinical including viva or both together, he/she shall appear for both theory, practical /clinical including viva in the subsequent examination.

1.17 Grace Mark

No Grace mark is awarded for P.G. Diploma Courses.

1.18 Criteria for promotion to next year

Not applicable

1.19 Carry over benefit

Not applicable.

1.20 Issuance of Mark List and Certificates

Consolidated mark list will be issued by the University on request and on remittance of the requisite fee. Provisional degree certificate will be issued after successful completion of the course and final degree certificate will be issued after convocation

1.21 Declaration of class

Below 50%	Failed
50% to below 65%	Passed with Second Class
65% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

1.22 Declaration of rank

- a) First, Second and third rank holders in Medical P.G. degree courses shall be declared by the KUHS.
- b) The total number of students attending the examination shall be specified in the rank certificate.
- c) Rank will not be granted for students clearing exams in supplementary examinations.

- d) Rank shall be granted to only those students successfully completing the course in the minimum duration of the course and passing the same in the regular examination of that year.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/chance.

1.24 Partial Appearance in Examination

Partial appearance is not permitted for P.G. Medical diploma courses.

1.25 Condonation of Break of Study

1. A Candidate who discontinues the course is eligible for Condonation of Break of as given below:
2. If a candidate is not appearing in the College for more than six months, he / she, on the recommendation of the Head of the Institution should get permission from the University for Condonation of Break of Study.
3. Break of study of genuine medical ground or similar genuine ground can be condoned on recommendation of Dean of Faculty of Medicine. The candidate may be permitted to re-join the same course in the same institution at the point where she/he left subject to the condition that the entire duration of the course starting from the date of original joining to the possible end of the course does not exceed double the duration of the course. The period of break of study thus condoned shall be excluded while calculating the maximum period prescribed for passing a course.

1.26 Internship

Not applicable for P.G. Medical Diploma courses.

1.27 Transcript

The official transcript shall be issued in the model format approved by the University or the requesting agency by the Head of the Institution where candidate studied. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes examinations of the entire subjects of the course shall be eligible for the award of degree during the ensuing convocation. Degree is awarded by the Medical faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS

**For Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596**



SUPER SPECIALITY COURSE IN MEDICINE

Course Code:

(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Name of the course which come under these Regulations include:

1. DM Cardiology
2. DM Medical Gastroenterology
3. DM Medical Oncology
4. DM Neonatology
5. DM Nephrology
6. DM Neurology
7. DM Paediatric Oncology
8. DM Pulmonary Medicine
9. M Ch Cardiovascular and Thoracic Surgery
10. M Ch Genito Urinary Surgery
11. M Ch Neurosurgery
12. M Ch Paediatric Surgery
13. M Ch Plastic and Reconstructive Surgery
14. M Ch Surgical Gastroenterology
15. M Ch Surgical Oncology

1.1 Eligibility for Admission

- The candidate applying for a post - doctoral course, shall have obtained the degree of M.D/M.S. related feeder subjects as decided upon by the MCI and recognized by MCI.
- Diplomate of National Board (DNB) shall be considered equivalent qualification if they satisfy all the conditions stipulated by the Medical Council of India.
- A candidate should qualify an Entrance Examination as per the existing Rules of Government of India, Government of Kerala and the Medical Council of India (M. C. I.).
- Permanent Registration in Medical Council of India/Modern Medical Council of Kerala State.

1.2 Mode of selection to the course

The selection of students for the Medical Super speciality course shall be made based strictly on merit as decided by the Kerala University of Health Sciences, Govt. of India, Government of Kerala and Medical Council of India from time to time.

1.3 Number of seats in one unit of admission:

As permitted by KUHS, Govt. of India, Government of Kerala and Medical Council of India from time to time.

1.4 Minimum Academic Requirements for conduct of course

- Only a department, defined as an independent academic entity of a teaching institution, having the minimum facilities as per norms of the Medical Council of India and KUHS regulations shall be permitted to commence a super speciality training programme to qualify for the award of the D.M/M.ch degrees.
- Minimum requirements for a super speciality department, bed strength in clinical department, out-patient departments, laboratory facilities, equipments, number of students to be admitted and general aspects of training programme are as according to the MCI and KUHS regulations.

D.M/M.ch courses to be started only in departments full time faculties, infrastructure and equipments as per the MCI/KUHS/Govt. norms.

1.5 Registration of students to University

The KUHS shall admit students to Medical Super speciality course to the institutions affiliated/ recognized by KUHS for that particular course.

- a) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of the Government of India, Government of Kerala and Medical council of India from time to time. The Principal/Head of the Institution shall be responsible for the contents in the statements.

b) A candidate on admission to D.M/M.ch course shall apply to the University through the college of the study within the stipulated date prescribed by the University from time to time for registration.

I. Original MD/MS/DNB degree certificate.

II. Original Medical Council registration certificate.

III. Allotment letter from the competent authority.

IV. Eligibility and migration certificate wherever needed.

V. Original SSLC/equivalent certificate to prove age and date of birth.

VI. Transfer certificates from the previous institution.

VII. The fees prescribed for the course.

VIII. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission, along with caste certificate (wherever applicable).

IX. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).

X. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced.

- a. Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
- b. Copy of passport of the sponsor attested by a gazetted officer.
- c. Employment certificate of the sponsor attested by the embassy.

XI. Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

- The period of training for obtaining DM degree shall be 3 completed academic years (36 months including the period of examination).
- On completion of each year (365 days) each resident shall be promoted to the next year by the Head of Institution on recommendation of the Head of Department. The Medical Super speciality students are eligible for 20 days casual leave in an academic year and it cannot be carried over to the next year. Any leave taken above this will have to be compensated by extension of course in the corresponding year.
- For appearing for University examination candidate should secure 80% attendance in each academic year.
- The provisional/ Original DM degree certificate shall be issued only after obtaining the course completion certificate from Head of concerned institution.

Special Situation – *The students who had extension of course due to more than 20 days leave in the first and second year the attendance of the final year will be calculated on the date of uploading in such a way that, they should have 80% attendance of the number of days completed by the students in final year without extension. For example if a student without any course extension, in the final year completes 320 days in the final year on the date of uploading of attendance, he should have 256(80%) days of attendance to write the examination. A student having extension also will have a minimum of 256 days in the third year to write the examination. They shall have to complete the course of 365 days even after examination excluding 20 days of casual leave. This is to ensure that a student undergoes three years course completely without any break.*

1.9 Condonation of shortage of Attendance

No Condonation of shortage of attendance is granted for Super speciality courses.

1.10 Leave, Holidays etc.

As per clause: 1.8 “Attendance and course period”.

1.11 Monitoring Learning Progress:

Statement of the competencies

Keeping in view the general objectives of super speciality training, each discipline shall aim at development of specific competencies which shall be defined and spelt out in clear terms. Each student shall go through the statement of competencies of the University curriculum at the beginning of the programme so that he or she can direct the efforts towards the attainment of these competencies.

Components of Super Speciality Curriculum

The major components of the Super Speciality curriculum shall be:

- i. Theoretical knowledge
- ii. Practical and clinical skills
- iii. Research skills
- iv. Attitudes including communication skills
- v. Knowledge and skill in research methodology, Medical ethics and medico legal aspects

The students undergoing super speciality courses shall be exposed to the following:-

- i. Basics of statistics to understand and critically evaluate published research paper and appropriately use in practice and research.
- ii. Few lectures or other type of exposure to human behaviour studies.
- iii. Basic understanding of pharmaco-economics and clinical economics.

1.12 Transfer during course & internship.

Transfer of students undergoing any Postgraduate Super speciality course shall not be permitted under any circumstances.

1.13 Duration permitted for completion of the course

Duration of the course is 3 years

A candidate should complete the course and pass the examination within a period of 6 years after registration as a super speciality student in the concerned specialty, failing which his/her registration shall be cancelled.

1.14 Internal assessment [Conducted by College]

Not applicable.

1.15 Examinations

As per KUHS Academic Regulations

a) Thesis/ Dissertation for the PG Courses

The process of submission of synopsis, conduct of the research, submission and evaluation of thesis/dissertation/project shall be governed by the guidelines issued by the KUHS in this respect/ MCI from time to time.

1.16 Criteria for pass

- A candidate should obtain minimum 50% marks in theory part (minimum 40% for each paper) and 50% marks in practical/clinical and viva examination separately.
- If a candidate fails in either theory or practical/clinical examination including Viva, he or she should reappear for the entire examination i.e. theory and practical/clinical including Viva voce.

1.17 Grace Mark

No grace marks is awarded for Medical PG Super speciality courses.

1.18 Criteria for promotion to next year

Not applicable

1.19 Carry over benefit

Not applicable.

1.20 Issuance of Mark list and Certificates

- Mark list will be issued on request by remitting the prescribed fee.
- Provisional degree certificate will be issued after successful completion of the course which has validity till the issuance of final degree certificate and final degree certificate will be issued after convocation.

1.21 Declaration of class

The result of the whole examination is either pass or fail.

1.22 Declaration of rank

No rank certificate is granted for Medical PG Super speciality courses.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

a) Thesis/ Dissertation for the PG Courses

The process of submission of synopsis, conduct of the research, submission and evaluation of thesis/dissertation/project shall be governed by the guidelines issued by the KUHS in this respect/ MCI from time to time.

1.24 Partial Appearance in Examinations

Partial appearance is not permitted for Medical PG. Super speciality courses.

1.25 Condonation of Break of Study

1. A Candidate who discontinues the course is eligible for Condonation of Break of as given below:
2. If a candidate is not appearing in the College for more than six months, he / she, on the recommendation of the Head of the Institution should get permission from the University for Condonation of Break of Study.
3. Break of study of genuine medical ground or similar genuine ground can be condoned on recommendation of Dean of Faculty of Medicine. The candidate may be permitted to re-join the same course in the same institution at the point where she/he left subject to the condition that the entire duration of the course starting from the date of original joining to the possible end of the course does not exceed double the duration of the course. The period of break of study thus condoned shall be excluded while calculating the maximum period prescribed for passing a course.

1.26 Internship

Not applicable for PG Super Speciality course.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded under the Medical Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandi.

Regulations
for Courses affiliated to the
Kerala University of Health Sciences

Thrissur 680596



BACHELOR OF SCIENCE IN NURSING

(B.Sc Nursing)

Course Code :006

(2016-17 Academic year onwards)

2016

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I. GENERAL REGULATIONS

Name of the course which comes under these Regulations include “Bachelor of Science in Nursing” abbreviated as **B. Sc. Nursing.**

1.1 Eligibility for Admission to B.Sc Nursing

- Candidates who have passed Higher Secondary Examination of the Board of Higher Secondary Education, Kerala, or examinations recognized equivalent thereto by KUHS with 50% marks in Physics, Chemistry, Biology and English put together, are eligible.
- Candidate has completed 17 years of age as on 31st December of the year of admission.
- Candidate shall be medically fit.
- As per the Regulations published by Kerala University of Health Sciences (KUHS) from time to time.

1.2 Mode of selection to the course

The selection of students for the B.Sc Nursing course shall be on merit based, ensuring transparency and fairness, the process shall be decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences.

1.3 Number of seats

Admission to the course is only once in a year based on the number of seats approved by KUHS from time to time.

1.4 Minimum Academic requirements for conduct of Course

Minimum standard requirements for offering undergraduate Nursing course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty

and other human resources etc. shall be in compliance with the minimum standards specified by Indian Nursing Council as per the sanctioned student strength in addition to norms fixed by KUHS and Government from time to time.

1.5 Registration of students to University

- a. Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of Govt. of India / Govt. of Kerala /Concerned Statutory Council.
- b. A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.
 - i. Formal application in the prescribed format.
 - ii. Mark lists of qualifying examination.
 - iii. Transfer certificate from the previous institution.
 - iv. Allotment letter from the competent authority.
 - v. Score sheet of the concerned entrance examination
 - vi. Eligibility certificate and migration certificate (wherever applicable)
 - vii. Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
 - viii. The fees prescribed for the registration.
 - ix. For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission, along with caste certificate.
 - x. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
 - xi. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.

- c) Employment certificate of the sponsor attested by the embassy.
- xii. Any other documents as prescribed by KUHS / Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government/Fee regulatory committee and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance, and Course period

- a) Duration of the B.Sc Nursing course shall successfully be four years. Internship integrated practice is incorporated with respective practical hours in each year.
- b) The candidate shall complete the stipulated course period as specified in the B.Sc nursing course regulations to be eligible for the award of Degree.
- c) Each candidate should put in a minimum of 80% of attendance of the prescribed hours in each subject in Theory & in Practical separately wherever applicable in each academic year to appear for the University examination. However a candidate shall complete 100% attendance in practicals before the award of Degree.
- d) However, in case of subjects in which the instructional programme extend through more than one academic year and when there is no University examination in the subject for a particular year (i.e. non-exam going subjects), the attendance requirement shall not be less than 70% in Lectures and Practical/ Clinical separately in the non-exam year. The Principal/Head of institution should ensure that the candidate has secured the minimum requirement of attendance in the non-exam going subjects before registering him/her for the university examination.
- e) The Principal / Head of the institution shall submit Attendance certificate for each candidate at the time of registration for examinations.

1.9 Condonation of Shortage of Attendance

There is no provision for condonation of shortage of attendance for B.Sc Nursing programme. 80% attendance for both theory and practical separately are required for appearing University examination as per Statutory Council Regulations.

1.10 Leave, Holidays etc

As prescribed by the Government/KUHS from time to time.

1.11 Monitoring Learning Progress:

Subject Coordinators will monitor the progress of students periodically by suitable methods. The following general guidelines are suggested for periodical assessment conducted from time to time.

The learning outcome to be assessed may include:

- i) Personal Attitudes (Critical Thinking, Communication and Creativity)
- ii) Acquisition of Knowledge
- iii) Periodic tests
- iv) Seminars /Symposia
- v) Assignments
- vi) Practical and Laboratory skills
 - a. Day to Day Lab / clinical learning activities
 - b. Teaching skills
 - c. Work diary / Log Book
 - d. Clinical performance
 - e. Records

vii) Health care counselling, Communication and counselling skills.

Uniform:

UG students have to wear prescribed uniform when they are in the clinical field.

1.12 Transfer during course

Transfer to other institutions within and outside the University under normal circumstances shall not be allowed during the course of study. However in exceptional cases within the University, the KUHS can apply discretion in this matter.

1.13 Duration permitted for completion of the course

- The duration of the course is four years for B.Sc Nursing.
- The maximum period to complete the B.Sc Nursing course successfully shall not exceed twice the actual duration of the Course (Eight years).

1.14 Internal assessment [Conducted by College]

- a) There shall be a minimum of 3 periodic assessments, for each subject (theory, viva and practical as the case may be), of which the final one shall be in the KUHS examination pattern (for familiarisation of the KUHS examination pattern).
- b) Average of the marks of the best two periodic assessments shall be taken as internal assessment mark of the candidate.
- c) The class average of internal assessments mark of theory and practical in each subject shall not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examinations. (This clause shall not be applicable where there is only one student registered for the course.)
- d) The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- e) The candidate must secure 50% marks for internal assessment in theory and practical including viva separately in a particular subject in order to be eligible to appear in the university examination of the subject.

- f) In cases where the candidate is permitted to improve the internal assessment marks, the new marks will be taken as final.
- g) The internal marks shall be signed by the candidate before transmission to the University

1.15 Examinations

a) Schedule of Examinations

Examinations shall be conducted as per the schedule approved by the Board of Examinations.

b) Scheme of Examinations

The Scheme of Examinations shall be as per the regulations of the B.Sc Nursing course. For every subject, Theory and Practical shall be considered as a single block, if a candidate fails in any one of them, he/she shall have to re-appear for the subject (theory and Practical together).

c) Conditions under which candidates are permitted to proceed to the next higher class

Candidates are permitted to proceed to the next higher class even if he /she is failed in a subject / subjects in the University examinations. However the candidate shall have to pass all the examinations from 1st year to 3rd year prior to appear for the 4th year B.Sc Nursing examinations.

- d) The affiliated colleges under KUHS are divided in to six zones at present for the smooth conduct of University activities including examinations.
- e) For all Undergraduate courses double valuation of the theory answer books shall be done by eligible examiners duly appointed by KUHS. Centralized Valuation camp shall be conducted in single/multiple centres. The average of marks obtained for double valuation of each answer book (of the same QP code) is taken as the final mark of the Candidate in that paper. If the variation in grand total marks obtained in two valuations is more than 15% of the Maximum marks and

provided that the marks obtained in any one of the valuation is 35% or more of the total marks, the answer book shall undergo a third valuation in that paper (for that QP code). **In the case of answer books going for third valuation, the average of highest two marks shall be taken as final mark.**

f) Meeting of Pass Board

The Controller of Examination shall constitute a Pass Board for each examination. The Board shall meet before publication of results and shall consider the matters placed before it relating to the conduct of examinations and evaluation.

g) No thesis work is required for this course.

h) Publication of Results

The results shall be published by the Controller of Examinations with the approval of the Vice Chancellor, based on the recommendations of the Pass Board.

1.16 Criteria for pass

- a) Candidate who has secured a minimum of 50% marks in theory (for internal and university examination separately) and 50% marks in practical (for internal and university examination separately) in any subject, shall be declared to have passed in that subject.
- b) If a candidate fails in either theory or practical she/he has to appear for both theory and practical of that subject.
- c) The candidate shall have passed all the examinations from 1st year to 3rd year prior to appearing for the 4th year examination for B.Sc Nursing.

1.17 Grace Mark

- a) University may grant a maximum of 5 marks or as per University regulations as grace mark, either in a subject alone or distribute it among subjects (theory/practical) so as to make the candidate eligible for a pass in a subject/subject(s).

- b) The granting of grace mark is at the discretion of the pass board constituted by the Controller of Examinations and shall not be the right of the student.

1.18 Criteria for promotion

All candidates including candidate, who fails in any subject / subjects, shall be permitted to continue the studies up to 4th year. However the candidate shall not be allowed to appear for the 4th year examination till such time that he/she passes all subjects from 1st year to 3rd year BSc nursing examinations.

1.19 Carry over benefit

- The candidate shall have to clear all the examinations prior to appearing for the final year examination.
- The maximum period to complete the course successfully shall not exceed double the duration of the course (Eight Years).
- The student registered for exam but not attended, and then it shall not be counted as chance.

1.20 Issuance of Mark lists and Certificates.

- a. Mark lists for each examination shall be issued after declaring the results
- b. The mark list shall bear the date of publication of the results of the concerned examination. The passed candidate shall be deemed to have passed the examination on that date.
- c. The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the consolidated mark list.
- d. Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations .This provisional degree certificate has validity till the issue of the degree certificate which shall be issued after the convocation.

- e. The Degree Certificates shall be issued only after successful completion of course, passing all the examinations and completing 100% attendance in practicals.

1.21 Declaration of class

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations.

Below 50%	Failed
50 % to below 60%	Passed with second class
60 % to below 75%	Passed with First Class
75 % and above	First Class with Distinction

1.22 Declaration of rank

- a) Ranks shall be on the basis of aggregate marks of all the four year regular examinations of the B.Sc Nursing course.
- b) Only those candidates who have passed all the examinations in the regular University examination and completed the course within the minimum prescribed course duration alone shall be considered for rank.
- c) Total number of students registered in the final year examination shall be specified on the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University examinations, provided the candidate satisfies 80% attendance in all subjects (theory and practical separately) of

the respective examination, including the subjects in which the candidate is not appearing or eligible. Such candidates shall not be eligible for the award of rank.

1.25 Condonation of Break of Study

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution shall get permission from the University for re-joining with junior batch. Condonation of Break of Study shall be considered strictly as per the condition stipulated in the norms of the University.

1.26 Internship

Internship integrated practice is incorporated with respective practice hours in each year.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the Government /University norms prescribed from time to time

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



POST BASIC B.Sc NURSING
[PB B.Sc. Nursing]
Course Code 007
(2016-17 Academic year onwards)

2016

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1. General Regulations

Name of the course which comes under these Regulations include:

“POST BASIC B.Sc NURSING”– Abbreviated as PB B.Sc. Nursing

1.1 Eligibility for Admission

A candidate seeking admission must:

- Hold a Diploma in General Nursing & Midwifery (GNM) and have passed Higher Secondary Examination with Physics, Chemistry and Biology as subjects of study.
- Be a Registered Nurse of the Kerala State Nursing Council.
- Candidates who have passed pre-university exam/+2 with Physics, Chemistry and Biology as subjects of study.
- Medically fit to undergo the course.

1.2 Mode of selection to the course

The selection of students shall be on merit based, ensuring transparency and fairness, the process shall be as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences.

1.3 Number of seats

Admission to the course is only once in a year based on the number of seats sanctioned by KUHS from time to time.

1.4 Minimum Academic Requirements for conduct of Course

Minimum standard requirements for offering undergraduate Nursing course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the minimum standards specified by Indian Nursing council as per the sanctioned student strength in addition to norms fixed by KUHS and Government from time to time.

1.5 Registration of students to university

- a) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of Govt. of India / Govt. of Kerala /concerned Statutory Council.
- b) A candidate on admission to the PBB.Sc Nursing course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.
- i. Formal application in the prescribed format.
 - ii. Original mark list of qualifying examination - Diploma in General Nursing and Midwifery (GNM).
 - iii. Mark list of Higher Secondary Examination.
 - iv. Kerala Nurses and Midwives Council registration certificate.
 - v. Transfer Certificate from the previous institution.
 - vi. Allotment letter from the competent authority who conducted the selection process.
 - vii. Equivalence/ migration certificate, wherever needed
 - viii. Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
 - ix. Experience certificate.
 - x. The fees prescribed for the registration.
 - xi. For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission, along with caste certificate.
 - xii. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
 - xiii. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced.
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.

- b) Copy of passport of the sponsor attested by a gazetted officer.
- c) Employment certificate of the sponsor attested by the embassy.
- xiv. Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

1.6 Fees:

As stipulated by the Government /Fee Regulatory committee/ and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance and course period:

Duration of the PBB.Sc Nursing course shall be two years on a regular basis.

- Each candidate should put in at least 80% of attendance of the prescribed hours in each subject in theory & in practical examination separately wherever applicable in each academic year to appear for the University examination. However a candidate shall complete 100% attendance in practicals before the award of Degree.
- However, in case of subjects in which the instructional programme extend through more than one academic year and when there is no University examination in the subject for a particular year (i.e. non-exam going subjects), the attendance requirement shall not be less than 70% in Lectures and Practical/ Clinical separately in the non-exam year. The Principal/Head of institution should ensure that the candidate has secured the minimum requirement of attendance in the non-exam going subjects before registering him/her for the university examination.
- The Principal/Head of the institution shall submit Attendance Certificate for each candidate at the time of registration for examinations.

1.9 Condonation of Shortage of Attendance

There is no provision for condonation of shortage of attendance for PBB.Sc Nursing programme. 80% attendance for both theory and practical separately are required for appearing University examination as per Statutory Council Regulations.

1.10 Leave, Holidays etc.

As prescribed by the Government/KUHS from time to time.

1.11. Monitoring Learning Progress:

Subject Coordinators will monitor the progress of students periodically by suitable methods. The following general guidelines are suggested for periodical assessment conducted from time to time by the Institution.

The learning outcome to be assessed may include:

- i) Personal Attitudes
- ii) Acquisition of Knowledge
- iii) Periodic tests
- iv) Seminars/Symposia
- v) Assignments
- vi) Practical and Laboratory skills
 - a. Day to Day Lab/clinical learning activities
 - b. Teaching skills
 - c. Work diary / Log Book
 - d. Clinical performance
 - e. Records
- vii) Health care counselling, Communication and counselling skills

Uniform: UG students have to wear prescribed uniform when they are in the clinical field.

1.12. Transfer during course

Transfer to other institutions within and outside the University under normal circumstances shall not be allowed during the course of study. However in exceptional cases within the University, the KUHS can apply discretion in this matter subject to guidelines of the Statutory Council and KUHS.

1.13. Duration permitted for completion of the course

The duration of the course is two years for PB B.Sc Nursing.

The maximum period to complete the course successfully shall not exceed 4 years (double the duration of course).

1.14. Internal assessment [Conducted by college]

- a) There shall be a minimum of 3 periodic assessments, for each subject (theory, viva and practical as the case may be), of which the final one shall be in the KUHS examination pattern (for familiarisation of the KUHS examination pattern).
- b) Average of the marks of the best two periodic assessments shall be taken as internal assessment mark of the candidate.
 - a. The class average of internal assessments mark of theory and practical in each subject shall not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examinations. . (This clause shall not be applicable where there is only one student registered for the course.)
- c) The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- d) The candidate must secure 50% marks for internal assessment in theory and practical including viva separately in a particular subject in order to be eligible to appear in the university examination of the subject.
- e) In cases where the candidate is permitted to improve the internal assessment marks, the new marks will be taken as final.
- f) The internal marks shall be signed by the candidate before transmission to the University.

1.15. Examinations

a) Schedule of Examinations

Examinations shall be conducted as per the schedule approved by the Board of Examinations.

b) Scheme of Examinations

The Scheme of Examinations shall be as per the regulations of the PB B.Sc Nursing course. For every subject, Theory and Practical shall be considered as a single block, if a candidate fails in any one of them, he/she shall have to re-appear for the subject (theory and Practical together).

c) Conditions under which candidates are permitted to proceed to the next higher class

Candidates are permitted to proceed to the next higher class even if he /she is failed in a subject / subjects in the University examinations. However the candidate shall have to pass all the examinations of 1st year to appear for the second year PB B.Sc Nursing examinations.

d) For all Undergraduate courses double valuation of the theory answer books shall be done by eligible examiners duly appointed by KUHS. Centralized Valuation camp shall be conducted in single/multiple centers. The average of marks obtained for double valuation of each answer book (of the same QP code) is taken as the final mark of the Candidate in that paper. If the variation in grand total marks obtained in two valuations is more than 15% of the Maximum marks and provided that the marks obtained in any one of the valuation is 35% or more of the total marks , the answer book shall undergo a third valuation in that paper (for that QP code). **In the case of answer books going for third valuation, the average of highest two marks shall be taken as final mark.**

Similarly, in PG courses where double valuation is conducted, the third valuation shall be in the pattern of UG courses. In such cases, the average of the higher two marks shall be taken as the final mark of the student.

In the case of Post Graduate / Super-speciality courses, where multiple valuations (more than two) are conducted by examiners duly appointed by KUHS, the average marks of all the valuations shall be taken as the final mark.

e) KUHS shall not permit any revaluation. However in exceptional cases, when recommended by the Board of Adjudication for Students Grievances for reasons to be recorded and on approval of Governing Council, fresh valuation may be conducted, after cancelling the original valuations.

Re-totalling shall be permitted on submission of application along with the prescribed fees. There shall be a provision at KUHS for obtaining Photostat copies of Theory answer books and Theory Score Sheets on submission of application along with the prescribed fee. ***This facility shall not be available for practical examinations.*** The

application by the candidate for re-totalling and photocopies of answer books and score sheet shall be routed through the Principal to the University.

f) Meeting of Pass Board

The Controller of Examination shall constitute a Pass Board for each examination. The Board shall meet before publication of results and shall consider the matters placed before it relating to the conduct of examinations and evaluation.

g) Publication of Results

The results shall be published by the Controller of Examinations with the approval of Vice Chancellor, based on the recommendations of the Pass Board.

1.16. Criteria for pass

- a) Candidate who has secured a minimum of 50% marks in theory (for internal and university examination separately) and 50% marks in practical (for internal and university examination separately) in any subject, shall be declared to have passed in that subject.
- b) If a candidate fails in either theory or practical she/he has to appear for both theory and practical of that subject.
- c) The candidates shall have passed all the examinations of the 1st year prior to appear for the 2nd year examination.

1.17. Grace Mark

- a) University may grant a maximum of 5 marks or as per University regulations as grace mark, either in a subject alone or distribute it among subjects (theory/practical) so as to make the candidate eligible for a pass in a subject/subject(s).
- b) The granting of grace mark is at the discretion of the pass board constituted by the Controller of Examinations and shall not be the right of the student.

1.18. Criteria for promotion

For Post Basic B.Sc Nursing the candidate who fails in any subject/subjects in 1st year shall be permitted to continue the studies in 2nd year. However the candidate shall not be permitted to appear for the 2nd year examination till such time he/she passes all the subjects of 1st year PB B.Sc Nursing Course.

1.19. Carry over benefit

- a) The candidate shall have to clear all the examinations of first year prior to appearing for the 2nd year examination.
- b) The maximum period to complete the course successfully shall not exceed double the duration of the course (four years).
- c) The student registered for exam but not attended, and then it shall not be counted as chance and the next appearance will be considered as a regular chance.

1.20. Issuance of Mark lists and Certificates.

- a. Mark lists for each examination shall be issued after declaring the results
- b. The mark list shall bear the date of publication of the results of the concerned examination. The passed candidate shall be deemed to have passed the examination on that date.
- c. The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the consolidated mark list.
- d. Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This provisional degree certificate has validity till the issue of the degree certificate which shall be issued after the convocation.
- e. The Degree Certificates shall be issued only after successful completion of course, passing all the examinations and completing 100% attendance in practicals.

1.21 Declaration of class

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for Regular/ supplementary examinations.

Below 50%	Failed
50% to below 60%	Passed with second class
60 % to below 75%	Passed with First Class
75 % and above	First Class with Distinction

1.22 Declaration of rank

- a) Ranks shall be on the basis of aggregate marks of all the four year regular examinations of the B.Sc Nursing course.
- b) Only those candidates who have passed all the examinations in the regular University examination and completed the course within the minimum prescribed course duration alone shall be considered for rank.
- c) Total number of students registered in the final year examination shall be noted in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24. Partial Appearance in Examinations

Partial appearance is permitted in all University Examinations, provided the candidate should satisfy 80% attendance in all subjects (theory and practical separately) of the respective examinations, including the subjects in which the candidate is not appearing. Such candidates will not be eligible for the award of rank.

1.25. Condonation of Break of Study

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution shall get permission from the University for re-joining with junior batch. Condonation of Break of Study shall be considered strictly as per the condition stipulated in the norms of the University.

1.26. Internship

Not applicable.

1.27. Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28. Stipend

As per the Government /University norms prescribed from time to time.

1.29. Eligibility for award of Degree

A candidate who passes entire subjects of the course shall be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

Regulations
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



MASTER OF SCIENCE IN NURSING

Course Code :

(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Name of the courses which comes under these Regulations include
“**Master of Science in Nursing**” (abbreviated as M.Sc. Nursing) under the following specialities.

1. M.Sc. Medical Surgical Nursing
Sub specialties
 - a) Cardio Vascular & Thoracic Nursing
 - b) Critical care Nursing
 - c) Oncology Nursing
 - d) Neurosciences Nursing
 - e) Nephro-Urology Nursing
 - f) Orthopaedic Nursing
 - g) Gastro Enterology Nursing
2. M.Sc Mental Health (Psychiatric) Nursing
3. M.Sc Child Health (Paediatric) Nursing
4. M.Sc Community Health Nursing
5. M.Sc Obstetric and Gynaecological Nursing

1.1 Eligibility for Admission

a) Admission

Annual admission for M.Sc (N) Programme should have prior sanction/ permission from the Indian Nursing Council, Kerala Nurses and Midwives Council & University on the basis of clinical, physical facilities and teaching faculty.

b) Eligibility Criteria/Admission Requirements

- The candidate should be a Registered Nurse and Registered Midwife with Kerala Nurses and Midwives Council.
- The minimum educational requirements shall be the passing of regular degree course in Nursing – (B.Sc. Nursing / B.Sc. (Hons). Nursing / Post Basic B.Sc. Nursing), with minimum of 55% aggregate marks, in an

institution which is recognized by Indian Nursing Council and KUHS.

- Candidate with PBBSc. Nursing degree shall have passed higher secondary course with Physics Chemistry and Biology
- Basic B.Sc nursing with minimum one year of experience after Nursing Council Registration. One year compulsory nursing service/internship after successful completion of four year B.Sc Nursing can be considered as experience.
- Minimum one year of experience prior or after regular Post Basic B.Sc. Nursing.
- Relaxation of marks for SC/ST & SEBC candidates may be given as per state government norms.
- Candidate shall be medically fit. Every candidate before admission to the course shall submit to the Principal of the Institution a Certificate of Medical Fitness from an authorized Medical Officer certifying that the candidate is fit to undergo the course.

1.2 Mode of selection to the course

The selection of students for the course shall be on merit based; ensuring transparency and fairness, the process shall be decided by the competent authority and as approved by the Government of Kerala and Kerala University of Health Sciences.

1.3 Number of seats

As approved by KUHS from time to time

1.4 Minimum Academic Requirements for the conduct of course:

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the minimum standards specified by concerned Statutory Council as per the sanctioned student strength in addition to norms fixed by KUHS and Government from time to time.

1.5 Registration of students to University

a) Every College/ Institution shall upload, the basic details of the admitted students on or before 12.00 midnight on the cut-off date notified by KUHS in accordance with the decisions of the Government of India/ Government of Kerala /concerned Statutory Council.

b) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- I. Formal application in the prescribed format.
- II. Allotment letter from the competent authority who conducted the admission process.
- III. The fee prescribed for registration.
- IV. B.Sc nursing pass / degree certificate issued by the University.
- V. One year teaching or Clinical experience / Internship certificate
- VI. Registration Certificate from State Nursing Council.
- VII. Certificate of Recognition of the qualifying examination in case of candidates who have passed B.Sc Nursing / Post basic B.Sc Nursing (regular) from universities outside Kerala.
- VIII. Migration Certificate in case of candidates who have passed B .Sc Nursing / Post basic B.Sc Nursing (regular) from other universities.
- IX. Transfer Certificate
- X. Mark list of all the examinations of the B. Sc Nursing course.
- XI. Nativity Certificate
- XII. Experience certificate
- XIII. Certificate to prove age.
- XIV. Certificate to prove community in case of SC/ST candidates (wherever

applicable).

- XV. For students under SEBC category non-creamy layer certificate issued by competent authority issued within six months before the date of admission.
- XVI. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following additional documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
 - c) Employment certificate of the sponsor attested by the embassy.
- XVII. Any other documents as prescribed by KUHS/Government or other competent authority from time to time.

Any postgraduate seats left unfilled in any specialty cannot be carried forward to the next or subsequent years.

1.6 Fees:

As stipulated by the Government/Fee regulatory committee and/or KUHS from time to time.

1.7. Medium of instruction

Medium of instruction and examinations shall be English

1.8. Attendance and course period:

- a) Duration of the course is 2 years. The candidate shall successfully complete the stipulated course period as specified in the M.Sc Nursing course regulations, for award of Degree.
- b) Candidate shall have 80% attendance of the prescribed hours in each subject for both theory and practicals separately wherever applicable, with minimum 50% of internal marks in each subject both in theory & practical. However 100% of attendance shall be completed for practical before the award of degree.

- c) However, in case of subjects in which the instructional programme extend through more than one academic year and when there is no University examination in the subject for a particular year (i.e. non-exam going subjects), the attendance requirement shall not be less than 70% in Lectures and Practical/ Clinical separately in the non-exam year. The Principal/Head of institution should ensure that the candidate has secured the minimum requirement of attendance in the non-exam going subjects before registering him/her for the university examination.
- d) The Principal/Head of the institution shall submit Attendance Certificate for each candidate at the time of registration for examinations.
- e) The candidate shall possess good conduct during the course of study.

1.9. Condonation of shortage of attendance

There is no provision for condonation of shortage of attendance for students of M.Sc Nursing programme. 80% attendance for both theory and practical separately are required for appearing University examination as per Statutory Council Regulations.

1.10. Leave, Holidays.

365 days are working days for PG students.

- Candidates can avail 20 days of leave per year and not more than 10 days at a time. All students are eligible for weekly off for one day. Thus a candidate is eligible to avail a maximum of 73 days per year inclusive of 20 days leave and weekly off.
- Any leave over and above 73 days including maternity leave in a year will have to be compensated by adequate extension of the duration of the course.
- In Govt. Nursing Colleges, leave rules which are periodically revised/amended as per the direction of Director of Medical Education from time to time shall be applicable to the course.

1.11. Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution.

The learning outcome to be assessed may include:

- i) Personal Attitudes
- ii) Acquisition of Knowledge
- iii) Journal Review Meeting (Journal Club)
- iv) Seminars / Symposia
- v) Clinical conferences
- vi) Periodic tests
- vii) Assignments
- viii) Practical and Laboratory skills
 - a. Day to Day work
 - b. Clinical Performance
 - c. Teaching skills
 - d. Work diary / Log Book
 - e. Records
- vii) Health care counselling, communication and counselling skills.

Uniform: PG students have to wear prescribed uniform when they are in the clinical field.

1.12. Transfer during course.

Transfer to other institutions within and outside the University under normal circumstances shall not be allowed during the course of study. However in exceptional cases within the University, the KUHS can apply discretion in this matter subject to guidelines of the Statutory Council and KUHS.

1.13. Duration permitted for completion of the course

- The maximum period to complete the course successfully shall not exceed 4

years(twice the actual duration of the course).

- Candidate, who fails in any subject, shall be permitted to continue the studies into the second year. However the candidate shall not be allowed to appear for the Second year examination till such time that he/she passes all subjects of the first year M.Sc nursing examination.

1.14. Internal assessment [conducted by college]

- a) There shall be a minimum of 3 periodic assessments, for each subjects (theory, viva and practical as the case may be) of which the final one shall be in the KUHS examination pattern and is mandatory to appear.
- b) Average of the marks of the best two periodic assessments shall be taken as internal assessment mark of the candidate.
- c) The class average of internal assessments mark of theory and practical in each subject shall not exceed 75% of maximum marks for regular examinations and 80% for supplementary examinations.
- d) The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- e) The candidate must secure 50% marks for internal assessment in theory and practical including viva separately in a particular subject in order to be eligible to appear in the university examination of the subject.
- f) In cases where the candidate is permitted to improve the internal assessment marks, the new marks will be taken as final.
- g) The internal marks shall be signed by the candidate before transmission to the University

1.15. Examinations

a) Schedule of Examinations

Examinations shall be conducted as per the schedule approved by the Board of Examinations.

b) Scheme of Examinations

The Scheme of Examinations shall be as per the regulations of the M.Sc Nursing course. For every subject, Theory and Practical shall be considered

as a single block, if a candidate fails in any one of them, he/she shall have to re-appear for the subject (theory and Practical together).

c) Thesis/ Dissertation for the PG Courses

Completed Synopsis shall be submitted to the University at the end of 9th month of first year of the course through proper channel along with the prescribed fees. Thesis/ Dissertation shall be submitted to the University at the end of 9th month of second year. Evaluation of Thesis / Dissertation shall be done as per the course regulations. The candidate shall be permitted to register for the final year examination only after the submission of dissertation.

d) Conditions under which candidates are permitted to proceed to the next higher class

Candidates are permitted to proceed to the next higher class even if he /she is failed in a subject / subjects in the University examinations. However the candidate shall have to pass all the examinations in the 1st year to appear for the 2nd year M. Sc Nursing examinations.

e) Meeting of Pass Board

The Controller of Examination shall constitute a Pass Board for each examination. The Board shall meet before publication of results and shall consider the matters placed before it, relating to the conduct of examinations and evaluation.

f) Publication of Results

The results shall be published by the Controller of Examinations with the approval of the Vice Chancellor, based on the recommendations of the Pass Board.

1.16. Criteria for pass

- a) Candidate who has secured a minimum of 50% marks in theory (for internal and university examination separately) and 50% marks in practical, (for internal and university examination separately) in any subject, and shall be declared to have passed in that subject. Candidate shall obtain minimum 50%marks for dissertation and viva.

- b) If a candidate fails in either theory or practical she/he has to appear for both theory and practical of that subject.
- c) The candidate shall have passed all the examinations of 1st year to appear the 2nd year examination for M.Sc Nursing.

1.17. Grace Mark

No Grace marks shall be permitted for M.Sc Nursing course.

1.18. Criteria for promotion

All candidates including Candidate, who fails in any subject/subjects, shall be permitted to continue the studies into the Second year. However the candidate shall not be allowed to appear for the Second year examination till such time that he/she passes all subjects of the first year MSc nursing examination.

1.19. Carry over benefit

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for entry in to the next year.
- The student become eligible for writing the final examination only after passing all subjects of previous year.
- The maximum period to complete the course successfully shall not exceed double the duration of the course (four years).

1.20. Issuance of Mark lists and Certificates

- a. The results shall be published by the Controller of Examinations with the approval of Hon'ble Vice Chancellor.
- b. Mark lists for each examination shall be issued after declaring the results
- c. The mark list shall bear the date of publication of the results of the concerned examination. The passed candidate shall be deemed to have passed the examination on that date.

- d. The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the consolidated mark list.
- e. Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This Provisional degree certificates has validity till the issue of the Degree Certificate which will be issued after the convocation.
- f. The Degree Certificates shall be issued only after successful completion of course, passing all the examinations, and completing 100% attendance in practicals.
- g. The Degree shall be conferred with the approval of the Governing Council during the KUHS Convocation for those who are present and those who are permitted to remain absent.

1.21. Declaration of class

First Class/ Distinction shall be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations.

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

1.22. Declaration of rank

- Ranks shall be on the basis of aggregate marks of all the university regular examinations of the M.Sc Nursing course. Only those candidates who have passed all the examinations in the regular University examination and completed the course within the minimum prescribed course duration alone shall be considered for rank.
- Total number of students registered in the final year examination shall be specified on the rank certificate.

- Rank certificates may be granted to the toppers among seven sub specialties of M.Sc Medical Surgical Nursing course (all subspecialties together) considering the aggregate marks of First and Second year examinations. For declaring the rank the candidate should have passed all the papers in the first chance in the regular University examination.
- Rank certificates may be granted to the toppers in all other specialties of M.Sc Nursing courses considering the aggregate marks of First and Second year examinations. For declaring the rank the candidate should have passed all the papers in the first chance, in the regular University examinations.
- Number of students appeared will be noted in the rank certificate.

1.23. Attempt/ Chance

If a student registers for an examination and attend none of the papers of the examination, that appearance shall not be considered as an attempt/ chance.

1.24. Partial Appearance in Examinations

Partial appearance is permitted in all the University examinations, provided the candidate satisfies 80% attendance in all subjects (theory and practical separately) of the respective examination, including the subjects in which the candidate is not appearing or eligible. Such candidate shall not be eligible for the award of rank.

1.25. Condonation of Break of Study

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution shall get permission from the University for re-joining with junior batch. The period of break of study thus condoned shall be excluded while calculating the maximum period prescribed for passing a course under the KUHS regulations. Condonation of Break of Study shall be considered strictly as per the condition stipulated in the norms of the University.

1.26. Internship

Not Applicable.

1.27. Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend.

As per the Government/University norms prescribed from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course shall be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur-680596



BACHELOR OF
CARDIO VASCULAR TECHNOLOGY
Course Code: 016
(2016-17 Academic year onwards)

2016

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I. GENERAL REGULATIONS

Name of the course which come under these Regulations include:

“Bachelor Degree in **CARDIO VASCULAR TECHNOLOGY**” abbreviated as (BCVT)

1.1 Eligibility for Admission

Minimum educational qualification

- Candidates who have passed Higher Secondary examination of the board of Higher Secondary education, Kerala or examination equivalent there to as approved by Kerala University of Sciences, with 50% marks in Biology separately 50% marks in Physics, Chemistry and Biology put together with usual relaxation of mark for SC/ST and SEBC students as fixed by Government of Kerala.

- **Age limit**

The candidate should have completed 17 years of age as on 31st of December of the year of admission.

1.2 Mode of selection to the course

The Selection of students for the BCVT course shall be made based strictly on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences.

1.3 Number of seats in one unit of admission:

Four seats in one unit of admission (minimum).

1.4 Minimum Academic Requirements for conduct of course

1.4.1 Procedures

1.4.2 Patients & Clinical Material

1.4.3 Staff required

1.4.4 Qualification and experience including that of the Head of Institution

The course shall be conducted only in a well-equipped hospital setting with a proper Department of Cardiology. The following are the minimum requirements for registration of the course

The following are the minimum requirements for admitting maximum 2 students for BCVT. The hospital shall have active and well-functioning Cardiology and Cardio thoracic Surgery Department with,

a) Infrastructure

Library	Of minimum 30ft x 20ft. area and minimum of 20 books of related subjects including major journals in cardiology
Lecture Hall	1 number, 30 ft x 20ft.
Students room	Separate for boys and girls
Hostel	Separate for boys and girls
Office, Staff room, Toilet facilities for staff and students	

b) Equipments: The following equipments should be available in good working condition in the Department

1. ECG machines sufficient no. of digital and analog single channel /6 or 12 channel with facility for bedside ECG
2. Modern automated treadmill machines
3. Holter analyzer with sufficient number of recorders
4. Standard quality dedicated echocardiograph suitable for cardiac applications with adult, paediatric and transoesophageal probes and facility for dobutamine stress echo and transoesophageal echo
5. A modern Cath lab consisting of:
 - a. Digital angiographic equipment with motorized gantry
 - b. Hemodynamic recorder,

- c. Hemoximeter
- d. Pressure injector
- e. IABP
- f. other necessary ancillary equipments for adult and paediatric studies

c Patients and procedures:

- 1 Minimum bed strength for Cardiology – 20
- 2 CCU with at least 4 beds with all modern amenities like invasive and non-invasive monitors and ventilators
- 3 Minimum ECG load of 2500 per year
- 4 Minimum number of treadmill tests 1000 per year
- 5 Minimum number of Holter testing 100 per year
- 6 Minimum number of echoes - 3000 per year which should include congenital , valvular and coronary heart diseases TEE – 40 per year
- 7 Minimum number of Cath lab roced res
 - a. Coronary angiography-600 per year
 - b. Coronary angioplasty- 120 per year
 - c. Balloon valvotomy- 20 per year
 - d. Electrophysiology- 20 per year
 - e. Closure of congenital cardiac defects -20 per year
 - f. Diagnostic right and left heart catheterizations – 20 per year

Departments which do not perform one or two of the above procedures as specified may be permitted to register for the course but should send the candidates for 3 months training in any other reputed institution where such procedures are performed

b) Minimum staff requirement

i. For 2 seats per batch

Cardiologist	DM/DNB Cardiology with at least 5years experience after the qualification	2
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Instructors	1. Catch lab Technologist with ≥ 2 years experience	1
	2. ECG Technicians	2
Administrative Officer	Graduate with experience in Qualification administration for 3 years Degree/Diploma in Hospital Management preferred	1
Office Assistant	Graduate with computer knowledge	1
Peon	Basic subject training and staff lab, being needed for it.	

Note:

1. The cardiologists should be full time and in the pay roll of the institution
2. For each additional seat
 - one additional full time cardiologist with at least 2 years experience after qualification

1.5 Registration of students to university

- a) Every College/ Institution shall upload, the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by Govt. of India/ Kerala / Kerala University of Health Sciences. In case of any technical difficulty or reasons beyond control, the college/institution fails to upload the details as stated above, the details should be submitted to the university office directly before 4PM on the next day along with a statement of the Principal showing the reasons for not uploading the details within the prescribed time. The Principal will be personally held responsible for the contents in the statements.
- b) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- i. Original mark list of qualifying examination.
- ii. Transfer certificate from the previous institution
- iii. Allotment letter from the competent authority who conducted the admission process.
- iv. Eligibility and migration certificate wherever needed.
- v. Original SSLC/equivalent certificate to verify name and date of birth.
- vi. The fees prescribed for the registration.
- vii. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
 - c) Employment certificate of the sponsor attested by the embassy.
- viii. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission.
- ix. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- x. Any other documents as prescribed by Government or competent authority from time to time.

The institution should complete the student registration (Basic entry) on or before the cut-off date prescribed by the university.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

- The minimum number of working days should not be less than 240 working days in a year.

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- A candidate is required to put in at least 80% attendance in theory and practical separately in each subjects in a recognized institution approved by and affiliated to Kerala University of health Sciences.
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

- a) Condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS with the prescribed fee.
- b) Along with the application for Registration in the Examination, the Principal/Heads of the Institution shall give an undertaking that the candidate has not availed this exemption previously.
- c) A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.

1.10 Leave, Holidays etc.

As prescribed by the Government/KUHS from time to time.

1.11 Monitoring Learning Progress:

Periodical assessment conducted from time to time by the Principal/HOD.

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules.

1.13 Duration permitted for completion of the course

Duration of the course and structure:

Three years + one year of compulsory rotating internship.

- a) The maximum permitted period of completion of the course will be **8** years.
(Double the duration of course period including internship).

- b) Instructional Period:

1st year, IInd year and IIIrd year - 1 hour lecture and 5 hours practical training per day.

A minimum of three months posting during final year in any reputed institution should be arranged for each student for training in advanced procedures like

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electrophysiology and other interventional procedures, if these procedures are not performed in the institution concerned

c) What is expected of the student at the end of the course:

Candidate should have acquired basic and applied knowledge in cardiovascular diagnostic and therapeutic procedures

1.14 Internal assessment [Conducted by college]

- There shall be a minimum of 3 periodic assessments, for theory and practical including viva separately, of which the final one will be University model examination and is mandatory to appear (for familiarisation of the KUHS examination pattern).
- Average of the marks of the best two periodic assessment shall be taken as internal assessment mark of the candidate
- The class average of internal assessments mark of theory and practical should not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examination.
- The class average of internal assessment for an exam shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- The candidate must secure the minimum 50% marks for internal assessment in theory and practical including viva separately in a particular subject in order to be eligible to appear in the university examination of the subject.
- In cases where the candidate is permitted to improve the internal assessment marks, the new marks will be taken as final.

1.15 Examinations

As per KUHS Academic Regulations and course syllabus prescribed from time to time

1.16 Criteria for pass

- A candidate shall obtain minimum of 50% marks in University theory examination and 50% marks in internal assessment.
- A candidate shall obtain minimum of 50% marks in University practical examination and 50% marks in internal assessment.
- A candidate shall also secure a minimum aggregate of 50% marks in theory section which includes university theory examination, and internal assessment and in the practical section a candidate shall secure 50% aggregate marks which includes university practical and internal assessment and viva voce.
- The candidate shall pass all the papers of first year and second year before registering for third year examination.
- The candidate is eligible for doing internship only after passing all the papers of third year examination.

1.17 Grace Mark

- A maximum of 5 marks or as per University regulation may be given as grace mark either is a subject alone or distribute it among subject (theory /practical/viva voce) so as to make the candidate eligible for a pass.
- The granting of grace mark is at the discretion of the concerned pass board constituted by the Controller of Examinations and will not be the right of the candidate.

1.18 Criteria for promotion to next year

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks and registered for examination are eligible for promotion up to third year even if he/she fails in the examination.

1.19 Carry over benefit

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks and registered for examination are eligible for ***promotion*** up to third year even if he/she fails in the examination
- The candidate is eligible for doing internship only after passing all the papers of third year examination.

1.20 Issuance of Mark List and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations and completing internship. This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

Ranks and medals shall be awarded on the basis of aggregate of all the university examinations of the course. However a candidate who fails in one or more subject during the course shall not be eligible for the award of ranks and medals.

Number of students appeared for the Examination will be noted in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all University Examinations, provided the candidate should satisfies 80% attendance in all subjects of the respective examinations, including the subjects in which the candidate is not appearing. Such candidates will not be eligible for the award if rank.

1.25 Condonation of Break of Study

Condonation of break of study will be considered strictly as per the KUHS regulation.

1.26 Internship

One year of compulsory rotating internship.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government and KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course and successfully completes internship will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



Bachelor of
Medical Microbiology
Course Code 019
(2016-17 Academic year onwards)

2016

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1.29	Eligibility for award of degree.	

1. GENERAL REGULATIONS

Name of the course which come under these Regulations shall be

“Bachelor of Medical Microbiology” abbreviated as B.Sc. Medical Microbiology.

1.1 Eligibility for Admission

The candidate applying for admission to the course:-

- Should have passed Higher secondary examination conducted by Board of Higher Secondary Education, Government of Kerala or examination equivalent there to as approved by Kerala University of Health Sciences with 50% marks in Physics, Chemistry & Biology put together.
- Usual relaxation of marks will be permitted for SC/ST and SEBC students as fixed by Govt. of Kerala.
- At the time of entry / admission to the first year of course B.Sc. Medical Microbiology the candidate should be of age 17 years or above.

1.2 Mode of selection to the course

The selection of students for the course shall be made strictly based on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences.

The cut-off date for admission to the course is as prescribed by Govt. of Kerala and Kerala University of Health Sciences.

1.3 Number of seats in one unit of admission:

Number of seats in one unit of admission shall be 24

1.4 Minimum Academic Requirements for conduct of course

Infrastructure: There should be Hospital attachment.

a) Infrastructure

Sl.No.	Description	Nos.	Specification	Remarks
1	Land / Building owned by the institute: i) Land area ii) Building area		25 cent(Corporation Limit) 50 cent(Municipality or Panchayath Limit) 9000 sq. ft	Document relating to ownership required & Registration if under Society
2	Lecture halls	4	600 sq ft. With seating capacity for a minimum of 24 students. Should be equipped with LCD projector.	
3	Laboratories i) Anatomy lab ii) Physiology lab iii) Biochemistry lab iv) Microbiology lab	4	Adequate space is clearly needed for the safe practical work. (800 sq ft for 24 students) Should be well lighted and should have running water supply and alternative power source (UPS, Generators etc.). Should have work benches to accommodate 24 students at a	

			<p>time (minimum bench space per student 0.36m²).</p> <p>Chemical work bench- height 90cm, width 75cm, should be provided with gas and water connections & reagent shelves. Should have provisions for operating all the necessary instruments. (List of instruments mentioned in equipment section)</p>	
4	Preparation & Storage room	1	<p>Minimum size 15 ft. × 10 ft., Sufficient for the technician to prepare lessons.</p> <p>Separate compartments to keep glass wares, chemicals and microscopes.</p> <p>Provision for storage of technician's reference books and other paper resources.</p>	
5	Auditorium	1	50 ft. × 30 ft. to accommodate 200 people, with audio visual system.	Can be shared by other departments if any

6	Examination hall	1	With seating capacity for a minimum of 24 students Should have confidential room (for online transmission of exam papers and related work) with facilities as defined by KUHS	Can be shared by other departments if any
7	Library	1	30 ft. × 20 ft. with seating arrangement for at least 24 students for reading and having good lighting and ventilation and space for stalking of books. It should have not less than 1000 books of related subjects including journals. Computer with internet facility and copying facility should be there.	
8	Others		Teaching aids, OHP, Slide Projector & Computer facilities. Separate common rooms for boys and girls Staff Rooms Toilet facilities for staff and students -Separate for boys and girls Hostel facilities for boys and girls whenever necessary. Transportation facilities	

Equipments

b) Microbiology Laboratory

Sl. No	Name of the equipment	No
1	Microscopes	12
2	Hot- air oven	1
3	Autoclave	1
4	Refrigerator	1
5	Distillation apparatus	1
6	pH meter	1
7	Water bath	1
8	Safety cabinet	1
9	Incubator	1
10	Common Balance	6
11	Micropipettes	6
12	Centrifuges	2
13	VDRL shaker	1
14	ELISA Reader	1
15	Incinerator	1

c) Anatomy

Sl. No	Name of the items	No
1	Mannequins	1
2	Articulated skeleton	1
3	Soft parts	All
4	Histology Slides	50

d) Physiology

Sl. No	Name of the equipment	No
1	Microscope	6
2	BP apparatus	6
3	Stethoscope	6
4	RBC Pipette	12
5	WBC Pipette	12
6	Counting chamber	12
7	Hemoglobinometer	6
8	Centrifuge	3
9	Refrigerator	1

e) Biochemistry Laboratory

Sl. No	Name of the equipment	No
1	Colorimeter	4
2	U.V Spectrometer	1
3	Flame Photometer	1
4	Distillation Apparatus	1

5	Water Bath with lids	1
6	Electronic Balance	1
7	Centrifuge	2
8	pH Meter	4
9	Refrigerator	1
10	Micropipettes	6

Sl. No.	Description	Specification
1	Bed strength	50 beds
2	Out patients	250 patients daily
3	Clinical labs	<p>Should have a common area with facilities such as reception , waiting, sample collection, reporting, dispatch and hand washing</p> <p>&</p> <p>Laboratory area with separate sections of Biochemistry, Microbiology& Pathology.</p> <p>Microbiology lab - should be well established with bacteriology serology services It should be ensured for routine(minimum 50 tests daily) and advanced diagnostic tests(minimum 10 tests daily).</p>

a) Staff required

Sl. No	Designation	No. of Posts
1	Principal /Director	1
2	Professor	1
3	Associate Professor	2
4	Assistant Professor	1

5	Lecturer	1
6	Lecturer in Anatomy (Part time)	1
7	Lecturer in Physiology (Part time)	1
8	Tutor / Clinical Instructor	1
9	Laboratory/ Technical Assistant	1
10	Administrative Officer	1
11	Librarian / Lib. Asst.	1
12	Clerk	1
13	Cleaner / Sweeper	2

b) Qualification and experience

Sl. No	Designation	Qualification
1	*Principal /Director	MBBS with MD with 5 years working experience Or MSc Medical Microbiology / MSc Medical Biochemistry with PhD and more than 10 years teaching experience.
2	Professor	M.Sc. Medical Microbiology with total of 9 years teaching experience with 2 year teaching experience as Associate Professor.
3	Associate Professor	M.Sc. Medical Microbiology with 6 years Teaching experience (Post PG)
4	Assistant Professor	M.Sc. Medical Microbiology with 3 years of teaching experience. (Post PG)
5	Lecturer	M.Sc. Medical Microbiology
6	Lecturer in Anatomy	M.Sc. Medical Anatomy/ MBBS with MD Anatomy

	(Part time)	
7	Lecturer in Physiology (Part time)	M.Sc. Medical Physiology/ MBBS with MD Physiology
8	Tutor / Clinical Instructor	B.Sc. Medical Microbiology
9	Laboratory/ Technical Assistant	DMLT
10	Administrative Officer	Graduate with experience in administration for 3 years. Degree or Diploma in Hospital Management preferred.
11	Librarian / Lib. Asst.	BLiSc.
12	Clerk	Graduate with Computer Knowledge
13	Cleaner / Sweeper	Pass in 8 th std.

* In the absence of said qualified teacher for the post of the Principal, the senior most teachers with MSc. Medical Microbiology and more than 9 years of teaching experience shall hold the post of In charge Principal. In case, BSc. Medical Microbiology course is a wing of Medical College, the Head of the unit must be a Medical Faculty.

1.5 Registration of students to University

a) Every College/ Institution shall upload, the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by Govt. of India/ Kerala / Kerala University of Health Sciences. In case of any technical difficulty or reasons beyond control, the college/institution fails to upload the details as stated above, the details should be submitted to the university office directly before 4 PM on the next day along with a statement of the Principal showing the reasons for not uploading the details within the prescribed time. The Principal will be personally held responsible for the contents in the statements.

b) A candidate on admission to the course shall apply to the KUHS for student

registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS

- a. Mark lists of qualifying examination.
- b) Transfer certificate from the previous institution.
- c) Allotment letter from the competent authority.
- d) Eligibility certificate and migration certificate (wherever necessary)
- e) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- f) The fees prescribed for the registration.
- g) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
 - c) Employment certificate of the sponsor attested by the embassy.
- h) For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission.
- i) Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- j) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examination shall be in English.

1.8 Attendance and course period

- Minimum No of working days shall not be less than 240 days in an Academic Year.
- A candidate is required to put in at least 80% attendance in theory and Practical separately in all subjects from institutions affiliated to the KUHS. This mandatory academic requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

For all UG Courses, condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS with the prescribed fee.

- a) Along with the application for Registration in the Examination, the Principal/Heads of the Institution shall give an undertaking that the candidate has not availed this exemption previously.
- b) A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.
- c) No condonation of attendance is permitted for PG/Super Speciality courses.

1.10 Leave, Holidays etc.

Only the holidays declared by the Government shall be applied. The Academic year and vacations as per University norms stipulated from time to time.

1.11 Monitoring Learning Progress:

The learning progress shall be monitored on the basis of assessment made by the teachers from the candidate's performances in

- Three sessional examinations evenly placed and conducted by the department and average of two best performances shall be taken into consideration,
- Seminars, assignments, attendance, laboratory work and record work during the course of study.

The marks secured by the candidates in each paper shall be forwarded to the University at the end of the course for the University examinations. The candidates who failed in the University Examinations will be allowed a separate internal assessment for both theory and practical.

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

i) Personal Attitudes.

ii) Acquisition of Knowledge:

iii) Journal Review Meeting (Journal Club):

iv) Seminars / Symposia:

v) Clinico-pathological conferences:

vi) Medical Audit

vii) Practical and Laboratory skills

a) Day to Day work

b) Teaching skills

c) Periodic tests

d) Work diary / Log Book

e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion

subject to KUHS rules.

1.13 Duration permitted for completion of the course

- The duration of the course is 4 years
- The maximum permitted period for completion of the course will be 8 years.

1.14 Internal assessment [Conducted by college]

Internal assessment marks shall be awarded to the candidates in each paper as detailed in the scheme of examinations. The award shall be on the basis of the assessment made by the teachers from the candidate's performances in the –

- Three sessional examinations evenly placed and conducted by the department of which the third one is university model and is mandatory to appear (for familiarisation of the KUHS examination pattern). The average of two best performances shall be taken as internal assessment marks.
- Minimum 50% marks in theory and in practical in each subject separately is required for making the candidate eligible to register for University examination.
- The marks secured by the candidates in each paper shall be forwarded to the University at the end of the course for the University examinations. The candidates who failed in the University Examinations will be allowed a separate internal assessment for both theory and practical.
- The class average of internal assessment marks of the whole class should not exceed 75% of maximum marks for regular examination and 80% for supplementary examination both in theory and practical examination.

1.15 Examinations

As per KUHS Academic Regulations and course syllabus prescribed from time to time

1.16 Criteria for pass

- A candidate shall secure minimum 50% of marks in each subject in theory and practical university examinations separately.

- A candidate shall secure minimum 50% of marks in internal assessment examinations in theory and practical separately in each subject.
- A candidate shall also secure a minimum aggregate of 50% marks in theory section which includes university theory examination and internal assessment and in the practical section a candidate shall secure 50% aggregate marks which include university practical, viva voce and internal assessments.
- Those who fail either in theory or practical shall have to appear for both theory and practical of that subject.
- Candidates who fail in one or more papers in an examination need to appear for only those papers, for securing complete pass in the examination

1.17 Grace mark

- The University may grant a maximum of 5 marks or as per University regulations as Grace mark, either in a subject alone or distribute it among subjects (theory/practical/viva/internal assessment) so as to make the candidate eligible for a subject pass or whole pass.
- The granting of Grace mark is at the discretion of the concerned pass board constituted by the Controller of Examinations.

1.18 Criteria for promotion to next year

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for promotion to next higher class up to Final year.
- The candidate shall be eligible to appear for the third year examination only after clearing all the papers of the first year and second year examination.
- The candidate shall be eligible to appear for final year examination only after passing the third year examinations.

1.19 Carry over benefit

A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment are eligible for promotion to next higher class up to Final year.

1.20 Issuance of Mark List and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

Ranks shall be on the basis of aggregate marks of all the university regular examinations of the course during the minimum course duration.

However a candidate who fails in one or more subject during the course shall not be eligible for the award of rank.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective examination, including the subjects in which the candidate is not appearing.

1.25 Condonation of Break of Study

As fixed by the Kerala University of Health Sciences from time to time.

1.26 Internship

Not applicable.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



BACHELOR OF
PHYSIOTHERAPY (BPT)

Course Code: 011
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Names of the course which come under these Regulations include:

“BACHELOR OF PHYSIOTHERAPY” abbreviated as (BPT)

1.1 Eligibility for Admission

Candidates who have passed Higher Secondary examination of the Board of Higher Secondary education, Kerala or examination equivalent there to as approved by Kerala University of Health Science with 50% Marks in Biology separately and 50% marks in Physics, Chemistry, and Biology put together with usual relaxation of mark for Scheduled Castes\Scheduled Tribes and SEBC students as fixed by Government of Kerala

1.2 Mode of selection to the course

The selection of students for the course shall be made strictly based on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences and as per guidelines of the respective council from time to time.

1.3 Number of seats in one unit of admission:

Minimum Thirty

1.4 Minimum Academic Requirements for conduct of Course:

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/ materials, teaching facility, faculty and other human resources etc. shall be in compliance with the standards specified by KUHS in addition to norms fixed by Government and concerned statutory councils from time to time.

1.5 Registration of students to university

Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by Govt. of India/ Kerala / Kerala University of Health Sciences / concerned statutory Council. In case of any technical difficulty or reasons beyond control, the college/institution fails to upload the details as stated above; the details should be submitted to the university office directly

before 4PM on the next day along with a statement of the Principal showing the reasons for not uploading the details within the prescribed time. The Principal will be personally held responsible for the contents in the statements.

b) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- a) Mark lists of qualifying examination.
- b) Transfer certificate from the previous institution.
- c) Allotment letter from the competent authority.
- d) Eligibility certificate and migration certificate (wherever necessary)
- e) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- f) The fees prescribed for the registration.
- g) For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority before the date of admission.
- h) Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable)
- i) Any other documents as prescribed by Government or competent authority from time to time.
- j) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - Copy of passport of the sponsor attested by a gazetted officer.
 - Employment certificate of the sponsor attested by the embassy.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English

1.8 Attendance and course period

- The Number of working days is 240 per academic year (inclusive of examinations) for UG Courses (inclusive of examination).
- Minimum 80% in theory and 80% in Practical/ clinical, in each subject separately in each year. This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance.

- a) For BPT Course, condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS and with the prescribed fee.
- b) Along with the application for Registration in the Examination ,The Principal/Heads of the Institution should give an undertaking that the candidate has not availed previously this facility along with the application
- c) A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.

1.10 Leave, Holidays etc.

As prescribed by the Government/KUHS from time to time.

1.11 Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

i) Personal Attitudes.

- ii) Acquisition of Knowledge:*
- iii) Journal Review Meeting (Journal Club):*
- iv) Seminars / Symposia:*
- v) Clinico-pathological conferences:*
- vi) Medical Audit*
- vii) Practical and Laboratory skills*

- a) Day to Day work
- b) Teaching skills
- c) Periodic tests
- d) Work diary / Log Book
- e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University under normal circumstances will not be allowed during the course of study / Internship. However in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules

1.13 Duration permitted for completion of the course

The duration of course is 4 year +6 month compulsory rotating internship.

The maximum permitted period of completion of the course will be 9 years.
(Double the duration of course period)

1.14 Internal assessment [Conducted by College]

- For BPT course there shall be a minimum of 3 periodic assessments for each subjects (theory, viva and practical as the case may be) of which the final one shall be in the KUHS pattern and is mandatory to appear (for familiarisation of the KUHS examination pattern)
- Average of the marks of the best two of the periodical assessments shall be taken as internal assessment mark of the candidate

- A candidate must obtain 50% of marks in internal assessment to be eligible to write the university examination. The average internal assessment mark of the whole class should not exceed 75% of Maximum marks for regular examinations and 80% of supplementary examination.
- The candidates who have failed to obtain the minimum internal marks should be given another chance to improve their internal assessment mark only before the next scheduled university examination

1.15 Examinations

As per KUHS Academic Regulations and course syllabus prescribed from time to time

1.16 Criteria for pass

- A candidate shall secure a minimum of 50% of marks in each subject in University theory and practical examinations separately.
- A candidate also secure a minimum of 50% of marks in each subject in Internal assessment(both theory and practical separately)
- A candidate who fails in theory or practical exams in a subject shall appear for both theory and practical in that subject in the subsequent examination.

1.17 Grace Mark

- A maximum of 5 mark or as per university regulation may be given as grace mark either in a subject alone or distribute it among subject (theory/practical/viva) so as to make the candidate eligible for pass in a subject or subjects.
- The granting of grace mark is at the discretion of the concerned pass board constituted by the Controller of Examinations and will not be the right of the candidate.

1.18 Criteria for promotion to next year

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for promotion up to final year
- The Candidate becomes eligible for writing the third year examination only after clearing all the papers of first year and second year examinations
- The candidates are eligible for registering the Final year examination only after passing all subjects of previous year.

- Before starting the internship the candidate have to clear all the examinations

1.19 Carry over benefit

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks and registered for examination are eligible for ***promotion*** to next higher class.
- A candidate shall be promoted from I year to II year and II year to third year even if he\she fails in any subjects. However the candidate should pass in all subjects of I year and II year for appearing University examination of third year.
- The candidates are eligible for registering the Final year examination only after passing all subjects of previous year.

1.20 Issuance of Mark lists and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations and completing internship. This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after successful completion of the course, passing all the examination.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

Candidates who pass all parts of examination on the first occasion or supplementary chances shall be ranked in order of proficiency as determined by the total mark obtained.

1.22 Declaration of rank

Ranks and medals shall be awarded on the basis of aggregate of all the university examinations of the particular course. However a candidate who fails in one or more subject during the course shall not be eligible for the award of ranks and medals.

Number of students appeared for the Examination will be noted in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective examinations, including the subjects in which the candidate is not appearing.

A candidate registered for an examination but not attending the exam, that will not be considered as a chance.

1.25 Condonation of Break of Study

If a candidate is not attending the course for more than 6 months, he / she, on the recommendation of the Head of the Institution should get permission from the University for condonation of break of study to continue the course with the junior batch. Condonation of break of study will be considered strictly as per the KUHS regulation.

1.26 Internship

6 months Compulsory Rotating Internship

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passed entire subjects of the course and completed the internship successfully will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



BACHELOR OF SCIENCE IN
MEDICAL LABORATORY TECHNOLOGY

Course Code: 012

(2016-17 Academic year onwards)

2016

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I. GENERAL REGULATIONS

Name of the course which come under these Regulations include:

“BACHELOR OF SCIENCE IN MEDICAL LABORATORY TECHNOLOGY”

– abbreviated as B.Sc. (MLT)

1.1 Eligibility for Admission

Candidates for admission to the course shall have passed the Higher secondary examination conducted by Board of Higher Secondary Education, Govt. of Kerala or courses recognized equivalent there to by the Kerala University of Health Sciences with 50% marks in Science subjects Group II in Physics, Chemistry and Biology and English put together with usual relaxation allowed by Government of Kerala for Scheduled Castes, Scheduled Tribes and SEBC candidates.

Students should have completed 17 years of age as on 31 December of the admission year

1.2 Mode of selection to the course

The selection of students for the BSc MLT course shall be made strictly on merit as decided by the competent authority approved by Government of Kerala and Kerala University of Health Sciences and as per guidelines of the respective Councils from time to time.

The cut of date of admission to the course is as prescribed by Government of Kerala/KUHS.

1.3 Number of seats in one unit of admission:

Minimum Thirty

1.4 Minimum Academic Requirements for conduct of Course:

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the minimum standards specified by concerned statutory council as per the sanctioned student strength in addition to norms fixed by university and Government from time to time.

1.5 Registration of students to university

a) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by Govt. of India / Kerala / Kerala University of Health Sciences. In case of any technical difficulty or reasons beyond control, the college/institution fails to upload the details as stated above, the details should be submitted to the university office directly before 4PM on the next day along with a statement of the Principal showing the reasons for not uploading the details within the prescribed time. The Principal will be personally held responsible for the contents in the statements.

b) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS

- a) Mark lists of qualifying examination.
- b) Transfer certificate from the previous institution.
- c) Allotment letter from the competent authority.
- d) Eligibility certificate and migration certificate (wherever necessary)
- e) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- f) The fees prescribed for the registration.
- g) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - i. Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - ii. Copy of passport of the sponsor attested by a gazetted officer.
 - iii. Employment certificate of the sponsor attested by the embassy.
- h) For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission.
- i) Any other documents as prescribed by Government or competent authority from time to time.
- j) Caste certificate issued by the competent authority for students under SC&ST category.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English

1.8 Attendance, course period

- Number of working days is 240 per academic year (inclusive of examinations).
- Minimum 80% in theory and Minimum 80% in Practical/ clinical, in each subject separately in each year. This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

- For B.Sc MLT Course, condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS and with the prescribed fee.
- Along with the application for Registration in the Examination, the Principal/Heads of the Institution shall give an undertaking that the candidate has not availed this exemption previously.
- A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.

1.10 Leave, Holidays etc.

Only the holidays declared by the Govt. shall be applied.

1.11 Monitoring Learning Progress:

The following General guidelines are suggested for periodical assessment conducted from time to time by the Institution.

The learning outcome to be assessed may include:

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:

iii) Journal Review Meeting (Journal Club):

iv) Seminars / Symposia:

v) Clinico-pathological conferences:

vi) Medical Audit

vii) Practical and Laboratory skills

a) Day to Day work

b) Teaching skills

c) Periodic tests

d) Work diary / Log Book

e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University under normal circumstances will not be allowed during the course of study / Internship.

However in exceptional cases the KUHS can apply discretion subject to KUHS rules.

1.13 Duration permitted for completion of the course

The duration of the course is four years. Maximum period permitted to complete the course shall be 8 years (Double the duration of course period).

1.14 Internal assessment [Conducted by College]

- There shall be a minimum of 3 periodic assessments, for theory and practical including viva separately, of which the final one will be University model examination and is mandatory to appear (for familiarisation of the KUHS examination pattern).
- Average of the marks of the best two periodic assessment shall be taken as internal assessment mark of the candidate
- The class average of internal assessments mark of theory and practical should not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examination.
- The class average of internal assessment for an exam shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.

- The candidate must secure the minimum 50%marks for internal assessment in theory and practical separately in each subject in order to be eligible to appear in the university examination of the subject.
- In cases where the candidate is permitted to improve the internal assessment marks, the new marks will be taken as final.

1.15 Examinations

As per KUHS Academic Regulations and course syllabus prescribed from time to time

1.16 Criteria for pass

- A candidate shall obtain minimum 50% of marks in each subject in University theory and University practical examinations separately.
- The candidate must secure a minimum 50%marks for internal assessment in theory and practical separately in each subject
- A candidate shall also secure a minimum aggregate of 50% marks in theory section which includes university theory examination and internal assessment.
- In the practical section a candidate shall secure 50% aggregate marks which includes university practical, viva voce and internal assessment taken together.
- In case of subjects with paper 1A and paper 1B an aggregate total of 50% mark in paper 1A and paper1B taken together is needed to pass the paper.
- A candidate failing in one or more subject(s) shall appear for the subject(s) as a whole in the next appearance (i.e. Theory, Practical, and Viva)

1.17 Grace Mark

- For B.Sc MLT the University may grant a maximum of 5 marks or as per University regulations as grace mark, either in a subject alone or distribute it among subjects (theory/practical/viva/internal assessment) so as to make the candidate eligible for a pass of a subject/subjects.
- The granting of grace mark is at the discretion of the concerned pass board constituted by the Controller of Examinations and will not be the right of the candidate.

1.18 Criteria for promotion to next year

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks eligible for ***promotion*** to next higher class up to. Final year.
- The candidates shall be eligible to write the third year examination only after clearing all the papers of the first year and second year examination.
- The candidates shall be eligible to appear for final year examination only after passing the third year examinations.

1.19 Carry over benefit

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for ***promotion*** to next higher class up to third year.
- The candidate shall be eligible to write the third year examination only after clearing all the papers of the first year and second year examination.
- The candidate shall be eligible to appear for final year examination only after passing the third year examinations

1.20 Issuance of Mark lists and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This will be valid till the issue of Degree Certificate.
- The Degree Certificates shall be issued only after successful completion of course, passing all the examinations
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

The Class/Distinction will be declared based on the total marks obtained for the first, second, third and fourth BSc (MLT) examination.

Below 50%	Failed
50% to below 60%	Passed with Second Class
60 % to below 75%	Passed with First Class
75 % and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations

1.22 Declaration of rank

- Ranks shall be on the basis of aggregate marks of all the university regular examinations of the course
- A candidate who fails in one or more subjects during the course shall not be eligible for the award of rank. The candidate should have completed the course in the prescribed minimum period.
- Students with partial appearance will not be considered for rank.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective examination, including the subjects in which the candidate is not appearing.

1.25 Condonation of Break of Study

If a candidate is not attending the course for more than 6 months, he / she, on the recommendation of the Head of the Institution should get permission from the University for condonation of break of study to continue the course with the junior batch. Condonation of break of study will be considered strictly as per the KUHS regulation

1.26 Internship

Not Applicable.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



BACHELOR OF SCIENCE IN
OPTOMETRY
Course Code 013
(2016-17 Academic year onwards)

2016

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1. General Regulations

Names of the course which come under these Regulations include:

“Bachelor of Science in Optometry” Abbreviated as (BSc. Optometry)

1.1 Eligibility for Admission

- Candidates who have passed Higher Secondary Examination of the Board of Higher Secondary Education, Government of Kerala or examinations recognized equivalent thereto, with 50% marks in Physics, Chemistry, Biology and English put together, are eligible.
- Usual relaxation allowed by Government of Kerala for Scheduled Castes, Scheduled Tribes and SEBC candidates.
- The student should have 17 years of age as on 31st December of the admission year

1.2 Mode of selection to the course

The selection of students for the course shall be made strictly based on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences and as per guidelines of the respective council from time to time.

1.3 Number of seats in one unit of admission:

The number of seat in one unit shall be Thirty (30).

1.4 Minimum Academic Requirements for conduct of Course:

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical case/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the minimum standards specified in accordance with the sanctioned student strength in addition to norms fixed by university and Government from time to time.

1.5 Registration of students to university

- a) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by Govt. of India / Kerala / Kerala University of Health Sciences. In case of any technical difficulty or reasons beyond control, the college/institution fails to upload the details as stated above,

the details should be submitted to the university office directly before 4PM on the next day along with a statement of the Principal showing the reasons for not uploading the details within the prescribed time. The Principal will be personally held responsible for the contents in the statements.

b) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- a) Original mark list of qualifying examination.
- b) Transfer certificate from the previous institution
- c) Allotment letter from the competent authority who conducted the admission process.
- d) Eligibility and migration certificate wherever needed.
- e) Original SSLC/equivalent certificate to verify name and date of birth.
- f) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
 - c) Employment certificate of the sponsor attested by the embassy
- g) Valid non-creamy layer certificate issued by competent authority issued before the date of admission in respect of students belonging to SEBC category.
- h) The fees prescribed for the registration.
- i) Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- j) Any other document as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

- The minimum number of working days should not be less than 240 working days in a year with a minimum of 6 hours per day which works approximately 1450 working hours per year (inclusive of examination).

- A candidate is required to put in at least 80% attendance in each academic year for theory and practical subjects separately in a recognized institution approved by and affiliated to Kerala University of health sciences. This mandatory requirement cannot be reduced under any circumstances including maternity /medical leave.

The candidate shall complete the prescribed course satisfactorily to be eligible to appear for the respective examination. The head of the Institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course.

1.9 Condonation of shortage of Attendance

- For all UG Courses, condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS with the prescribed fee.
- Along with the application for Registration in the Examination, the Principal/Heads of the Institution shall give an undertaking that the candidate has not availed this exemption previously.
- A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.

1.10 Leave, Holidays etc.

As prescribed by the Government\KUHS from time to time.

1.11 Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:

iii) Journal Review Meeting (Journal Club):

iv) Seminars / Symposia:

v) Clinico-pathological conferences:

vi) Medical Audit

vii) Practical and Laboratory skills

a) Day to Day work

b) Teaching skills

c) Periodic tests

d) Work diary / Log Book

e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules.

1.13 Duration permitted for of completion of the course

The duration of course is three years + One year compulsory rotating internship. The maximum permitted period of completion of the course will be 8 years including internship. (Double the duration of course period)

1.14 Internal assessment [Conducted by College]

- Minimum three internal examinations shall be conducted in each subject during a year of which the final one is University model examination and is mandatory to appear (for familiarisation of the KUHS examination pattern).
- The average marks of two best performances shall be taken into consideration for the award of internal marks. Marks of evaluation by other methods like assignments, seminars, projects etc. can be added to the internal marks.
- A candidate must obtain 50% of marks in internal assessment to be eligible to write the University examination (in each subject, both theory and practical separately).

- The class average of internal assessment marks the whole class should not exceed 75% of maximum marks for regular examination and 80% for supplementary examination.
- The candidates who have failed to obtain the minimum internal marks should be given another chance to improve their internal assessment mark only before the next scheduled university examination. The award shall be on the basis of the assessment made by the teachers from the candidate's performance in the assignments, class tests, Optical shop work, record work etc.

1.15 Examinations

As per KUHS Academic Regulations and course syllabus prescribed from time to time

1.16 Criteria for pass

- For each theory subject a candidate must obtain a separate 50% marks for university examination and 50% for internal assessment.
- For each practical examinations a candidate must obtain a separate 50% marks for university examination and 50% for internal assessment.
- Those who fail either in theory or practical of a subject shall have to appear in both theory and practical for that subject.

1.17 Grace mark

- A maximum of 5 marks or as per university regulation may be given as grace mark either in a subject alone or distribute it among subjects (theory/ practical/viva) so as to make the candidate eligible for whole pass / subject pass.
- The granting of grace mark is at the discretion of the concerned pass board constituted by the Controller of Examinations and will not be the right of the candidate.

1.18 Criteria for promotion to next year

1. A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for promotion up to final year even if he/she fails in any number of subjects.

2. A candidate shall be permitted to register for 3rd year examination only after clearing all the papers of previous years.
3. The candidate is eligible for doing internship only after passing all the papers of third year examination.

1.19 Carry over benefit

A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for ***promotion*** up to final year even if he/she fails in any number of subjects.

1.20 Issuance of mark lists and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This will be valid till the issue of Degree Certificate.
- The Degree Certificates shall be issued only after successful completion of course, passing all the examinations
- The Degree certificate shall be issued only after the KUHS convocation

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

- Ranks shall be on the basis of aggregate marks of all the university regular examinations of the course
- A candidate who fails in one or more subjects during the course shall not be eligible for the award of rank.
- Number of students appeared will be noted in the rank certificate.
- Students with partial appearance will not be considered for rank.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all University Examinations, provided the candidate shall satisfy 80% attendance in all subjects of the respective examinations

1.25 Condonation of Break of Study

- If a candidate is not attending the course for more than 6 months, he / she, on the recommendation of the Head of the Institution should get permission from the University for condonation of break of study to continue the course with the junior batch.
- Condonation of break of study will be considered strictly as per the KUHS regulation.

1.26 Internship

One year compulsory rotating internship.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



BACHELOR OF
Audiology, Speech and Language Pathology
Course Code 014
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Names of the course which come under these Regulations include:

“BACHELOR OF AUDIOLOGY, SPEECH AND LANGUAGE PATHOLOGY (abbreviated as BASLP)

1.1 Eligibility for Admission

The candidate applying for admission to BASLP course:-

- Should have passed Higher Secondary examination conducted by Board of Higher Secondary Education, Government of Kerala or examination equivalent there to as approved by Kerala University of Health Sciences with 50% marks in Physics, Chemistry & Biology / Mathematics/ Computer Science/ Statistics/ Electronics / Psychology put together with usual relaxation of marks for SC/ST and SEBC (Socially and Educationally Backward Community) students as fixed by Govt. of Kerala.
- At the time of entry / admission to the first year of BASLP course the candidate should be of age 17 years or above.

1.2 Mode of selection to the course

The selection of students for the course shall be made strictly based on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences from time to time.

1.3 Number of seats in one unit of admission:

Twenty in one unit

1.4 Minimum Academic Requirements for conduct of course

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the minimum standards specified by concerned statutory council as per the sanctioned student strength in addition to norms fixed by university and Government from time to time.

1.5 Registration of students to university

- a) Every College/ Institution shall upload, the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by Govt. of India/ Kerala / Kerala University of Health Sciences. In case of any technical difficulty or reasons beyond control, the college/institution fails to upload the details as stated above, the details should be submitted to the university office directly before 4PM on the next day along with a statement of the Principal showing the reasons for not uploading the details within the prescribed time. The Principal will be personally held responsible for the contents in the statements.
- b) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.
 - a) Mark lists of qualifying examination.
 - b) Transfer certificate from the previous institution.
 - c) Allotment letter from the competent authority.
 - d) Eligibility certificate and migration certificate (wherever necessary)
 - e) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
 - f) The fees prescribed for the registration.
 - g) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
 - c) Employment certificate of the sponsor attested by the embassy.
 - h) For students under Socially and Educationally Backward Community(SEBC), Valid non-creamy layer certificate from competent authority issued before the date of admission
 - i) Caste Certificate issued by the competent authority for students under the

SC & ST Category (wherever applicable).

- j) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examination shall be English

1.8 Attendance and course period

- Number of working days is 240 per academic year (inclusive of examinations) for UG Courses.
- Each candidate should put in at least 80% of attendance in Theory & 80% attendance in clinical practicum in each subject in each academic year. This mandatory requirement cannot be reduced under any circumstances, including maternity/medical leave.
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

- Condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS and with the prescribed fee.
- Along with the application for Registration in the Examination, the Principal/Heads of the Institution shall give an undertaking that the candidate has not availed this exemption previously.

- A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.

1.10 Leave, Holidays etc.

As prescribed by the Government\KUHS from time to time.

1.11 Monitoring Learning Progress:

Periodical assessment conducted from time to time by the Principal/HOD of the concerned institution.

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules.

1.13 Duration permitted for completion of the course

- The duration of the course is 3 year + 1 year compulsory internship.

- The maximum permitted period for completion of the course will be 6 years including internship (as per RCI regulation).

1.14 Internal assessment [Conducted by College]

Theory: It shall be based on periodical assessment, evaluation of student assignment, class presentation etc. Regular examination should be conducted throughout the course. Weightage for internal assessment shall be 20% of the total marks in each subject. There shall be 3 examinations of which the final one is University model and mandatory (for familiarisation of the KUHS examination pattern). Average of the best two marks will be taken as 50% of the internal assessment. The remaining 50% of the internal assessment will be based on day to day assessment.

Clinical Practicum: The internal assessment for clinical practicum shall be conducted by the faculty of concerned departments based on the clinical skills in assessment, remediation, clinical case presentation and clinical viva. The weightage of internal assessment for clinical practicum shall be 50 % of the total marks of clinical practicum.

The candidate must secure a minimum of 50% marks for internal assessment in a particular subject in order to be eligible to appear in the university examination of the subject (for theory and clinical practicum/practical separately).

The class average of internal assessment marks of the whole class should not exceed 75% (regular examination) and 80% (supplementary examination), both in theory and clinical practicum.

1.15 Examinations

AS per KUHS Academic Regulations and course syllabus prescribed from time to time

1.16 Criteria for pass

- For each theory subject a candidate must obtain a separate 50% mark for university examination and 50% for internal assessment.
- For each clinical practicum a candidate must obtain a separate 50% mark for university examination and 50% for internal assessment

- For failed students, theory or practical there shall be supplementary examination within six months from the date of declaration of results.

1.17 Grace mark

- The University may grant a maximum of 5 marks or as per University regulations as grace mark, either in a subject alone or distribute it among subjects (theory/practical/viva/internal assessment) so as to make the candidate eligible for a subject/subjects pass.
- The granting of grace mark is at the discretion of the concerned pass board constituted by the Controller of Examinations.

1.18 Criteria for promotion to next year

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for promotion up to final year even if he/she fails in any number of subjects.
- A candidate shall be eligible to appear for the final year examination only after clearing all the papers of first year and second year.
- The candidate is eligible for doing internship only after passing all the papers of third year examination.

1.19 Carry over benefit

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for promotion up to final year even if he/she fails in any number of subjects.
- A candidate shall be eligible to appear for the final year examination only after clearing all the papers of first year and second year.
- The candidate is eligible for doing internship only after passing all the papers of third year examination.

1.20 Issue of Mark Lists and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).

- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations and completing internship. This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Candidates who pass all parts of examination on the first occasion or supplementary chances shall be ranked in order of proficiency as determined by the total mark obtained as follows:-

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

1.22 Declaration of rank

- Rank shall be awarded on the basis of total marks obtained for first, second and third year examinations. However the candidates who fail in first attempt in any subjects shall not be considered for rank.
- Number of students appeared will be noted in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

- Partial appearance is permitted in all University examinations provided the candidate should satisfy 80% of attendance in all subjects of the respective examination including the subject in which the candidate is not appearing.

- A candidate registered for an examination but not attending the exam, that will not be considered as a chance.

1.25 Condonation of Break of Study

- If a candidate is not attending the course for more than Six months, he / she, on the recommendation of the Head of the Institution should get permission from the University for Condonation of break of study to continue the course with the junior batch.
- Condonation of break of study will be considered strictly as per the condition stipulated in the norms of the respective statutory council/ University.

1.26 Internship

One year compulsory internship.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course including internship will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



BACHELOR OF SCIENCE IN
PERFUSION TECHNOLOGY
Course Code: 015
(2016-17 Academic year onwards)

2016

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1. General Regulations

Names of the course which come under these Regulations include:

“Bachelor of Science in Perfusion Technology” abbreviated as B.Sc. Perfusion Technology.

1.1 Eligibility for admission:

- **Minimum educational qualification**

Candidates should have passed Higher Secondary examination of the board of Higher Secondary education, Kerala or examination equivalent there to as approved by Kerala University of Sciences, with 50% marks in Biology separately 50% marks in Physics, Chemistry and Biology put together with usual relaxation of mark for SC/ST and SEBC students as fixed by Government of Kerala.

- **Age limit**

The candidate should have completed 17 years of age as on 31st of December of the year of admission.

1.2 Mode of selection to the course

- The selection of students for the B.Sc. Perfusion Technology course shall be made strictly based on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences from time to time.
- The cut-off date for admission to the course is as prescribed by Govt. of Kerala/ Kerala University of Health Sciences.

1.3 Number of seats in one unit of admission:

Minimum No. of seats will be 4

1.4 Minimum academic requirement for conduct of course

1. Infrastructure

Sl. No.	Description	Nos	Specification
1	Area- Municipality & Corporation Limit Others		100 cents 200cents
2	Building		1367 Meter square (14695)square ft.
3	Lecture halls	2	30 ft. x 20 ft.
4	Laboratories:	1	30 ft. x 30 ft. 3 Work bench in each lab Height of microscopic work benches 75 cms and width of 1 m., should be provided with gas and water connections and shelves Store: Minimum size 15x12 ft. meters width 3 side slabs. Separate compartments to keep glass wares and chemicals.
5	Auditorium	1	50 ft. x 30 ft. to accommodate 200 people
6	Store	1	15 ft. x 12 ft. with 3 side slabs for keeping disposable items and machines.
7	Library	1	30 ft. x 20 with 200 books of related subjects including journals.
8	Others		Teaching aids, OHP, LED projector and computer facilities etc. Separate common room for boys and girls. Staff rooms, toilet facilities for staff and students, Hostel facilities for Boys and Girls.

2. Hospital Facility

Sl. No.	Description	Nos	Specification
1	Bed strength		300 beds
2	Out patients		500 patients daily
3	Minimum open Heart with CPB	15	Including Adult and Paediatric Cardiac Surgery

4	Clinical labs	3	Biochemistry Microbiology Pathology (Histopathology, Clinical Pathology and Haematology)
5	Cath Lab	1	For angiogram and angioplasty
	TMT	1	For TMT test
	Ultra sound- Echo	1	For Echo
6	Dialysis room	1	Performing Dialysis

3. Institution will do suitable transportation arrangements. Hospitals should have all specialties and Super Specialty Departments such as Cardiology, Thoracic Surgery, Neuro Surgery, Neuro Medicine, Respiratory Medicine & Chest disease, Nephrology, Gastroenterology, Radiology with MRI and CT, Dialysis etc.

4. Blood bank with facilities for preparation of blood components. The students should be sent to training in Paediatric cardiac surgery, Nuclear medicine or any other super specialty, exposure module to be conducted as per the syllabus during the course.

5. Staff

Sl. No.	Designation	No. of posts	Qualification
1	Course Director	1	MBBS,MS with M.Ch in Cardiovascular and Thoracic Surgery with 5 years post M.Ch experience
2	Asst. Professor	1	MBBS,MS with M.Ch in Cardiovascular and Thoracic Surgery
3	Asst. Professor (Non-Medical)	2	M.Sc. Perfusion Technology with B.Sc. Perfusion Technology or M.Sc. (MLT) with 8 years' experience as Perfusionist in a MCI recognized Medical Institute. In the absence of M.Sc. Perfusion Technology Lectures with B.Sc. Perfusion Technology shall be posted.
4	Lectures	3	B.Sc. Perfusion Technology / B.Sc(MLT) with 5 years

			experiences as Perfusionist in a MCI recognized Medical Institute.
5	Cardiac Perfusionist	3	BSc Perfusion Technology degree
6	Administrative Officer	1	Graduate with experience in administration for 3 years. Degree or Diploma in Hospital Management preferred.
7	Office Assistant	1	Graduate with computer knowledge
8	Attender/Peon	2	SSLC

- Anatomy, Physiology, Microbiology, Pathology, Biochemistry, Pharmacology, Internal Medicine must be taught under concerned parent departments. In their absence Guest lecturers with Post graduation in concerned subject(MD/M.Sc MLT)

6. List of equipments

a. Cardio Thoracic Surgery

Sl. No.	Name of the equipment	No
1	Heart Lung Machine	1
2	Anaesthesia Machine	2
3	Adjustable Open Heart Table	2
4	IABP Machine	1
5	Ventilator	5
6	ICU with at least 10 beds	1
7	Post ICU with at least 5 beds	1
8	Pre-operative ward with at least 20 beds	1
9	ACT Machine	1
10	ABG Machine	1
11	Cardiac Monitor	5

12	Water bath	2
13	Lab incubator	1
14	Autoclave	1
15	Heater	1
16	ECMO Machine	1
17	Cell Saver	1
18	Cardio Thoracic OPD	1
19	Cardio Thoracic staff room 12x 12 feet	2
20	Cardio Thoracic store	1
21	Bronchoscope-Fibr-optic and Rigid	1each
22	Oesophagoscope- Fibr-optic and Rigid	1each
23	Computer with printer	5
24	Trans Oesophageal Echo	1
25	Open Heart CABG set	2
26	Open Heart Valve set	2
27	Thoracic Surgery Instrument Set	1
28	Bronchoscope and Oesophagoscope Both Rigid & Flexible VA	1set each
29	Video Assisted Thoracosopes	1
30	Head Light	2
31	Thrombo Elastogram	1
32	Wall suction	3
33	Paediatric Ventilator	2
34	Paediatric Open heart set	2

b. Biochemistry

Sl. No.	Name of the equipment	No
1	Colorimeter	3
2	U.V. Spectrometer	1

3	Flame Photometer	1
4	Deioniser	1
5	Chromatographic apparatus with sprayer	1
6	Electrophoresis apparatus	1
7	Ph Meter	1
8	Electronic Balance	1
9	Balance	1
10	Vortex mixer	1
11	Centrifuge	1
12	Hot-air-oven	1
13	Lab incubator	1
14	Water bath	1
15	Heater	1

c. Microbiology

Sl. No.	Name of the equipment	No
1	Lab Incubator	3
2	Hot air oven	2
3	Autoclave	2
4	Water bath	2
5	Centrifuge	1
6	Heater	2
7	VDRL Shaker	1
8	Microscope with oil immersion	30
9	Distillation apparatus	1
10	Inspissator	1
11	Seitz filter	2
12	Vacuum pump	1
13	fluorescent Microscope	1

14	Phase contrast Microscope	1
15	UV rays lamp	1
16	Deep freezer	1
17	Balance	1
18	Common balance	1

d. Pathology

Sl. No.	Name of the equipment	No
1	Microscope with oil immersion	30
2	Microtome	2
3	Histokinete	1
4	Centrifuge	1
5	Heater	1
6	Water bath	1
7	Balance	1
8	Hot air oven	2
9	Lab incubator	1
10	Distillation apparatus	1
11	Common balance	1

1.5 Registration of students to the University

Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by Govt. of India / Kerala / Kerala University of Health Sciences. In case of any technical difficulty or reasons beyond control, the college/institution fails to upload the details as stated above, the details should be submitted to the university office directly before 4PM on the next day along with a statement of the Principal showing the reasons for not uploading the details within the prescribed time. The Principal will be personally held responsible for the contents in the statements.

A candidate on admission to the course shall apply to the KUHS for student

registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- I. Mark lists of qualifying examination.
- II. Transfer certificate from the previous institution.
- III. Allotment letter from the competent authority.
- IV. Eligibility certificate and migration certificate (wherever necessary)
- V. Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- VI. The fees prescribed for the registration.
- VII. For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission
- VIII In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
- IX Employment certificate of the sponsor attested by the embassy
- X Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).

Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by Govt. of Kerala/KUHS from time to time.

1.7 Medium of instruction:

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

- a. Minimum No of working days shall not be less than 240 days in an Academic Year.

- b. A candidate is required to put in at least 80% attendance in each theory and Practical subjects separately in a recognised institutions affiliated to the KUHS.
- c. The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

- a. For all UG Courses, condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS with the prescribed fee.
- b. Along with the application for Registration in the Examination, the Principal/Heads of the Institution shall give an undertaking that the candidate has not availed this exemption previously.
- c. A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.

1.10 Leave, Holidays etc.

Only the holidays declared by the Government shall be applied.

1.11 Monitoring teaching learning process

The learning progress shall be monitored on the basis of assessment made by the teachers from the candidate's performances in

- Three Sessional examinations, evenly placed of which the final one is University model and is mandatory to appear shall be conducted by the department and average of two best performances shall be taken, for calculation of internal assessment mark.
- Seminars, assignments, attendance, laboratory work and record work during the course of study.

The marks secured by the candidates in each paper shall be forwarded to the University at the end of the course for the University examinations. The candidates who failed in the University Examinations will be allowed a separate internal assessment for both theory and practical.

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12 Transfer during course& internship

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion, subject to KUHS rules.

1.13 Duration permitted for completion of the course

The duration of the course is 3 year + 1 year compulsory internship.

The maximum permitted period for completion of the course shall be 8 years including internship.

1.14 Internal Assessment [conducted by College]

- Minimum three internal assessment examinations of which the third one is University model and mandatory (for familiarisation of the KUHS examination pattern), for theory and practical shall be conducted in each subject during a year and average marks of two best performances shall be taken into consideration for the award of internal marks.
- Marks of evaluation by other methods like assignments, seminars, projects etc. can be added to the internal marks.
- A candidate must obtain 50% of marks in each subject for internal assessment to be eligible to write the university examination.
- The class average of internal assessment marks of the whole class should not exceed 75% of maximum marks for regular examination and 80% for supplementary examination both in theory and practical examination.
- The candidates who have failed to obtain the minimum internal marks should be given another chance to improve their internal assessment mark only before the next scheduled university examination.

1.15 Examinations

As per KUHS Academic Regulations and course syllabus prescribed from time to time

1.16 Criteria for pass

- Minimum of 50% marks for University theory and University Practical separately in each subject.
- Minimum of 50% in internal assessment both theory and practical separately in each subject
- Minimum of 50% in aggregate in
 - a. University theory, internal assessment
 - b. University Practical , Internal assessment and viva voce
- Those who fail in either in theory or in practical shall have to appear for both theory and practical again.

- Candidate shall have to clear all the papers of previous years before registering for the final year examination.

1.17 Grace Mark

- The University may grant a maximum of 5 marks or as per University regulations as grace mark, either in a subject alone or distribute it among subjects (theory/practical/viva/internal assessment) so as to make the candidate eligible for a whole pass or subject pass.
- The granting of grace mark is at the discretion of the concerned pass board constituted by the Controller of Examinations.

1.18 Criteria for promotion to next year

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for ***promotion*** up to final year even if he/she fails in any subject.
- The candidate is eligible for doing internship only after passing all the papers of third year examination.

1.19 Carry over benefit

A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for ***promotion*** up to final year even if he/she fails in any subject.

1.20 Issuance of mark list and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations and completing internship. This will be valid till the issue of Degree Certificate.

The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class (Regular/ Supplementary)

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

1.22 Declaration of Rank

- Ranks shall be on the basis of aggregate marks of all the university regular examinations of the course.
- However a candidate who fails in one or more subject during the course shall not be eligible for the award of rank.
- Number of students appeared in the final year examination will be noted on the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

- Partial appearance is permitted in all University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective examinations, including the subjects in which the candidate is not appearing.
- If a candidate registers for an examination but does not attend the examination, that will not be considered as a chance.

1.25 Condonation of Break of Study

As per the condition stipulated in the norms of the University.

1.26 Internship

- One year Compulsory Rotatory Internship.
- Only after passing the 3rd year examination the student will pursue internship.
- The internship will consist of compulsory rotating practical training in the various

subjects duly certified by the Head of department.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



BACHELOR OF SCIENCE IN
MEDICAL RADIOLOGICAL TECHNOLOGY
(BSc MRT)

Course Code:017

(2016-17 academic year onwards)

2016

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1. GENERAL REGULATIONS

Names of the course, which come under these Regulations, include:

“Bachelor of Science in Medical Radiological Technology”- abbreviated as B.Sc. (MRT)

1.1 Eligibility for Admission

- The candidate shall pass higher secondary examination conducted by Board of Higher Secondary Education, Govt. of Kerala or equivalent course recognized by the Kerala University of Health Sciences with a minimum of 50% marks in Physics, Chemistry and Biology taken together.
- Provided that there shall be reservation of seats for the students belonging to the Scheduled Castes, Scheduled Tribes, SEBC and other eligible categories in accordance with the instructions issued by the Central Government and State Government as the case may be from time to time. Students should have completed 17 years of age as on 31st December of the admission year.

1.2 Mode of selection to the course

Minimum 30 in one unit.

1.3 Number of seats in one unit of admission:

As per the Regulations published by Kerala University of Health Sciences (KUHS) from time to time

1.4 Minimum Academic Requirements for conduct of course

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/materials, teaching facility, faculty and other human resources etc. shall be in compliance with the minimum standards specified norms fixed by university and Government from time to time as per the sanctioned student strength and also in accordance with the norms fixed by AERB (Atomic Energy Regulatory Board).

1.5 Registration of students to university

- a) Every College/ Institution shall upload the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by Govt. of India/ Kerala /

Kerala University of Health Sciences / concerned statutory Council. In case of any technical difficulty or reasons beyond control, the college/institution fails to upload the details as stated above, the details should be submitted to the university office directly before 4PM on the next day along with a statement of the Principal showing the reasons for not uploading the details within the prescribed time. The Principal will be personally held responsible for the contents in the statements.

b) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- a) Mark lists of qualifying examination.
- b) Transfer certificate from the previous institution.
- c) Allotment letter from the competent authority.
- d) Eligibility certificate and migration certificate (wherever necessary)
- e) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- f) The fees prescribed for the registration.
- g) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - a) Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - b) Copy of passport of the sponsor attested by a gazetted officer.
 - c) Employment certificate of the sponsor attested by the embassy.
- h) For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission.
- i) Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- j) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English-

1.8 Attendance and course period

- Number of working days is 240 per academic year (inclusive of examinations)
- Minimum 80% in theory and 80% in Practical/ clinical, in each subject separately in each year is required for registering examination. This mandatory academic requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

- For all UG Courses, condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS with the prescribed fee.
- Along with the application for Registration in the Examination, the Principal/Heads of the Institution shall give an undertaking that the candidate has not availed this exemption previously.
- A register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.

1.10 Leave, Holidays etc.

As prescribed by the Government\KUHS from time to time.

1.11 Monitoring Learning Progress:

Continuous appraisal and regular assessment. It not only helps the teachers to evaluate the students, but also gives an opportunity for the students to evaluate themselves. The monitoring shall be done by the staff of the department based on the participation of students in various teaching / learning activities. It may be structured and assessment be done using checklists that assess various aspects. Model Checklists given above may be copied and used.

The following General guidelines are suggested for periodical assessment conducted from time to time by the Institution.

The learning outcome to be assessed may include:

- i) Personal Attitudes.*
- ii) Acquisition of Knowledge:*
- iii) Journal Review Meeting (Journal Club):*
- iv) Seminars / Symposia:*
- v) Practical and Laboratory skills*
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12 Transfer during course.

Transfer to other institutions within and outside the University under normal circumstances will not be allowed during the course of study including project work. However, in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules

1.13 Duration permitted for completion of the course

The duration of the course is Four years. The entire BSc (MRT) course should be completed within a period of maximum Eight academic years from the date of joining (double the duration of the course).

1.14 Internal assessment [Conducted by College]

- The affiliated colleges shall conduct at least three internal examinations in each subject and marks in best out of 2 examinations shall be taken for internal assessment marks.
- Third internal examination is University model examination and is mandatory (for familiarisation of the KUHS examination pattern).
- An average of the marks shall be taken of the best two periodic assessment. This is the internal assessment mark of the candidate.
- The maximum marks of internal assessment in each subject will be 50. Those who obtain 50% of aggregate in each subject only, will be eligible for appearing the university examinations. For Practical and Theory minimum 50% in internal assessment is needed separately.
- The class average of internal assessments mark of theory and practical should not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examination.

1.15 Examinations

As per KUHS Academic Regulations and course syllabus prescribed from time to time

1.16 Criteria for pass

- Candidate who has secured a minimum of 50% marks in the University examination (University theory and practical separately) and 50% marks in Total for theory block (University Theory & Internal assessment) and practical block (University Practical, Viva & Internal assessment) separately in any subject or subjects shall be declared to have passed in that subject / subjects. For those papers where there is internal examination only, the pass criteria will be described in the corresponding areas.
- There will be no minimum marks for viva examination.
- If a candidate fails in either theory or practical he/she has to reappear for both (Theory and practical & viva).
- A candidate who fails in any subject in the university examination may appear for that subject in the subsequent supplementary or regular university examination.

1.17 Grace mark

Five marks (or as per university regulations) may be given as maximum grace mark either in a subject alone or distribute it among subjects so as to make the candidate eligible for subject/subjects pass/whole pass.

The granting of moderation is at the discretion of the concerned pass board constituted by the Controller of examination.

1.18 Criteria for promotion to next year

- Student shall be promoted up to third year irrespective of whether he/she has passed the first, or second year university examinations provided he/she has attained 80% attendance and appeared in all the sessional examinations for both theory and practical in the respective year and has 50% internal assessment. But a candidate before appearing the third year B.Sc (MRT) examination shall have passed in all the subjects of first and second year B.Sc (MRT) examinations.
- If the candidate fails in the first or second year or both, and third year examinations he/ she will be retained in the third year itself.
- If the candidate fails in third year examination but he or she passed both first and second year shall be promoted to fourth year.
- The candidate before appearing the fourth year B.Sc (MRT) examination shall have passed in all the subjects up to and including third year B.Sc (MRT).

1.19 Carry over benefit

- Student shall be promoted up to third year irrespective of whether he/she has passed the first, or second year university examinations provided he/she has attained 80% attendance and appeared in all the sessional examinations for both theory and practical in the respective year and has 50% internal assessment. But a candidate before appearing the third year B.Sc (MRT) examination shall have passed in all the subjects of first and second year B.Sc (MRT) examinations.
- If the candidate fails in the first or second year or both, and third year examinations he/ she will be retained in the third year itself.
- Though the candidate fails in third year examination but he or she passed both first and second year shall be promoted to fourth year.
- The candidate before appearing the fourth year B.Sc (MRT) examination shall have passed in all the subjects up to and including third year B.Sc (MRT).

1.20 Issuance of Mark lists and Degree Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations and completing the project work. This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

1.22 Declaration of rank

- Ranks shall be on the basis of aggregate marks of all the university regular examinations of the particular course.
- However, a candidate who fails in one or more subject during the course shall not be eligible for the award of rank.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective examination, including the subjects in which the candidate is not appearing. Such candidates will not be eligible for the award of rank.

1.25 Condonation of Break of Study

If a candidate is not attending the college for more than Six months, he/she on the recommendation of the Head of the Institution should get permission from the University for re-joining with junior batch. Condonation of Break of Study will be considered strictly as per the condition stipulated in the norms of the respective statutory councils/University.

1.26 Internship

Not applicable.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the Government/University norms from time to time

1.29 Eligibility for award of Degree

A candidate who passes entire subjects and completed the project of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



BACHELOR OF
MEDICAL BIOCHEMISTRY
Course Code 020
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Name of the course which come under these Regulations shall be

“Bachelor of Medical Biochemistry” abbreviated as B.Sc. Medical Biochemistry

1.1 Eligibility for Admission

Should have passed Higher secondary examination conducted by Board of Higher Secondary Education, Government of Kerala or examination equivalent there to as approved by Kerala University of Health Sciences with 50% marks in Physics, Chemistry & Biology put together.

Usual relaxation of marks will be permitted for SC/ST and SEBC students as fixed by Govt. of Kerala.

At the time of entry / admission to the first year of course B.Sc. Medical Biochemistry the candidate should be of age 17 years or above.

1.2 Mode of selection to the course

The selection of students for the course shall be made strictly based on merit as decided by the competent authority approved by the Government of Kerala/Kerala University of Health Sciences.

The cut-off date for admission to the course is as prescribed by Govt. of Kerala and Kerala University of Health Sciences.

1.3 Number of seats in one unit of admission:

Number of seats in one unit of admission shall be 24.

1.4 Minimum Academic Requirements for conduct of course

Minimum academic requirements shall comply with the minimum standards prescribed by KUHS/Government from time to time.

1. Infrastructure: There should be Hospital attachment.

Sl.No.	Description	Nos.	Specification	Remarks
1	Land / Building owned by the institute: i) Land area ii) Building area		25 cent(Corporation Limit) 50 cent(Municipality or Panchayath Limit) 9000 sq. ft	Document relating to ownership required & Registration if under Society
2	Lecture halls	4	600 sq ft. With seating capacity for a minimum of 24 students. Should be equipped with LCD projector.	
3	Laboratories i) Anatomy lab ii) Physiology lab iii) Biochemistry lab iv) Microbiology lab	4	Adequate space is clearly needed for the safe practical work. (800 sq ft for 24 students) Should be well lighted and should have running water supply and alternative power source (UPS, Generators etc).	

			<p>Should have work benches to accommodate 24 students at a time (minimum bench space per student 0.36m²).</p> <p>Chemical work bench- height 90cm, width 75cm, should be provided with gas and water connections & reagent shelves. Should have provisions for operating all the necessary instruments. (List of instruments mentioned in equipment section)</p>	
4	Preparation & Storage room	1	<p>Minimum size 15 ft. × 10 ft., Sufficient for the technician to prepare lessons.</p> <p>Separate compartments to keep glass wares and safe storage of chemicals.</p> <p>Provision for storage of technicians reference books and other paper resources</p>	
5	Auditorium	1	<p>50 ft.× 30 ft. to accommodate 200 people with audio Visual system.</p>	Can be shared by other courses if any
6	Examination hall	1	<p>With seating capacity for 24 students</p> <p>Should have confidential room</p>	Can be shared by other courses if any

			(for online transmission of exam papers and related work) with facilities as defined by KUHS	
7	Library	1	30 ft. × 20 ft. with seating arrangement for at least 24 students for reading and having good lighting and ventilation and space for stacking of books. It should have not less than 1000 books of related subjects including journals. Computer with internet facility and copying facility should be there.	
8	Others		Teaching aids, OHP, Slide Projector & Computer facilities, etc. Separate common rooms for boys and girls Staff Rooms Toilet facilities for staff and students-Separate for boys and girls. Hostel facilities for boys and girls whenever necessary. Transportation facilities.	

2. Equipments.

Biochemistry Laboratory		
Sl. No	Name of the equipment	No
1	Colorimeter	4
2	U.V Spectrometer	1
3	Flame Photometer	
4	Deionizer	1
5	Distillation Apparatus	1
6	Electrophoresis Apparatus with power supply	1
7	Hot Air Oven	1
8	Lab Incubator	1
9	Water Bath with lids having	1
10	Electronic Balance	1
11	Analytical Balance	6
12	Centrifuge clinical (12 tubes capacity)	2
13	pH Meter	4
14	Refrigerator	1
15	Vortex Mixer	1
16	Semi Auto analyser	1
17	Chromatographic Chamber with Sprayer	3
18	Microscope	6

19	Micropipettes (fixed and variable type) of different volume range.	6
20	Spirit lamp	12
21	ELISA Reader	1

Anatomy

Sl. No	Name of the items	No
1	Mannequins	1
2	Articulated skeleton	1
3	Soft parts	all
4	Histology Slides	50

Physiology

Sl. No	Name of the equipment	No
1	Microscope	6
2	BP apparatus	6
3	Stethoscope	6
4	RBC Pipette	12
5	WBC Pipette	12
6	Counting chamber	12
7	Hemoglobinometer	6
8	Centrifuge	3
9	Refrigerator	1

Microbiology

Sl. No	Name of the equipment	No
1	Microscope	6
2	Safety cabinet	1
3	Autoclave	1
4	Refrigerator	1
5	Distillation apparatus	1
6	pH Meter	1
7	Water bath	1
8	Hot- air oven	1
9	Incubator	1
10	Common Balance	6
11	Micropipettes	6

3. Staff required

Sl. No.	Description	Specification
1	Bed strength	50 beds
2	Out patients	250 patients daily

3	Clinical labs	<p>Should have a common area with facilities such as reception , waiting, sample collection, reporting, dispatch and hand washing</p> <p>&</p> <p>Laboratory area with separate sections of Biochemistry, Microbiology& Pathology.</p> <p>Biochemistry lab - should be well established with automated machines & services should be ensured for routine(minimum 150 tests daily) and advanced diagnostic tests(minimum 20 tests daily).</p>
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Sl. No	Designation	No. of Posts
1	Principal /Director	1
2	Professor	1
3	Associate Professor	2
4	Assistant Professor	1
5	Lecturer	1
6	Lecturer in Anatomy (Part time)	1
7	Lecturer in Physiology (Part time)	1
8	Tutor / Clinical Instructor	1
9	Laboratory/ Technical Assistant	1

10	Administrative Officer	1
11	Librarian/Lib. Asst.	1
12	Clerk	1
13	Cleaner/Sweeper	2

4. Qualification and experience including that of Head of the Institution

Sl. No	Designation	Qualification
1	* Principal /Director	MBBS with MD with 5 years working experience Or MSc Medical Biochemistry/ MSc Medical Microbiology with PhD and more than 10 years teaching experience.
2	Professor	M.Sc. Medical Biochemistry with total of 9 years teaching experience with 2 year teaching experience as Associate Professor.
3	Associate Professor	M.Sc. Medical Biochemistry with 6 years Teaching experience (Post PG)
4	Assistant Professor	M.Sc. Medical Biochemistry with 3 years of teaching experience. (Post PG)
5	Lecturer	M.Sc. Medical Biochemistry
6	Lecturer in Anatomy (Part time)	M.Sc. Medical Anatomy/ MBBS with MD Anatomy
7	Lecturer in Physiology (Part time)	M.Sc. Medical Physiology/ MBBS with MD Physiology

8	Tutor / Clinical Instructor	B.Sc. Medical Biochemistry
9	Laboratory/ Technical Assistant	DMLT
10	Administrative Officer	Graduate with experience in administration for 3 years. Degree or Diploma in Hospital Management preferred.
11	Librarian/Lib. Asst.	B.Sc. Library Science
12	Clerk	Graduate with Computer Knowledge
13	Cleaner/Sweeper	Pass in 8 th std.

* In the absence of said qualified teacher for the post of the Principal, the senior most teachers with MSc. Medical Biochemistry and more than 9 years of teaching experience shall hold the post of In charge Principal. In case, BSc. Medical Biochemistry course is a wing of Medical College, the Head of the unit must be a Medical Faculty.

As per University Norms from time to time.

1.5 Registration of students to university

- a) Every College/ Institution shall upload, the basic details of the admitted students on or before 12.00 midnight on the cut-off date fixed by Govt. of India/ Kerala / Kerala University of Health Sciences. In case of any technical difficulty or reasons beyond control, the college/institution fails to upload the details as stated above, the details should be submitted to the university office directly before 4PM on the next day along with a statement of the Principal showing the reasons for not uploading the details within the prescribed time. The Principal will be personally held responsible for the contents in the statements.
- b) A candidate on admission to the course shall apply to the KUHS for student

registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- i. Mark lists of qualifying examination.
- ii. Transfer certificate from the previous institution.
- iii. Allotment letter from the competent authority.
- iv. Eligibility certificate and migration certificate (wherever necessary)
- v. Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- vi. The fees prescribed for the registration.
- vii. In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - Document(s) to prove willingness of the sponsor and his/her relationship with the candidate.
 - Copy of passport of the sponsor attested by a gazetted officer.
 - Employment certificate of the sponsor attested by the embassy.
- viii. For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission.
- ix. Caste Certificate issued by the competent authority for students under the SC & ST Category (wherever applicable).
- x. Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examination shall be English

1.8 Attendance and course period

- The number of working days should not be less than 240 days per year
- A candidate is required to put in at least 80% attendance in theory and practical subjects separately in institution affiliated to the Kerala University of Health Sciences. This mandatory academic requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

- For all UG Courses, condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 10% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS with the prescribed fee.
- Along with the application for Registration in the Examination, the Principal/Heads of the Institution shall give an undertaking that the candidate has not availed this exemption previously.
- A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.
- No condonation of attendance is permitted for PG/Super Speciality courses.

1.10 Leave, Holidays etc.

- Only the holidays declared by the government shall be applied.
- The academic year and vacation as per University norms stipulated from time to time.

1.11 Monitoring Learning Progress:

The learning progress shall be monitored on the basis of assessment made by the teachers from the candidate's performances in

- Three sessional examinations evenly placed and conducted by the department and average of two best performances shall be taken into consideration,
- Seminars, assignments, attendance, laboratory work and record work during the course of study.

The marks secured by the candidates in each paper shall be forwarded to the University at the end of the course for the University examinations. The candidates who failed in the University Examinations will be allowed a separate internal assessment for both theory and practical.

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

i) Personal Attitudes.

ii) Acquisition of Knowledge:

iii) Journal Review Meeting (Journal Club):

iv) Seminars / Symposia:

v) Clinico-pathological conferences:

vi) Medical Audit

vii) Practical and Laboratory skills

a) Day to Day work

b) Teaching skills

c) Periodic tests

d) Work diary / Log Book

e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to KUHS rules.

1.13 Duration permitted for completion of the course

- The duration of course is 4 years.
- The maximum permitted period for completion of the course will be 8 years.

1.14 Internal assessment [conducted by college]

Internal assessment marks shall be awarded to the candidates in each paper as detailed in the scheme of examinations. The award shall be on the basis of the assessment made by the teachers from the candidate's performances in the

- Three (3) internal examinations evenly placed and conducted by the department of which the third one is university model and is mandatory to appear (for familiarisation of the KUHS examination pattern). The average of two best performances shall be taken as the internal assessment mark.
- Minimum 50% marks in theory and in practical in each subject separately is required for making the candidate eligible to register for University examination.
- The marks secured by the candidates in each paper shall be forwarded to the University at the end of the course for the University examinations. The candidates who failed in the University Examinations will be allowed a separate internal assessment for both theory and practical.

- The class average of internal assessment mark in each subject should not exceed 75%(regular examination) and 80%(supplementary examination, both in theory and practical).

1.15 Examinations

As per KUHS Academic Regulations

1.16 Criteria for pass

- A candidate shall secure minimum 50% of marks in each subject in theory and practical university examinations separately.
- A candidate shall secure minimum 50% of marks in internal assessment examinations in theory and practical separately in each subject.
- A candidate shall also secure a minimum aggregate of 50% marks in theory section which includes university theory examination and internal assessment and in the practical section a candidate shall secure 50% aggregate marks which include university practical, viva voce and internal assessments.
- Those who fail either in theory or practical shall have to appear for both theory and practical of that subject.
- Candidates who fail in one or more papers in an examination need to appear for only those papers, for securing complete pass in the examination.

1.17 Grace Mark

- For UG courses, the University may grant a maximum of 5 marks or as per University regulations as grace mark, either in a subject alone or distribute it among subjects (theory/practical/viva/internal assessment) so as to make the candidate eligible for a subject pass or whole pass..
- The granting of grace mark is at the discretion of the concerned pass board constituted by the Controller of Examinations.

1.18 Criteria for promotion to next year

A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for ***promotion*** to next higher class up to Final year.

The candidate shall be eligible to appear for the third year examination only after clearing all the papers of the first year and second year examination.

The candidate shall be eligible to appear for final year examination only after passing the third year examinations.

1.19 Carry over benefit

A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks are eligible for ***promotion*** to next higher class up to Final year.

1.20 Issue of Mark Lists and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

- Ranks shall be on the basis of aggregate marks of all the university regular examinations of the course.
- However a candidate who fails in one or more subject during the course shall not be eligible for the award of rank.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective examination, including the subjects in which the candidate is not appearing.

1.25 Condonation of Break of Study

As fixed by the Kerala University of Health Sciences from time to time.

1.26 Internship

Not applicable.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



POST GRADUATE COURSE IN
Diploma in Radiological Physics
Course Code: 304
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Name of the course which comes under these Regulations shall be

“Post M.Sc. Diploma in Radiological Physics “Abbreviated as Dip. RP

1.1 Eligibility for Admission

- M.Sc. Physics with B.Sc degree with Physics as main subject conducted by any of the Universities in India or equivalent there to as recognised by Kerala University of Health Sciences having at least 60% marks in aggregate of the subjects.
- In case of Grade System, Grade to percentage of marks conversion scheme obtained from University should be submitted along with the application.

1.2 Mode of selection to the course

- If the number of candidates is less than or equal to four times the number of approved seats ranking can be done on the marks scored in the qualifying examination (M.Sc.) and Interview (20 marks).
- In case the number of candidates exceeds this, admission should be made on the basis of an entrance test with objective type questions of 2 hours duration followed by an interview that carries 20 marks.
- The entrance examination questions shall be multiple choice type and they would cover subjects as detailed below,
 - M.Sc. Level Physics - 60 %.
 - B.Sc. Subsidiary level Mathematics – 20%.
 - B.Sc. Subsidiary level Chemistry – 10 %.
 - Basic Human Physiology and Anatomy – 10%.
 - Interview – 20 marks.

- The selection of students for the course shall be made based strictly on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences and as per guidelines of the respective council.

1.3 Number of seats in one unit of admission:

The number of seats in one unit of admission is 4 seats (minimum)

1.4 Minimum Academic Requirements for conduct of course

a) The institution and the Department

Only a Medical Physics/Radiation Physics department, defined as an independent academic entity of a teaching institution with an attached 300 bedded hospital for Radiotherapy, Medical and surgical oncology taken together, shall be permitted to conduct the post M.Sc. Dip RP program. The Institution should have well-established Departments of Radiotherapy, Nuclear Medicine and Diagnostic Radiology Services with CT and MRI. The Medical/Radiation Physics Department should have lab facilities and also all radiation measuring tools required for calibration of equipment and radiation protection.

Department	Facility	Numbers
Radiation Physics	Lab facilities for Quality Assurance (with RFA, Survey meters etc.)	1
	Class room with 16 chairs and one Table (with space adequate for 15 chairs and one Table with chair)	1
	Library	1

	(with two sets of Reference books and journals)	
Radiotherapy	Teletherapy (Cobalt 60/LINAC)	1
	Brachytherapy (Manual/remote after loading systems)	1
	CT simulator	1
	Treatment planning system	1
Radiodiagnosis	MRI (1.5 Tesla)	1
	CT Scanner	1
	800mA Radiography-Fluoroscopy unit (Digital/IITV)	1
	500mA Radiography unit	1
	Ultrasonography Machine with colour Doppler	1
Nuclear Medicine	Gamma Camera	1
	Radio Iodine therapy Unit	1
Others		1
	Attached Hospital (300 bedded for Radiotherapy, Medical and surgical oncology)	1

b) Teacher Student Ratio

	Teacher : student
Professor	1: 2
Associate Professor/Reader	1: 2
Assistant Professor/Lecturer	1: 1
A minimum of one Professor, One Associate Professor / Reader and one Assistant Professor / Lecturer should be available to start the course and to maintain it.	

1.5 Registration of students to university

The College shall upload, as per notification issued by the University from time to time, the basic details of the admitted students on or before the cut-off date prescribed by Govt. of Kerala /Kerala University of Health Sciences.

A Candidate on admission to the course shall apply to the University for Registration by making a formal application in the prescribed format through the institution.

- a) Mark lists of qualifying examination.
- b) Original degree certificate
- c) Transfer certificate from the previous institution.
- d) Allotment letter from the competent authority.
- e) Eligibility certificate and migration certificate (wherever necessary)
- f) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- g) The fees prescribed for the registration.
- h) For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent before the date of admission.
- i) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

The medium of instruction and examinations for the course shall be English.

1.8 Attendance and course period

All the 240 days of year are working days for Post Graduate students.

- Each candidate should put in at least 80% of attendance in Theory class & 80% attendance in Practicals in each academic year. This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- Any leave other than eligible leave will have to be compensated by adequate extension of the duration of the course with approval of the HoD/Principal
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

No Condonation of shortage of attendance is permitted. Condonation of break of study is as per the regulations of KUHS.

1.10 Leave, Holidays etc.

- Only the holidays declared by the government apply.
- As prescribed by the Government\KUHS from time to time.

1.11 Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include

i) Personal Attitudes.

ii) Acquisition of Knowledge:

iii) Journal Review Meeting (Journal Club):

iv) Seminars / Symposia:

v ii) Practical and Laboratory skills

a) Day to Day work

b) Teaching skills

c) Periodic tests

d) Work diary / Log Book

e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to guidelines of the KUHS rules.

1.13 Duration permitted for completion of the course

The duration of the course is 2 years (including 1 year internship). The maximum time limit for completing the course is 4 years.

1.14 Internal assessment [Conducted by college]

- The affiliated colleges shall conduct at least three internal examinations in each subject and marks in best out of 2 examinations shall be taken for internal assessment.
- However last one which is the University model examination is mandatory to appear. The internal assessment marks should be intimated to the university along with the attendance and application.

- The class average of internal assessments mark of theory and practical should not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examination.

1.15 Examinations

As per KUHS Academic Regulations and prescribed course syllabus from time to time.

1.16 Criteria for pass

- Examinations will be over by the end of first year. The final result will be declared only after the satisfactory completion of all theory and Practical examinations, field training and project work.
- Second year is for internship, which is permitted only after successful completion of first year and passing all the examinations .
- The first year result will be declared only after the satisfactory completion of all theory and Practical examinations, field training and project work.
- Post M.Sc. Diploma in Radiological Physics (Dip RP) will be awarded to the successful candidates by the Kerala University of Health Sciences (KUHS) only after successful completion of the course as detailed above including one year internship and after KUHS convocation.
- Candidate shall obtain minimum 50% for University theory, University practical, viva voce and internal assessment separately.

1.17 Grace Mark

No grace mark is awarded for P.G. courses.

1.18 Criteria for promotion to next year

Only after passing all the papers of 1st year, the student is permitted to do the internship.

1.19 Carry over benefit

Not applicable.

1.20 Issuance of Mark lists and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations and completing internship This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with second Class
60% to below 75%	Passed with First Class
75% and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

- The candidate who passes the examination with maximum marks in aggregate in the first appearance will be awarded First Rank. .
- A candidate who fails to appear for any of the theory papers or Practicals in the first chance and who subsequently appears and passes will not be considered for rank.
- Number of students appeared in the final examination will be noted in the Rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all the University Examinations, provided the candidate should satisfy 80% attendance in all subjects and 50% internal assessment of the respective examination, including the subjects in which the candidate is not appearing.

1.25 Condonation of Break of Study

Condonation of break of study as per KUHS norms.

1.26 Internship

One year compulsory rotatory internship.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course and successfully complete the internship will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



Master of Science in
Medical Physiology
Course Code 286
(2016-17 Academic year onwards)

2016

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I. GENERAL REGULATIONS

Name of the course which comes under these Regulations is:

“Master of Science in Medical Physiology (MSc. Medical Physiology)”

1.1 Eligibility for Admission

A Candidate who have passed B.Sc. with at least one subject of biological sciences like Zoology, Botany, Biochemistry, Biophysics, Microbiology, Biotechnology or BPT, B Pharm, B.Sc. MLT, B.Sc. Physician Assistant, B.Sc. Nursing or any other professional graduates in Allied Health Science with a minimum of 60% marks and MBBS, BDS, BHMS, BAMS, BSMS and BUMS graduates with a minimum of 55% marks in the qualifying examination from a recognized University. Usual relaxation of marks is permitted for SC/ST/SEBC candidates as per Government guidelines.

1.2 Mode of selection to the course

The selection of students for the course shall be made based strictly on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences.

1.3 Number of seats in one unit of admission:

Ten (minimum)

1.4 Minimum Academic Requirements for conduct of Course:

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/ materials, teaching facility, faculty and other human resources etc. shall be in compliance with the minimum standards specified by concerned statutory council as per the sanctioned student strength in addition to norms fixed by university and Government from time to time.

1.5 Registration of students to university

1) The College shall upload, as per notification issued by the University from time to time, the basic details of the admitted students on or before the cut-off date prescribed by Govt. of Kerala /Kerala University of Health Sciences /concerned statutory Council.

2) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- a) Mark lists of qualifying examination.
- b) Original degree certificate (wherever necessary)
- c) Transfer certificate from the previous institution.
- d) Allotment letter from the competent authority.
- e) Eligibility certificate and migration certificate (wherever necessary)
- f) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- g) Internship certificate. (Wherever necessary)
- h) The fees prescribed for the registration.
- i) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - Document(s) to prove relationship with the sponsor.
 - Copy of passport of the sponsor attested by a gazetted officer.
 - Employment certificate of the sponsor attested by the embassy.
- j) For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission.
- k) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English

1.8 Attendance and course period

- Number of working days is 240 per academic year (inclusive of examinations)
- Minimum 80% in theory and 80% in Practical/ clinical, in each subject separately in each year. This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.

- Any leave other than eligible leave will have to be compensated by adequate extension of the duration of the course with approval of the HoD/Principal
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

No condonation of shortage of attendance

1.10 Leave, Holidays etc.

As prescribed by the Govt./KUHS from time to time

1.11 Monitoring Learning Progress:

The following General guidelines are suggested for periodical assessment conducted from time to time by the Institution.

The learning outcome to be assessed may include:

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University under normal circumstances will not be allowed during the course of study / Internship. However in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules

1.13 Duration permitted for completion of the course

The Duration of the course shall be three academic years.



- The course consist of two Parts foundation course or Preliminary part of one year & Final part of 2 years.
- The maximum duration permitted for the completion of the MASTER OF SCIENCE IN MEDICAL PHYSIOLOGY shall be for a period of six years. (Double the normal course duration).

1.14 Internal assessment (conducted by College)

- There shall be a minimum of 3 periodic assessments, for theory and practical including viva separately, of which the final one will be University model examination and is mandatory.
- Average of the marks of the best two periodic assessment shall be taken as internal assessment mark of the candidate
- The class average of internal assessments mark of theory and practical should not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examination.
- The class average of internal assessment for an exam shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.

1.15 Examinations

As per KUHS Academic Regulations and course syllabus prescribed form time to time.

1.16 Criteria for pass

- Minimum marks for pass in each theory paper will be 50% and each practical will be 50% separately.
- If candidate fails in any subject in first year he/she shall have to appear only for that subject (both theory and practical) in the supplementary examination.
- Candidates who fail in the Foundation course are allowed to continue to second year; but will have to pass the Foundation course before appearing for the final University examination in the third year.
- If the candidate fails in any of the subject in third year, he/she shall have to appear for all the papers (both theory & practical) of that year.
- Candidate shall submit dissertation before registering for the final year examination.
- Supplementary examination will be held as scheduled by the university.



1.17 Grace Mark

No grace mark for PG courses

1.18 Criteria for promotion to next year

- Candidates who fail in the Foundation course are allowed to continue to second year; but will have to pass the Foundation course before appearing for the final University examination in the third year.
- Supplementary examination will be held as scheduled by the university.

1.19 Carry over benefit

Candidates shall pass the first year University examination and shall submit the dissertation for registration for the final year examination.

1.20 Issuance of Mark List and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations and completing internship. This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for regular/supplementary examinations.

1.22 Declaration of rank

- Ranks shall be on the basis of aggregate marks of all the university regular examinations of the particular course.
- However a candidate who fails in one or more subject during the course shall not be eligible for the award of rank.

☆

- Number of students appeared in the final year examination will be noted on the rank certificate for post graduate courses.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted only for the foundation course of provided the candidate shall satisfy 80% attendance and % internal assessment in all subjects including the subjects in which the candidate is not appearing

1.25 Condonation of Break of Study

As per KUHS norms

1.26 Internship

Not applicable

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis.

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



MASTER OF
HOSPITAL ADMINISTRATION (MHA)
Course Code 287
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Name of the course which come under these Regulations is :

“Master of Hospital Administration” abbreviated as MHA

1.1 Eligibility for Admission

Candidates for MHA course shall have any degree from any University established under law with minimum 50% mark in aggregate with usual relaxation of marks for SC/ST/SEBC candidates as per Government guidelines.

1.2 Mode of selection to the course

The selection of students for the course shall be based strictly on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences

1.3 Number of seats in one unit of admission:

Minimum 10

1.4 Minimum Academic Requirements for conduct of Course:

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, clinical cases/ materials, teaching facility, faculty and other human resources etc. shall compliance with the minimum standards specified by concerned statutory council as per the sanctioned student strength in addition to norms fixed by university and Government from time to time.

- **Qualification and experience including that of the Head of the Dept.**

Sl No	Designation	No Of Posts	Qualification	Experience
1.	Professor and HOD	1	MD (HHM) /DNB(HHA) /M. Phil (HHSM) / MHA/M.Sc. (HA)	10 years teaching experience at post graduate level in Hospital Administration with affiliation to a university established under law OR 15 years managerial experience in hospital after MD (HHM) /DNB(HHA) /M. Phil (HHSM) / MHA/M.Sc. (HA), of which at least 8
				years at senior level, comparable to that of an Administrator of 500 bedded multispecialty hospital and 7 years teaching experience at post graduate level in Hospital Administration with affiliation to a university established under law.

2.	Associate Professor	1	MD (HHM) / DNB(HHA)/M. Phil(HHSM) / MHA /M.Sc. (HA)	8 years teaching experience at post graduate level in Hospital Administration with affiliation to a university established under law OR 12years managerial experience in hospital after MD (HHM) /DNB(HHA) /M. Phil (HHSM) / MHA/M.Sc. (HA), of which at least 7 years at senior level, comparable to that of an Administrator of 500 bedded multispecialty hospital and 5 years teaching experience at post graduate level in Hospital Administration with affiliation to a university established under law..
3.	Assistant Professor	2	MD (HHM) / DNB(HHA)/ M.Phil(HHSM) / MHA/M.Sc. (HA)	5 years teaching experience at post graduate level in Hospital Administration with affiliation to a university established under law OR 8 years managerial experience in hospital after MD (HHM) /DNB(HHA) /M. Phil (HHSM) / MHA/M.Sc. (HA), of which at least 5 years at senior level, comparable to that of an Administrator of 500
				bedded multispecialty hospital and 3 years teaching experience at post graduate level in Hospital Administration with

4.	Lecturer	6	MD (HHM) / DNB(HHA)/M.Phil(HHSM) / MHA/M.Sc. (HA) /PG with LL.B / LL.M / MBA / MHRM / MA (PM&IR) / CA MSW / M.Com. M.Sc.(Anatomy) M.Sc.(Physiology)/MPT/M.Sc Microbiology)	1 year teaching experience at postgraduate level in hospital administration OR 3 years managerial experience in hospital.
5.	Asst. Lecturer/ Tutor	2	MD (HHM) / DNB(HHA)/M. Phil (HHSM)MHA / PG with LL.B / LL.M / MBA / MHRM / MA (PM&IR) / MCA /CA M.Com/M.Sc.(Med. Docu.) B.Tech. M.Sc.(Anatomy) M.Sc.(Physiology) M.Sc.(Microbiology)/MPT	

Core faculty should have MD (HHM) /DNB (HHA) /M. Phil (HHSM) / MHA/M.Sc. (HA) from an institution affiliated under law. The core faculty only can guide the students for the project work and shall be an examiner for the viva-voce. Faculty student ratio is limited to 1:5 per year.

Maximum number of students (including first year and second year MHA) a faculty could guide at a time is limited to five.

Qualifications of Staff

Teachers with the following qualifications can also handle various related theory papers.

- MBBS & MD (Hospital & Health Management)
- MBBS & DNB (Hospital & Health Administration)
- M. Phil (Hospital and Health Systems Management)
- Master of Hospital Administration (MHA)
- M.Sc. Hospital Administration

- Postgraduate Degree with LL.B., or LL.M.,
- Master of Business Administration (MBA)
- Master of Human Resource Management (MHRM / MA (PM & IR)
- Master of Social Work (MSW)
- M.Com. (Master of Commerce)
- M.Sc.(Physiology) (Microbiology) (Anatomy)
- M. Sc.(Medical Documentation)
- M.C.A
- M.Sc. (Anatomy)
- MPT
- MBA
- MA Economics
- CA
- B.Tech (Bio medical)
- P.hD in Hospital Administration

1.5 Registration of students to university

- The College shall upload, as per notification issued by the University from time to time, the basic details of the admitted students on or before the cut-off date prescribed by Govt. of Kerala /Kerala University of Health Sciences /concerned statutory Council.
- A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.
 - a) Mark lists of qualifying examination.
 - b) Original degree certificate.
 - c) Transfer certificate from the previous institution.
 - d) Allotment letter from the competent authority.
 - e) Eligibility certificate and migration certificate (wherever necessary)
 - f) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
 - g) Internship certificate.(Wherever necessary)
 - h) The fees prescribed for the registration.

- i) In the case of students admitted under NRI quota, as insisted by Government of Kerala, the following documents shall be produced
 - Document(s) to prove relationship with the sponsor.
 - Copy of passport of the sponsor attested by a gazetted officer.
 - Employment certificate of the sponsor attested by the embassy.
- j) For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority before the date of admission.
- k) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examination shall be English

1.8 Attendance and course period

- Number of working days is 240 per academic year (inclusive of examinations)
- Minimum 80% in theory and 80% in Practical/ clinical, in each subject separately in each year is required for appearing University examination. This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- Any leave other than eligible leave will have to be compensated by adequate extension of the duration of the course with approval of the HoD/Principal
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per

KUHS regulations.

- No Condonation of shortage of attendance is permitted

1.9 Condonation of Shortage of Attendance

No condonation of attendance is permitted for PG courses.

1.10 Leave, Holidays etc.

- Only the holidays declared by the government shall be applied.
- The academic year and vacation as per University norms stipulated from time to time.

1.11 Monitoring Learning Progress:

The learning progress shall be monitored on the basis of assessment made by the teachers from the candidate's performances in

- Three sessional examinations evenly placed and conducted by the department and average of two best performances shall be taken into consideration,
- Seminars, assignments, attendance, laboratory work and record work during the course of study.

The marks secured by the candidates in each paper shall be forwarded to the University at the end of the course for the University examinations. The candidates who failed in the University Examinations will be allowed a separate internal assessment for both theory and practical.

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

i) Personal Attitudes.

- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules.

1.13 Duration permitted for completion of the course

- The duration of course is 2 years.
- The maximum permitted period for completion of the course shall be 4 years.

1.14 Internal assessment [Conducted by College]

- There shall be a minimum of 3 periodic assessments, for theory and practical including viva separately, of which the final one will be University model examination and is mandatory to appear.
- Average of the marks of the best two periodic assessment shall be taken as internal assessment mark of the candidate

- The class average of internal assessments mark of theory and practical should not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examination.
- The class average of internal assessment for an exam shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- The candidate must secure the minimum 50% marks for internal assessment in theory and practical including viva separately in a particular subject in order to be eligible to appear in the university examination of the subject.
- **Practical Examination:** A certified practical Record is compulsory for each subject and that will be evaluated at the time of concerned Practical Examination. A maximum of 10 marks shall be given for the record.

1.15 Examinations

As per KUHS Academic Regulations and as per prescribed course syllabus form time to time.

1.16 Criteria for pass

- For each theory subject a candidate must obtain a separate 50% marks for university examination and 50% for internal assessment
- For each Practical examination a candidate must obtain a separate 50% marks for university examination and 50% for internal assessment
- Only after clearing all the papers of 1st year examination the candidate is eligible to write the final year examination.

1.17 Grace mark

No grace mark is permitted for MHA course.

1.18 Criteria for promotion to next year

- The candidate shall be promoted to second year even if he/she fails in

☆

any subjects

- First year theory papers and practical shall be cleared before registering for the second year examination.

1.19 Carry over benefit

The candidate shall be promoted to second year even if he/she fails in any subjects.

1.20 Issuance of Mark lists and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations and completing. This will be valid till the issue of degree certificate
- The Degree Certificates shall be issued only after successful completion of course and passing all the
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

- Ranks should be awarded on the basis of aggregate of marks in first and second year regular examinations. Candidate who fails in any of the subjects during the course shall not be eligible for award of ranks. Moreover the candidates should have completed the course in the prescribed (minimum) number of years.
- Rank certificates for First, Second and third rank holders in P.G. courses are granted on request. The total number of students attending the examination shall be specified in the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

- Partial appearance is permitted in all the University Examinations, provided the candidate should satisfy 50% internal assessment and 80% attendance in all subjects of the respective examination, including the subjects in which the candidate is not appearing. Such candidates will not be eligible for the award of rank.
- If a candidate registers for an examination, but does not attend the examination, that will not be considered as a chance.

1.25 Condonation of Break of Study

- No condonation of attendance is permitted for PG courses.

- Condonation break of study may be granted for the course as per KUHS norms.

1.26 Internship

Not applicable.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



MASTER OF SCIENCE IN
MLT -
Course Code:
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Names of the course which come under these Regulations include:

1. M.Sc. MLT - Microbiology
2. M.Sc. MLT - Biochemistry
3. M.Sc. MLT- Pathology

1.1 Eligibility for Admission

Candidate who have passed the B.Sc. (MLT) degree from Kerala University of Health Sciences or from any other University recognized equivalent thereto by KUHS with 50% marks for all the years of B.Sc. MLT examination taken together are eligible for admission to M.Sc MLT course. Usual relaxation of marks of SC/ST/SEBC candidates as per Government guidelines shall be permitted.

1.2 Mode of selection to the course

The selection of students for the Post Graduate course shall be made based strictly on merit as decided by the Entrance Examination conducted by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences and as per the guidelines of the respective council.

1.3 Number of seats in one unit of admission:

The minimum intake of students in one batch is six.

1.4 Minimum Academic Requirements for conduct of Course:

Minimum standard requirements for offering course in terms of land, infrastructure, equipment, cases and clinical materials, teaching facility, faculty and other human resources etc. shall comply with the minimum standards specified by KUHS as per the sanctioned student strength in addition to norms fixed by university and Government from time to time.

1.5 Registration of students to university

1) The College shall upload, as per notification issued by the University from time to time, the basic details of the admitted students on or before the cut-off date prescribed by Govt. of Kerala and Kerala University of Health Sciences.

2) A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- a) Mark lists of qualifying examination.
- b) Original degree certificate
- c) Transfer certificate from the previous institution.
- d) Allotment letter from the competent authority.
- e) Eligibility certificate and migration certificate (wherever necessary)
- f) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- g) The fees prescribed for the registration.
- h) For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority before the date of admission.
- i) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English.

1.8 Attendance and course period

- Number of working days is 240 per academic year (inclusive of examinations).
- Minimum 80% in theory and 80% in Practical/ clinical, in each subject separately in each year for registering for examination This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- Any leave other than eligible leave shall have to be compensated by adequate extension of the duration of the course with approval of the HoD/Principal
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of shortage of Attendance

No condonation of attendance is permitted PG courses

1.10 Leave, Holidays etc.

As prescribed by the Government/KUHS from time to time.

1.11 Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules. No internship.

1.13 Duration permitted for completion of the course

Duration of course is 2 years. The maximum permitted time period for successful completion of the course is twice the duration of the Course i.e., 4 years.

1.14 Internal assessment [Conducted by College]

- There shall be a minimum of 3 periodic assessments, for theory and practical including viva separately, of which the final one will be University model examination and is mandatory to appear.
- Average of the marks of the best two periodic assessment shall be taken as internal assessment mark of the candidate
- The class average of internal assessments mark of theory and practical should not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examination.
- The class average of internal assessment for an exam shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- The candidate must secure the minimum 50% marks for internal assessment in theory and practical including viva separately in a particular subject in order to be eligible to appear in the university examination of that subject.

1.15 Examinations

As per KUHS Academic Regulations and prescribed course syllabus from time to time.

1.16 Criteria for pass

- For each theory subject a candidate must obtain a separate 50% marks for university examination and 50% for internal assessment
- For each Practical examination a candidate must obtain a separate 50% marks for university examination and 50% for internal assessment

1.17 Grace Mark

No grace mark shall be permitted.

1.18 Criteria for promotion to next year

- The candidate shall be promoted from first year to second year after registering the first year University examinations, even if he/she fails in any number of subjects.
- For registering the final year examination the candidate shall clear all the papers of first year.

- The Dissertation shall be submitted only after clearing the first year examination. Dissertation shall be submitted before registering for second year examination.

1.19 Carry over benefit

- A candidate having 80% attendance in theory and practical in all the subjects and minimum required internal assessment marks (50%) and registered for examination are eligible for promotion to the next year.
- The student becomes eligible for writing the final examination only after passing all subjects of previous year, and submission of dissertation.

1.20 Issuance of Mark lists and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second class
60% to below 75%	Passed with First Class
75% and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

- Ranks shall be on the basis of aggregate marks of all the university regular examinations within the course period.

- A candidate who fails in one or more subjects during the course shall not be eligible for the award of rank.
- Number of students appeared in the final year examination will be noted on the rank certificate.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

- Partial appearance is permitted, provided the candidate satisfies 80% attendance in all subjects of the respective examinations.
- If a candidate registers for an examination, but does not attend the examination, that will not be considered as a chance.

1.25 Condonation of Break of Study

As fixed by the Kerala University of Health Sciences from time to time.

1.26 Internship

Not applicable

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis.

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



MASTER OF PHYSIOTHERAPY (MPT)

IN.....

Course Code:

(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Names of the course which come under these Regulations include:

1. Mater of Physiotherapy in Cardio Respiratory (MPT Cardio Respiratory)
2. Mater of Physiotherapy in Musculo Skeletal and Sports (MPT Musculo Skeletal and Sports)
3. Mater of Physiotherapy in Neurology (MPT Neurology)
4. Mater of Physiotherapy in Paediatrics (MPT Paediatrics)

1.1 Eligibility For Admission

The candidates should pass BPT Degree from KUHS or from other Universities recognized equivalent there to by KUHS with minimum 50 % marks in aggregate.

Usual relaxation of marks shall be permitted for SC/ST/SEBC candidates as per Government guidelines.

1.2 Mode of selection to the course

- The selection of students for the MPT course shall be made strictly based on merit as decided by the competent authority approved by the Government of Kerala/Kerala University of Health Sciences.
- Cut-off date of admission is as prescribed by Government of Kerala\University of Health Sciences.

1.3 Number of seats in one unit of admission

Five seats in each speciality in one unit (minimum).

1.4 Minimum Academic Requirements For Conduct Of Course:

As per University Norms from time to time

1.5 Registration of students to university

- The College shall upload, as per notification issued by the University from time to time, the basic details of the admitted students on or before the cut-off date prescribed by Govt. of Kerala /Kerala University of Health Sciences.
- A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.
 - a) Mark lists of qualifying examination.
 - b) Original degree certificate and internship certificates
 - c) Transfer certificate from the previous institution.
 - d) Allotment letter from the competent authority.
 - e) Eligibility certificate and migration certificate (whenever necessary)
 - f) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
 - g) The fees prescribed for the registration.
 - h) For students under Socially and Educationally Backward Community (SEBC), valid non-creamy layer certificate from competent authority before the date of admission
 - i) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English

1.8 Attendance and course period

- Course duration is 240 days per academic year.
- Each candidate should have a minimum attendance of 80% in both theory and clinics separately in each academic year, failing which the student will not be permitted to appear for the University examinations of the subjects.

This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.

- Any leave other than eligible leave will have to be compensated by adequate extension of the duration of the course with approval of the HoD/Principal
- The Head of the institution should submit Attendance Performance Certificate (APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of attendance

No condonation of attendance is permitted for PG courses.

1.10 Leave, holidays etc.

- As stipulated by the Government and/or KUHS from time to time.
- Each academic year shall consist of not less than 240 working days

1.11 Monitoring Learning Progress:

a) Maintenance of Log Book

Every post graduate shall maintain a record of skills (Log book)he/she has acquired during the two years training period certified by the various heads of the department where he/she has undergone training. The candidate is also required to participate in the teaching and training program for the Undergraduate students. In addition the Head of the department shall involve the post graduate students in seminars and journal, group discussions and participation in conferences. The Head of the department shall scrutinize the log book once in every three months. At the end of the course, the candidate should summarize the contents and get the log book certified by the Head of the department

b) Model checklist : are given in the appendix 1 to 7 at the end of the syllabus for reference

c) Internal assessment marks

Three internal examinations shall be conducted in each subject during a year and average marks of two performances shall be taken into consideration for the award of Sessional marks.

A candidate must obtain 50% of marks in internal assessment to be eligible to write the university examination. Class average of internal assessment marks should not cross 75% for regular and 80% for supplementary chance.

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules.

1.13 Duration permitted for completion of the course

The duration of course in two years .Maximum duration permitted for Completion of the Course shall be four years (Double the normal course duration).

1.14 Internal assessment [Conducted by College]

Minimum of 3 periodic assessments for each subjects (theory, viva and practical as the case may be) of which the final one shall be in the KUHS pattern and is mandatory to appear.

- Average of the marks of the highest two of the periodical assessments shall be taken as internal assessment mark of the candidate.
- The class average of internal assessment marks of theory and practical in each subject shall not exceed 75% of Maximum marks for regular examinations and 80% for supplementary examinations.
- The class average of internal assessment for an examination shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- The candidate must secure the minimum marks for internal assessment in theory, practical and viva voce in a particular subject as per the course regulations in order to be eligible to appear in the university examination of the subject.

1.15 Examinations

As per KUHS Academic Regulations and prescribed course syllabus from time to time

1.16 Criteria for pass

- A candidate shall secure a minimum of 50% of marks in each subject in University theory and practical examinations separately.
- A candidate shall also secure a minimum aggregate of 50% marks in theory section which includes university theory examination, viva voce and internal assessment
- A candidate who fails in theory or practical exams in a subject shall appear for both theory and practical in that subject in the subsequent examination.

1.17 Grace Mark

No grace mark shall be permitted.

1.18 Criteria for promotion to next year

A student will be promoted to second year on completion of the academic year, securing minimum 80% attendance and 50% internal assessment.

1.19 Carry over benefit

The student becomes eligible for writing the final examination only after submission of dissertation.

1.20 Issuance of mark list and certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Those candidates who secure more than 50% but below 60% will be placed in second class. Those candidates who secure more than 60% but below 75% marks in aggregate of all examinations will be placed in 1st class. Candidate securing marks of 75% and above in aggregate will be declared as passed with distinction.

Below 50%	Failed
50 % to below 60 %	Passed with Second Class
60 % to below 75 %	Passed with First Class
75 % and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

Ranks shall be awarded on the basis of aggregate marks of all the University regular examinations of the course. However a candidate who fails in one or more subject during the course shall not be eligible for the award of rank.

Number of students appeared in the final year examination will be noted on the rank certificate for post graduate courses.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

Partial appearance is permitted in all University Examinations, provided the candidate should satisfy 80% attendance in all subjects of the respective examinations, including the subjects in which the candidate is not appearing.

If a candidate registers for an examination, but does not attend the examination, that will not be considered as a chance.

1.25 Condonation of Break of Study

The rules for Break of course / Re-admission shall be fixed by the Kerala University of Health and Allied Sciences from time to time.

1.26 Internship

Not applicable.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



MASTER OF
OPTOMETRY (M.OPTOM)
Course Code 301
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Names of the course which come under these Regulations include:

“MASTER OF OPTOMETRY” – abbreviated as (M.OPTOM)

1.1 Eligibility for Admission

- B.Sc. Optometry Degree from KUHS or from other Universities recognized as equivalent there to by KUHS, with a minimum of 55% marks.
- Usual relaxation of marks for SC/ST/Socially and Educationally Backward Community (SEBC) candidates are permitted as per Government guidelines.

1.2 Mode of selection to the course

The selection of students for the course shall be made based strictly on merit as decided by the competent authority approved by the Government of Kerala and Kerala University of Health Sciences and as per guidelines of the respective council.

1.3 Number of seats in one unit of admission:

The number of seat in one unit of admission is 10 seats (minimum).

1.4 Minimum Academic Requirements for conduct of Course

Description	Nos.	Specification
Course Director	1	M.S. Ophthalmology with 06 years of MS/DNB teaching Experience or M.Optom, PhD/MSc Optometry, PhD with 06 years Post Graduate teaching Experience or M.Optom/MSc Optometry With 10 years Post Graduate teaching
Prof.& Head	1	M.S. Ophthalmology with 04 years of MS/DNB teaching Experience or M.Optom, PhD/MSc Optometry, PhD with 04 years Post Graduate teaching Experience or M.Optom./MSc Optometry With 08 years Post Graduate teaching Experience.

Associate Prof.	2	M.S. Ophthalmology with 03 years teaching Experience or M.Optom, PhD/MSc Optometry, PhD with 03 years teaching Experience or M.Optom./MSc Optometry with 05 years teaching Experience
Asst. Prof.	2	M.Optom, PhD/MSc Optometry, PhD or M.Optom. with 02 years teaching Experience
Lecturer	2	M.Optom/MSc Optometry. or B.Optom./B.Sc. Optometry with 05years teaching Experience
Assistant Lecturer/Clinical	1	B.Optom/BSc Optometry
Lab Assistants	2	Diploma in Optometry/Ophthalmic Assistant

- All the above degree should be from universities recognized by KUHS
- The teacher student ratio shall be 1:5
- Teachers at the level of Assistant Professor and above shall guide the students
- The teacher student ratio for dissertation guidance shall be 1:4

1.5 Registration of students to university

- The College shall upload, as per notification issued by the University from time to time, the basic details of the admitted students on or before the cut-off date prescribed by Govt. of Kerala and Kerala University of Health Sciences /concerned statutory Council.
- A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- a) Mark lists of qualifying examination.
- b) Original degree certificate
- c) Transfer certificate from the previous institution.
- d) Allotment letter from the competent authority.
- e) Eligibility certificate and migration certificate (whenever necessary)
- f) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- g) The fees prescribed for the registration.
- h) For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority issued the date of admission
- i) Any other documents as prescribed by Government or competent authority from time to time.

1.6 Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7 Medium of instruction

Medium of instruction and examinations shall be English

1.8 Attendance and course period

- Number of working days is 240 per academic year (inclusive of examinations)
- Each candidate should put in at least 80% of attendance in Theory & 80% attendance in practical in each subject in each academic year for eligibility to appear for University examinations in that subject. This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- Any leave other than eligible leave will have to be compensated by adequate extension of the duration of the course with approval of the HoD/Principal.
- The Head of the institution should submit Attendance Performance Certificate

(APC) for each candidate on the satisfactory completion of the course as per KUHS regulations.

1.9 Condonation of Shortage of Attendance

No condonation of attendance is permitted.

1.10 Leave, Holidays etc.

As prescribed by the Government/KUHS from time to time.

1.11 Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes.*
- ii) Acquisition of Knowledge:*
- iii) Journal Review Meeting (Journal Club):*
- iv) Seminars / Symposia:*
- v) Clinico-pathological conferences:*
- vi) Medical Audit*
- vii) Practical and Laboratory skills*
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12 Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion

subject to guidelines of the respective councils and KUHS rules. No Internship for M. Optom.

1.13 Duration permitted for completion of the course

Duration of the course is two years. The maximum permitted time period for successful completion of the course is twice the duration of the Course i.e., 4 years.

1.14 Internal assessment [Conducted by College]

- Minimum three internal examinations shall be conducted in each subject during a year of which the final one is University model examination and is mandatory to appear. The average marks of two best performances shall be taken into consideration for the award of internal marks.
- The internal assessment of dissertation work will be done by the respective project guide based on the quality of work and submission of dissertation.
- Internal assessment will be based on the performance in written examinations, Logbook, Journal Clubs, Case Presentations, Seminars, Assignments & Teaching Learning activities.
- A candidate must obtain 50% of marks in internal assessment (for each subject for Practical/Theory/Viva separately) to be eligible to write the university examination. The class average of internal assessment marks the whole class should not exceed 75% of maximum marks for regular examination and 80% for supplementary examination.

1.15 Examinations

As per KUHS Academic Regulations and prescribed course syllabus form time to time.

1.16 Criteria for pass

- For each theory subject a candidate must obtain separate 50% marks for university examination and 50% for internal assessment.
- For each practical a candidate must obtain separate 50% marks for university examination and 50% for internal assessment.
- The candidate shall have to clear all the papers of first year for registering the final year examination.
- Dissertation shall be submitted only after clearing all the papers of first year. Dissertation shall be submitted before registering the final year examination.

1.17 Grace Mark

No grace mark shall be permitted.

1.18 Criteria for promotion to next year

A candidate shall be promoted from first year to second year if he/she secured minimum 80% attendance in all subject and register for first year examination.

1.19 Carry over benefit

The student registered for examination shall promoted to second year even if she/he fails in the first year examinations but the candidate should clear all the papers of the first year before writing the second year examinations.

1.20 Issuance of Mark List and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.

- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This will be valid till the issue of Degree Certificate.
- The Degree certificate shall be issued only after the KUHS convocation.

1.21 Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75% and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22 Declaration of rank

- Ranks shall be awarded on the basis of aggregate marks of all the university regular examinations within the course period.
- However a candidate who fails in one or more subject during the course shall not be eligible for the award of rank.
- Number of students appeared in the final year examination will be noted on the rank certificate for post graduate courses.

1.23 Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24 Partial Appearance in Examinations

- Partial appearance is permitted, provided the candidate satisfies 80% attendance in all subjects of the respective examinations.
- If a candidate registers for an examination, but does not attend the examination, that will not be considered as a chance.

1.25 Condonation of Break of Study

As fixed by the Kerala University of Health Sciences from time to time.

1.26 Internship

Not applicable.

1.27 Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28 Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29 Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

REGULATIONS
for Courses affiliated to the
Kerala University of Health Sciences
Thrissur 680596



POST GRADUATE COURSE IN
AUDIOLOGY AND SPEECH LANGUAGE
PATHOLOGY

Course Code: 285
(2016-17 Academic year onwards)

2016

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1. GENERAL REGULATIONS

Names of the course which come under these Regulations include:

“MASTER OF AUDIOLOGY AND SPEECH LANGUAGE PATHOLOGY” –
Abbreviated as MASLP

Duration of course is 2 years.

1.1. Eligibility for Admission

- BASLP Degree from Kerala University of Health Sciences or from any other Universities recognized equivalent there to by KUHS, with 55% marks in aggregate.
- Usual relaxation of marks is permitted for SC/ST/Socially and Educationally Backward community (SEBC) candidates as per Government guidelines.

1.2. Mode of selection to the course

- The selection of students for the course shall be made based strictly on merit as decided by the competent authority approved by the Government of Kerala/Kerala University of Health Sciences and as per guidelines of the respective council.

1.3. Number of seats in one unit of admission:

Number of seats in one unit of admission is 10 seats (Minimum)

1.4. Minimum Academic Requirements for conduct of Course:

As per University Norms from time to time

1.5. Registration of students to university

- The College shall upload, as per notification issued by the University from time to time, the basic details of the admitted students on or before the cut-off date prescribed by Govt. of Kerala and Kerala University of Health Sciences /concerned statutory Council.
- A candidate on admission to the course shall apply to the KUHS for student registration through the concerned college by making a formal application in the prescribed format with the following documents within the time specified by KUHS.

- a) Mark lists of qualifying examination.
- b) Original degree certificate
- c) Transfer certificate from the previous institution.
- d) Allotment letter from the competent authority.
- e) Eligibility certificate and migration certificate (whenever necessary)
- f) Original certificate(s) to verify name and date of birth (SSLC/equivalent certificate).
- g) Internship certificate.
- h) The fees prescribed for the registration.
- i) For students under Socially and Educationally Backward Community(SEBC), valid non-creamy layer certificate from competent authority issued before the date of admission
- j) Any other documents as prescribed by Government or competent authority from time to time.

1.6. Fees:

As stipulated by the Government and/or KUHS from time to time.

1.7. Medium of instruction

Medium of instruction and examinations shall be English

1.8. Attendance and course period

- Minimum number of working days is 240 Days per academic year.
- Each candidate should put in at least 80% of attendance in Theory class & 80% attendance in Clinical Practicum in each academic year in each subject separately.
- This mandatory requirement cannot be reduced under any circumstances, including maternity/ medical leave.
- The Head of the institution should submit the Attendance Performance Certificate (APC) for every candidate.

1.9. Condonation of shortage of Attendance

Not applicable in PG courses

1.10. Leave, Holidays etc.

As prescribed by the Government\KUHS from time to time.

1.11. Monitoring Learning Progress:

The following General Guidelines are suggested for periodical assessment conducted from time to time by the Institution. The learning outcome to be assessed may include:

- i) Personal Attitudes.
- ii) Acquisition of Knowledge:
- iii) Journal Review Meeting (Journal Club):
- iv) Seminars / Symposia:
- v) Clinico-pathological conferences:
- vi) Medical Audit
- vii) Practical and Laboratory skills
 - a) Day to Day work
 - b) Teaching skills
 - c) Periodic tests
 - d) Work diary / Log Book
 - e) Records

1.12. Transfer during course & internship.

Transfer to other institutions within and outside the University will not be normally allowed. However in exceptional cases the KUHS can apply discretion subject to guidelines of the respective councils and KUHS rules.

1.13. Duration permitted for completion of the course

Duration of the course is two years. The maximum permitted time period to complete the course is twice the duration of the Course (4years).

1.14. Internal assessment [Conducted by College]

- It shall be based on periodical assessment, evaluation of student assignment, class presentation etc. Regular examination should be

conducted throughout the course. Weightage for internal assessment shall be 20% of the total marks in each subject

- There shall be a minimum of 3 examinations and final shall be University model and mandatory to appear.
- Average of the best two marks shall be taken for calculating the 50 % of internal assessment mark.
- The remaining 50% of the internal assessment shall be based on day to day assessment.
- Clinical Practicum: The internal assessment for clinical practicum shall be made by the faculty of concerned departments based on the clinical skills in assessment, remediation, clinical case presentation and clinical viva. The weightage of internal assessment for clinical practicum shall be 50 % of the total marks.
- The candidate must secure a minimum of 50% marks for internal assessment in a particular subject in order to be eligible to appear in the university examination of the subject.

1.15. Examinations

As per KUHS Academic Regulations and prescribed course syllabus from time to time.

1.16. Criteria for pass

- For each theory subject a candidate must obtain a separate 50% marks for university examination and 50% for internal assessment
- For each clinical practicum a candidate must obtain a separate 50% marks for university examination and 50% for internal assessment

1.17. Grace Mark

No grace mark shall be permitted.

1.18. Criteria for promotion to next year

- The candidate can be promoted from first year to second year after attempting the theory and the clinical practicum examinations, even if the candidate fails in any number of subjects.
- Clinical practicum and theory papers can be attempted as supplementary examination within six months and first year theory papers and clinical

practicum should be cleared before appearing for the second year examination.

1.19. Carry over benefit

- The candidate can be promoted from first year to second year after attempting the theory and the clinical practicum examinations, even if the candidate fails in any number of subjects.
- The student becomes eligible for writing the final examination only after passing all subjects of previous year.

1.20. Issuance of Mark List and Certificates

- Mark lists for each examination shall be issued after declaring the results (including re-totalling).
- The Consolidated mark lists shall be issued on request upon remittance of prescribed fee. The number of chances will be mentioned in the mark list.
- Provisional degree certificates shall be issued by KUHS on successful completion of course and passing all the examinations. This will be valid till the issue of Degree Certificate.
- The degree certificate shall be issued only after the KUHS convocation.

1.21. Declaration of class

Below 50%	Failed
50% to below 60%	Passed with Second Class
60% to below 75%	Passed with First Class
75 %and above	First Class with Distinction

First Class/ Distinction may be awarded irrespective of whether the candidate has appeared for supplementary examinations.

1.22. Declaration of rank

- Ranks shall be on the basis of aggregate marks of all the university regular examinations.
- A candidate who fails in one or more subject during the course shall not be eligible for the award of rank.
- Number of students appeared in the final year examination shall be noted

on the rank certificate.

1.23. Attempt/ Chance

If a student registers for an examination and fails to attend the whole examination, that appearance will not be considered as an attempt/ chance.

1.24. Partial Appearance in Examinations

- Partial appearance is permitted, provided the candidate satisfies 80% attendance and 50% internal assessment in all subjects of the respective examinations.
- If a candidate registers for an examination, but does not attend the examination, that will not be considered as a chance.

1.25. Condonation of Break of Study

The rules for Break of course / Re-admission shall be fixed by the Kerala University of Health Sciences from time to time.

1.26. Internship

Not Applicable.

1.27. Transcript

The official transcript shall be issued by the Head of the Institution in the model format approved by the University or the requesting agency. The University will endorse the same only if specifically requested.

1.28. Stipend

As per the norms of the Government/ KUHS made from time to time.

1.29. Eligibility for award of Degree

A candidate who passes entire subjects of the course will be eligible for the award of degree during the ensuing convocation. Degree is awarded by the concerned Faculty of the University.

Note: Wherever these Course Regulations are silent on any particular aspect of this Course, the stipulations made in the Academic Regulations of KUHS shall apply mutatis mutandis

Kerala University of Health Sciences

Thrissur 680596



**Regulations and Curricula
for the degree of
DOCTOR OF PHILOSOPHY [Ph.D]**

2016

Published by Authority

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REGULATIONS RELATING TO THE AWARD OF THE DEGREE OF
DOCTOR OF PHILOSOPHY

1. Title.

These Regulations shall be called 'The Regulations relating to the Award of the Degree of Doctor of Philosophy'.

2. Definitions.

In these Regulations, unless the context otherwise requires-

- (i) 'Act', 'Statutes', 'Ordinances', and 'Regulations' mean respectively the Act, Statutes, Ordinances, and Regulations of the University.
- (ii) 'Centre for Research' means the Institution or Department where the University allows a Research Scholar to carry out research on the subject as approved by the University, leading to a Ph. D. Degree.
- (iii) 'School/Department/Centre' means the School/Department/Centre of Study and Research established by the Statutes.
- (iv) 'Doctoral Committee' means a Doctoral Committee constituted to monitor the progress of research of each student registered for research in the School/Department/Centre/Institution of the University.
- (v) 'Fellowship' means regular monetary assistance awarded to a Research Scholar and includes the National Merit Scholarship, University Scholarship and those offered by approved funding agencies such as NCERT, ICAR, ICSSR, DST, DBT, CSIR and UGC and other Universities.
- (vi) 'Laws of the University' means the Act, Statutes, Ordinances, Regulations and Rules of the University as the case may be.
- (vii) 'Registration' means registration in the Kerala University of Health Sciences as a Research Scholar for Ph. D. Degree under these Regulations.

- (viii) 'Research Scholar' means any Full-time or Part-time student duly registered for the Ph. D. Degree of the University under these Regulations.
- (ix) 'Supervising Guide' means a teacher or any other person approved by the Governing Council of the University as a Qualified Guide to supervise research.
- (x) 'Adjudicator/Examiner' means the expert appointed by the Governing Council.

3. Eligibility for Admission to the Ph. D. Program.

Candidates seeking registration to the Ph. D Program, whether full time or part time, shall hold a Master's Degree/Post Graduate Degree accepted as equivalent to it by Kerala University of Health Sciences in the qualifying examination in the concerned or allied/cognate subject with minimum 55% marks at par with UGC norms. If the candidate is qualified and marks are not included in the mark list, it will be presumed as 55% marks. The faculty wise list is given in the schedule 1.

3.1. Additional Requirement of Experience for Ph.D. Part-time.

- (i). Permanent academic/scientific staff of colleges / Universities / other educational institutions of higher learning / Research & Development Laboratories and Organizations with at least three years of continuous approved teaching / research experience.
- ii) NOC from the head of Institution where the candidate is employed stating he or she is permitted to do PHD and will be permitted to complete the course related requirements .

4. Centre for Research.

4.1. A candidate may be permitted to pursue research for the Ph. D degree in any of the following institutions:-

- (i). All the Schools / Departments / Centres and other academic Institutions of the University which is recognized for conducting PhD programs.
- (ii) The Candidate who register for PhD must do their research work in recognized centre of the university only, under a supervising guide recognized by KUHS.

4.2. Recognized Institutions.

(i) The University may decide to accord recognition to a research institution according to the provisions of the Act(2010), and the chapter 22 and 31 of the Statutes and Ordinances in this regard, provided the University is satisfied that the institution will be able to provide the required facilities to candidates to pursue their studies in the Institution for the degree of Doctor of Philosophy of the University and to fulfil such other conditions including fees, constitution of admission committee , ethical committee clearance etc. that the university may stipulate from time to time. Specific guidelines as approved by the University shall be followed to recognize departments for research for PhD. These departments /institutions which the candidates may choose as Centre for Research may include

(a). National Research Institutes under ICMR, CSIR, ICSSR, DRDO, DAE, ISRO, and all Government of India/Government of Kerala Research Institutes of National importance

(b) R & D laboratories approved by DSIR, Centres of research for Social Sciences, Management etc. with years of standing and good track record evidenced by two peer reviewed indexed publications from the department.

(c) All institutions affiliated to the University with proven track record evidenced by two peer reviewed indexed publications from the department in the last 2 years and recognized by the University as having necessary facilities.

4.3 Inspection of recognized institutions :- On the recommendation of the academic council, the Governing Council may from time to time , cause an inspection to be made of a recognized institution by such person or persons as it may authorize in this behalf.

4.4 Withdrawal of recognition from institutions :- If at any time the governing council is satisfied, either on receipt of a report of inspection referred to in statute 3 or otherwise that any of the terms and conditions imposed on a recognized institution at the time of granting recognition to it is not fully filled or complied with or that the institution is otherwise unfit to be continued as recognized institution ,the governing council may by order, withdrawing recognition of such institution:

Provided that before making such order of withdrawal of recognition, the Governing Council Shall by notice afford the institution concerned an opportunity of making its representation, if any with 30 days from the days of receipt of the notice and shall record its opinion on any representation do made.

5. Supervising guide

5.1. Recognition of supervising Guide.

(i). No person shall ordinarily be recognized as a supervising guide unless she/he has a degree of Doctor of Philosophy/Doctor of Medicine (DM/M.Ch) having done a Thesis with post-doctoral research experience as evidenced by least 2 publications as first author in peer reviewed scientific/professional Journals. The teachers in the Institutions of the University including visiting professors or of the Institutions affiliated to the University who have five years teaching/research experience with five peer reviewed indexed publications after acquiring PG degree in health/allied sciences also can be supervising guide.

(ii). Scientists in the service of a Recognized R&D Institution with five year experience after being awarded degree of Ph.D. and at least two peer reviewed indexed publications as single or first author will be eligible to apply for recognition as a Supervising Guide of the University and the University may consider the application and take an appropriate decision on it. Provided that such recognition will cease to exist as soon as they are retired or they take up employment with an institution which is not a Recognized institution of the University.

OR

(iii). Any other outstanding person recommended by Board of Studies and the concerned Faculty and approved by Academic council , whose services will be of value to the University as a Supervising Guide may also be given recognition as a Supervisor.

(iv)Transitory provision- In the case of Homeopathy, Ayurveda and any other specialties where there are no sufficient PhD holders, it can be relaxed for first five year as “The teachers in the Institutions of the University or of the Institutions affiliated to the University having 10 years of teaching or research experience can apply for recognition as a Supervising Guide of the

University and the University may consider the application and take an appropriate decision on it. In this case the guide should publish (or get accepted for publication) least 2 articles in peer reviewed indexed journals before the candidate appear for the final evaluation of the PhD. Such supervising guides can take two PhD candidates per year and a total of five till they satisfy a criteria mentioned in 5.1(i), 5.1(ii) or 5.1(iii).

(v) In faculties other than modern medicines where there are not enough publications to journals proposed by board of studies and approved by academic councils can be considered equivalent to indexed journals. This list has to be reviewed least once in five years.

(vi) If the candidate propose to do Ph D in subjects or broad specialities related to the topic, such candidates can have an external co-guide from an institution outside the university, who is already a PhD supervising guide in a recognised university in the subject the candidate is pursuing PhD. The candidates are permitted to do PhD only in the subject of their post graduate degree/sub specialities.

5.2. Number of Research Scholars with a Supervising Guide.

(i) The maximum number of research students working with a Supervising Guide at a given point of time shall not be more than eight and exceptional cases up to 10 for which special sanction has to be obtained from the university.

(ii) Supervisor or co-supervisor should be from the same institution where the candidate is working.

5.3. Joint Supervision.

(i) In cases where for valid academic reasons it is felt that the services of an additional supervisor will be desirable, the Department/Centre may recommend a co-guide for joint supervision provided the research student makes such a request which is also supported by the principal guide. The external guide should satisfy qualification requirements of the supervisor and her/his role shall be limited to being a co-supervisor only.

(ii) In reckoning the maximum number of students who may be registered under a Supervisor, joint supervision, shall not be taken to into account of the co-guide.

iii) The Supervising Guide should give the consent and obtain a no objection certificate from the Dean for officiating as a Supervising Guide for the candidate to be registered.

iv) The Supervising Guide shall sign all the papers, declarations, certifications, authentications, log books and other related documents pertaining to the registration, submission of synopsis and thesis of the registered candidate.

5.4. Responsibilities of supervising Guide/Co-Guide.

The Supervisor carries the major responsibility of guiding the academic progress of the candidate throughout the period of study. He / she counsel the student in academic matters, and provide guidance on the nature of course work and research, the standards expected, the adequacy of progress, and the quality of work. The Supervisor shall maintain a record, in a prescribed format of all important matters connected with the research work and progress of the candidates and this shall be made available to the Doctoral Committee or the Vice-chancellor if requested for by them.

5.5. Assignment of Supervising Guide/s.

(i). Assignment of supervising guide will be mainly according to the candidates' preference. The candidate will select Supervising guides according to their area/s of interest commensurate with the supervisor's area of specialization.

(ii). In order to promote interdisciplinary research, supervising guide and co-guide can be chosen from allied subjects from other Departments/Centres. Candidates should be working directly under the supervising guide or co-guide in the same recognized centre.

(iii). In the event of a supervisor from outside the university, there shall be a co-supervisor from this University.

(iv) Supervisors/ Co supervisors can be from the related broad specialties provided he/she fulfils the requirements mentioned in clause 5(1) and has proven track record in the form of at least 2 peer reviewed indexed publications in the sub specialty in which the candidate wish to do the research .

- (v) In case of inter-disciplinary proposals, the co-guides should be of the concerned specialty in which the research is to be done.
- (vi) The Supervising Guides should not be spouse or First Degree relative of the Ph.D. candidates.

5.6 The Departments in which specialty, the institution has obtained recognition to conduct Ph.D. Research Programme, the Ph.D. Guides are to be appointed in that specialty only and they have to enrol candidates in that specialty only.

6. Admission of students to the Ph. D. Programme.

- (i) A candidate who wishes to pursue a program of study and research leading to the Degree of Doctor of Philosophy (Ph. D.) will be required to seek registration to the program, under these regulations as a full-time or part-time research student under an appropriate faculty/ School in a Department/Centre of study or in a Recognized Institution (RI), so recognized for this purpose by the university (Sec 4.2).
- (ii) Candidates who are working in a research project which has been taken up by a University Department/Centre of the University or by a Recognized department/Institution and which are funded internally or by external funding agencies will be deemed to be full-time research students if they are admitted to the Ph. D. Program.

6.1. Procedure for applying for admission.

- (i) Candidates seeking registration to the doctoral program may do so by submitting their applications in the prescribed form in response to the notification in this respect issued by the University. Registration for PhD may be granted in January and July sessions every year for which applications may be received in response to notification, by 31st July and 31st January respectively. However, the University reserves its right not to invite applications.

(ii) Applications for the Registration shall be submitted to the University in the prescribed form and on payment of the prescribed fees. The candidate will have to appear for an entrance examination and score minimum marks prescribed.

(iii). All candidates who qualify in the entrance examination shall submit the title of the thesis they are planning to do along with the application of the research to be conducted, giving sufficient background material and the proposed line of research, and obtain the consent of a guide duly recognized by the University within the University area through the head of the institution .

6.2. Entrance Test.

(i). Candidates who are applying for admission to the Ph. D. Program in the Department/School/Recognized Institution shall be required to have passed an admission test conducted by the University. The entrance test will be of MCQ type consisting of 100 questions for one and half (1 ½) hours .Questions will be related to Research Methodology (for 60 Marks), biostatistics (for 20 Marks) and research ethics (for 20 Marks) and general research aptitude. Those whose score 50 percentage mark will qualify the exam. The result will remain valid for four subsequent admissions. The qualifying mark for the candidates belonging to the scheduled cast/scheduled tribe category will be 45 percentage .The university may conduct a training program in Methodology, biostatistics and research ethics to introduce these subjects to the candidates for which attendance is optional .

(ii) There will not be any exemption for the entrance exam except as per the clause 6.2(iii)

(iii).Candidates admitted under Memorandum of Understanding between the Kerala University of Health Sciences and a University / Institution in India or abroad where specific clause(s) exist for registration of candidates to Ph. D degree by the University and those selected under international cultural/educational exchange programs of Government of India / UN bodies are exempted from taking the entrance test.

6.3 Admission

(i). the candidate would be required to give a presentation on the proposed topic of research in the concerned School/Department/Centre before the admission committee.

(ii) For selection of Ph.D. candidates, an Admission Committee shall be constituted by the vice chancellor. The dean research will convene the meeting of the committee. The admission committee will be constituted with dean research as convener and the subject experts nominated by V.C. as members.

6.4. Preparation of the Admission List.

(i) The candidates recommended by the committee will be offered provisional registration under the regulations of KUHS.

6.5. Admission and Registration.

(i). Each selected candidate shall be issued with an admission letter by the University.

(ii). A candidate who has been selected for admission may take provisional admission with the Department/Centre by paying the required fees and fulfilling such other requirements as per the admission rules and other relevant rules and regulation of university.

(iii). A candidate who wishes to take admission shall do so within two weeks of the notification of the admission list/ receipt of admission letter.

(iv). A candidate for Ph.D.is not allowed to take up any other course simultaneously.

(v). At the end of the 1st year, there will be a qualifying examination consisting of two papers of three hours duration. The first paper will be on research methodology, statistics, ethics, and scientific writing. The second paper will be on the specific research topic including the research methodology specific to the subject. The examination will be conducted by the controller of examinations. Syllabus for the second paper prepared by Doctoral Committee and approved by the Dean Research (in consultation with the concerned faculty dean).The syllabus for the first paper will be common to all scholars and will be prepared by the University. The syllabus has to be submitted to the subsequent Academic Council. Those who secure more than 50% marks will

be called for a viva voce .The provisional registration of those who pass with 50% of marks will be confirmed. The provisional registration of those who fail in two attempt will be cancelled.

7. Doctoral Committee.

7.1. There shall be a Doctoral Committee (DC) to monitor the progress of each student registered for research in the University Department/Centre/School/Recognized Institution.

7.2. Immediately after the provisional admission of the candidates for PhD program the Vice Chancellor will constitute a Doctoral committee from a panel of names suggested by the guide and recommended by the Dean Research for each of the candidates admitted. The Doctoral Committee shall consist of the supervising guides (as Convener he/she would initiate steps for the formation of the Committee), Co-guide, if applicable, a faculty member from the Department and one faculty member from outside the Department / School (within the University or outside the University) specializing in a related field. All members of the Doctoral Committee must be qualified to be recognized supervising guides of any university.

7.3. The doctoral committee shall meet at least once a year. The first meeting of the doctoral committee should be within three months of registration of the candidate. It should finalize the course work and the syllabus of the candidate and the thesis topic. A write-up/brief summary of minimum of 10 pages but not exceeding 15 pages of the proposed research in quadruplicate. The write-up should include Aims, Objectives, Materials, Methodology and expected contribution of the research to the scientific knowledge, Academic growth and development submitted by the scholar should be discussed by the doctoral committee and necessary modifications should be suggested. The minutes of the meeting, details of proposed coursework and syllabus and synopsis of the proposal incorporating the modifications will be intimated to the Dean. The progress of research should be upraised before the committee and the report/recommendation shall be forwarded to the dean by the committee

7.4. The Supervising Guide shall be the convener of the Doctoral Committee, though in exceptional situations the Head of the Department/Centre/Recognized Institution/School shall also be competent to convene special meetings of the Doctoral Committee. If the candidate fail

to appear/ to present the progress before the committee the duration of the course will be extended.

7.5. The Doctoral Committee shall be in existence during the full period of registration of a candidate, with such changes in membership as may become necessary from time to time.

7.6. The Doctoral Committee shall be responsible (a) to ensure assistance to the Supervisor of the candidate (b) to ensure periodically that the candidate's work is progressing satisfactorily and (c) to prescribe the necessary course work that the candidate may have to do.

7.7 The Dean (Research) shall be the responsible officer for PhD programs. The Dean shall:-

- i. Monitor timely Constitution of the Doctoral Committee.
- ii. Monitor meetings of Doctoral Committee, at least, once in a year where the candidate's progress is assessed.
- iii. . Maintain the records of the reports/minutes of the Doctoral Committee.
- iv. Maintain details of course work prescribed by the doctoral committee for each student and the pre-PhD course completion reports.
- v. Dean Research will be responsible for vetting the syllabus/course work submitted by the Doctoral Committee in consultation with the concerned faculty dean for the final approval of the Vice Chancellor.
- vi. The conduct of qualifying examination at the end of first year with the support of Controller of Examination

8. Course Work for Ph. D. Programme.

(i). Each student granted provisional registration for Ph. D shall do course work prescribed by the doctoral committee, during the first year. The courses may include:-

- (a) Research Methodology & Academic writing ,Bio-Statistics and Research Ethics-Paper I

- (b) Core Paper on the specific subject including related research methodology—Paper II
- (c) Protocol/methodology approval-viva

Qualifying Examination:

The candidates will appear for written and viva examination on the above papers at the end of first year. At the end of the first year the research protocol cleared by the Doctoral Committee shall be presented to a five member committee at the University. This committee constituted by the Vice Chancellor shall have the following members.

1. The Vice Chancellor or his representative
2. The Supervising Guide
3. An expert in Methodology/Biostatisticians
4. Dean Research
5. External expert from outside the University

9. Duration of the Program.

- (i) The minimum duration including the time spent for course work shall generally be 3 (three) years and the maximum period is 5 (five) years for full time registration. Doctoral committee shall be competent to reduce the minimum period of duration by six months on application made by the candidate duly recommended by the doctoral committee. For part time registration the minimum period of research shall be 4 years and the maximum period shall be 6 years.
- (ii) The name of a candidate shall be removed from the rolls of the University, if she/he fails to submit her/his thesis for the award of the PhD degree within the maximum period prescribed under 9 (i).
- (iii) The University on the recommendation of the concerned supervising guide and the School/Department/Centre, may, however, subsequently accept the request of a candidate whose name has been removed from the rolls of the University under sub clause (ii) above, to

get re-enrolled and become eligible for submission of the thesis, provided that she/he submits her/his thesis not later than the expiry of one year from the date of re-enrolment.

NOTE : The period of re-enrolment as provided above shall be in continuation of the original registration of five years or 6 years as the case may be without any break or interval.

(iv). Before completing the minimum period prescribed in Clause 9 (i), no candidate admitted to a program of research for the PhD degree shall undertake any employment or join any course of study. Teaching and research faculty members may be exempted of this clause/ criteria if the university so decides after due consideration of the merit of the case.

(v) The University may cancel the admission of a candidate for a breach of the provisions of clause 9(iv) and or on account of his unsatisfactory progress, on the basis of the monitoring reports and the proposal from the doctoral committee recommended by the Centre/Department concerned.

10. Submission of Synopsis.

(i). Not less than three months before the submission of the thesis, every candidate shall submit to the University, through the guide and Head of the Department, **ten** copies of the synopsis of the thesis, and prescribed application and examination fee. The candidate shall prepare the synopsis carefully in consultation with the guide. The synopsis should bring out in abridged form, the background and the objective of study, the methodology of the work done, results and conclusions.

(ii). Pre submission seminar: the candidate shall present the work at a pre-submission seminar before the pre submission evaluation committee constituted by the Vice Chancellor before submission of the synopsis. The suggestions that come up during the seminar shall be suitably addressed while preparing the thesis.

The pre submission seminar shall be arranged by the University in the Department/Centre/Research Institute in which faculty members and researchers participate.

(iii). The Synopsis of the thesis shall not be less than 1000 words or more than 2000 words. It must be typed on A4 size paper with one and half space. The University shall prescribe a format for the synopsis from time to time. The candidate shall also submit the electronic version (read only format) of the synopsis.

(iv) After the submission of the synopsis and on the nomination of the adjudicators by the Vice-chancellor from the panel submitted by the supervising teacher and recommended and forwarded by the dean. The controller of examinations shall conduct the examinations.

(v) The Vice- Chancellor shall appoint three examiners (two from outside the university and one preferably from abroad) after the submission of the Synopsis for perusal and confirmation of their acceptance to evaluate the Thesis so as to avoid delay in the same. The Controller of Examinations shall correspond with these examiners to get their eligibility and willingness to evaluate the Thesis.

(vi).After the submission of the synopsis, Vice Chancellor appoints adjudicators from a panel of experts submitted by the supervising guides and recommended and forwarded by the Dean. The controller of examinations shall conduct the examinations.

11. Submission of Thesis.

The Ph.D. program culminates with the submission of a thesis of a substantial work of original research carried out by the candidate under the guidance of the supervisor.

(i). To be eligible to submit the thesis, the candidate should satisfy the requirements prescribed by the University and shall include

(a) Presentation of the work in National/International conferences/Seminars as approved by the Department/Centre.

(b) shall have at least two papers published/accepted for publication in peer reviewed indexed journals approved by the Board of studies and re print should be appended in the thesis.

(c) Shall have presented the research work in a pre-submission seminar.

(c) Once the thesis gets approved, the candidate shall incorporate all the corrections / suggestions, if any, and resubmit **two** copies of the final version of the thesis in hard bound form and **two** copies in the electronic form (read-only format) through supervisor and Head of the University Department / Head of the institution/Dean. The supervisor shall certify that the corrections / suggestions (if any) were incorporated.

(ii). Style Manual: The thesis shall not be less than 40000 words and shall not exceed 80000 words, excluding Annexure and list of references. It shall be prepared in clear print in A4 size paper on both sides in 12 pt, Times New Roman Font with 1.5 line space. Figures and charts shall be embedded in the text itself. Pages shall be numbered continuously in Arabic numerals. Appendix shall be provided at the end.

(iii). The candidate shall submit **four** copies of the thesis in a soft bound form to the Controller of examination for evaluation by the experts. Once the thesis gets approved, the candidate shall incorporate all the corrections / suggestions, if any, and resubmit **two** copies of the final version of the thesis in hard bound form and **two** copies in the electronic form (read-only format) through supervisor and Head of the University Department / Head of the institution/Dean. The supervisor shall certify that the corrections / suggestions (if any) were incorporated.

(v) The thesis shall be submitted to the University for evaluation not later than **three** months after the submission of the synopsis, through the supervisor, and through the Head of the University Department / Head of the Institution,

(v). If the Candidate fails to submit the thesis within three months from the date of submission of synopsis, maximum extensions of three months may be given with approval from the Vice Chancellor after which the process gets cancelled. Then, he / she shall submit the synopsis again based on the recommendations of the Doctoral Committee. The Guide / Supervisor, with the approval of the Doctoral Committee shall submit a fresh panel of adjudicators.

(vi). Once the thesis is accepted and the degree awarded, one copy of the thesis shall be placed in the University Library and one copy will be sent to National Library. One copy of the thesis will be placed in the internet server after the award of the PhD degree.

(vi) Every candidate shall submit with his/her thesis (1) a certificate from the Supervisor under whom he / she worked, that the thesis submitted is a record of original research work done by the candidate during the period of study under his / her supervision.(2) a declaration to the effect that the thesis has not previously formed the basis for the award to the candidate for any Degree, Diploma, Associateship, Fellowship or other similar titles and that the thesis represents independent work on the part of the candidate. Suitable acknowledgements shall also be included. (3) The candidate should check the final version of the thesis for plagiarism electronically and submit a report along with the Thesis.

12. Adjudication of Thesis.

(i). The thesis submitted by the candidate for the award of the Ph. D degree shall be examined by three external adjudicators of high eminence, not in the service of the University, to be appointed by the Governing Council on the recommendation of the Doctoral Committee (preferably one from outside India) .

(ii). A panel of not less 10 adjudicator from outside the University area, shall be recommended by the Doctoral Committee for evaluating the thesis and for conducting the public viva-voce examination to be held later.

(iii). The thesis shall be referred to a Board of Adjudicator as per the Statutes and Ordinances of the University. Once all the reports reach the Controller of Exam, he/she shall forward them in sealed cover to the Dean. The Dean shall make specific recommendations along with a consolidated report and recommend for the viva-voce if the adjudicator have unanimously recommended. After the viva-voce the recommendations shall be sent to Controller of Examinations for declaration of result with approval of Vice-Chancellor.

(iv). The Adjudicator who value the thesis apart from providing a detailed technical report shall report on the merit of the candidate for the PhD degree as follows:

>The thesis to be accepted for the award of Ph. D. degree in the present form.

>The thesis to be accepted for the award of Ph. D. degree after minor corrections / revisions

>The thesis can be passed after obtaining clarifications at the time of viva-voce.

> The thesis be revised and resubmitted for evaluation.

> The thesis be rejected.

(v).If the thesis is approved; each examiner may seek clarification/questions, if any, to be answered at the time of viva-voce.

(vi).When adjudicator differ in their opinion while evaluating the thesis: In case, all the three adjudicator or two out of three adjudicator have not recommended, the thesis shall be rejected. In case, one of the three adjudicator has not recommended, then the thesis shall be again referred to a fourth examiner. If the fourth examiner recommends the thesis, the candidate shall be allowed for the viva-voce examination. If the fourth examiner does not recommend the thesis, it shall be rejected.

(vii). If the examiner / adjudicator insist on any correction / revision to be made in the thesis, the same shall be made by the candidate before the public viva-voce examination and certified by the Supervisor.

(viii). If the Examiner / Adjudicator explicitly suggests requirement of the revision and resubmission for further examination, then the revised thesis duly certified by the supervising teacher shall be sent to the same examiner for further evaluation. In the absence of such a statement or if the examiner concerned specifically instructs that the revised thesis need not be sent back to him / her, the revised thesis duly certified by the Guide, Doctoral Committee and the Dean shall be accepted and the candidate shall be allowed for viva-voce.

(ix). The candidate should revise and re-submit the thesis within the shortest possible period in any case not later than six months from the date of the communication of the notice from the University.

(x) In case the candidate fails to submit the revised form of the thesis within six months, the process of thesis evaluation gets cancelled. Then, the candidate shall submit the synopsis again to start the process of thesis evaluation.

(XI) The external adjudicator will be given eight weeks to replay with the evaluation report.

13. Open Defence (Viva-Voce).

(i). In cases where the thesis has been approved, and on receipt of communication from the University, the guide / supervisor shall coordinate the conduct of public viva-voce for the candidate.

(ii). One external examiner of the thesis who shall be nominated as Chairman by the Vice Chancellor, and the Doctoral Committee shall conduct the public viva-voce Examination in the presence of faculty members, researchers, scientific staff and other interested members. In case where the examiner who evaluated the thesis is not available, the University may appoint an alternative eminent person, preferably from the panel previously submitted, for conducting the viva.

(iii). The Supervising guide shall fix the date and time of the viva-voce in consultation with the external examiner appointed by the University for conducting the viva-voce examination. The Guide / Supervisor shall give wide publicity and at least 10 working day's notice for scheduling of the open defence. The maximum time limit for conducting viva-voce shall be three months from the date of consolidation of reports. If the candidate fails to take viva-voce within three months on valid grounds, the Vice-chancellor may permit extension by three months on specific request. If the candidate fails to take the viva-voce even after the extension, the PhD registration gets cancelled.

(iv). In the viva-voce, the Supervisor will introduce the External examiner who will then conduct the examination. The candidate shall make a 30-minute presentation of the thesis. After the presentation, the external examiner shall begin the questioning in viva voce followed by the faculty present and the other participants.

(v). After conducting the viva-voce examination, the Guide / Convener shall convey to the Controller of Examinations of the University, through the HOD/Dean, the result of such examination endorsed by the external examiner. Report/proceedings of the open defence signed by the external examiner and a list of people who attended the open defence shall be forwarded. A candidate who is successful in the public viva-voce examination shall be declared to have qualified for the PhD Degree.

(vi). A candidate, who is not successful in the public viva-voce examination, may be permitted to undergo the viva-voce examination a second time, within a period of three months. In the event of him/her failing again, his/her candidature for the degree will be rejected.

(vii). If the candidate passes the viva-voce examination, the viva-voce examiner and the Guide / Supervisor shall consolidate the recommendation and forward to the controller of examinations for the award of the degree based on

(a). The reports of the adjudicator who adjudicated the thesis and,

(b). The evaluation of the candidate's performance in the viva –voce examination.

The Controller of Examinations shall submit the reports to the Dean who shall forward the consolidated recommendations to the University, along with such other documents as may be required, by the University for its Consideration.

The program will be known as Ph.D. in (name of the department)(area of specialization)under (faculty).e.g.: if Ph.D. is given in the field of medicine with specialization in genetics, it will be called Ph.D. in Medicine (Genetics),under faculty of medicine, Kerala University of Health Sciences. Ph D degree awarded to non-medical candidates will be given by the faculty of Allied Health Sciences.

14. Publication of Thesis.

The research embodied in the thesis may be published in part or full in research journals or in the form of monograph or book with proper acknowledgement to the University. The abstract

of the thesis to be made available to the University for Publication in website/University publication.

15. Power to remove any difficulty.

(i). If any differences of opinion develop between the student and the supervisor / guide at any time during the course of the PhD program, then the Vice-chancellor's decision shall be final and binding.

(ii) Notwithstanding any of the provisions stated above, the Vice-Chancellor shall have powers to remove any difficulty while implementing this program.

16. Discrepancies

An Inquiry Committee has to be constituted by the Vice Chancellor to inquire if a supervising guide / co-guide are suspected to involve in plagiarism, moral turpitude with fraudulent academic accomplishments and other punishable offences, other activities prejudicial to the reputation of the University, etc.

Schedule-1

Faculty	Minimum qualification for eligibility
Faculty of Medicine	Super Specialties'- D.M. - Doctor of Medicine, OR M.Ch. - Master of Chirurgery in different Branches / Specialties having done a thesis during the course. OR Masters degree in-Medicine/Surgery

	<p>M.D.- Doctor of Medicine, and M.S. Master of Surgery in different Branches/ Specialties</p> <p>OR</p> <p>Diplomate of the National Board-</p> <p>Diplomate in N.B. in different branches/specialties of the National Board.</p>
Faculty of Dental sciences.	M.D.S. – Masters Degree in Dentistry in different Branches / Specialties.
Faculty of Pharmaceutical sciences.	<p>M.Pharm. – Masters Degree in Pharmacy in different Branches / Specialties. OR</p> <p>Pharm D/Pharm.D (Post Baccalaureate)</p>
Faculty of Ayurveda and siddha	<p>M.D. – Siddha in different Branches / Specialties.</p> <p>M.D. – Ayurveda.</p>
Faculty of Homeopathy.	M.D. – Homeopathy.
Nursing.	M.Sc. - Nursing in different Branches/ Specialties.
Faculty of paramedical and allied health sciences	<p>Physiotherapy</p> <p>M.P.T. – Masters Degree in Physiotherapy in different Branches / Specialties’.</p> <p>Occupational Therapy.</p> <p>M.O.T. – Master of Occupational Therapy in different Branches / Specialties’.</p> <p>Radiation Physics</p> <p>PG Diploma in Radiation Physics from BARC / Medical Physics</p>

	<p>Public Health.</p> <p>M.P.H. – Master of Public Health.</p> <p>Medical Sociology-</p> <p>M.Sc.- Medical Sociology</p> <p>Epidemiology</p> <p>M.Sc., Epidemiology</p> <p>Biostatistics</p> <p>M.Sc. ,Biostatistics</p> <p>Medical Anatomy</p> <p>M.Sc.- Medical Anatomy</p> <p>Medical Physiology</p> <p>M.Sc.- Medical Physiology</p> <p>Medical Biochemistry</p> <p>M.Sc.- Medical Biochemistry</p> <p>Medical Microbiology</p> <p>M.Sc.- Medical Microbiology</p> <p>Pharmacology</p> <p>M.Sc.- Pharmacology</p> <p>Medical Laboratory Technology</p> <p>M.Sc MLT</p>
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	<p>Candidates who seek to do Ph.D. in interdisciplinary subjects or subjects like medical education should have post graduate degree (PG degree recognized by KUHS as equivalent). For pursuing interdisciplinary subjects other than health sciences, the candidate should have a post graduate degree recognized by a University, association of Indian universities, MCI, DCI, CCIM, CCH, AICTE and approved by the academic council of the university.</p>
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