

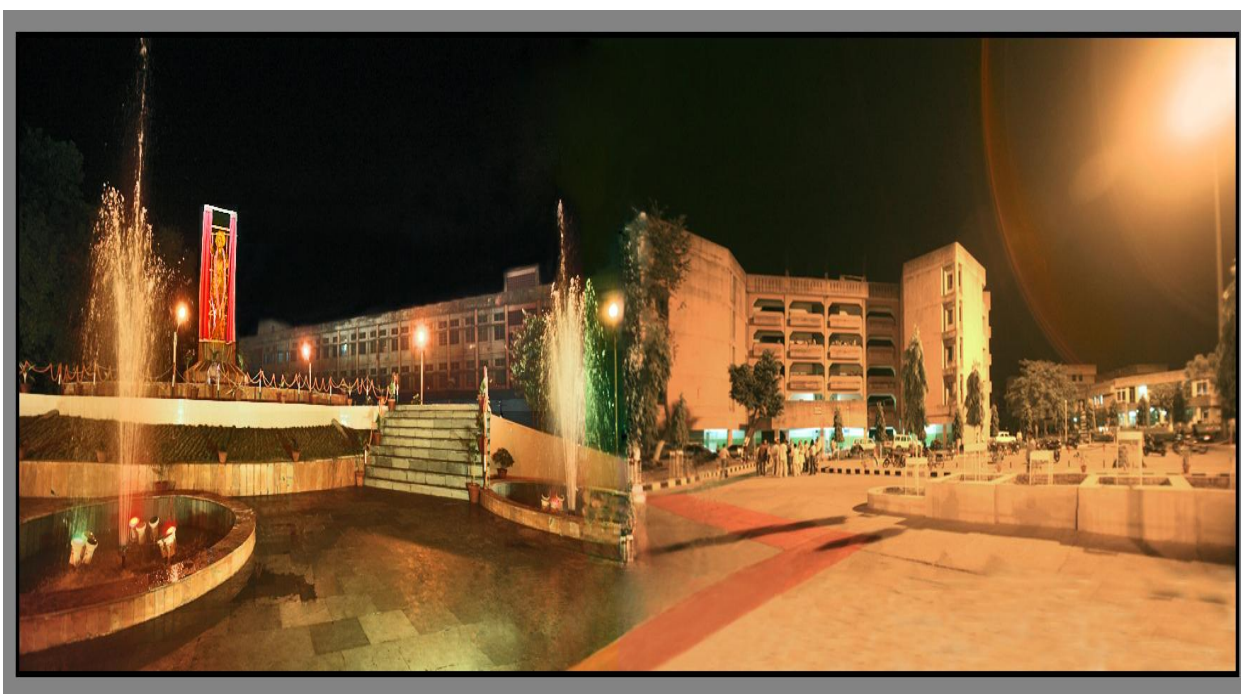
# PROSPECTUS

*(Academic Year 2016- July Session)*



## **IGIMS – Doctor of Philosophy (Ph. D)**

**Academic Session 2016- July Session**



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

An Autonomous Institute of Government of Bihar & Statutory University Created by an Act of State Legislature and recognised by UGC.

## AT A GLANCE

(For Microbiology / Biochemistry/ Pharmacology Courses) : Last date for receipt of application  
25.04.2016 till 04.00 P.M.

### • EXAMINATION SCHEDULE

Issue of Admit Card	:	10.06.2016
Entrance Examination	:	03.07.2016 (10.00am to 12.00 Noon)
Declaration of Result	:	12.07.2016
Departmental Assessment	:	20.07.2016
Final result	:	28.07.2016

- \* A self addressed envelope of size 11"x5" with Rs. 40/- postal stamp pasted upon it, must be sent along with application form for sending Admit Card.
- \* Course applied will be noted on the envelope of application.

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**NOTE:-**The candidate is advised to read the Prospectus carefully before filling up the Application Form and ensure that no column is left blank. In the event of rejection of the application form, no correspondence/request for re-consideration, will be entertained. Please retain the Prospectus till the completion of Admission Process.

## **I. INTRODUCTION**

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

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

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

As per decision of the Govt. of Bihar, 100 seats Medical College has been established for imparting teaching and training in Under Graduate course.

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

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

## **II. AIMS & OBJECTS OF THE INSTITUTE**

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

“The objects of the Institute shall be:-

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

### **INSTITUTE OF EXCELLENCE:**

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

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

### **LOCATION AND JURISDICTION OF THE INSTITUTE:**

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

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

## DOCTOR OF PHILOSOPHY (Ph.D) COURSE IN THIS INSTITUTE

### NO. OF SEAT –

Course	Subjects	Eligibility	No. of Seat
Ph.D Course	Microbiology	(M. Sc.) degree in General Microbiology or M. Sc. Degree in Medical Microbiology or MBBS (with atleast 55% marks)	01 (One)
	Biochemistry	M. Sc. Degree in Biochemistry for non medical candidates /MBBS (Degree with atleast 55% marks)	01 (One)
	Pharmacology	M. Sc. Degree in Pharmacology for non medical candidates /MBBS (Degree with atleast 55% marks)	01 (One)

This document lists the rules and regulation for the Ph. D programme at the IGIMS, (An Autonomous Institute of Government of Bihar & Statutory University Created by an Act of State Legislature and recognised by UGC). Patna These can be reviewed and modified from time to time in the Interest of the Programme. Any department that is recognized for undergraduate/post graduate training programme by Medical Council of India and is equipped to carry out research work and has prior approval from the competent authority of IGIMS, Patna to start Ph. D. course will be eligible to register a Ph. D. candidate under a IGIMS faculty who will guide the work in any basic and/or clinical sciences.

### DESIGNATION OF THE DEGREE

The Ph. D degree awarded by the Institute shall be designated as Doctor of Philosophy of the Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna. The certificate shall not indicate the subject or speciality. The title of the thesis shall be indicated in the certificate.

### ADVERTISEMENT/NOTIFICATION

The Ph. D. course will commence in January and July every year. All vacant seats will be advertised in News Paper and in Institute website/notice board in the month of March for July Session and September for January session. The last date of joining will be 28<sup>th</sup> February for January session and 31<sup>st</sup> August for July Session.

### ELIGIBILITY FOR Ph. D COURSE

#### ELIGIBILITY FOR ADMISSION IN Ph. D MICROBIOLOGY:-

A candidate seeking admission to the course of study leading to the award of a degree of Doctor of Philosophy (Ph.D.) in Microbiology must possess at least one of the following qualifications:

- a) Master's (M. Sc.) degree in General Microbiology from a recognized University with 55% marks at least.
- b) Master's (M. Sc.) degree in Medical Microbiology from a recognized University with 55% marks at least.
- c) A candidate who has done MBBS (recognized by MCI with 55% marks)

may be permitted to register for Ph.D. even without a Master's degree.

- d) Any modification in eligibility criteria will be considered, subject to approval of Doctoral Committee and as per UGC guidelines.

### **BESIDES ABOVE MENTIONED CRITERIA.**

The candidate must be a research scholar-Full Time:  
with research grant from a funding agency (including NET or GATE qualified candidates)  
and willing to pursue PhD program in IGIMS institution.

### **ELIGIBILITY FOR Ph.D COURSE IN BIOCHEMISTRY**

#### **Eligibility Criteria**

- 1) For Non Medical Candidate:- He/she must have a graduate and Post Graduate degree in Biochemistry from recognized university with at least 55% marks in each examination
- 2) For Medical candidate:- He/she must have MBBS degree recognized by MCI with at least 55% marks, Post Graduate degree is not mandatory.

### **ELIGIBILITY FOR Ph.D COURSE IN PHARMACOLOGY**

#### **Eligibility Criteria**

- 1) For Non Medical Candidate:- He/she must have a graduate and Post Graduate degree in Pharmacology from recognized university with at least 55% marks in each examination
- 2) For Medical candidate:- He/she must have MBBS degree recognized by MCI with at least 55% marks, Post Graduate degree is not mandatory.

#### **FOR INTERNAL CANDIDATE:-**

Faculty or staff of IGIMS who have completed at least 5 years of service and fulfil the above criteria for non medical/medical candidate can enrol in the programme through their respective HOD. He will have to appear in the exam and complete all the formalities.

#### **FOR EXTERNAL CANDIDATES IN PERMANENT EMPLOYMENT:-**

NOTE: Candidates working under Central Govt. /Semi Govt. / Autonomous organization should submit their applications through proper channel i.e. through the employer. They will be required to submit a 'No Objection Certificate' from their employer before they are allowed to join the Ph.D Course.

## DURATION OF THE COURSE

The duration of the course will be the time period from registration to submission of thesis. The minimum period of registration in respect of all the candidates who are registered for Ph. D shall be three years. The maximum period of registration shall not exceed five years.

**Note:-**The minimum duration for candidates with M Phil qualification (in addition to postgraduate qualification; shall be subjected to pursuant in similar topic), shall be: 2 years on full time basis.

**Stipend / Financial Aid:-** IGIMS will not provide any stipend or financial aid to candidates persuing Ph.D Courses except its faculty/ Lab and Hospital will be utilized for research during Ph.D Course.

## METHOD OF SELECTION

The selection of the candidates will be made through a 2-stages performance evaluation as under:-

**Stage I:-** Written Test in the subject the candidate has applied for. The question paper will consist of Theory based Multiple-Choice Questions (MCQ's) and clinical/practical/lab based Short Answer Questions (SAQs)/MCQs. More than one answer will be treated as wrong answer. Zero mark will be given for questions not answered.

**A. Distribution of Marks :-**

(i)	50 MCQ of One Marks each	=	50 Marks	
(ii)	06 SAQ of Five Marks each	=	6x5= 30 Marks	
(iii)	Department Assesment / Viva	=	20 Marks	<b>Total Marks 100</b>

**B. Duration of Written Examination : 02 hrs.**

**Stage II:-** Out of the candidates who secure 50% marks or above in the written test (Stage-I), candidates 3 times the number of seats advertised will be called for Departmental clinical/practical/lab based Assessment on the notified date.

**NOTE:**

- I. The result of stage-I will be displayed on the Notice Board of Examination Section/ Website of IGIMS, Patna. No individual intimidation will be sent
  - II. Candidates who fail to attend any of the two stages mentioned above will not be eligible for admission.
  - III. Admission to Ph. D Course will be subject to the availability of research Funds / Fellowship /Grants from recognised funding agencies. The admission will be finalised and offer sent to the candidate only when evidence of the availability of research funds/grant/fellowship for the project is submitted by the selected candidate through the concerned Head of the Department.
- If the number of candidates is less than number of available seat no exam will be held and candidate will be admitted after interview by department selection committee for fitness of the candidate.



***Result of the entrance examination will be declared as follows:***

In the mid of January and mid of July. After declaration of results offer of selection will be issued by the Academic Section to all the eligible candidates. After publication of result all eligible successful candidates will be given offer to submit their project with details of fund and funding agency and admission will be granted on 1<sup>st</sup> come 1<sup>st</sup> serve basis within six months from declaration of result.

**FEES**

**A. Application fee Rs. 1000/- to be submitted with application form by Demand Draft in Favour of Director ,IGIMS,Patna, Payable at Patna.**

**B. To be deposited at the time of provisional admission.**

1. Registration fee: Rs.1000/-

2. Tuition fee: Rs 10,000/- 1 year

3. Laboratory fee: Rs. 2500/- 1 year

4. Pot fund: Rs. 1500/-

5. Caution money: Rs.5000/- to be deposited by every student for the recovery of breakages or loss of Institute equipment.

**Total Rs.20,000/-**

**1. LEAVE AND OTHER RULES FOR Ph.D COURSES**

The Ph. D students are entitled for 30 days leave every year. If leave is extended in a year then the extended period is treated as Extra Ordinary Leave and his/her minimum registration will be extended to the extent.

**2. FORMATION OF DOCTORAL COMMITTEE**

Within three months of the candidate's registration, the Chief Supervisor , shall convene a meeting of the Faculty of the department to recommend to the Dean, a panel of Doctoral Committee for the candidate. During this period of three months it is expected that the candidate shall familiarise with the research projects being conducted in the Department. He/she shall be invited in the meeting to submit to the Faculty of the Department his/ her proposal(s) for the project(s). The Doctoral Committee shall include the Chief Supervisor, the Head of the Department, one or more Co Supervisor(s) and any other member(s) of the Faculty or postdoctoral research staff of any department of the Institute/and or of other teaching/research institutions located in State of Bihar.

2. **The change of research project/Supervisor(s)** may be permitted to a candidate provided it is recommended by the Doctoral Committee of the candidate concerned and approved by the Dean. Such changes shall be allowed preferably within the first six months of registration but under no circumstance later than one year after the date of registration.

**4. APPOINTMENT OF GUIDE AND CO-GUIDE**

- (a) Any member of the Faculty having more than 8 years of Post PG teaching and research experience, who is in permanent position at IGIMS, Patna.
- (b) The Chief Supervisor and Co-Supervisor(s) shall not be closely related to the candidate.

- (c) One Co-Supervisor should be from the same Department where the candidate is registered for Ph.D. However, where it is not possible to have a co-guide from the same department, the case may be decided on its merit by the Dean.
- (d) The Chief Supervisor and at least one of the Co-Supervisor(s) shall be able to take over each other's responsibilities in the event of protracted absence of any one of them from the Institute.

## **5. RESIDENTIAL FACILITIES**

If available they will be allotted residential accommodation in the Institute as per Institute rule.

## **6. SUBMISSION OF THESIS PROTOCOL**

(a) After the Doctoral Committee has been appointed by the Dean, the candidate shall prepare a detailed protocol underlining his proposed research plan clearly stating objectives and methodology to be employed. The protocol should also contain a brief formulation of the experimental design; the advice of a competent biostatistician should be obtained.

(b) Protocol shall be submitted to the Doctoral Committee within 6 months of registration and the Committee together with faculty of the department will recommend the feasibility of the proposed research plan recommending such modification as they seem fit for further approval by Dean. The Dean may grant extension of another six months for submission of thesis protocol. The registration of Ph. D of those candidates who do not submit the thesis protocol within one year shall stand cancelled.

## **7. ASSESSMENT OF THE WORK OF THE CANDIDATES**

(a) The progress of the candidates work shall be periodically assessed by the Doctoral committee and a report submitted to the Dean through the Head of the Department at the end of each semester.

(b) The Dean shall convey the assessment report in writing to the candidate, who may also be advised of his/her short-comings.

(c) In case during the 1½ years of the registration period the Doctoral Committee reports to the Dean in three consecutive reports that the candidate is incapable of continuing the work of the desired standard, the Dean may then warn the candidate and give him one more chance to improve his work during the next six months. In case at the end of this period, the work of the candidate is still unsatisfactory, his/her registration will be cancelled by the Dean.

## **8. THESIS AND EXAMINATION**

(a) No thesis will be allowed to be submitted without the approval of the Doctoral Committee and before the approval is given, the work will be presented in full before the faculty of the department and others working in or interested in the subject of research of the candidate. A brief resume of the work done will be sent to the Academic Section.

(b) Each candidate for the award of degree of Doctor of Philosophy shall submit four copies of his/her thesis not earlier than prescribed minimum period and not later than the notified maximum period. The thesis shall be certified by both the Supervisor and by the Co Supervisor(s) before its submission.

(c) The Supervisor in consultation with the Doctoral committee shall submit a panel of examiners at least six months before the expected date of submission of the thesis. The panel shall include eight examiners who, on the basis of their published work are acknowledged leaders in the field of study undertaken by the candidate and this should be indicated in the protocol.

(d) A board of three examiners shall be appointed by the Dean for assessment of the thesis. One of them shall be the Chief Supervisor of the candidate, who shall act as co-ordinator and internal examiner. The other two will be external examiners from the panel of examiners as per (c) above.

(e) After the thesis has been approved by the external and internal examiners, a public defence of the thesis will be held, as well as the viva voce examination to adjudge the general proficiency of the candidate in the subject(s) allied to the candidate's field of work.

(f) If the thesis is rejected by more than one examiner, it will stand rejected and shall not be referred to any other examiner.

(g) In the event that the thesis is rejected by only one examiner, but it is approved by rest of examiners, it will taken as unanimously approved.

(h) If one or more examiner recommend re-submission of the thesis after modifications it shall be done within a maximum period of six months from the date on which the candidate is so informed by the Dean.

(i) The candidate shall be entitled to appear at the defence of thesis viva voce examination only if the thesis is unanimously approved by the Board of Examiners for the thesis.

(j) If the reports from all the external examiners are not received within four months, a copy of the thesis is sent to another examiner from amongst the approved panel.

(k) The Board of Examiners for the viva voce examination shall consist of two external and two internal examiners. Ordinarily, the supervisor and one of the co-supervisors of the thesis will be the internal examiners. The external examiners, who assessed the thesis of the candidate will act as the external examiners at the viva voce examination.

(l) In the event of non-availability of one of the external examiners who examined the thesis, another examiner from amongst the panel be called for the viva voce examination at the discretion of the Dean.

(m) There shall be a public defence of the thesis by the candidate. The topic, date and time of the defence of thesis shall be announced by the Examination Section well in advance so that the Faculty members and others interested in the topic of the thesis can be present. At the viva voce examination, the candidate's general proficiency in the subjects allied to the field of his study shall also be evaluated. Those attending the pubic defence, who are not members of the Board of

Examiners, can also participate by asking relevant questions. The Board of Examiners shall take into consideration the views and criticism if any, of the Faculty members and others participating in the public defence of thesis.

However, the result of the examination shall be decided solely by the members of the Board of Examiners.

## **9. RESULT**

(a) The candidate shall be declared eligible for the award of the Degree of Doctor of Philosophy only on the unanimous recommendations of the members of the Board of Examiners at the viva voce examination.

(b) In case the examiners are not satisfied with the performance of the candidate in the above examination, the candidate shall be required to reappear for another viva voce examination after a period of two months provided such specific recommendation is made by the Board of Examiners.

## **RULES FOR ADMISSION FOR IN SERVICE CANDIDATES**

1. Members of the medical faculty can apply for registration to Ph.D course as in-service candidate.
2. The Scientific staff members would be eligible for registration as in-service candidate, provided the Head of the Department certifies that the concerned scientific staff member has been actively involved in regular teaching & research activities of the department during the last 5 years & is likely to continue to be actively involved in research at the IGIMS, Patna in future.
3. The medical faculty members & Scientific staff members should have at least 3 research publications during the 3 years immediately preceding the date of his/her application either as a primary author or a co author in indexed Indian/foreign Journals in the concerned area and in related field of research.
4. The individual should be below 50 years.
5. The individual should be regular employee of the Institute & should have rendered a minimum of 5 years continuous service at the Institute.
6. Each case may be examined by a specially constituted ad hoc committee of three members under the Chairmanship of the Dean before the candidate is permitted to be registered for Ph.D. The said Committee will also decide whether the candidate, other than the Medical faculty member, belongs to the scientific cadre. The recommendations of the Committee will be final.
7. One out of a total of 5 faculty members in a particular department can be registered as Ph.D candidate and not more than 2 candidates, at a given time, should be registered as Ph.D candidates in a particular department where there are more than 5 faculty members.
8. The candidate admitted under this category will be considered as in-service candidate provided the Head of the Department certifies that the work of the department will not suffer & no additional staff will be asked for.
9. The candidate seeking admission under this category will only be registered for Ph.D in the same department in which he/she is working.

10. These guidelines will not be applicable to other staff member employed under various research schemes which are of tenure basis.
11. The medical faculty member who has registered himself /herself as Ph. D candidate will not be eligible to be guide/co-guide of any other Ph. D candidate in the concerned department till he/she completes the Ph.D. However, he/she will continue to be guide/co-guide for MD/MS/MDS/DM/M.Ch candidates.
12. Senior Demonstrators in pre & para-clinical departments will be eligible for Ph.D registration . However, they have to appear as an open candidate in the entrance examination.

## HOW TO APPLY

Direction for filling-up forms:-

- a. The application should be sent only in the prescribed form supplied along with the prospectus/downloaded by website of the Institute.
- b. The Application form should be duly filled in by the applicant in his/her own handwriting.
- c. A Demand Draft of Rs. 1000/- in favour of **Director, IGIMS,Patna, Payable at Patna.**
- d. One self addressed envelope of size 11”x5” with Rs. 40/- postal stamp pasted upon it, must be sent along with application form for sending Admit Card.

*Course applied will be noted on the envelope of application.*

- e. Attach Self Attested copies of all the documents as noted under column **12,13,14 of page 20** of Application form and forwarded to the office of **Controller of Examination, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800 014 by Registered/ /Speed Post Only**

## PHOTOGRAPH:

- i. Four Nos. of recent passport size photographs are required. Photograph is to be pasted on Application Form, Admit Card etc.
- ii. Photograph must have been taken with name of the candidate and date of photograph. Name and date on the photograph must be clear.
- iii. The date of photograph is must be under the 30days of advertisement of this prospectus

Passport Size Photograph
Name of Candidate
DOP:

## **SUBMISSION OF APPLICATION FORM**

Completed application may be delivered by the enclosed cover superscribed **“Post-Doctoral Entrance Examination, for ..... Academic Session July-2016”** to the **Controller of Examination, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna-800 014 (Bihar) by Speed Post/Registered Post so as to reach on or before the date and time specified under ‘AT A GLANCE’ on the inner side of front cover of this prospectus.** Incomplete application will be rejected and no communication in this regard will be entertained. The application fee is not refundable. The Institute will not be responsible for any delay in the receipt or loss of the application in postal transit and no correspondence in this regard shall be entertained.

## **SUBMISSION OF APPLICATION BY CANDIDATES WHO ARE EMPLOYED**

The Candidates who are employed with Government/ Semi Government organization should get a no objection certificate from their employer before applying for the course.

## **GENERAL INSTRUCTIONS**

Incomplete applications and those received late will be rejected and no correspondence would be entertained in this regard. Candidates are advised to dispatch the filled up application form well in advance to ensure that filled up form reach in time. Applications received after due date shall be summarily rejected. Postal delay shall not be ground for consideration of applications received after due date.

Admit Cards will be sent to all the eligible candidates by Registered/Speed Post/and the information shall be placed on the Institute website: [www.igims.org](http://www.igims.org) also.

Duplicate Admit Card can be obtained personally one day before the date of Examination from the office of the Controller of Examination, IGIMS, Sheikhpura, Patna in case of non receipt of Admit Card by post in due time. IGIMS will not be responsible for any postal delay.

In the case of SC/ST/BC candidate's caste certificate duly issued by the Circile Officer/ SDO (in original) will have to be submitted for verification at the time of counselling for admission. OBC/MBC Candidates must submit caste certificate along with certificate of the exemption from Creamy Layer (in Original) duly issued by SDO for verification at the time of counselling for admission.

**Original certificate should not be sent with the application. Except self attested photo copies of all document & Demand Draft in Original.** These should be produced at the time of counseling and as and when asked by the Institute.

Candidates are warned that they should not furnish any particulars that are false or suppress any information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested/certificate copy submitted by them nor should they submit a tampered/ fabricated document.

## **ADMISSION:**

All eligible successful candidates will be given offer to submit their project with details of fund and funding agency and admission will be granted on first come first serve basis within six months from declaration of result.

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

## **LEGAL JURISDICTION**

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

## **HOSTEL ACCOMMODATION**

Hostel accommodation being provided to the students shall be provided subject to availability. The rent & electricity charges shall be payable as per Institute rule applicable for Senior Residents accommodation.

## **INSTITUTE LIBRARY**

The Institute Library is well stocked with all important Medical Books and journals. Other facilities like photocopying, Internet etc. are also available. Books & periodicals are loaned to bonafide members as per rule.

## **CODE OF CONDUCT FOR STUDENTS AT IGIMS, SHEIKHPURA, PATNA**

### **(A) Maintenance of Discipline among students of the IGIMS:**

- i. All powers relating to discipline and disciplinary action are vested with the Director.
- ii. The Director may delegate all such powers, as he/she deems proper to the Dean and to such other persons as he/she may specify on his behalf.
- iii. Without prejudice to the generality of power to enforce discipline under the Rules. The following shall amount to acts of gross indiscipline:
  - iii.a. Physical assault or threat to use physical force against any member of the teaching or non-teaching staff of any Department/Centre of IGIMS or any other persons within the premises /Campus of IGIMS.
  - iii.b. Carrying or use or threat of use of any weapon.
  - iii.c. Violation of the status, dignity and honour of students belonging to the Scheduled Casts, Scheduled Tribes and other Backward castes.
  - iii.d. Any practice, whether verbal or otherwise, derogatory to women.
  - iii.e. Any attempt at bribing or corruption in any manner.
  - iii.f. Willful destruction of Institutional property.
  - iii.g. Creating ill-will or intolerance on religious or communal grounds.
  - iii.h. Causing disruption in any manner of the functioning of the IGIMS, Sheikhpura, Patna.

**(B) Regarding ragging the directive of Supreme Court will be followed strictly. It is as under:**

“As per direction of the Hon’ble Supreme Court of India, the Government has banned ragging completely in any form inside and outside of the campus and the Institute authorities are determined not to allow any form of ragging.

Whoever directly or indirectly commits, participates in abets or instigates ragging within or outside any educational Institution, shall be suspended, expelled or rusticated from the Institution and shall also be liable to fine which may extend to Rs. 10,000/-. The punishment may also include cancellation of admission suspension from attending the classes, withholding/withdrawing fellowship/scholarship and other financial benefits, withholding or canceling the result. The decision shall be taken by the Head of the Institution”.

Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate. The Director, may in exercise of his/her powers aforesaid order or direct that any student or students:

- a. Be expelled.
- b. Be, for a stated period: be not for a stated period, admitted to a course or courses of study in IGIMS.
- c. Be fined with a sum of rupees that may be specified.
- d. Be debarred from taking any examination(s) for one or more semesters.
- e. Withhold the result of the student(s) concerned in the Examination(s) in which he/she or they have appeared be cancelled.
- f. Be prohibited for appearing or completing any examination for any unfair means like copying taking notes, mobiles or any other electronic gadgets inside the examination halls.

At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Director and several authorities of the IGIMS who may be vested with the authority to exercise discipline under the Acts, the Statutes, the Rules and the rules that have been framed there under by competent authorities of IGIMS.

**(C) Prohibition of and Punishment for Ragging:-**

1. Ragging in any form is strictly prohibited, within the premises of College/Department of Institution and any part of IGIMS and also outside the IGIMS campus.
2. Any individual or collective act or practice or ragging constitute gross indiscipline shall be dealt with under this rules.
3. Ragging for the Purposes of this rules, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are, in any way, considered junior or inferior by other students and includes individual or collective acts or practice which:
  - a. Involve physical assault or threat or use of physical force;
  - b. Violate the status, dignity and honour of women students;
  - c. Violate the status; dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward castes.
  - d. Expose students to ridicule and contempt and affect their self-esteem;
  - e. Entail verbal abuse and aggression, indecent gesture and absence behaviour.



4. The Director, Dean, Hostel Superintendent and Faculty of IGIMS shall take immediate action on any information of the occurrence of ragging.
5. Notwithstanding anything in Clause (4) above, the Dean or any other Faculty member/or authority may also suo moto enquire into any incident of ragging and make a report to the Director of the identity of those who have engaged and the nature of the incident.
6. The Dean may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
7. On the receipt of a report under clause (5) or (6) or a determination by the relevant authority disclosing the occurrence or ragging incidents described in the Clause 3(a), (b) and (c) the Director shall direct or order rustication of a student or students for a specific number of semester.
8. The Director may in other cases of ragging order or direct that any student or students be expelled or be not, for a stated period, admitted to a course of study as IGIMS, departmental examination for one or more semesters or that the result of the student or students concerned in the examination(s) in which they appeared be cancelled.
9. In case where students who have obtained degree(s) of IGIMS are found guilty under this Rules, appropriate action will be taken for withdrawal of degrees conferred by the IGIMS.
10. For the Purpose of this Rules, abetment to ragging will also amount to ragging.

**(iv) Anti Sexual Harassment Monitoring Committee:**

A statutory committee, comprising of members from the teaching and non-teaching staff as well as students looks into matters related to sexual harassment of students and staff in the college. Any person aggrieved in this matter may fearlessly approach the committee for a fair and concerned hearing and redressal.

**(v) Unauthorized Absence of Students:**

Unauthorized absence of students will be informed to the Students and also Parents or Local Guardians. At least 3 reminders will be issued with a gap of 10 days by the Academic Section to these students. Thereafter the action of cancellation of the registration of the concerned will be decided by the Dean/Director, IGIMS.

**(vi) Undertaking:-**

All the candidates admitted to the course shall have to give an undertaking at the time of admission that he/she has not been involved in any kind of criminal and unlawful activities in the past.

**If DISCREPANCY IN APPLICATION NUMBER:- Not Applicable**

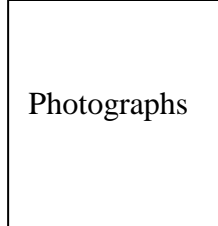
Candidates are directed to ensure that the application form number mentioned on the Prospectus and Application Form are the same. Discrepancy, if any, in these or in the date and time of the entrance examination mentioned in the Prospectus, Admit Card etc. should be immediately brought to the notice of the Controller of Examinations IGIMS complaints received after the examinations will not be entertained. However, application form number mentioned on the application form will be considered as final number for further correspondence purposes. In case any discrepancy is found in the information provided in the various documents, the date provided on the application form will be considered as final for all purposes.

It will be the responsibility of the candidate to ensure that correct address in the Application Form is filled. The Institute shall not be responsible for any loss in transit or incorrect address given by the applicant on the Application Form or non-receipt for any reasons.

11. Change, if any, in the address should be immediately intimated to this office. Candidate should also ensure that any communication sent at the previous address is redirected to him/her at the new address.
12. If a candidate is at any stage found to have provided false information/ certificate or is found to have withheld or concealed some information in his/her application form, he/she will be debarred from admission, his/her residency will be terminated with immediate effect.
13. If ineligibility is detected at any stage, candidature/admission of the candidate will be cancelled without any notice.
14. Candidate must not obtain or give or attempt to obtain or give irregular assistance of any kind during the examination; this will entail expulsion and cancellation of candidature for the examination.
15. The Institute will not intimate the individual unsuccessful candidates regarding the result of Entrance Test. No correspondence in this regard will be entertained. However, the marks of individual candidate will be available on IGIMS website on completion of the admission process.
16. There is no provision for re-checking/ reevaluation of the answer sheets and no query in this regard will be entertained.
17. No individual intimation to unsuccessful candidates in the entrance test will be sent and no correspondence on this subject will be entertained.
18. The decision of the Director of the Institute shall be final in the matter of selection of candidates for admission to various courses and no appeal will be entertained in this regard.
19. Selected candidates must join the course on the date stipulated in the letter of selection, failing which the selection/admission shall stand cancelled/withdrawn.
20. The selected candidates will have to submit the original Permanent Registration Certificate at the time of joining.
21. The selection of students will be subject to medical fitness. No selected candidate will be permitted to pay fee/ join the course unless declared medically fit by the Medical Board appointed by the Institute. The decision of the Medical Board shall be final.
22. Each candidate selected for admission shall have to pay the fee/dues within the prescribed period failing which his/her admission shall be cancelled.
23. Private practice in any form during the course is prohibited. The period of training is strictly full time and continuous.
24. The rules are subject to change in accordance with the decision of the Institute taken from time to time.
25. Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Patna Court alone.

## **INSTRUCTION FOR PHOTOGRAPHS**

1. One recent Clear passport size Photographs (Black & White or Colored) with light back ground are required. Polaroid Photographs are not acceptable.
2. Photograph must be taken on or after .....
3. Photograph must be snapped with a placard indicating clear and legible name of candidate date are written on the photograph.



3. Photograph should not have cap, or goggles etc. Spectacles are allowed.
4. Photograph should be pasted (Not stapled) on Application Form.
5. The photograph on the Application Form should be unattested.
6. Application not complying with these instructions or with unclear photograph will be rejected.
7. Keep a few identical Photographs in reserve for use at the time of Entrance Examination/Admission.



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

**APPLICATION FORM (Doctor of Philosophy (Ph.D Courses)July- 2016**

**(To be filled in Capital Letters)**

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

Affix self attested passport size photograph

d	d	m	m	y	y	y	y

In Words:.....

- 6. Nationality .....
- 7. DD No. ....Bank Name: ..... Amount : ..... Date: .....
- 8. Marital Status: Unmarried/Married/Widow/Divorcee
- 9. Permanent Address:- .....
- .....
- .....
- .....
- 10. Correspondence Address :-.....
- .....
- .....
- .....
- Mobile No..... E-mail Id.....
- Adhar Card/ Voter ID/ Pan Card No. : .....

**EDUCATIONAL QUALIFICATION:**

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

**11. PERMANENT REGISTRATION NUMBER (MCI):**

- (i)
- (ii)
- (iii)

**12. LIST OF PUBLICATION:**

- (i)
- (ii)
- (iii)

**13. LIST OF PAPERS PRESENTED AT CONFERENCES:**

**14. List of Enclosures: (Tick)**

- 1. Admit Card : Provisional & Duplicate Admit Card
- 2. Application Fee : DD. No. .... Bank Name ..... Amount .....  
Date .....
- 3. High School Marksheet
- 4. Intermediate Marksheet
- 5. Graduation: Marksheet All Semester / Years
- 6. Master Degree : Marksheet All Semester / Years

**15. DECLARATION:-**

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

Place:.....

Date:.....

**(Full Signature of Candidate)**



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

**PROVISIONAL ADMIT CARD (Doctor of Philosophy (Ph.D Courses) July- 2016)**  
(Sl. No. 1 to 6 to be filled by Candidate)

1. Name of the Course: .....

2. Name of the Candidate: .....

3. Date of Birth: a.

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d d

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m m

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y y y y

b. In Words :.....

4. Correspondence Address :-.....

.....  
.....  
.....

5. Adhar Card/ Voter ID/ Pan Card No. : .....

**6. FULL SIGNATURE IN HINDI**  
(Signed at the time of filling of Form)

**FULL SIGNATURE IN ENGLISH**  
(Signed at the time of filling of Form)

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

**TO BE FILLED BY THE OFFICE**

7. Roll No.....

8. Date of Examination.....

9. Venue .....

10. Time .....

**Controller of Examination**  
**IGIMS, Patna.**



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

**DUPLICATE ADMIT CARD (Doctor of Philosophy (Ph.D Courses) July- 2016**

(Sl. No. 1 to 6 to be filled by Candidate)

1. Name of the Course: .....

2. Name of the Candidate: .....

3. Date of Birth: a.

d d

m m

y y y y

Affix self  
attested  
passport size  
photograph

In Words : .....

4. Correspondence Address :-.....

.....  
.....  
.....

5. Adhar Card/ Voter ID/ Pan Card No. : .....

**6. FULL SIGNATURE IN HINDI**

(Signed at the time of filling of Form)

**FULL SIGNATURE IN ENGLISH**

(Signed at the time of filling of Form)

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

**TO BE FILLED BY THE OFFICE**

7. Roll No.....

8. Date of Examination.....

9. Venue .....

10. Time .....

**Controller of Examination  
IGIMS, Patna.**



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

**DUPLICATE ADMIT CARD (Doctor of Philosophy (Ph.D Courses) July- 2016)**  
(Sl. No. 1 to 6 to be filled by Candidate)

1. Name of the Course: .....

2. Name of the Candidate: .....

3. Date of Birth: a.

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Affix self  
attested  
passport size  
photograph

In Words : .....

4. Correspondence Address :-.....

.....  
.....  
.....

5. Adhar Card/ Voter ID/ Pan Card No. : .....

**6. FULL SIGNATURE IN HINDI**  
(Signed at the time of filling of Form)

**FULL SIGNATURE IN ENGLISH**  
(Signed at the time of filling of Form)

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

**TO BE FILLED BY THE OFFICE**

7. Roll No.....

8. Date of Examination.....

9. Venue .....

10. Time .....

**Controller of Examination**  
**IGIMS, Patna**