

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

RISHIKESH

PROSPECTUS



**JANUARY 2019
SESSION**

**Diploma in Plaster
Technician**

How to Apply
Apply online through our website:
<http://www.aiimsrishikesh.edu.in>
or call us directly with your questions.
Phone No.: **0135-2462932**

Application Fees
SC/ST Rs. 1200/- + Transaction Charges as applicable
UR/OBC: 1500/- + Transaction Charges as applicable
PWD: Exempted from any fee

IMPORTANT AT A GLANCE

Date for uploading of information brochure and commencement of online registration of applications	01.10.2018 (Monday)
Last date for submitting online application forms, 17:00 h IST	25.10.2018 (Thursday)
Display of eligibility status of application on website	30.10.2018 (Tuesday)
Appeal for review by non-eligible applicants	02.11.2018 (Friday)
Admit cards available for download from	05.11.2018 (Monday)
Written examination	16 November 2018 (Friday)
Result to appear on Institute website on or before	20.11.2018 (Tuesday)
Admission procedure	01.01.2019 (Tuesday)
Joining of selected candidates	01.01.2019 (Tuesday)

INTRODUCTION

An Act of Parliament in 2012 established All India Institute of Medical Sciences (AIIMS) Rishikesh as an autonomous institution of national importance and defined its objectives and functions. By virtue of this Act, Institute grants its own medical degrees and or academic distinctions. degrees granted by Institute under All India Institute of Medical Sciences Act are recognized medical qualifications for purpose of Indian Medical Council Act and notwithstanding anything contained rein, are deemed to be included in first schedule of that Act, entitling holders to same privileges as those attached to equivalent awards from recognized Universities of India.

AIMS & OBJECTIVES

Main aim of AIIMS Rishikesh is to impart highest level of education and create technical manpower to serve Uttarakhand and nearby states. Undergraduate students are exposed to newer methods of teaching and given opportunities to actively participate in teaching exercises. or important objectives of Institute are to bring together in one place educational facilities of highest order for training of personnel in all important branches of health activity and to attain self-sufficiency in under graduate & postgraduate medical education. Educational principles and practices being adopted are those which are best suited to needs of nation.

COURSES AVAILABLE

1. Diploma in Plaster Technician

AIMS & OBJECTIVE OF COURSES

DIPLOMA COURSE:

i) Diploma in Plaster Technician:

Orthopaedic technologist is a specialized physician extender who is an expert in casting and splinting immobilization techniques. Orthopaedic technologists work under direct supervision of orthopaedic surgeon to manage care of orthopaedic patient in clinic and sometimes perform as first assistant in operating suite. Typical functions of an orthopaedic technologist include following:

- Application and removal of all types of casts and splints.
- Assist with history and physical assessment.
- Assist with fracture and dislocation reduction.
- Wound closure and care.
- Patient education and follow-up care.
- Assist in operating suite.

NUMBER OF SEATS AND DURATION OF COURSES

S. No.	Name of Discipline	Total
1.	Diploma in Plaster Technician	02
	TOTAL	02

Duration of Course:

1.	Diploma in Plaster Technician	1 Year
----	-------------------------------	--------

academic session will commence from 01 January 2019. Selected candidates have to join with timeline indicated by Academic Section, AIIMS Rishikesh in offer letter issued to respective candidate. No candidate will be admitted in courses in any circumstances beyond 31st January 2019 of year of admission.

RESERVATION OF SEATS

A. AIIMS, Rishikesh

Reservation of seats at AIIMS, Rishikesh is as follows:

Or Backward Class: 27%

Scheduled Caste: 15%

Scheduled Tribe: 7.5%

- If requisite number of suitable candidates is not available to fill up seats reserved for Scheduled Castes, same will be filled by candidates belonging to Scheduled Tribes and vice-versa.
- In case suitable candidates are not available from two reserved categories, vacant seats will be filled up by candidates from general category.
- In case suitable candidates are also not available in OBC reserved category, same will be filled up by candidates from general category
- For Indian Nationals, 5% reservation for Person with Benchmark Disability shall be provided on horizontal basis, in seats advertised.

CRITERIA FOR OR BACKWARD CLASSES (NON-CREAMY LAYER) [OBC]

Reservation for OBC (Non-Creamy Layer) shall be according to rules of Government of India. Applicants are required to ensure that he/she does not belong to persons/sections (Creamy Layer) mentioned in Column 3 of Schedule to Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt. (Res.) dated 09/03/2004 or latest notification of Government of India (i.e. Central list). A format is provided at end of Prospectus. Certificate to be produced during counselling should NOT be older than ONE Year on date of 1st Counselling.

CRITERIA FOR SCHEDULED CASTE / SCHEDULED TRIBE (SC /ST)

Reservation for SC/ST candidates will be according to rules of Government of India. Applicants will be required to produce necessary certificate in format provided. During counselling certificate as prescribed in M.H.A., O.M., No. 42/21/49-N.G.S. dated 28.1.1952, as revised in Dept. of Per-& A.R. letter No. 36012/6/76-Est. (SCT), dated 29.10.1977, to be produced by candidate belonging to a Scheduled Caste or a Scheduled Tribe in support of his/her claim.

CRITERIA FOR PERSONS WITH BENCHMARK DISABILITY (PWBD)

In accordance with provisions of Rights of Persons with Disabilities Act, 2016, 5% seats of annual sanctioned intake capacity shall be filled up by candidates with benchmark disabilities, based on merit list of Entrance Examination. For this purpose Specified Disability contained in Schedule to Rights of Persons with Disabilities Act, 2016 is annexed in APPENDIX-II-. candidate must possess a valid document certifying his/her physical disability. disability certificate should be certified by a duly constituted and authorized Medical Board of State or Central Govt. Hospitals / Institutions. All PWBD candidates shall be evaluated by a Medical Board of Institute to determine eligibility.

ADMISSION REQUIREMENTS

1. Diploma Course:

1. Diploma in Plaster Technician:

A candidate is eligible to appear in Entrance Examination if he/she:

- (i) is an Indian citizen.
- (ii) has attained or will attain age of **17 (seventeen)** years as on 31st of December of year of admission (2019) should have passed 10th Standard from Hindi or English Medium.
- (iii) has a minimum aggregate marks required in qualifying examination i.e. 10th standard: 50% for Gen / OBC (45% in case of SCs / STs Categories) in aggregate.

*Note: 2. a) Candidates who are to appear in 10th class examination whose results are likely to be declared before **30th December, 2018** are also eligible to apply for Diploma in Plaster Technician Course.*

b) Candidates who are due to appear at qualifying examination, or have already appeared and are awaiting result, can also apply for admission. But such candidates must furnish proof of passing qualifying examination with requisite percentage of marks and subjects at time of admission, failing which their candidature will be cancelled.

SCHEME OF COMPETITIVE EXAMS & PROCEDURE FOR SELECTION

Admission will be made entirely on basis of performance of candidates at Entrance Examination to be conducted in AIIMS Rishikesh.

It is hereby informed that if any applicant provided false information solely for purpose of appearing in examination for practice or purpose, applicant will be debarred from AIIMS Rishikesh Examination in future. Further, all selected candidates may be verified with previous data. Therefore, all applicants are required to fill application accurately.

- I) Entrance Examination for Diploma in Plaster Technician Course will be conducted in Rishikesh only.
- II) seats will be filled strictly on merit on basis of marks secured by candidates at Entrance Examination conducted by Institute.
- III) Entrance Examination will be conducted in English Language only.
- IV) general standard of each entrance examination will be that of 10th class examination of C.B.S.E or an Indian Board. **No syllabus for examination has been prescribed by Institute.**

scheme of Entrance Examination:

Diploma in Plaster Technician Course

- a) One paper of 1½ hours duration and consisting of objective type (Multiple Choice) questions in four parts of 30 questions each in subjects of Physics, Chemistry, Biology. Based on result of Entrance Examination, separate merit lists will be prepared for General, OBC, Scheduled Caste and Scheduled Tribe categories.

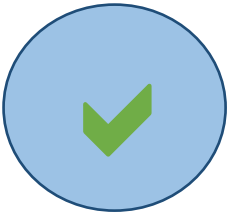
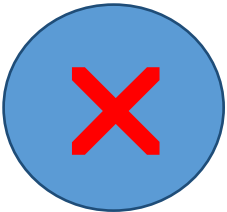
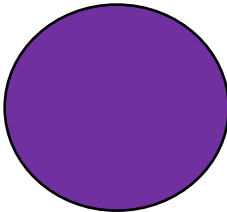
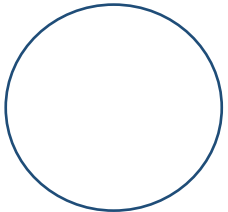
METHOD OF RESOLVING TIES:- In case of two or more candidates belonging to same category obtaining equal marks in entrance examination, their inter se merit will be determined in order of preference as under:

a) Candidate older in age to be preferred.

SCHEME OF MARKING

There will be negative marking for wrong answers in entrance examination for all courses.

- Each correct response will get a score of +1 mark.
- Each incorrect response will get a score of -1/3.
- No credit will be given for question not answered or MARKED FOR REVIEW (Questions marked for Review shall be considered as Unanswered unless saved).
- More than one response will be negatively marked. Zero mark will be given for questions not answered.

			
CORRECT	WRONG	FOR REVIEW	NOT ANSWERED
+1	- 1/3	0	0

IMPORTANT

If any discrepancy in any question is found in Entrance Examination, candidate is advised to write to Dean (Academics), AIIMS, Rishikesh249203 within 24 hours. (E-mail: dean@aiimsrishikesh.edu.in). This email will only be used for discrepancy related to question. However, for or query also please mail on dean@aiimsrishikesh.edu.in

METHOD OF COUNSELING/SEAT ALLOCATION

Counselling for admission in Diploma in Plaster Technician shall be held in Physical form at AIIMS Rishikesh, details of which shall be placed on website www.aiimsrishikesh.edu.in

(a) In first and Second Round- In each category number of candidates for counselling will be 8 times number of seats subject to availability of candidates who fulfil minimum qualifying criteria. order of counselling will be General/ST/SC/OBC. counselling will be done strictly by combined merit list starting from Rank No. 1.

(b) In Final open Round of counselling all candidates having 50th Percentile marks shall be eligible. In case, during open counselling any ST Seat remains vacant (after calling all eligible candidates of ST category) n this vacant seat shall be made available SC category candidate and vice versa and even after doing this, if any SC/ST seat remains vacant (after calling all eligible candidates of SC/ST category) n this vacant seat shall be made available to eligible General

Category candidate. Similarly, in case of OBC seat remains vacant after calling all eligible OBC candidates in this vacant OBC seat shall be made available to eligible General category candidate.

All disputes pertaining to conduct of examination by AIIMS, Rishikesh and allocation of seats in various subjects by counselling will be subject to jurisdiction in High court of Uttarakhand.

selected candidates shall undergo a medical examination by Board appointed by respective institute and if found medically fit will join course after depositing requisite fee.

candidate shall forfeit all their claims to seats if candidate do not join by stipulated date and fee deposited by candidate will not be refunded. No candidate, in any circumstances, shall be allowed to join after 31.01.2019 While reporting for admission, candidates must bring all relevant certificates/documents, in original. Original documents will be kept with institute till his /her completion of course.

Important:

candidates who have already pursuing Diploma in Plaster Technician Course in any subject (but have not completed) shall be considered however candidate must report to concerned Institute and deposit even original documents or DD of Rs. 50,000/- (Rs. Fifty Thousand only) as security deposit. Security Deposit will be refunded back after depositing original documents within 5 days.

candidate who will confirm seat during counselling will have to go through biometric verification at time of joining.

Spot Counselling:

If seats are vacant after open counselling, seats will be filled by spot counselling at AIIMS Rishikesh & information will be displayed on website of AIIMS Rishikesh. date will be decided later on, if required.

Note: Candidates will not be allowed to attend open counselling without production of print of registration Slip issued for open counselling at time of online registration. Candidate applying under OBC category must possess valid caste certificate issued within last one year by competent authority & before date of first counselling. certificate must be valid for admission in Central Govt. Institution. Date of validity of certificate shall be considered (one-day prior 1st Counselling).

5% seats shall be reserved for PWBD Candidates however admission will be subjected to medical fitness by duly constituted medical board.

ADMISSION REQUIREMENT FOR FOREIGN CANDIDATES & OCI

a) Foreign nationals are admitted in AIIMS, Rishikesh only

5% seats shall be reserved for Foreign National Candidates & OCI.

eligibility criteria for foreign candidate will be at par with eligibility criteria for Indian candidate as specified in Prospectus. However, foreign national candidates are exempted from appearing in Entrance Examination. Their admission will be made on basis of marks/grades secured by candidate in qualifying examination. foreign national candidates are also required to fill in registration form prescribed by Institute for this purpose. registration form should be routed through Diplomatic Channel. Applications received directly will NOT be entertained.

NOTE: NO HOSTEL ACCOMMODATION WILL BE PROVIDED TO FOREIGN STUDENTS AND Y WILL HAVE TO MAKE IR OWN ARRANGEMENTS FOR STAY DURING COURSE OF IR STUDY IN INSTITUTE.

b) For Overseas Citizen of India (OCI) :-(Common to AIIMS Rishikesh)

OCI registered under Section 7A of Citizenship Act 1955 are also eligible to appear in this test and all terms and conditions applicable for Indian national given in this Prospectus will be applicable to m. candidate will submit proof of Registration as OCI under Section 7A of Citizenship Act 1955 to be eligible to appear to this test.

GUIDELINES TO FILL APPLICATION FORM

1. INSTRUCTIONS FOR FILLING ONLINE APPLICATION FORM

Candidate should fill in Online Application with utmost care and follow instructions step by step. Candidate should fill in Online Application form correctly. Incorrect filled form may lead to rejection.

2. ONLINE REGISTRATION & SUBMISSION OF APPLICATION FORM

A candidate seeking admission to Entrance Examination is required to submit his/her application in prescribed format available online with Prospectus on www.aiimsrishikesh.edu.in. cost of Application Form includes fee for entrance examination which is non-refundable and no correspondence in this regard will be entertained. candidate is required to go through Prospectus carefully and acquaint himself/herself with all requirements with regard to filling of online application form.

Online Registration: After selecting online registration, fill mandatory details asked for and deposit prescribed fee through debit/credit card/Net Banking. After submitting fees filled required information step by step. Follow Instructions scrupulously.

It will be responsibility of candidate to ensure that correct details are filled in Registration Slip. Institute will not be responsible for any incorrect information/cancellation of candidature/loss or lack of communication etc. due to wrong filled online Application form.

No candidate should register more than one application.

All applicants are required to ensure that Photo/Signature/Left Thumb Impression is uploaded according to instructions provided in website. Failure to do so may result in rejection of applications.

Duplicate applications from any applicant will result in cancellation of all such applications. No intimation regarding such summary rejections will be provided.

3. STATUS OF ONLINE REGISTRATION

Acknowledgement of successful Online Registration will be forwarded to applicant's Registered Email ID. Registration Form will remain Under Review regarding uploaded images and eligibility. However, candidates can check their status of uploaded images within three working days from date of online Registration is done and subsequent further status updates. rejected images can be updated till registration is open.

candidates are advised to check final status of their Registration Form regarding images and eligibility and Admit Card which will be available on AIIMS Rishikesh website

www.aiimsrishikesh.edu.in as per schedule mentioned in “**IMPORTANT DATES AT A GLANCE**”.

Admit Card for Accepted Registration Form will only be uploaded on website. If status of Registration Form or Admit Card is not available on website, he/she should immediately write an email to Dean (Academics) AIIMS, Rishikesh 249203 on dean@aiimsrishikesh.edu.in along with full particulars of Registration Form.

4. SUBMISSION OF APPLICATION BY CANDIDATES WHO ARE EMPLOYED:

Institute does not have any objection if candidates in employment apply directly for various courses. However, all such candidates should inform ir employer in writing that y are applying for Entrance Examination. If any communication is received from their department/office withholding permission to candidate’s appearing at entrance examination/admission to course, candidature/admission of candidate will be cancelled, and no further correspondence in this regard will be entertained.

IMPORTANT INSTRUCTIONS

1. Examination fee includes cost of Online Registration Form. same is non-refundable and no correspondence in this regard will be entertained.

2. candidates should bring following documents in Original along with one set of self-Attested copies of at time of verification of original documents as per schedule in respect of successful candidates:

- a) Admit card issued by AIIMS, Rishikesh.
- b) Matriculation/High School certificate issued by Board/ University showing date of birth of applicant.
- c) Detailed mark-sheets of qualifying examination showing marks secured by applicant.
- d) ‘No objection Certificate’ if candidate is already employed with Central / State Government /Public Undertaking.
- e) Physical Disability Certificate issued from a duly constituted and authorized Medical Board.

f) SUBMISSION OF CASTE CERTIFICATE BY SC/ST/OBC CANDIDATES:

After declaration of result of Entrance Examination, candidates belonging to Scheduled Caste/Scheduled Tribe and Or Backward Classes should submit an attested copy of a certificate from any one of following **authorities stating that candidate belongs to a Scheduled Caste, a Scheduled Tribe or Backward Classes in prescribed form** along with or requisite documents.

District Magistrate, Additional District Magistrate, Collector, Deputy Commissioner, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate, Sub-Divisional Magistrate, Taluka Magistrate, Executive Magistrate, Extra Assistant Commissioner.

Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

Revenue Officer not below rank of Tehsildar.

Sub-Divisional Officer of area where candidate and his or her family normally resides.

Administrator/Secretary to Administrator/Development Officer (Lakshadweep Island) or as authorised in Constitution.

candidate will be required to submit an undertaking to effect of his/her caste. detection of any discrepancy in caste certificate shall entail cancellation of registration. This is as per provisions made by Ministry of Personnel, Public Grievances and Pensions vide their order No. 36033/4/97-Estt. (RES) dated 25.7.2003 and No. 36011/3/2005-Estt. (RES) dated 9.9.2005 respectively.

Submission of Caste Certificate by OBC Candidates:

- a. Candidates applying under OBC category must possess valid OBC certificate issued by competent authority within last one year prior to date of First Counselling. sub-caste should tally with Central List of OBC. OBC Candidates should not belong to Creamy Layer. OBC certificate must be in **Central Govt. Format** as prescribed in prospectus.
- b. certificate must be valid for admission in Central Government Institutions.
- c. certificate must mention that candidate does not belong to Creamy Layer.
- D. Certificate issued by competent authority should be in English or Hindi in language. Community should be clearly mentioned in certificate.

Candidates who fail to submit OBC category certificate with above details or submit OBC certificate valid for state only will not be allotted seat in OBC category. Such candidate can be considered as unreserved candidate strictly in order of merit.

Candidates must note that a certificate from any or person/authority will not be accepted and no further correspondence in this regard shall be entertained. name, designation and seal of officer should be legible in certificate.

3. **PROCEDURE IF RE IS ANY DISCREPANCY NOTICED:** Discrepancy, if any, observed in date and time of entrance examination mentioned in Prospectus, Admit Card etc. should be immediately brought to notice of **Dean (Examination) AIIMS, Rishikesh** through email- **deanexam@aiimsrishikesh.edu.in** Complaints received after examination is held will not be entertained. *In case any discrepancy is found in information provided in various documents, data provided on Application Form will be considered as final for all purposes.*
4. It will be responsibility of candidate to ensure that correct address, Mobile No. & email ID in Application Form is filled. Institute shall not be responsible for any miscommunication due to incorrect address, Mobile No. and email ID given by applicant on Application Form or non- receipt for any communication.
5. If a candidate is found to have furnished false information or certificate etc. or to have concealed some information in his/her application, his/her candidature for examination/ admissions will be cancelled.
6. A candidate who fails in first year examination in any of above mentioned courses in three successive examinations will not be permitted to continue studies at AIIMS Rishikesh.
7. No TA/DA will be paid for attending Entrance Examination/Interview/Counselling.
8. selected candidates must join classes on due date on which classes commence, or as mentioned in selection letter.
9. Admission of candidates to entrance examination is provisional. If ineligibility of a candidate is detected at any stage, his/her candidature for examination/admission will be cancelled.
10. candidates as well as their parents at time of admission of students to Institute will be required to furnish an undertaking in form of an affidavit that candidate will not indulge in any form of ragging and, if found ragging fresher's, Institute may take appropriate action against erring students.
11. Downloadable Admit cards/Call letter for Counselling of all eligible candidates will be hosted on website **www.aiimsrishikesh.edu.in** as per schedule mentioned under '**AT AGLANCE**'. Candidates are advised to download their Admit Card / Call letter for

Counselling from website. **It may please be noted that Admit Cards/Call letter for Counselling will not be sent by post.** It is to be downloaded by AIIMS website only.

12. **Reporting Time at examination centre is 8:30 A.M for Examination.**
13. **No candidate will be allowed to enter after 9:45 AM.**
14. Candidates are advised to reach Examination Centre in time and not wait till last minute. There are several mandatory pre-examination activities such as Biometric Capture, Photo Capture etc. that require time. To avoid delay in starting their examination, candidates are required in their own interest to ensure that they enter examination centre at least 30 minutes before scheduled start of examination.
15. No candidate will be allowed to leave examination hall before end of examination.
16. No candidate will be allowed to enter Examination hall without a valid Admit Card (Original print out), Original Photo ID entered in Online Application and one photograph. ID proof should be same as one mentioned in Application. Admit card must bear details of printout such as IP address etc.
17. **Candidates are advised to preserve a copy of Admit card till allotment of seat in College / Institute.**
18. **Admit cards cannot be downloaded from website after conduction of examination.**
19. No candidate should carry any textual material, printed or written, bits of papers or any other material except Admit Card inside examination hall. If a candidate is found to be copying/conversing with or candidate/to have in his/her possession papers, notes or books he/she will be disqualified from taking that examination and next one or two such examinations according to nature of offence.
20. **Candidates should not bring any kind of wrist watch, cell phones, pagers, calculator, digital diaries or any kind of electronic gadgets, Bluetooth devices etc. to examination hall; these are strictly prohibited. Any electronic item found with candidate during examination, even if switched off will be considered as an attempt to use unfair means and appropriate action will be taken.**
21. In addition to above, Ornaments, head gear, hair bands, hair clips, belt, bags, credit cards, debit cards, books are strictly prohibited at Examination Centre. Hence, candidates are advised not to come with above mentioned items. AIIMS will not be responsible for safe keeping of these articles as arrangements for safe keeping of these items may not be available at Centre.
22. Candidate must not obtain or give or attempt to obtain or to give irregular assistance of any kind during examination.
23. Any attempt to note down questions during examination will be viewed very seriously, and invite severe punishment.
24. Decision of Director of Institute shall be final in matter of selection of candidates for admission to above courses and no appeal shall be entertained on this subject.
25. If a candidate selected for admission does not pay fee/dues within prescribed period, his/her admission shall be cancelled and next candidate on waiting list shall be admitted.
26. Private practice/service in any form during course is prohibited. Period of training is strictly full time and continuous.
27. All students admitted to Institute shall maintain good conduct, pay requisite tuition fees and other charges by due dates, attend their classes regularly and abide by regulations of Institute failing which their names are liable to be struck off rolls of Institute.
28. No individual intimation will be sent to candidates who are not selected, and no correspondence on this subject will be entertained.

29. There is no provision for rechecking of answer sheets or communication of marks obtained at entrance examination. However, marks of individual candidates will be displayed on website www.aiimsrishikesh.edu.in only after completion of admission process.
30. Selected candidates will have to submit migration certificate from College/University from where they passed qualifying examination.
31. Rules are subject to change in accordance with decision of Institute taken from time to time.
32. Any dispute in regard to any matter referred to herein shall be subject to jurisdiction of Uttarakhand Court alone.

MEDICAL EXAMINATION

Candidates selected for admission, except those selected for Diploma in Plaster Technician Course will have to undergo medical examination by a Medical Board consisting of faculty members of Institute. If, in assessment of Medical Board, a candidate is found medically unfit, he/she will not be admitted. Decision of Board shall be final. In that case, in his/her place next candidate in order of merit will be admitted.

FEES AND OR EXPENSES

Each candidate selected for admission will have to pay following Fees and dues during course:

Details of fee	One time (on admission)	Monthly fees (Amount) Rs.	Quarterly fees (Amount) Rs.	Half Yearly Fees (Amount) Rs.	1st Year Fees (Amount)
Registration Fees	1000 on admission	-	-	-	-
Caution Money	5000 on admission	-	-	-	-
Hostel Security	5000 on admission	-	-	-	-
Hostel Rent	-	1000	3000	6000	12000
Hostel Electricity	-	Actual Basis	Actual Basis	Actual Basis	Actual Basis
Recreation Fees	-	600	1800	3600	7200
Tuition fees	700	-	-	-	-
Pot Money	-	400	1200	2400	4800
Laboratory Fee	-	700	2100	4200	8400
Examination Fees	5000 per exam	-	-	-	-
Total	11,700	2,700	8,100	16,200	32,400

NOTE:

1. Above fees are subject to revision from time to time by Institute and students admitted shall have to pay fees as may be decided by Institute.
2. Fees and or charges including Hostel rent, once paid, shall not be refunded in any case, even if a student leaves Institute before completion of semester or does not join Institute for any reason. No correspondence on this account will be entertained.
3. Caution Money will, however, be refunded to those candidates who do not join course. In case of a student leaving course in middle or after completion of course, balance of caution money, if any after education of charges due, will be refunded.
4. Mess is for students residing in hostels. Mess charges are payable to Mess in-charge every month in advance.

HOSTEL ACCOMMODATION

Hostel accommodation will be provided subject to availability.

In case of any dispute, decision of Chief Provost of Hostels will be final.

INSTITUTE LIBRARY

A well-stocked library equipped with all important medical books and journals is attached to Institute. It serves needs of staff and students of Institute. It has multiple copies of all important medical books, textbooks and general books so that maximum number of readers can use m. Books and periodicals are loaned to readers for a maximum period of a fortnight. facilities of Book Bank are also available in Library.

CODE OF CONDUCT FOR STUDENTS AT AIIMS, RISHIKESH

(i) Maintenance of Discipline among students of AIIMS:

1. All powers relating to discipline and disciplinary action are vested in Director.
2. Director May delegate all such powers, as he/she deems proper to Dean and to such or persons as he/she may specify on his behalf.
3. Without prejudice to generality of power to enforce discipline under Rules. following shall amount to acts of gross indiscipline :
 - a) Physical assault or threat to use physical force against any member of teaching or non-teaching staff of any Department/Centre of AIIMS or any or persons within premises/Campus of AIIMS.
 - b) Carrying or use or threat of use of any weapon.
 - c) Violation of status, dignity and honour of students belonging to Scheduled Castes, scheduled Tribes and Or Backward Castes.
 - d) Any practice, whether verbal or otherwise, derogatory to women.
 - e) Any attempt at bribing or corruption in any manner.
 - f) Wilful destruction of institutional property.
 - g) Creating ill-will or intolerance on religious or communal grounds.
 - h) Causing disruption in any manner of functioning of AIIMS, Rishikesh.
 - i) Regarding ragging directive of Supreme Court will be followed strictly. It is as under: "As per direction of Hon'ble Supreme Court of India, Government has banned ragging completely in any form inside and outside of campus and 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 Institution and shall also be liable to fine which may extend to 10,000/- punishment may also include cancellation of admission suspension from attending classes, withholding/withdrawing fellowship/scholarship and or financial benefits, withholding or cancelling result. decision shall be taken by Head of Institution."

4. Without prejudice to generality of his/her powers relating to maintenance of discipline and taking such action in interest of maintaining discipline as may seem to him/her appropriate. 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 AIIMS.
 - 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 result of student(s) concerned in Examination(s) in which he/she or y have appeared be cancelled.
Be prohibited for appearing or completing any examination for any unfair means like copying taking notes, mobiles or any or electronic gadgets inside examination halls.
5. At time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to disciplinary jurisdiction of Director and several authorities of AIIMS who may be vested with authority to exercise discipline under Acts, Statutes, Rules and rules that have been framed re under by competent authorities of AIIMS.

(ii) Prohibition of and Punishment for Ragging:

1. Ragging in any form is strictly prohibited, within premises of College/Department of Institution and any part of AIIMS and also outside AIIMS Campus.
2. Any individual or collective act or practice or ragging constitute gross indiscipline shall be dealt with under this Rules.
3. Ragging for 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 or students and includes individual or collective acts or practice which :
 - a) Involve physical assault or threat or use of physical force;
 - b) Violate status, dignity and honour of women students;
 - c) Violate status; dignity and honour of students belonging to Scheduled Castes, Scheduled Tribes and Or Backward Castes.
 - d) Expose students to ridicule and contempt and affect ir self-esteem;
 - e) Entail verbal abuse and aggression, indecent gesture and obscene behaviour.
4. Director, Dean, Hostel Superintendent and Faculty of AIIMS shall take immediate action on any information of occurrence of ragging.
5. Notwithstanding anything in Clause (4) above, Dean or any or Faculty member/ or authority may also suo moto enquire into any incident of ragging and make a report to Director of identity of those who have engaged and nature of incident.
6. Dean may also submit an initial report establishing identity of perpetrators of ragging and nature of ragging incident.
7. On receipt of a report under clause (5) or (6) or a determination by relevant authority disclosing occurrence or ragging incidents described in Clause 3(a), (b) and (c) Director shall direct or order rustication of a student or students for a specific number of semester.
8. Director may in or 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 at AIIMS, departmental examination for one or more semesters or that result of student or students concerned in examination(s) in which y appeared be cancelled.

9. In case where students who have obtained degree(s) of AIIMS are found guilty under this Rules, appropriate action will be taken for withdrawal of degrees conferred by AIIMS.
10. For purpose of this Rule, abetment to ragging will also amount to ragging.

Anti-Sexual Harassment Monitoring Committee:

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

Unauthorised absence of students:

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