



# **NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH AND MEDICAL SCIENCES, MAWDIANGDIANG, SHILLONG**

**(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)**



## **PROSPECTUS – B.Sc. Nursing COURSE** *Session: 2016-17*





## AT A GLANCE

Course: B.Sc Nursing Session: 2016-17	
Online Registration of Applications on NEIGRIHMS website <a href="http://www.neigrihms.gov.in">www.neigrihms.gov.in</a> opens	11 <sup>th</sup> April, 2016 (Monday)
Online Registration of Applications closes on	23 <sup>rd</sup> May, 2016 (Monday)
Status of Registration including rejection/deficiencies in application as indicated	30 <sup>th</sup> May, 2016 (Monday)
Availability of admit cards on Institute's website <a href="http://www.neigrihms.gov.in">www.neigrihms.gov.in</a>	1 <sup>st</sup> June, 2016 onwards
<b>Date of Entrance Examination</b>	<b>18<sup>th</sup> June, 2016 (Saturday)</b>
Expected date of the Results of the entrance test	Within 36 Hours of the conclusion of the entrance test
1 <sup>st</sup> Counseling	29 <sup>th</sup> and 30 <sup>th</sup> June, 2016
Commencement of the Session	4 <sup>th</sup> July, 2016 (Monday)

### IMPORTANT TELEPHONE NUMBERS:

Help line No 18002660791

1. Office of Dean, NEIGRIHMS: +91 364-2538029
2. Examination Cell: +91 364-2538092 ( Extn – 224)

EXAMINATION FEE: **Rs.1000/- (Rupees One Thousand)** Only (+ Bank Charges)

Online Prospectus and Application Form is available in the Institute website at

[www.neigrihms.gov.in](http://www.neigrihms.gov.in)

Mailing address – [examcellneigrihms@gmail.com](mailto:examcellneigrihms@gmail.com)

### WARNING

1. *Ragging is banned in NEIGRIHMS. If any incident of ragging comes to the notice of the authority, candidates will be expelled from the institute.*
2. *Any attempt on the part of the Candidate to influence selection process, directly or indirectly, will be treated as a disqualification."*

## 1. INTRODUCTION

**North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences (NEIGRIHMS),** Shillong is an autonomous Institution established by the Ministry of Health and & Family Welfare, Government of India in 1987 under the Meghalaya Registration Act 1983. The Institute has been projected on a modular system on four pillars of health programmes in our country so as to develop:-

- Medical Education and Human Resource Development by creating a Centre of Excellence for Medical and Nursing Education to generate Health manpower in Specialty, Super specialty in the field of Medicine, Nursing and allied profession.
  - Excellence in Patient Care Services with State of the Art Technology.
  - Establish an open Referral Hospital to provide Specialized Health Care to the people of North East India.
  - Central Research organization with Primary and Advanced Research Facilities.
- The Institute shall look after the Regional needs and collaborate with other National and International agencies, Health Care Consultancy service in Regional and Central Health Schemes.

The Institute has the mandate to take up the responsibility of an Apex Co-ordination Centre to guide the Health Care programmes of North Eastern States, North Eastern Council and also to co-ordinate with the Central Government plans and programmes of Health Care.

Establishment of the College of Nursing in NEIGRIHMS is a step in this direction.

## 2. MISSION

To develop a center of excellence in the field of Nursing Education, Research and Patient Care so as to impart quality education leading to Bachelor/ Masters and Doctoral degree in Nursing for an internationally accredited Nursing professionals.

## 3. PHILOSOPHY OF THE COLLEGE

(i) The College believes that B. Sc. Nursing program will train the graduates who will be able to render quality nursing care which is scientifically sound and evidence based, in the health care practice at the Institutional level and Community Out Reach programmes.

(ii) The College believes in training students for their all-round development as an individual, a citizen and a Nursing professional, who will take up leadership positions and be capable of providing quality service in different health care setting and do innovative and pioneering work in the field of Nursing practice and education.

(iii) The College recognizes that the nursing profession is influenced by advances in Medical science and technology in keeping pace with the development of other health professions. The College therefore prepares a program in nursing education that complements with the changing needs of the profession, the community and the country at large.

## 4. PURPOSE

The B.Sc. Nursing is a Baccalaureate Degree Program of four (4) years, leading to the award of a Degree of Bachelor of Science in Nursing. The program is designed to help the graduates acquire a broad based knowledge and to become highly competent professionals who can function as skilled

practitioners in different hospital and community settings. They should be able to manage different types of health programmes and be a team leader of Health Care Workers.

## **5. MAIN OBJECTIVES OF THE COLLEGE**

- (a) To provide a broad-based educational programme through which graduates will be prepared to assume responsibility at the primary, secondary and tertiary level health care institutions as professional Nurses.
- (b) To emphasize on the need-based educational programmes for the community throughout the period of training and enable the under-graduates to identify the importance of social, behavioral and economic factors with regard to health and delivery of health care.
- (c) To provide the undergraduates with the appropriate knowledge and skill, so that at the end of the course they are able to act as a member of the health care team, provide health care to individuals in health institutions, families and groups in diverse community settings.
- (d) To be able to supervise and manage health programmes and to undertake teaching / training assignments in different settings.
- (e) To develop proficiency in the skills and techniques of nursing, based on sound scientific principles and concepts of nursing by utilizing critical analysis, judgment and decision making abilities.
- (f) To prepare the graduates to conduct research, both operational & applied, and take up specialized post graduate programmes.
- (g) To provide opportunities for self-development through curricular and extracurricular activities helping them develop a pride in their profession and guide them in their future nursing career.
- (h) To inculcate a sense of dedication and devotion towards their profession.

## **6. NAME OF THE COURSE:**

B. Sc. Nursing

## **7. DURATION OF THE COURSE:**

Four years including six months Internship Programme

## **8. AFFILIATION:**

The Course is affiliated to North Eastern Hill University (NEHU)

## **9. TOTAL NUMBER OF SEATS**

Fifty (50) seats annually

## **10. ELIGIBILITY CRITERIA FOR ADMISSION TO THE COURSE**

- (i) Should have passed 10+2 Examination with Science (PCB) and English Core / English Elective from recognized board under AISSCE/CBSE/ICSE/SSCE/HSCE or other equivalent board.
- (ii) Should secure an aggregate of 45% or more marks in Physics, Chemistry, Biology and English

- (iii) Should have completed the minimum age of 17 years on or before the 31<sup>st</sup> December, 2016 and not exceeding the maximum age of 25 years as on 31<sup>st</sup> December, 2016
- (iv) Candidates found guilty of misconduct or convicted for any offence shall not be eligible for admission.
- (v) Candidates should be medically fit
- (vi) Candidates should be a citizen of India

#### **11. CRITERIA FOR REJECTION OF APPLICATION FORMS:**

- (a) Candidates who fail to fulfill the age criterion
- (b) Candidates who fail to obtain the minimum stipulated marks in the qualifying examination (Higher Secondary / 10 + 2)
- (c) Faulty submission and incomplete details in the online Application Forms or non- receipt of Examination Fee will be rejected

#### **12. CENTRE CITY FOR ENTRANCE EXAMINATION:**

Shillong & Guwahati only

#### **13. COMMENCEMENT OF THE COURSE**

The course will commence with effect from **4<sup>th</sup> July 2016(Monday)** for the current academic year.

#### **14. HOSTEL ACCOMMODATION:**

The course will be completely residential in nature and hostel accommodation will be provided to all the Candidates admitted to the course.

#### **15. MEDIUM OF INSTRUCTION**

The medium of instruction will be English.

#### **16. CURRICULUM**

The Curriculum and the Syllabus for the course shall be as prescribed by the **Board of Studies for Professional Courses (BSPC), NEIGRIHMS** approved by **Academic Council Committee, NEHU** based on the Syllabus by the **Indian Nursing Council**.

#### **17. PROCEDURE FOR APPLYING**

Prospectus is available in NEIGRIHMS website at [www.neigrihms.gov.in](http://www.neigrihms.gov.in) w.e.f. **7<sup>th</sup> April, 2016 (Thursday) to 23<sup>rd</sup> May, 2016 (Monday)**. Candidates may see the instructions for online Registration and filling up of the online Application Form.

**Note: No request for sending the Prospectus cum Application form by post will be entertained**

## **18. ONLINE REGISTRATION, SUBMISSION OF ONLINE APPLICATION FORM AND PROCEDURE OF PAYMENT:**

- (a) Registration & Submission of Application Form will be **online mode only** and candidate will have to register for entrance examination in the online portal available at Institute website [www.neigrihm.gov.in](http://www.neigrihm.gov.in). Candidates will receive an SMS alert and email message regarding their **User ID** and **password** after a successful registration. Therefore, candidates should fill in their proper mobile number and email id. Candidates are advised to write down their user id and password on a paper and keep in safe custody. Candidate should read the instructions carefully and fill up the online Application Form **step by step** as describe in the Annexure – I.

### **(b) Procedure of payment: -**

*Candidates can deposit the Fees of **Rs. 1000/-** (Rupees One thousand only) through online mode by using **debit card/ credit card** through payment gate way to the Institute's Account "**NEIGRIHMSMBBS ACCOUNT**" No **30270200000005**.*

Candidates should follow the Instructions in the online portal as given in the Annexure-I  
**Attachment of Photographs:** As per direction in Annexure – II.

**NOTE: Applications submitted without the Examination Fee shall be summarily rejected.**

- (c) It will be the responsibility of the candidates to ensure that correct information is provided in the online Application Form regarding Name, Date of Birth (DOB), Address, Contact no, email address etc.
- (d) Incomplete applications in any respect will be summarily rejected and no correspondence/queries will be entertained in this regard.
- (e) 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.
- (f) If ineligibility is detected at any stage, candidature/ admission of the candidate will be cancelled without any notice.
- (g) The decision of the **Director, NEIGRIHMS** 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. DOCUMENTS TO BE UPLOADED:-**

- i). Candidates scanned photograph of appropriate size.
- ii). Candidates scanned signature.



- iii). **Scanned copy** of proof of payment of fee.
- iv). Scanned copy of the High School/Secondary School Certificate issued by the Board / University showing the date of birth of the applicant.
- v). Scanned copy of the mark sheet of the 10+2 standard examination to ascertain eligibility in qualifying examination. This is not required for the candidates awaiting results of 10+2 examination.
- vi). In case, a candidate is waiting for result of 10+2, scanned copy of the ADMIT CARD of the said examination should be uploaded. However, original mark-sheet should be produced at the time of Counseling if qualified.
- vii). **Employed Candidates:** In case of employed candidates, he/she must upload his/ her scanned copy of **No Objection Certificate from the Employer**.

**Candidate may keep a print out copy of his/her application form FOR OWN USE. No hard copy needs to send to NEIGRIHMS.**

#### **20.i) DOWNLOADING OF ADMIT CARD**

Admit Card to the eligible candidates for appearing in the Entrance Examination has to be downloaded online from the Institute's website by logging candidates own password

- ii) provided at the time of his/her registration for entrance examination from **1<sup>st</sup> June 2016 onwards**. No other separate procedures of issuing admit Card is available.

#### **21. THE ENTRANCE EXAMINATION:**

- i) **The online Entrance Examination for admission to the B. Sc Nursing Course will be conducted in following two city centers.**

SL. NO.	EXAMINATION CENTER	CITY CODE
1.	Guwahati	01
2.	Shillong	02

- ii) Applicant can put option only one centre. The candidate should indicate his/her choice of centre with due care and thought. The centers of Entrance Examination once opted will not be changed and any request for such a change will not be entertained. If seats for Entrance Exam are unavailable in the chosen centre, the other center will be considered for venue of Entrance Examination. The centre as allotted by NEIGRIHMS will be considered as final.
- iii) **The Entrance Examination will be On-Line Computer Based Distributed Objective Type Examination (CBT)**
- iv) **Syllabus:** The questions for NEIGRIHMS B. Sc. Nursing Entrance Examination 2016 will be based on the syllabus as prescribed by State Board/CBSE for XI & XII Standards for Science stream. No syllabus has been prescribed by the Institute for the examination.
- v) Each answer with correct response shall be awarded **“ONE”** mark. **“ZERO”** mark will be awarded for the questions not answered or wrong answer. There is no **“NEGATIVE MARKING”**.
- vi) All questions will be of one best / correct response type having four alternatives.

## 22. SCHEME OF ENTRANCE EXAMINATION

One paper of **2 (two) hours** duration consisting of four (4) parts containing objective type (multiple choices) questions with a single responsive answer. The distribution of marks will be as follows:

PART	SUBJECT	MARKS
A	Physics	20
B	Chemistry	20
C	Biology (Botany -20 + Zoology -20)	40
D	English	20
<b>Total</b>		<b>100</b>

The general standard of the entrance examination will be that of 12th Standard under the 10+2 scheme or an equivalent examination of an Indian University /Board. No syllabus for examination has been prescribed by the Institute. For learning the procedure of on line mode answering system candidate may log in to the Institute website <http://www.neigrihms.gov.in> and practice **Mock Test** provided therein.

## 23. DECLARATION OF RESULT AND PROCEDURE FOR SELECTION

- i) Result of the Entrance Test in order of merit will be declared within 36 hours of completion of the Entrance Examination and will be displayed on the Institute's Notice board, Director's Block, and College of Nursing Notice Board, NEIGRIHMS, Mawdiangdiang, Shillong-793018, Meghalaya, and also be made available in the Institute's website at <http://www.neigrihms.gov.in> No correspondence regarding results will be issued to individual candidate.
- ii) Candidates who are not selected will not be intimated separately and no correspondence on this subject will be entertained.
- iii) There will be no provision for rechecking of answer sheets or communication of marks obtained at the entrance examination.
- iv) Candidates will be called for counseling for admission **in order of merit** from the published result of the Entrance Examination. List of candidates called for counseling will be made available in the Institute's website at <http://www.neigrihms.gov.in>.
- v) Candidates called for counselling will have to attend a Medical Examination at the Institute on the same of counselling.
- vi) Candidates selected after counseling and Medical Examination shall have to pay the Admission fee/dues, etc. on the same day and get themselves admitted to the course, failing which his/her selection shall be treated as cancelled and seat will be offered to the next candidate on the waiting list in order of merit.
- vii) Selected candidates who have been admitted but failed to join the course within a week after the commencement of the academic session shall automatically stand to forfeit their seat and no correspondence shall be entertained.



- viii) All students admitted to the Institute will have to give an undertaking counter signed by parents/legal guardian, that he/she shall maintain good conduct, pay the requisite fees and other charges by the scheduled date, attend classes regularly and abide by the rules and regulations of the Institute failing which he/she is likely to be suspended or terminated as a student of the Institute.
- ix) Any dispute in regard to any matter referred to herein shall be subjected to the jurisdiction of the Honorable Courts of Shillong, Meghalaya only.

## 24. BASIS OF SELECTION

The selection of the candidates for the admission to the B. Sc Nursing course will be base on the merit list prepared on the basis of marks obtained in the entrance test.

## 25. INTER- SE- MERIT

If two or more candidates obtain equal marks in the entrance examination for admission to the B.Sc. Nursing Course, their inter-se-merit for admission to the course shall be determined on the basis of the following:-

- 1) Candidate securing more marks in Biology (aggregate in Zoology and Botany) in Entrance Examination will be preferred.
- 2) In case of tie in Biology marks, candidate securing more marks in Physics, Chemistry and Biology in aggregate (PCB) in Entrance Examination will be preferred.
- 3) In the event of tie even after this, candidate senior in age shall rank senior to the candidate who is junior in age.

## 26. COUNSELLING

- i) Result of successful candidates in the Entrance Examination along with waiting list will be placed in the official website: [[www.neigrihms.gov.in](http://www.neigrihms.gov.in)] and **Institute Notice Board**. It is
- ii) the responsibility of the candidate to find out the date of counselling from Institute Website/notice board, *no individual call letter will be sent*.
- iii) Selected candidates shall have to attend counselling and medical examination at the Institute at their own cost on the notified date.  
At the time of counselling, candidates will have to attend in person and produce the **original** of the following documents
  - a) Age Proof: High School Certificate / Secondary School Certificate / Admit Card of 10<sup>th</sup> or 10+ 2 Exams issued by the Board / University showing the date of birth / Birth Certificate of the applicant issued by the competent Government authority.
  - b) Certificates: Pass Certificate / Provisional Pass Certificate. Character and Conduct Certificate.
  - c) Mark Sheets: Clearly readable mark sheet of the 10+2 examination showing the marks secured by the applicants.
  - d) **NOC from the employer if Govt servant.**

**Admission will not be finalized unless the candidates produce all the original documents.**

There will be no allocation of marks for the counselling. It will be conducted strictly on the basis of merit in the entrance examination.

- iv) Candidates found medically fit are required to pay the admission fee in full.
- v) To fill vacancies arising due to failure of appearance by the selected candidates, sufficient number of candidates from the waiting list will also be called for counselling. Such
- vi) candidates will have to appear for the counselling on the notified date at their own cost. Candidates who fail to attend counselling/medical examination on the notified date shall forfeit their claim for admission and placement in the waiting list.
- vii) Candidates who have been admitted must join their classes on the date of commencement of the classes. The Selection/Admission is liable to be cancelled if the selected candidate
- viii) does not report to join the class on the stipulated date without prior permission.

**27. MIGRATION CERTIFICATE**

The Candidates selected for the course shall have to furnish the Migration Certificate from the University/Board from which they have passed their last examination at the time of their joining along with all other Certificates in original in support of their qualification, experience, etc.

**28. MEDICAL EXAMINATION**

The candidates selected for admission will have to undergo medical examination by a medical board consisting of faculty members of the institute. If in the assessment of the medical board, a candidate is found medically unfit, he/ she will not be admitted.

*In the matter of selection, the decision of the Director of the Institute shall be final.*

**29. FEES AND OTHER DUES (Per Annum)**

<b>1. College Fees</b>	<b>Amount</b>
Tuition fees	350.00
Library fees	40.00
Laboratory fees	150.00
Games	125.00
Hostel Admission fee	300.00
Amalgamated Fund	400.00
Students welfare Fund	100.00
Caution Money (Security Deposit)	200.00 (Refundable)
Hostel Security (Security Deposit)	750.00 (Refundable)
Mess Money (Security Deposit)	1000.00 (Refundable)
<b>Total</b>	<b>3,415.00</b>

Mess Charges will be as per actual on a monthly basis.

*\*University Fee as per NEHU rates will be collected from individual student by the month of September/October*

### 30j). LEGAL JURISDICTION

All disputes pertaining to the conduct of the Entrance Examination and allotment of seats and impersonation if any, detected shall fall within the jurisdiction of the Examination

- ii) Centres only. The Director, NEIGRIHMS shall be the legal person in whose name NEIGRIHMS may sue or may be sued.  
If any person(s) or Invigilator(s) engaged in the conduct of NEIGRIHMS Entrance Test is found acting in a manner that would result in the leakage in the Question Paper(s) or
- iii) attempt to use or help in the use of unfair means in this Entrance Examination, he/she shall be liable to prosecution under Indian Penal Code.  
The disputes, if any with regard to counselling and admission process after the Entrance Examination, etc. will be subject to the legal Jurisdiction at Meghalaya High Court, Shillong.

### 31. INSTRUCTIONS TO BE FOLLOWED IN THE EXAMINATION HALL

- i) Entrance Examinations for admission to B.Sc. Nursing course will be held on an all India basis by the Institute at Shillong & Guwahati center.
- ii) Computer based (CBT) on line Entrance Examination will be held on the 18<sup>th</sup> **June, 2016 (Saturday)** and the **venue & time of Exam** will be indicated in the Admit Card.
- iii) The Entrance Examination will start exactly at the time indicated in the Admit Card and an announcement to this effect will be made by the Invigilator.
- iv) The candidate should report at the examination centre one hour before **(9:00am)** commencement of examination and **get their digital finger print and photograph captured** in the station inside the gate before proceeding to their allotted seat as per seat plan displayed therein. Candidates must occupy their allotted seats and computer only. If a candidate is found appearing in the Examination from a seat/computer or room other than the one allotted to him/ her, then his/ her action will be treated as impersonation and the candidature of such candidate will stand cancelled.
- v) No candidates will be allowed to enter the examination Hall after the Schedule time of the Examination.
- vi) The Entrance examination will be conducted in **English language** only.
- vii) Candidates will appear in the computer (CBT) mode online entrance test at Shillong or Guwahati center at their own expenses and no TA/DA is admissible to them for the purpose.
- viii) No documents or enquiries shall be entertained at the Examination Centre. Candidates who appear for the Entrance Test should bring the Admit Card downloaded by them. A candidate who does not possess the Admit Card shall not be admitted to the Examination Hall under any circumstances.
- ix) Candidates will be subjected to **thorough frisking** before entering the Examination Hall. Candidates must show on demand, the Admit card for admission into the Examination Hall.
- x) During the examination time the invigilator will check Admit card of the candidates to satisfy himself/ herself about the identity of each candidate. If subsequently, found that the candidate appearing was impersonating, then he/she shall be liable for penal consequences under IPC.

- xi) CANDIDATES ARE NOT ALLOWED TO CARRY ANY TEXTUAL MATERIAL, PRINTED OR WRITTEN, BITS OF PAPERS OR ANY OTHER MATERIAL EXCEPT THE ADMIT CARD INSIDE THE EXAMINATION HALL.
- xii) Pens, calculators, rulers, log tables, geometry box, electronic digital watches with facilities of calculator, cellular phones, pagers or any electronic gadgets are not allowed inside the Examination Hall.
- xiii) No candidate, without the special permission of the Centre Chief Supervisor or the Invigilator concerned, will leave his/her seat or the Examination Room until the final bell is rung.
- xiv) Drinking Water will be provided at the Examination center.
- xv) Smoking in the Examination Hall during the examination hours is strictly prohibited.
- xvi) Candidates are to put their running signature in the attendance sheet provided by the invigilator.
- xvii) Candidates are requested to follow the instructions given by the invigilator and open their allotted computer by using their pass word provided at the time of registration for entrance examination.
- xviii) Any technical problem in the computer may be intimated immediately to the invigilator and get it corrected.
- xix) To ensure correct and uninterrupted performance of the computer candidates are requested to try in the MOCK TEST provided therein 5 minutes before actual beginning of the examination.
- xx) The four optional answers marked (A) (B) (C) (D) will appear against each question in the computer screen. Candidates are to choose & click in the submit button for response to the right answer out of these.
- xxi) Once the submit button is clicked the next question will appear in the computer screen and candidates are to repeat the same process by responding the answer as appear in the computer screen till the end of questions or till time limit provided for the exam.
- xxii) Candidates are to keep in mind that once the question No. 1 appears in the computer screen **your time starts immediately.**
- xxiii) The time earmarked for the examination will be counted by the clock in the Computer automatically and the question sets will automatically disappear from the screen of the computer **once the allotted time is over.**

### 32. UNFAIR MEANS

During the course of Examination, if any candidate is found indulging in any of the following, his/her result shall not be declared but shall be marked as **UNFAIR MEANS (U. F. M.)** and subsequently debarred permanently from taking the same examination in the future. The unfair means include:

- a) Having in possession papers, books, notes, electronic gadget or any other material or information relevant to the examination in the paper concerned.
- b) Giving or receiving assistance directly or indirectly of any kind or attempting to do so.
- c) Writing questions on the Admit card.
- d) Contacting or communicating with any person, other than the Examination Staff, during the examination time in the examination centre.
- e) Threatening any of the officials connected with the conduct of the examination or threatening any of the candidates.

- f) Using or attempting to use any other undesirable method or means in connection with the examination.

### 33. ANTIRAGGING MEASURES

As per direction of the **Honourable Supreme Court of India**, the Government has banned ragging completely in any form inside and outside the campus and authorities are determined not to allow any form of ragging. Whosoever directly or indirectly commits, participates in, abets or instigates ragging within or outside NEIGRIHMS shall have an FIR lodged against him/her and he/she will be suspended or rusticated from the Institute and shall also be liable to be fined which may extend to **Rs. 10,000/-**. In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission can be refused or he/she shall be expelled from the Institute. The punishment may also include suspension from attending the classes, withholding/ withdrawing fellowship/ scholarship and other financial benefits or withholding the result.

### 34. CODE OF CONDUCT FOR NEIGRIHMS STUDENTS

- I) All powers relating to discipline and disciplinary action are vested in the **Director**.
- II) The **Director** may delegate all such powers, as he/she deems proper to the **Dean/ Principal** 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;-
  - a) Physical assault or threat to use physical force against any member of the teaching or non-teaching staff of any Department/ Centre of NEIGRIHMS or any other persons within the premises.
  - b) Carrying, use or threat of use of any weapon.
  - c) Violation of the status, dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
  - d) Any practice, whether verbal or otherwise, derogatory to women.
  - e) Any attempt at bribing or corruption in any manner.
  - f) Willful destruction of institutional property.
  - g) Creating ill-will or intolerance on religious or communal grounds.
  - h) Causing disruption in any manner of the functioning of the NEIGRIHMS, Shillong.
- IV) In any case of ragging the Director may in exercise of his/her powers as per the aforesaid order on ragging 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 NEIGRIHMS
  - 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.

- V) 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 NEIGRIHMS 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 NEIGRIHMS.

### **35. 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 redressed.

### **36. 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 Principal to these students. Thereafter the action of cancellation of the registration of the concerned will be decided by the Principal/Dean/Director, NEIGRIHMS.

#### **IMPORTANT NOTE**

1. NEIGRIHMS reserves the right to make changes in the information provided in this Prospectus based on directives from competent authorities. This cannot be quoted for any sanction.
2. Notwithstanding the information given in this Prospectus of NEIGRIHMS, has the ultimate right to decide on any issue as per its Rules and Regulations.
3. For any up-to-date information including changes in the datelines, seat matrix, etc., CANDIDATES may check the Institute website [www.neigrihms.gov.in](http://www.neigrihms.gov.in) from time to time.

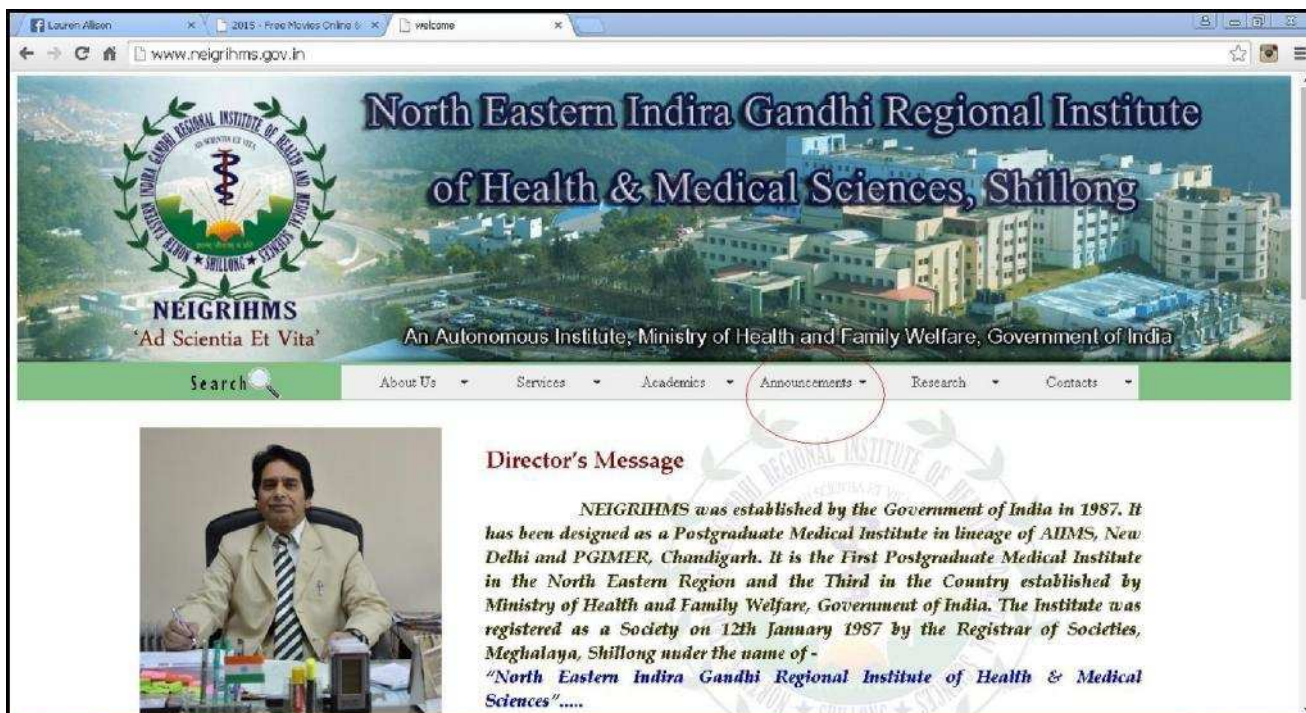


**ANNEXURE – I****INSTRUCTIONS FOR FILLING UP THE ONLINE REGISTRATION & APPLICATION FORM**

Candidates are requested to read the Prospectus and this document carefully before starting the Registration Process. NEIGRIHMS will not be liable for any mistake done by the candidate while filling up the Application Form. Utmost care has been taken to create this document enumerating the Step by Step process of Registration. In case you face any difficulty while applying or during any stage of the application please send us a mail with all details to **examcellneigrihms@gmail.com** OR call the Toll Free Number < **18002660791** >.

Before applying online, candidates must ensure that they have scanned copy of photo, signature and relevant documents with them. The size of the photo and signature should be within 10KB to 80 KB & signature should be within 10 KB to 80 KB. System will not accept any size below and above mentioned sizes.

- For Registration Go to NEIGRIHMS Home page – Type <http://www.neigrihms.gov.in> in your browser
- In the home page Click “Announcement”



- Drop down – you will find “Examination News” – Click - You will find “Notification” – Click - You will be taken to the “Registration Page”



You will find **2 (two)** options – one for **New Registration** and the other one is to log in for the candidates who already registered and has “**emailid**” and “**password**”

- **Click Here** to Register for NEIGRIHMS B. Sc Nursing Entrance Examination 2016 as a **new user**
- **Click here** to Login for NEIGRIHMS B. Sc Nursing Entrance Examination 2016 as an **existing user**



- The following steps may be followed to complete the Online Application Process:
  - The notification page will have provision for login for both New User as well as **Existing User**. Clicking on the **New User link** takes the candidate to a registration page whereas an **Existing User** will have to login using their Credentials. In case candidate has forgotten/misplaced their **Password**, they may click on the **Forgot Password link** on the **login page**. An SMS and Email will be sent to their registered Mobile Number and **Email Id** with the **Password**.
  - Clicking on the Existing User link will redirect user to the application page to complete their application with payment or to check status of application as will be applicable.
- In the Candidate Registration Page, a **New User** will have to provide accurate details of the following:



**North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Shillong**

**Registration Form**

**Note** Kindly use Internet Explorer(version 9 to 11) or Mozilla Firefox(14 to 32) or Google Chrome(28 to 34) to fill the Application Form.  
Please fill below details and submit the form to receive the User ID and Password through Mail and/or SMS.  
After receiving User ID and Password please login to fill the application form and submit.

**Registration Form**

\*Name of the Candidate

\*Date of Birth

Age as on 31.12.2015  Years  Months  Days

\*Email ID

\*Confirm Email ID

\*Mobile No.

(Enter your 10 digit without prefixing 0)

\*Confirm Mobile No.

Please enter the letters displayed in the image below.  
If the image is not clear, click on "Can't read the text? Get a new image"

- Name as given in XIIth Standard Mark sheet. (In Block Letters Only)
- Date of Birth
- Gender
- Mobile Number: This needs to be correct since important communication will be sent via SMS to candidate.
- Email ID: This needs to be correct since important communication will be sent via Email to candidate.
- After the candidate submits the registration details, they will receive their **Login ID** and **Password** via SMS and Email.

North Eastern India Gandhi Regional Institute of Health & Medical Sciences, Shillong

NEIGRIHMS  
All Sciences PG, VMMC

Notice : Application form has been registered successfully. Kindly logout and login with the details sent on your registered email ID to proceed.

Application Form

Personal Information

Application Number:	1000027
Name of This Candidate:	A THAPA
DOB:	18/01/1983
Age:	32 Years 11 Months 13 Days
Moblie No:	1234567890
Email ID:	a.thapa@abc.com

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Then they will be asked to logout and re login using the credentials provided.

North Eastern India Gandhi Regional Institute of Health & Medical Sciences, Shillong

NEIGRIHMS  
All Sciences PG, VMMC

Candidate Login

Login to Fill/Submit/View Application Form

User ID:

Password:

Login Forgot Password

Version 10.00.0.1

- After a candidate logs in to the Application Portal using their **User ID** and **Password**, the following data needs to be provided in **3 tabs** on the Candidate Application Page:
  - **Personal Details**
  - **Course and Qualification Details**
  - **Declaration and Payment**
- In the **Personal Details** section candidate has to provide the following details



**ONLINE APPLICATION FORM**

Note: Kindly use Internet Explorer(version 9 and 11) or Mozilla Firefox(14 to 30) or Google Chrome(20 to 34) to fill in the Application Form. Fields marked with \*are mandatory.

**1 Personal Details** **2 Course and Qualification Details** **3 Declaration and Payment**

**Personal Information**

\*Name of the Candidate: A THAPA

\*Father's Name:

**Other Personal Information**

\*Date of Birth: 20/01/1998

\*Gender:

\*Category:

\*Person With Disability (PWD):

\*Mobile No: 1234567890

Age as on 31.12.2015: 17 Years 11 Months 11 Days

\*Choose from the list which of these 8 north eastern states of India do you belong to?:

\*Email Address: athapa@ba.com

**Upload Scanned Copies:**

Note: For 4th Pass (Pass) Holders: High School Certificate / Secondary School Certificate / Admit Card of 10th or 10+2 Examinations by the Board / University.

- **Father's Name:** To be filled in block Letters with correct spelling
- **Gender**
- **Category:** Whether candidate is from General/SC/ST/OBC category
- Whether candidate has any physical disability. (Candidate needs to provide suitable disability document as proof of disability if he/she chooses to declare himself/herself with disability)
- Candidate needs to upload all suitable documents in the links provided in the application tab
- Candidate needs to provide correct Correspondence and **Permanent Address** with Pin code.
- **Candidates will have to upload the scanned copies of documents:**
  - Scanned NEIGRIHMS copy of the Bank Challan
  - Scanned copy of the High School/Secondary School Certificate issued by the Board / University showing the date of birth of the applicant.
  - Scanned copy of the mark sheet of the 10+2 standard examination

- In case, a candidate is waiting for result of 10+ 2, scanned copy of the ADMIT CARD of the said examination
- **Employed Candidates:** In case of employed candidates, he/she must upload her/his scanned copy of NOC

Upload Scanned Copies

**Note :** For Age Proof Please Upload High School Certificate / Secondary School Certificate / Admit Card of 10th or 10+2 Exams issued by the Board / University showing the date of birth / Birth Certificate of the applicant issued by the competent Government authority..

\*Please upload scanned copy of your Age Proof. here

\*Please upload scanned copy of your Disability Certificate. here

**Note :** For PRC Document Please Upload Domicile/Permanent Residential Certificate valid for the year 2015, from the competent authority (i.e. District Commissioner of the state or any Government authorized Official) certifying that he/she is Domicile /Permanent resident of either of the 8 (eight) North eastern states of India including Sikkim.

\*Please upload scanned copy of your PRC Document. here

Correspondence Address

\*Address Line 1:

Address Line 2:

Address Line 3:

\*Pin code :

\*State : --Select--

\*District :

\*City :

Telephone No. : STD Code Telephone No.

\*Permanent Address Same as Correspondence Address? ☐ Yes ☒ No

Permanent Address

\*Address Line 1:

Address Line 2:

\*State : --Select--

\*District :

- In the Course and Qualification Details tab, candidate needs to provide the following details:

Note: Kindly use Internet Explorer (version 9 and 11) or Mozilla Firefox (14 to 10) or Google Chrome (26 to 74) to fill in the Application form.  
Browsers installed with Java security...

1 Personal Details   2 Course and Qualification Details   3 Declaration and Payment

**XII Standard Examination Results**

Have you appeared for your XIIth Board exam in 2016 or cleared the exam in a previous year? Appeared in 2016

BOARD / UNIVERSITY	MARKS % IN PHYSICS	MARKS % IN CHEMISTRY	MARKS % IN BIOLOGY / BOTANY / ZOOLOGY	MARKS % IN ENGLISH
GO ASSAM	00	00	00	00

**Upload Scanned Copies**

**Note :** For XII th Worksheet please upload clearly readable mark sheet of the 10 + 2 examination showing the marks scored by the applicant.  
Please upload scanned copy of your XII th Worksheet [here](#)

**Note :** For Pass Certificate please upload Pass Certificate / Provisional Pass Certificate where the candidate has already cleared the qualifying examination. O. HSSLC admit card, if the candidate appeared and result is yet to be declared.  
Please upload scanned copy of your Pass Certificate [here](#)

**Note :** XIIth board admit card or suitable authorization from school from which candidate has appeared for XIIth board examination.  
Please upload scanned document of proof of appearing in XIIth board examination [here](#)

- Candidate has to select whether he/she has Appeared for XIIth Boards in 2016 or has Cleared XIIth Boards earlier
- Candidates who have appeared for Boards in 2016 need to provide the Board from which they have appeared and upload Admit Card/Suitable Authorization from School as proof of appearing in 2016 XIIth Board examination.
- Candidates who have cleared the examination in a previous year need to provide Board details, Marks in Physics, Chemistry, Biology and English and upload Mark sheet and Pass Certificate of XIIth Board Examination.
- Candidate needs to have above **45% marks** in aggregate in all 4 subjects (Physics, Chemistry, Biology and English) to be eligible for the test

Please upload scanned copy of your Pass Certificate, here.

Note : XIIth board admit card or suitable authorization from school from which candidate has appeared for XIIth board examination.

\*Please upload scanned document of proof of appearing in XII th board examination, here

**Name and Address of the School/College**

\*Full Name of the School/College :

\*State :

\*City :

\*Pin code :

\*Address Line 1 :

Address Line 2 :

Address Line 3 :

**Aptitude Test Location**

Note : In case seats are not available in the city chosen by you, NEIGRIHMS reserves all right of allotment of alternate center to you.

\*City Code for writing Online Aptitude Test :

\*Are you willing to write the Aptitude Test in offline mode which will be conducted in Shilling? :

Next

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- Candidate needs to provide complete address of school/college with pin code from which she/he has appeared for Boards
- Candidate needs to choose city of preference for appearing for the Online aptitude test
- **In the Declaration and Payment tab**, candidate has to provide:
  - Latest Photograph (JPEG image not more than 80KBs)
  - Scan copy of Signature (JPEG image not more than 80 KBs)
  - Mode of Payment

- In **Online Payment Mode**, candidate will have to check **I Agree** below the declaration given and submit. This will redirect the candidate to payment page where they can make payment via **Debit/Credit Card**.

Bank of Baroda Secure Payment... X

Bank of Baroda [B] https://www.bobgateway.com/imp/Servlet.html?5258EA8CAB5304CFD0B8B92F6394DF1E1A9F0E29744F20 Search

**बैंक ऑफ बरोडा**  
Bank of Baroda

Version Secured  
VIRIFY™  
ADULTS ONLY CERTIFICATED

Welcome to Baroda e-Gateway

Dear Customer,  
Baroda e-Gateway will secure your payment to **BOBPGTEST2**.

Card Type: ☐ Newell Card ☐ RuPay ☐ VISA

Card Number:   
(Please enter your card number without any spaces)

Expiry Date: MM YY  
(Please enter expiry date provided on your card)

CVV2 / CVC2 Number:   
(CVV2 / CVC2 is the three digit security code printed on the back of card)

Name on Card:

Purchase Amount: **INR 1522**

Word Verification:   
Type the characters you see in the picture below  
**X Q J 2 e z M**

3D Secure Verification Number:

Verified by MasterCard

16:55 31-03-2015

- Once the application has been submitted, no editing can be done in the application details.
- Candidate will be intimated if his/her application has been successfully screened and he/she is deemed to be eligible to write the Aptitude test via **SMS and Email**.



## ANNEXURE – II

### UPLOADING OF PHOTOGRAPH, SIGNATURE AND DOCUMENTS BY CANDIDATE

A recent Passport size Coloured Photograph image of the candidate should be uploaded in the space indicated in the online Application Form. The candidate is also required to upload an image of his/her **full signature** in the space provided below the photograph.

Signature should be on white background. Photo and Full Signature must be in **jpg format**. Size of Photo should not be more than 80 KB and Size of Full Signature should not be more than 10 to 80 KB.

#### **EXAMPLE OF PHOTOGRAPH:**



1. Photographs **MUST** be snapped on or after 1st January`2016
2. The photograph must be snapped with a placard and the placard should be held by the candidates indicating name of candidate and date of taking of photograph. In case name and date are written on the photograph after taking it (superimposition) the application form will be rejected.
3. The name and date on the photograph must be clearly visible and legible.
4. Photograph should **NOT** have cap or goggles. Only Spectacles are allowed.
5. Application not complying with these instructions or with unclear photographs will be rejected.
6. Keep a few identical photographs in reserve for use at the time of Entrance Examination/Admission if required.

#### **EXAMPLE OF SIGNATURE:**

**(jpg format in white background, size 10 to 80 KB)**

**Procedure to reduce the image size of Photo, Other Documents and Signature (if original is more than the specified size above)**

- Open image with Microsoft Office Picture Manager
- Select edit picture
- Select compress pictures
- Select compress for **web pages** or **e-mail messages**
- **Click OK**
- **Save**

**The image can be uploaded**