



**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:2023-2024





AT A GLANCE

Course : B.Sc.(Nursing)	
Session 2023-2024	
Registration of Applications on NEIGRIHMS Website www.neigrihms.gov.in	8th May 2023 (Monday)
Registration of Application closes on	8th June 2023 (Thursday)
Status of Registration including rejection/ deficiencies in application on NEIGRIHMS website	14th June 2023 (Wednesday)
Issue of Admit Card	19th June, 2023 (Monday) onwards
Issue of Duplicate Admit Card	10th July, 2023 to 12th July, 2023
Date of Entrance Examination	16th July, 2023 (Sunday) (Offline)
Expected date of Declaration of Result Entrance Test	Within 72 hours of the conclusion of Entrance Test
Counseling and admission	25th July 2023 (Tuesday)
Commencement of the session	1st August 2023 (Tuesday)

IMPORTANT TELEPHONE NUMBERS:

1. Office of Dean, NEIGRIHMS: +91 364-2538029
2. Examination Cell: +91364-2538092 (Extn – 225)

EXAMINATION FEE: Rs.1000/- (Rupees One thousand) Only Prospectus, Application Form and Challan are available in the Institute website at www.neigrihms.gov.in

Mailing address – neigr.exams@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

The North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences (NEIGRIHMS), Shillong is an autonomous Institution established by the Ministry of Health & Family Welfare, Government of India 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/Master 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 8 (eight) semester, leading to the award of a Degree of Bachelor of Science in Nursing. The aim of the undergraduate program are to :

- i) Produce knowledgeable competent nurses and midwives with clear critical thinking skills who are caring, motivated, assertive and well disciplined responding to the changing needs of profession, healthcare delivery system and society.
- ii) Prepare them to assume responsibilities as professional, competent nurses and midwives in providing promotive, preventive, curative and rehabilitative healthcare services in any healthcare setting.
- iii) Prepare nurses and midwives who can make independent decisions in nursing situations within the scope of practice, protect the rights of individuals and groups and conduct research in areas of nursing practice and apply evidence-based practice.
- iv) Prepare them to assume role of practitioner, teacher, supervisor and manager in all healthcare settings.

5. OBJECTIVE

On completion of the B.Sc.Nursing program, the B.Sc. Nursing graduates will be able to :

- i) Utilize critical thinking to synthesize knowledge derived from physical, biological, behavioural sciences, and humanities, in the practice of professional nursing and midwifery.
- ii) Practice professional nursing and midwifery competently and safely in diverse settings, utilizing caring, critical thinking and therapeutic nursing interventions with individuals, families, populations and communities at any developmental stage and with varied lived health experiences.
- iii) Provide promotive, preventive and restorative health services in line with national health policies and programs.
- iv) Integrate professional caring into practice decisions that encompass values, ethical, and moral and legal aspects of nursing.
- v) Respect the dignity, worth, and uniqueness of self and others.
- vi) Apply concepts of leadership, autonomy and management to the practice of nursing and midwifery to enhance quality and safety in health care.
- vii) Utilize the latest knowledge and skills related to information and technology to enhance patient outcomes.
- viii) Communicate effectively with patients, peers, and all health care providers.
- ix) Utilize the requisite knowledge, skills and technologies to practice independently and collaboratively with all health professionals applying the principles of safety and quality improvement.
- x) Integrate research findings and nursing theory in decision making in evidence-based practice.
- xi) Accept responsibility and accountability for the effectiveness of one's own nursing and midwifery practice and professional growth as a learner, clinician and leader.
- xii) Participate in the advancement of profession to improve healthcare for the betterment of the global society.
- xiii) To inculcate a sense of dedication and devotion towards their profession.

6. NAME OF THE COURSE:

B.Sc. Nursing

7. DURATION OF THE COURSE:

8 (Eight) Semesters *including* Internship Programmes.

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 Physics, Chemistry and Biology (PCB) and English Core 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 (PCB) taken together and passed in English individually.
- iii) English should be a compulsory subject in 10+2 for being eligible to B.Sc.(Nursing) course
- iv) Should have completed the minimum age of 17 years as on or before 31st December 2023 and not exceeding the maximum age of 25 years as on 31st December 2023.
- v) Candidates found guilty of misconduct or convicted for any offence shall not be eligible for admission.
- vi) Candidate should be medically fit.
- vii) Candidate 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. Candidates who do not have English as a compulsory subject in 10+2 will not be eligible.
- d. Faulty submission and incomplete details in the Application Forms or non receipt of Examination Fee will be rejected.

12. CENTRE CITY FOR ENTRANCE EXAMINATION – Will be Issue in the Admit Card

13. COMMENCEMENT OF THE COURSE

The course for the current academic session will commence from 1st August, 2023
(Tuesday)

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 is based on **Indian Nursing Council** Syllabus and approved by **Academic Council Committee, NEHU**.

17. PROCEDURE FOR APPLYING

Prospectus cum Application Form will be available in NEIGRIHMS website at www.neigrihms.gov.in w.e.f. 8th May, 2023 to 8th June, 2023.

Note: NO REQUEST FOR SENDING THE PROSPECTUS CUM APPLICATION FORM BY POST WILL BE ENTERTAINED.

18. SUBMISSION OF APPLICATION FORM AND PROCEDURE OF PAYMENT:

- (a) Duly filled up application forms can be dropped in at the Box placed outside the Examination Cell, Director's Block, NEIGRIHMS on or before 8th June, 2023 before 5:00 PM addressed to "Examination Cell, NEIGRIHMS, Director's Block, P.O. – Mawdiangdiang, Shillong – 793018".
- (b) Forms can also be sent by post addressed to "Examination Cell, NEIGRIHMS, Director's Block, P.O. – Mawdiangdiang, Shillong – 793018" and should reach by 8th June, 2023 before 5:00 PM.

Note: If there is any delay in Postal delivery, the Institute will not be responsible.

Procedure of payment:- The prescribed amount of **Examination Fee**, i.e. ₹ 1000/- (**One Thousand Only**) may be deposited through **Challan Only** (Available in the website) payable at any Bank to "**PRINCIPAL NURSING COLLEGE OF NEIGRIHMS**" Candidates are advised to submit the **Original Challan** (NEIGRIHMS Copy) along with the Application form and must keep the Original Challan (Candidate's Copy) as proof of payment.

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

NO OTHER MODE OF PAYMENT WILL BE ACCEPTED.

- (c) It will be the responsibility of the candidates to ensure that correct information is provided in the 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 SUBMITTED:-

Attested copies of the following Certificates /Documents should be submitted along with the Application Form address to the Examination Cell, Director's Block, NEIGRIHMS, Mawdiangdiang, Shillong-793018, Meghalaya.

- a. **Age proof:** 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.
- b. **Certificates:** Pass Certificate/ Provisional Pass Certificate in case the candidates already pass 10+2 Examination.

OR

Admit Card/ appearing certificate (from Principal of School or College) of 10+2 Examination for those Candidates who are waiting for the declaration of result.

c. Mark sheets:

- i. Clearly readable mark sheet of the 10+2 examination showing the marks secured by the applicants.
- ii. In case, a candidate is waiting for result of 10+ 2, an ADMIT CARD of the said examination should be submitted along with the application form. However, original mark-sheet should be produced at the time of Counseling if qualified.
- d. **Photographs:** One recent clear color passport size photograph.

All claims made in the application must +9be supported with documentary proof.

20. ISSUE OF ADMIT CARDS

- i) Admit Card to the eligible candidates for appearing in the Entrance Examination will be sent by Speed Post to the address provided in the Application form from 19th June, 2023 onwards.
- ii) In case of non receipt of Admit Cards candidates can collect the Duplicate Admit Cards from Examination Cell, NEIGRIHMS from 10th July, 2023 to 12th July, 2023

21. THE ENTRANCE EXAMINATION:

- i) **The Written Entrance Examination for admission to the B.Sc. Nursing Course will be conducted on the 16th July, 2023 (Sunday)**
- ii) **The Written Entrance Examination will be based on MCQs.**
- iii) **Syllabus:** The questions for NEIGRIHMS B.Sc.Nursing Entrance Examination 2023 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.
-

- iv) 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.
- v) 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 5 (Five) parts containing objective type (multiple Choices) questions with a single responsive answer. The distribution of marks will be as follows:

PART	SUBJECT	MARKS
A	Aptitude for Nursing	20
B	Physics	20
C	Chemistry	20
D	Biology (Botany – 10 + Zoology – 10)	20
E	English	20
Total		100

Minimum qualifying marks for Entrance Test shall be 50% Marks

The general standard of the Written Entrance Examination will be that of 12th Standard under the 10+2 schemes or an equivalent Examination of an Indian University/Board. No syllabus for examination has been prescribed by the Institute.

23. DECLARATION OF RESULT AND PROCEDURE FOR SELECTION

- i) Result of the Entrance Test will be declared within 3 days of completion of the Written 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. The Result will 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) 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 counseling will have to attend a Medical Examination at the Institute on the same day of counseling.
- 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 based 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:-

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

26. COUNSELING

- i) Result of successful candidates in the Written Entrance Examination along with waiting list will be placed in the official website: www.neigrhms.gov.in and **Institute Notice Board**.
- ii) It is the responsibility of the candidates to find out the date of Counseling from the Institute's Website/ Notice Board. **No individual Call Letters will be sent.**
- iii) Selected candidates shall have to attend counseling and medical examination at the Institute at their own cost on the notified date.

At the time of Counseling, 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 10th or 10+2 Exams issued by the Board/University showing the Date of Birth/Birth Certificate of the applicant issued by competent Government authority.
- b. **Certificates:** Pass Certificate/ Provisional Pass Certificate, Character and Conduct Certificate.
- c. **Mark sheets:** Clearly readable Mark sheets of the 10+2 Examination showing marks secured by the applicants.

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

There will be no allocation of marks for the counseling. 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 on the date of Counseling failing which, the seat will be allotted to the next deserving candidate.**
- 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 Counseling. Such candidates will have to appear for the Counseling on the notified date at their own cost.
- vi) Candidates who fail to attend counseling/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.
- viii) The Selection/ admission is liable to be cancelled if the selected candidate 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)

College Fees	Amount ₹	Remarks
Tuition Fee	350.00	
Library Fee	40.00	
Laboratory Fee	150.00	
Games	125.00	
Hostel Admission Fee	300.00	
Amalgamated Fund	400.00	
Students Welfare Fund	100.00	
Security Deposit	25,000.00	(Refundable)
Hostel Security	750.00	(Refundable)
Mess Money Security	1000.00	(Refundable)
Total	28,215.00	

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

**University Fee as per NEHU rates will be collected from individual student as and when required.*

**Students who are admitted under Prime Minister Special Scholarship Scheme (PMSSS) for UTs of J&K and Ladakhs students will have to pay all the Security Deposits (Refundable) at their own expenses which will be refunded on completion of the course.*

30. PENALTY

Course fee once deposited will not be refunded. The Security Deposit of the candidate(s) who leaves the course mid way after joining will also be forfeited.

31. LEGAL JURISDICTION

- i) 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 Centre's only. The Director, NEIGRIHMS shall be the legal person in whose name NEIGRIHMS may sue or may be sued.
- ii) 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 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.
- iii) The disputes, if any with regard to counseling and admission process after the Entrance Examination, etc. will be subject to the legal Jurisdiction at Meghalaya High Court, Shillong.

32. INSTRUCTIONS TO BE FOLLOWED IN THE EXAMINATION HALL

- a. Entrance examinations for admission to B.Sc. Nursing course will be held on an all India basis by the Institute at Shillong.
- b. Eligibility criteria for admission shall be as stated above.
- c. Written Entrance Examination will be held on the **16 July, 2023 (Sunday)** at 10.00 A.M and the venue will be intimated at the time of issue of Admit Card.
- d. The Entrance examination will be conducted in **English language** only.

- e. Admit Card to the eligible candidates for appearing in the Entrance Examination will be sent by post to individual candidates from **19th June, 2023 onwards**. Any candidate who does not receive the Admit Card can collect their **Duplicate Admit Card** (after checking their eligibility status from the Institute's website) from the Examination Cell, Director's Block, NEIGRIHMS, Mawdiangdiang, Shillong-793018, Meghalaya on the 10th July, 2023 to 12th July, 2023 (**from 10:00 A.M to 05:00 P.M**).
- f. They are advised to bring along the photocopy of the Application Form or some Identification Proof.
- g. Candidates will appear in the written entrance examination at Shillong at their own expenses and no TA/DA is admissible to them for the purpose.
- h. No documents or enquiries shall be entertained at the Examination Centre. Candidates who appear for the Entrance Test should have an Admit Card issued by NEIGRIHMS in their possession. A candidate who does not possess the Admit Card issued by NEIGRIHMS shall not be admitted to the Examination Hall under any circumstances.
- i. The candidate should report at the examination centre one hour before commencement of examination. A seat with the candidate's Roll Number will be allotted to each candidate. Candidates must find out and occupy their allotted seats. If a candidate is found appearing in the Test from a seat or room other than the one allotted to him/ her, then his/ her candidature will stand cancelled.
- j. Candidates will not be allowed to enter the Examination Hall after 10:00 A.M. in the examination hall.
- k. **CANDIDATES ARE NOT ALLOWED TO CARRY ANY TEXTUAL MATERIAL, PRINTED OR WRITTEN, BITS OF PAPERS OR ANY OTHER MATERIAL EXCEPT THE ADMIT CARD WITHOUT ENVELOPE INSIDE THE EXAMINATION HALL.**
- l. 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.
- m. **BLACK BALL POINT PEN WILL BE PROVIDED IN THE HALL BY THE INVIGILATOR.**
- n. **ANY CANDIDATES FOUND TO BE IMPERSONATING WILL BE LIABLE FOR PROSECUTION AS PER INDIAN PENAL CODE.**
- o. Candidates who are unable to appear the Written Entrance Examination on the Scheduled Date for any reason, the examination shall not be conducted again by NEIGRIHMS under any circumstances.
- p. Candidates are requested to check and ensure that the Question Booklet contain as many number of pages as written on the top of the cover page. Candidates shall not remove any page(s) from the Answer Sheet / Question Booklet. If any page(s) is /are found missing, he / she will be considered as using UNFAIR MEANS and shall also be liable for criminal action.
- q. Before leaving the Examination Hall, Candidate should ensure that they have handed over the Answer Sheet / Question Booklet to the invigilators on duty. In case, the candidate does not hand over the Answer Sheet / Question Booklet and take away the same with him / her, this shall amount to use of unfair means practices and the matter will be dealt with accordingly.

- r. Result of the Written Entrance Examination will be declared within 72 Hours after completion of the Entrance Examination and will be displayed on the Institute's Notice board, Director's Block, NEIGRIHMS, Mawdiangdiang, Shillong-793018, Meghalaya, and College of Nursing, NEIGRIHMS, Mawdiangdiang, Shillong. The results will also be made available in the Institute's website at www.neigrihms.gov.in. No correspondence regarding results will be issued to individual candidate.
- s. Candidates who are not selected will not be intimated separately and no correspondence on this subject will be entertained.
- t. There will be no provision for rechecking of answer sheets or communication of marks obtained at the entrance examination.
- u. List of candidates called for counseling will be made available in the Institute's website at <http://www.neigrihms.gov.in>.
- v. Candidates selected after counseling shall have to pay the fee/dues, etc. on the same day, 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.
- w. 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.
- x. All students admitted to the Institute will have to give an undertaking countersigned 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.
- y. Any dispute in regard to any matter referred to herein shall be subjected to the jurisdiction of the Honorable Courts of Shillong, Meghalaya only.

33. 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/answer on any material other than the answer book given by the Centre Supervisor for writing answers.
- d) Tearing of any page of the Question Booklet etc.,
- e) Contacting or communicating with any person, other than the Examination Staff, during the examination time in the examination centre.

- f) Taking away the answer sheet/answer book out of the examination hall/room.
- g) Smuggling out Question Paper or its part or smuggling out answer books/answer sheet or part thereof.
- h) Threatening any of the officials connected with the conduct of the examination or threatening any of the candidates.
- i) Using or attempting to use any other undesirable method or means in connection with the examination.
- j). Candidates should ensure that they have handed over the Answer Sheet/Question Booklet to the invigilators on duty before leaving the Examination Hall. In case, the candidate does not hand over the Answer Sheet/Question Booklet and take away the same with him/her, this shall amount to use of unfair means practices and his/her case shall be dealt with accordingly.
- k) The candidate must check and ensure that the question booklet contain as many number of pages as written on the top of the cover page: During the period of the examination candidate shall not remove any page(s) from the Test – Booklet/ Question Paper/ Answer Book and if any page(s) is/are found missing from these, he/she/ will be prosecuted against use of unfair means and shall also be liable for criminal action.
- l) The process of conduct of examination will be video-graphed.

34. ANTI RAGGING MEASURES

As per direction of the Honorable 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 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

35. 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 in discipline:-
 - 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.

36. 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.

37. UNAUTHORIZED ABSENCE OF STUDENTS:

Unauthorized absence for more than 10 days will be informed to the students and also parents or local guardians. Thereafter the action of cancellation of the registration of the concerned will be decided by the Principal/Dean/Director, NEIGRIHMS. Scheduled vacations as per the Institute's protocol including central gazetted holidays will be permitted for the students. However no other leave will be entertained except for medical leave. ____

38. ELIGIBILITY FOR WRITING UNIVERSITY EXAM

- A candidate must have minimum of 80% attendance (irrespective of the kind of absence) in the theory and practical in each subject for appearing for examination.
- A candidate must have 100% attendance in each of the practical areas before award of the degree.

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, 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 date lines, seat matrix, etc., CANDIDATES may check the Institute's website www.neigrihms.gov.in from time to time.