

ADESH

UNIVERSITY

**Prospectus for admission to BDS
course for the session 2013-2014**



There is one God	IK ONKAR
His name is everlasting	SATNAM
He is the creator	KARTA
He is present throughout his creation	PURKH
He fears none	NIRBHAO
He hates none	NIRVAIR
His existence is immortal	AKAL MOORAT
He is not born, nor does he die	AJOONI
He is self illuminated	SAIBHANG
He is realized through the grace of the Guru	GUR PRASAD

INVOCATION

ਦੇਹ ਸਿਵਾ ਬਰੁ ਮੋਹਿ ਇਹੈ ਸੁਭ ਕਰਮਨ ਤੇ ਕਬਹੂੰ ਨ ਟਰੇਂ ॥

ਨ ਡਰੇਂ ਅਰਿ ਸੇ ਜਬ ਜਾਇ ਲਰੇਂ ਨਿਸਚੈ ਕਰਿ ਅਪੁਨੀ ਜੀਤ ਕਰੇਂ ॥

*Deh shiva var mohe ehe,
Shubh karman te kabhun na taron,
Na daron ar son jab jaye laron,
Nishchay kar apni jeet karon.*

*“O Lord, grant me this boon
May I never shirk from doing good deeds
Never should I be afraid when I go to confront the enemy
And be certain to attain victory.*

Governing Body

Dr Harinder Singh Gill MD Medicine Chancellor	Chairman
Dr (Lt Col) G P I Singh MD, DIH, FISCD, FIAPSM, FIPHA Vice Chancellor	Member
Er Jeetmohinder Singh Sidhu President, Adesh Foundation, Sri Muktsar Sahib	Member
Dr Baldev Singh Aulakh MS MCh Urology Prof of Urology & Transplant Surgery Head Transplant Department Dayanand Medical College & Hospital Ludhiana	Member
Dr Atul Sachdeva MD DM Gastroenterology Professor & Head Govt Medical College, Chandigarh	Member
Er Navneet Singh Randhawa M Tech (IT) Adesh Institute of Engg & Tech, Faridkot	Member
Mr Deepak Kochar Chartered Accountant Rakesh Doomra & Associate, Sri Muktsar Sahib	Member
Principal Secretary (Ex Officio) Department of Higher Education Govt of Punjab, Chandigarh	Member
Dr Jasbir Kaur Gill MA M Phil, PhD (Political Science) Principal, Janta College, Kartarpur, Distt Jalandhar	Member

The Registrar, Adesh University will be the member secretary of the Governing Body.

MESSAGE FROM

Chancellor

I, personally, and on behalf of the Board of Governors as well as the whole ADESH-family extend you a very warm welcome to join this group to structure your career. We have clearly laid down our vision, mission and values and all efforts are being made to utilize the infrastructural facilities and intellectual capital to achieve these goals and values. It is our endeavor to encourage our students to participate and to involve in technical, medical, social, cultural and sports activities, just to enable them to stay abreast with global demand of being a complete human being.

When we started our first multi specialty referral hospital in 1989, our mission was to provide quality care of international standards in India. Our consistent commitment in maintaining excellence has made us the largest healthcare provider in Punjab. Today, Adesh Group is a world in itself. We manage a network of specialty and super specialty hospitals and clinics, and provide technical, medical & paramedical education. After twenty years of dedicated service, I feel, We still have a lot to achieve.

Today, we now have a string of medical, dental, pharmacy, physiotherapy and paramedical colleges. The Adesh Group has established various colleges of Engineering & Technology, Polytechnics in Punjab. Over the years it has been fostering the mission of promoting educational excellence in the field of science and technology and has now grown into a premier technical and engineering education provider in India. We offer Diploma, Graduate and Post Graduate programs in various areas of Engineering & Technology, Pharmacy and Management.

I invite you to explore this unique field of study, which truly has an impact upon science, medicine and society. Please get in touch with us for any assistance and more information.

Dr H S Gill
MD (Medicine)
Chancellor

MESSAGE FROM

Vice-Chancellor

Dear students and Parents,

It is with a sense of great pride and joy that we welcome you to Adesh University Bathinda Campus. The foundations of this institution have been raised on the vision to make it a world class centre of excellence in higher education, be it in healthcare or in other realms and also to provide a nidus for patient care comparable to the finest anywhere in the world. The focus therefore is on the student who has chosen Adesh University, to develop as wholesome professional globally competitive and locally responsive; and for that we have set lofty institutional objectives as you shall perceive once you enter the portals of this University.

The last few years have seen us working with a great sense of determination and commitment to make this campus develop as a mini town with all the facilities inside. We are well aware that this is going to be your home away from your own home for the next several years and it is vital that the campus provides an amicable and congenial environment, healthy for your growth and comfort.

Although you are here primarily in pursuit of good education and qualification, yet, we believe that, you should have adequate opportunities for extracurricular activities, particularly cultural and sports. We encourage all such activities that will help you to develop an all round personality and become an excellent professional. At this juncture, it is important that you become aware of our expectations of you as well. As much as you have a right to stay and enjoy the privileges in the campus, other fellow students who are here have this right as well. Hence, this institution cannot tolerate indiscipline in any form including any acts of teasing, ragging or harm to fellow students, physical or emotional.

Students who have difficulties with their subject(s) are encouraged to directly seek counseling from the Head of the department concerned. They are further encouraged to contact the administration to obtain necessary help for improvement. As per institutional policy, it is mandatory for every student to ensure 75% attendance including attendance in the non-theoretical aspects of every subject besides meeting the required standards set up for the internal assessment examinations.

Having said all this, we want you to always remember that we as well as every member of the faculty, staff and management, measure our success by yours and that our doors are always open for you if you ever need our help. Wishing you the very best in your life.

Dr (Lt Col) G P I Singh
MD, DIH, FISCD, FIAPSM, FIPHA
Vice Chancellor

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Important Information

1. Cost of the Prospectus for BDS Course over the counter is Rs. 1500/- (Rs. 2500/- for overseas students)
2. Prospectus may be downloaded from the website www.adeshuniversity.ac.in in which case cost of the prospectus will be payable at the time of submission of Application Form as applicable.
3. In case the admission procedure is conducted by any external agency, as approved by the competent authority, the cost of the prospectus (in case downloaded from website) will be payable at the time of submission of enrolment form in respective colleges.

IMPORTANT NOTICE

Every student admitted to Adesh Institute of Dental Sciences and Research, for the B.D.S. course, shall have to furnish Bank Guarantee or Surety Bond for the amount equivalent to remaining years course fee for each year separately, along with an undertaking that he/she would not seek migration to any other Institution nor shall he/she leave the studies in midstream without completing the full course, until and unless he/she deposits the balance amount of fee for the full course. This provision is being made in accordance with the order of the Hon'ble Supreme Court of India to safeguard the unaided Institutes from resultant financial loss on account of such a student's seat remaining vacant for the remaining period of the course.

Since, as per regulations of Dental Council of India, internship is an integral part of the BDS degree course, all students after passing the final BDS examination shall compulsorily undergo internship training Adesh Institute of Dental Sciences as the case may be. Under no circumstances would any student be allowed to do internship outside the parent Institute, except on extreme compassionate grounds as per the prevailing norms and policies of the Adesh University. It is mandatory to stay in the hostel during internship.

(A) Adesh Institute of Dental Sciences and Research (AIDSR)

INTRODUCTION

The institution is conveniently located on the main Bathinda - Barnala national highway no. 7 with good road and rail connections to all major cities in Punjab and India. The institute is situated in a clean and unpolluted environment adjacent to Bathinda cantt., about 12 kms from Bathinda Railway station. The institution boasts of a self contained 43-acre campus, having 24 hours running water & electricity supply, sewerage treatment plant, faculty residences and fine hostels.

The AIDSR is a dental college with 100 students admission capacity as recognized by the Dental Council of India and Ministry of Health & Family Welfare, Govt. of India vide letter no. F. No V 12017/50/2007-DE dated 23/01/2013.

All the teaching departments of basic sciences are equipped with state of the art modern laboratories, instruments and teaching aids. The institute has well maintained lecture halls with 120 seating capacity equipped with LCD projector together with multi-media & other audio visual facilities, along with sound amplifying systems with special emphasis laid on participatory learning.

The dental college has a spacious library with air cooled, well ventilated and illuminated expansive halls for reading purposes.

The library is equipped with computers having broad band unlimited internet access for reference to the latest publications of the research material and other information through Pub med and worldwide web. The library has E- library network which provides access to a large number of e journals. Photo copier & printer services are available at a nominal cost to the students. The library also has got a huge reading

room for the students to bring their own study material to pursue in a peaceful and temperature controlled environment. Computers have been provided to all the departments of the college and teaching hospital, thus helping the staff members to update their knowledge and skills from time to time. In addition a spacious examination hall for students to appear in respective departments has also been provided. A huge state-of-the art centrally air-conditioned auditorium-cum-examination hall, with modern audio visual aids, with a seating capacity of 1200 is available. Regional and state level professional conferences are frequently held in the auditorium.

TEACHING HOSPITAL (AIDSR)

The hospital has an entrance foyer which provides a splendid view and a visual comfort for the patients, having enough space to seat more than 100 patients, waiting for their registration, buying medicines at the pharmacy on one side or simply waiting for the relatives. The ground floor has department of Oral Surgery OT (Minor & Major) Department of Oral Medicine, Hematological Lab, Radio-visualography, OPG Room and Lecture Hall.

The first floor consists of Department of conservative laboratory, and Endodontics, Pre-Clinical conservative Laboratory, Department of prosthodontics, Dental Material Laboratory and Lecture Hall.

The second floor consists of Department of Pedodontics and its Laboratory, Department of Orthodontics and its laboratory, Department of Periodontics, Pre-Prosthetics Laboratory, Central Library and Lecture Hall

The third floor consists of Department of Oral Pathology and its laboratory, Department of preventive and public health Dentistry and Lecture hall.

Hospital is having 205 dental chairs with all the attachments; all the chairs and units are functioning and electrically operated. Hospital has monthly OPD attendance more than 3000-3500 patients. AIDSR provides modern facilities to all kinds of Dental care. The college has Community Dental Van fully equipped with all the treatment facilities which allows to conduct dental health awareness programs at rural and remote areas, and to provide all kinds of Dental care.

(B) Admissions

BDS

Adesh Institute of Dental Sciences & Research, Bathinda (AIDSR) imparts training for the award of the degree of Bachelor of Dental Surgery (BDS) of Adesh University. The course is recognized by Dental Council of India and Ministry of Health and Family Welfare, Government of India, vide letter no. V12017/50/2007-DE dated 23/01/2013.

DURATION OF BDS COURSE

The course of studies leading to award of the BDS degree lasts a minimum of five academic years (including one year of compulsory rotatory internship) and is subject to the rules and regulations of the Dental Council of India (DCI).

DISTRIBUTION OF SEATS IN BDS COURSE

Total number of seats for BDS Course are 100. Distribution of seats is as under:

For Indian students	85
For NRI/Foreign students	15

ELIGIBILITY AND ADMISSION PROCEDURE

ELIGIBILITY CRITERIA FOR ADMISSION TO BDS (INDIAN STUDENTS)

ELIGIBILITY:

- i. Candidate must have completed the age of 17 years on or before 31st December 2013.
- ii. Admission will strictly be on the basis of merit list prepared as per the marks obtained in the Entrance Test (AUMET – 2013)/or any other test as prescribed by the competent regulatory body.
- iii. All the criteria lay down by Dental Council of India (DCI)/ or any competent regulatory body will be applicable.

EQUAL MARKS IN ENTRANCE TEST/TIE-BREAKER

In case of two or more candidates securing equal marks in Entrance Test (AUMET-2013), their inter-se merit will be determined as under:

- i. Firstly the candidate having higher percentage of aggregate marks at +2 level in PCB calculated up to 3 decimal points
- ii. If that is also equal, then the candidate having higher marks in the subject of Biology in qualifying examination i. e 10+2
- iii. If that is also equal, then the candidate, older in age.

(Note: In case of any test other than AUMET-2013, the tie-breaker criteria as applicable to that test will apply)

ADMISSION PROCEDURE

Seats for MBBS/BDS would be filled up by the admission selection committee on the basis of Entrance Test (AUMET-2013)/or any other test as prescribed by the competent regulatory body.

APPLICATION FORM FOR ENTRANCE TEST

1. Application form for Entrance Test (AUMET-2013) duly filled along with admit card (in triplicate) must be submitted before due date, by hand at Admission Section, Adesh University, Bathinda, along with application fee of Rs. 1000/- in the form of a demand draft.

2. Candidate must write his/her Prospectus Number, Name and Address on the reverse side of the Demand Draft. All Demand Drafts should be drawn in favour of Registrar Adesh University, payable at Bathinda. Please ensure that you have received the Application Form, Admit Card (in triplicate), Admission form and all other relevant Annexures (Annexure I-III) along with the Prospectus.
3. Application Form for AUMET-2013 with full signature of the candidate should be filled only with BLACK FINE TIP Ball PEN.
4. The Candidate shall paste passport size recent coloured photographs from same negative on application form and admit card (in triplicate). The photograph on application form for AUMET-2013 must be attested on the front side by the Principal of the College/School last attended or by a Class-I Gazetted Officer.

Photograph on admit cards must be unattested.

5. In addition, three passport size coloured photographs from same negative (as on application form) signed by the candidate and attested on the front side by the Principal of the College/School last attended or by a Class-I Gazetted Officer should accompany the application form.
6. Photocopies of following documents, attested by the Principal of the College/School last attended (from where the candidate has passed 10+2) or Class-I Gazetted Officer should accompany the Application form:
 - i. Matric or equivalent certificate for date of birth
 - ii. Certificate from the Head of the institute where from passed 10+1 and 10+2 (as per Annexure I)
 - iii. Detailed Marks Card of 10+1
 - iv. Qualifying Examination Detailed Marks Card (of 10+2)
 - v. Character Certificate from Institution last attended (specifically mentioning the status of his/her behavioral pattern) (Annexure II)
 - vi. Residence Certificate
 - vii. Category Certificate (if applicable)
 - viii. Gap year undertaking by the candidate after affixing self attestation and recent colored photographs (If there is a gap after passing 10+2 examination) (Annexure III)

7. The candidates who have downloaded the application form from the website must include the cost of the prospectus (Rs 1500/- for Non-NRI/Foreign students and Rs 2500/- for NRI/foreign students seats) in the demand draft submitted along with the application form.
8. Last date for receipt of completed Application Form for AUMET-2013 will be notified on university website: www.adeshuniversity.ac.in
9. Date and time of Entrance Test, Syllabus for the Entrance Test and all other information related to Entrance Test will be notified on the university website: www.adeshuniversity.ac.in

ADMISSION FORM FOR TO MBBS/BDS COURSE

1. Qualified candidates (on the basis of Entrance Test) will apply to the Adesh University, by submitting Admission Form by due date. Date will be notified on University Website www.adeshuniversity.ac.in
2. Photocopies of following documents, attested by the Principal of the College/School last attended (from where the candidate has passed 10+2) or Class-I Gazetted Officer should accompany the Admission form:
 - i. Matric or equivalent certificate for date of birth
 - ii. Certificate from the Head of the institute where from passed 10+1 and 10+2 (as per Annexure I)
 - iii. Detailed Marks Card of 10+1
 - iv. Qualifying Examination Detailed Marks Card (of 10+2)
 - v. Character Certificate from Institution last attended (specifically mentioning the status of his/her behavioral pattern) (Annexure II)
 - vi. Residence Certificate
 - vii. Category Certificate (if applicable)
 - viii. Gap year undertaking by the candidate after affixing self attestation and recent colored photograph (If there is a gap after passing 10+2 examination) (Annexure III)

- ix. Photocopy of AUMET-2013/or other entrance test (as applicable) Admit Card and Result Card
3. A demand draft of Rs 1000/- drawn in favour of Registrar Adesh University, payable at Bathinda should accompany all admission forms.
 4. Photograph pasted on the Admission form should be same as that on Application form for AUMET-2013/Entrance Test, and must be attested by the Principal of the College/School last attended (from where the candidate has passed 10+2) or Class-I Gazetted Officer.
 5. All qualified candidates (on the basis of Entrance Test) who have applied for admission are required to appear for Counseling in-person, along with all original documents, without waiting for any call Letters/Advertisement. No separate call letters shall be sent. If a candidate fails to report for counseling in-person he/she will forfeit his/her seat.
 6. Date of counseling will be displayed on University website. Please stay updated at www.adeshuniversity.ac.in

Note: Second Counseling will be held later on only if necessary

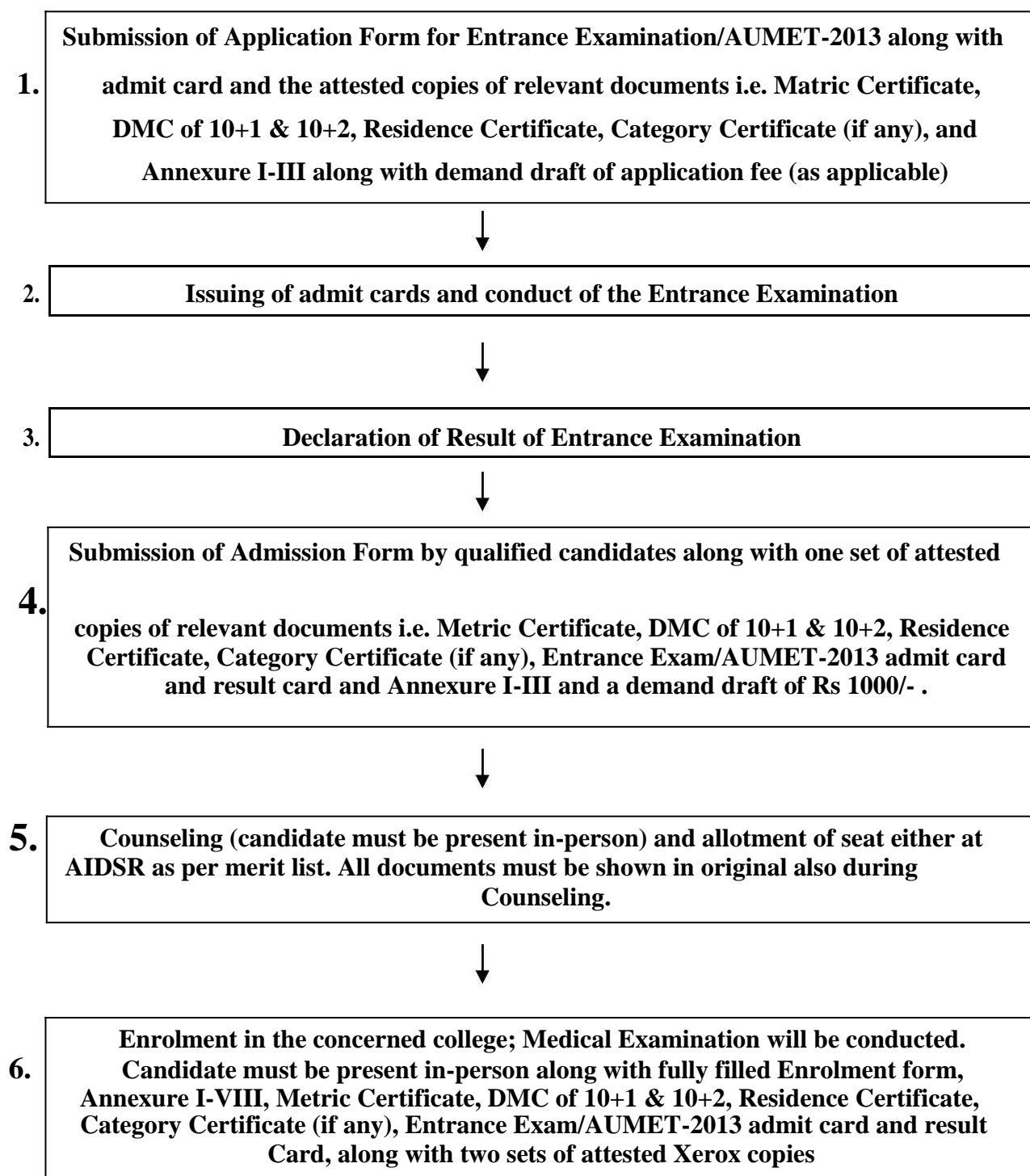
ENROLMENT IN THE CONCERNED COLLEGE

Candidates selected during counseling for BDS should report to AIDSR for enrolment on the date to be notified at the time of counseling. Each candidate is required to submit Enrolment form along with Annexures IV-VIII of the prospectus (available online from www.adeshuniversity.ac.in), and original along with 2 sets of attested xerox copies of the documents as per list:

- Matric or equivalent certificate for date of birth
- Certificate from the Head of the institute where from passed 10+1 and 10+2 (as per Annexure I)
- Detailed Marks Card of 10+1
- Qualifying Examination Detailed Marks Card (of 10+2)
- Entrance Examination (AUMET-2013 or as applicable) Admit Card and Result Card
- Character Certificate from Institution last attended (specifically mentioning the status of his/her behavioral pattern) (Annexure II)

- Residence Certificate
 - Category Certificate (if applicable)
 - Gap year undertaking by the candidate after affixing self attestation and recent colored photographs (If there is a gap after passing 10+2 examination) (Annexure III)
 - Eight colored passport size Photographs (unattested) as on the Entrance Examination Admit Card.
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- **Enrolment form and Annexures IV-VIII are available from University website www.adeshuniversity.ac.in. Candidates are advised to get all legal documents (Surety Bond/Bank Guarantee, all undertakings: Annexures IV-VIII) prepared well in time, as these documents have to be submitted in original at the time of enrolment.**
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- **Medical Examination will be conducted at the time of Enrolment. Hostel fee and other dues will have to be submitted at the time of Enrolment.**
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- **Photographs on all documents submitted at the time of Enrolment in the concerned college must be unattested. Candidates may require more photographs at the time of enrolment. So, all candidates are advised to keep one extra set of coloured passport size photograph from the same negative as that on admit card or other forms, with them.**
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- ***Date of starting of classes: as notified during counseling***
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- Application must be complete in all respects; hence applicants are advised to seek clarifications if any required before coming for admission from Deputy Registrar Adesh University who may be contacted at contact no. 98760-00599, 0164-5055208.

ADMISSION PROCEDURE IN BRIEF (INDIAN STUDENTS)



Note: In case of entrance test/counseling organized by any other authority, by orders of competent authority, selected candidates should report to concerned college as at stage 6 above.

ADMISSION UNDER NRI/FOREIGN STUDENTS QUOTA

Candidates seeking admission under the Non-Resident Indian (NRI)/Foreign Students category in BDS courses at Adesh University who have cleared 10+2 school qualification in appropriate subjects from any institution/ university/ board etc which is recognized and approved by the Government/ University, are eligible to apply. Applicants are required to first apply to the University on prescribed forms for establishing the equivalence of their respective qualification and issue of **Eligibility**

Certificate.

Candidates seeking admission under this quota are required to fulfill all the conditions laid down by DCI/Adesh University/competent authority as applicable for the time being.

After obtaining the Eligibility Certificate, the candidates are required to *apply afresh* to the Adesh University for seeking **admission in BDS Course**. All applications for admission are required to be submitted to Registrar, Adesh University at its official address NH-7, Barnala Road, Village & Post Office Bhucho Kalan, Tehsil Nathana, District Bathinda-151101 on or before the expiry of the last date of admissions as may be prescribed.

The physical presence of the candidates is compulsory at the time of counseling. Admission shall be strictly according to category wise merit/as per the criteria laid down by competent authority applicable for the time being. After selection, the candidates will be required to deposit the prescribed fee as per instructions. For specific last dates for submitting applications and date of counseling and other information please keep yourself updated by visiting our University website www.adeshuniversity.ac.in from time to time.

PROCEDURE FOR GETTING ELIGIBILITY CERTIFICATE

Before applying for admission under NRI/foreign students quota a candidate needs to seek Equivalence/Eligibility certificate from Adesh University by applying on prescribed Performa available on www.adeshuniversity.ac.in on payment of **Rs. 1000/-**. The Performa may be downloaded from the University website www.adeshuniversity.ac.in and it may be sent to the University along with fee of **US\$**

450 plus the cost of the Performa or equivalent in Indian Rupees in the shape of demand draft/cashier's cheque in favor of the Registrar, Adesh University, Bathinda drawn on any bank payable in India.

The applicant has to attach following documents along with the application:

- i. 10+1/ equivalent examination detailed marks certificate(s)
(The certificate(s) must show the marks of Physics, Chemistry, Biology & English)
- ii. 10+2/ equivalent examination detailed marks certificate(s)
(The certificate(s) must show the marks of Physics, Chemistry, Biology & English)
- iii. Explanation Sheet of grades
- iv. Pass Certificate/Diploma of 10+2 or equivalent examination
- v. Detail of Grades of Qualifying examination
- vi. Date of Birth Certificate
- vii. Character/Recommendation Certificate from the Head of the Institution last attended
- viii. Proof of NRI/foreign citizen status of candidate/parents

Note: - These documents should be original along with Photocopies duly attested by a competent authority.

ADMISSION PROCEDURE (NRI/FOREIGN STUDENTS QUOTA)

After getting eligibility certificate a candidate should fill Admission application form for BDS in his/her own handwriting & send it to the Registrar Adesh University, preferably by hand.

The candidate has to attach the photocopies of the following documents duly attested by the competent Authority along with the application form:

- i. 10+1/ equivalent examination detailed marks certificate(s)
(The certificate(s) must show the marks of Physics, Chemistry, Biology & English)
- ii. 10+2/ equivalent examination detailed marks certificate(s)
(The certificate(s) must show the marks of Physics, Chemistry, Biology & English)
- iii. Copy of certificate of qualifying examination (Certificate/Diploma)
- iv. Explanation Sheet of grades
- v. Date of Birth Certificate
- vi. Character/Recommendation Certificate from the Head of the Institution last

Attended

- vii. Eligibility certificate issued by the Adesh University, Bathinda
- viii. Three latest color signed attested photographs (Passport size) and 25 color unattested photographs
- ix. The candidate applying under category (I) & (II) (as stated below) are required to submit:
 - a. Photostat Copies of the passport of Father/mother and the candidate
 - b. Proof of having ancestral background of Punjab/Other State as applicable
- x. Demand Draft/Cashier's Cheque for US \$ 550 or equivalent in Indian Rupee
- xi. Provisional Student Visa, if required.

ELIGIBILITY CRITERIA

1. Candidate must be 17 years of age on or before 31st December 2013.
2. They should have passed in such qualifying examination from a recognized institution in the subjects of Physics, Chemistry, Biology/Biotechnology and English separately and should have obtained at least 50% marks in Physics, Chemistry, Biology/Biotechnology (PCB) taken together, in case of BDS.

Preference: The criteria laid down for admission against seats reserved for NRI/Foreign Students Candidates will be as under:

- Category-I: NRIs who originally belonged to the state of Punjab
- Category-II: NRIs who originally belonged to an Indian state other than Punjab
- Category-III: Other foreign students

Note:

- In their interest, all the applicants for NRI/Foreign Students Quota and General Quota are advised to submit their admission application forms and documents in person at Adesh University before the last date for receipt of admission application form instead of sending the application form by *post/courier*. Adesh University will not be responsible for postal/courier delays etc.
- In their interest, selected candidates are advised to get their original

certificates properly laminated before submitting them to Adesh University.

- Seats remaining unfilled under NRI/Foreign Students quota will be converted to management quota seats.

(C) Institute Rules

1. All admissions are provisional and are subject to approval by Adesh University, Bathinda.
2. The courses of study and examinations are governed by the regulations of Adesh University of DCI.
3. The classes for the failed/detained students start immediately after the declaration of the results. Attendance in these classes is compulsory. All failed/detained students are required to appear for class tests/central tests as well as send up examinations to be eligible to appear in the next university examinations.
4. Inter-medical college migration is not permitted, except under extraordinary circumstances and subject to regulations of DCI.
5. Apart from notified tuition fee structure for different categories, additional charges such as Eligibility Fee, Registration Fee, Administrative Expenses, Examination Fee etc. as required by the University from time to time shall be deposited by the students.
6. The rules and regulations, including fees, may be revised as and when required and the revised rules and regulations /fee will be applicable irrespective of the conditions mentioned in this prospectus.

DISCIPLINE & CONDUCT LIABILITY

The students shall have to stay in the campus with utmost discipline and conduct for which they and their parents shall have to give a self attested undertaking to the Principal at the time of admission (Annexure VI). It is expressly implied upon the students and their parents to ensure a good disciplinary and moral conduct, failing which, the students may be rusticated from the institution or may be asked to vacate hostel accommodation. Being a residential institute, students must attend their theory and practical classes daily and their absence from classrooms and/or hostel shall be noted and efforts will be made to

send the information to their parents in case of serious lapses. The parents are required to meet the Principal and the faculty from time to time for updates regarding the academic performance and other activities of their children/wards.

ATTENDANCE

Every student is required to attend punctually, at the hours notified, all the lectures, demonstrations, practical's, tutorials, tests and clinical classes.

No student shall be allowed to appear in the professional examination(s) of the concerned subject conducted by university if his/her attendance falls below 75% in a subject inclusive of attendance in non-lecture teaching i.e. seminars, group discussions, tutorials, demonstrations, practicals, hospital (Tertiary, Secondary, Primary) posting and bed side clinics etc. The remaining 25% is meant to take care of unforeseen circumstances like family/co-curricular obligations, illness etc. On no account shall a student be given attendance credit if he/she is not physically present in the class.

INTERNAL ASSESSMENT

The internal assessment (20% of total marks) in each subject(s) is based on:

- i. Day-to-day evaluation of student assignments, preparation for seminars, clinical case presentations, etc.
- ii. Performance in regular periodical theory class tests, centralized internal assessment tests, practical class tests, ward leaving evaluation, tutorial evaluation etc.
- iii. Students conduct, discipline in the classes, participation in co-curricular activities, Student Council appointment etc.
- iv. A student must secure at least 35% of the total marks fixed for internal assessment in the particular subject in order to be eligible to appear in the University Examination of that subject. However, in order to pass, a student has to secure **minimum 50% of Total Marks in theory and practical examinations separately in each subject.**

- v. Above rules also apply to failed/detained student who must take at least three tests including send up examinations of concerned subject(s) in the subsequent semester to be eligible for appearing in university examination.

LECTURE THEATRES

- i. Wearing of white coat/doctor's coat with college emblem and name plate on left top pocket is compulsory for all the students. Identity card must be displayed at all the times in the campus.
- ii. No student is allowed to leave the lecture room without the permission of his/her teacher or until the class is dismissed.
- iii. Immediately after assembly of the class, the roll call will be taken. A student coming late into the Lecture Theater will be marked absent unless his excuse for being late is accepted by the teacher. Disciplinary action will be taken against any student misbehaving in the class room.
- iv. Students are not permitted to remain in the lecture room except during the prescribed hours of lectures.
- v. Students are also not permitted to sit in the library, canteen, hostel or lawns of the Institution during class hours. Monetary fine will be imposed and disciplinary action shall be taken on the students found violating this rule.

LEAVE

- i. Period of ANY TYPE of leave (including sick leave) will be considered as ABSENCE for purposes of determination of candidate's eligibility to appear in the University Examination and also for computation of Internal Assessment.
- ii. In all cases leave taken will be at the student's own risk so far as the percentage of attendance is concerned and even medical certificate will NOT make up for deficiency in attendance.

- iii. Sick leave will only be granted on the production of a valid medical certificate from an authorized medical officer appointed by the Principal of the college except when the student is already on leave out of station. The student will submit fitness certificate from same doctor before rejoining.
- iv. The medical certificate must specify the nature of the illness and the period with dates of leave recommended on account of that illness.
- v. In case a student is absent without leave continuously for five days in a subject, the information will be sent to the Principal by head of department and if the absence continues for a period of four weeks, name of the student will be struck off the college rolls. Intimation in this regard will be sent to the parents of the concerned student.

GENERAL

1. Students are required to observe order and discipline at all times in the college.
2. Students are required to wear simple and decent clothes in the college and its premises where wearing dress as per dress code is not necessary. Wearing T-Shirts without collars/ revealing clothes/shirts with slogan printed are not allowed. Each student must have at least one set of sports dress including sports shoes.
3. Following are strictly forbidden in the institution and its premises:
 - Smoking and possession or use of alcoholic beverages or delinquency under the influence of alcohol
 - Possession or use of addictive or hallucinogenic drugs in the campus
 - Gambling
 - Possession of or use of firearms, any lethal weapon or explosives
4. Displaying and distribution of partisan, anti-secular and political pamphlets or circulars etc in the college, hostels and hospital premises are not allowed.

5. All irregularities and breach of discipline will be brought to the notice of the Principal by the Professors under whom the student is working.
6. Any student breaking or damaging any college property shall be required to pay the cost of repair or replacement and shall be punished under the college disciplinary rules.

DRESS CODE

1. In order to inculcate an attitude of equality, pride and allegiance to alma mater, there is a prescribed dress code in AIDSR for summer and winter as well as for sports fields.
2. The prescribed dress is to be worn on all formal/ceremonial occasions as well as prescribed days of the week during working hours and while representing the institution in co-curricular/extra-curricular activities/other official events.
3. All students are required to observe the dress code. Violation may attract disciplinary action.

STUDENTS' COUNCIL

1. There is a students' council in each college composed of representatives from each class.
2. The council assists the college authorities to channelize and address all student issues related to curricular and co-curricular activities.
3. Students' council is ceremonially installed each year. Members get weight age in internal assessment.

INDISCIPLINE AND PUNISHMENT

1. For all such offences that occur in the college or hospital premises or in the college hostels, the Principal, may at his discretion refer the case to the college disciplinary committee, which shall be appointed by the Principal from time to time. This disciplinary committee shall have the power to interview any student or parents

or any member of the staff or any member of public and is empowered to send its recommendations to the Principal. The cases involving students of more than one constituent college will be referred to Central Disciplinary Committee.

2. After considering the recommendations of the college disciplinary committee, disciplinary action by the Principal against the students committing an offence might take one or more of the following forms depending upon severity of the offences:

- i. The student may be asked to tender an apology, verbal or written. This shall be placed on the student's record.
- ii. A deterrent fine may be imposed.
- iii. A red ink entry may be marked against the student which can affect his/her internal assessment on account of misconduct.
- iv. Scholarship may be suspended, or stopped.
- v. A student may be suspended from the college rolls for a period not exceeding two weeks at a time, pending enquiry into the misconduct of the student.
- vi. The student may be expelled from the college for a certain period as decided by the disciplinary committee.
- vii. A student may be placed on probation for a period up to one year. If during the period of probation he/she fails to improve his/her conduct, he/she may be expelled from College.

3. Regulations relating to expulsion:

- i. Expulsion whenever imposed on a college student shall mean the loss of maximum up to five calendar years and will mean he/she being debarred from the university examination during the period of his/her expulsion.
- ii. A student expelled from a college shall not be readmitted before the expiry

of the period of his expulsion.

- iii. Cases of expulsion shall be reported to the university by the Principal for registration and notification.
4. A student shall continue to be under the disciplinary jurisdiction of the Principal of the college till the completion of the course.
5. **In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he has indulged in ragging, admission may be refused or he/she shall be expelled from the institution as per judgment of the Hon'ble Supreme Court of India in SLP (Civil) No. 24295/2004.**
6. **The decision of the Principal in all cases shall be considered as final.**

(D) Hostel Rules

Adesh University is a fully residential complex.

All admitted students are required to stay in the hostel till the completion of internship.

All students will follow the hostel rules, as applicable, and as provided in a separate book-let.

(E) Academic Awards

The following criteria have been laid down for Academic Awards to students:

1. All awards will be based purely on merit, as per performance in the professional examinations.
2. Institutional Gold & Silver medal will be given to the Best Graduate and second Best Graduate of the year based on the total marks in all professional examinations.
3. Institutional Gold, Silver and Bronze medals will be awarded to first 3 students in

Each professional examinations

4. Medals will be given to first 3 students in each subject in the University Professional Examinations.
5. Medals will be given to the distinction holders.
6. Institutional Gold Medal will be given to best intern of the year

(F) Library

The Library shall be under the control of the Principal who may set up a sub- committee with a convener for its day to day management.

- i. The Library will be open for all entitled readers on all working days from 0815 hrs to 1145 hrs.
- ii. Silence and order must be maintained in the library at all times. Any violation of this rule will result in serious disciplinary action.
- iii. Any person who loses/defaces or otherwise seriously damages books etc. shall be liable to pay the cost of the replacement and in the event of the book being one of the set or series, the cost of whole set or series, shall be paid by the person if the single copy lost/damaged is not available.
- iv. The following shall be entitled to use the library.
 - a. The faculty of the college and hospital
 - b. Students of the college.
- v. Books that are required for occasional reference, such as encyclopedias, dictionaries, atlases etc. and books of great value or rarity shall not be removed from the library.
- vi. Books borrowed from the library are not transferable.

- vii. Books are issued strictly according to the priority of demand.
- viii. A suggestion book is kept in the library in which suggestions for new books are invited.

LIBRARY RULES

1. Only two books will be issued for taking out from the library at a time by a candidate.
2. No book shall be kept by any students for more than 14 days. This privilege does not include the vacations. For each extra succeeding day that a book be kept there shall be a fine of Rs.10/- per book per day but the total fine shall not exceed the price of the book. Further issue of books shall be stopped till the fine is paid and the book returned to the library.
3. If the reason of non-return of book in time is beyond the control of the student and the Principal is satisfied, he may reduce the fine.
4. Every borrower will be supplied with a borrower's student card, which shall be stamped by the librarian every time a book is issued/ returned. If a card is lost, a new card is to be purchased from the librarian at prescribed cost.
5. The book card placed in the pocket at the end of the book must be delivered to the librarian before the book is taken away and the borrower must have it stamped.
6. The borrower card is not transferable. During stock checking, which will be notified in advance, all books issued must be returned.
7. Periodicals and newspapers received for the students section are placed on the table for the use of the students and must not be taken away under any circumstances.
8. Use of internet facilities in the library is subject to rules & regulations framed from time to time.

(I) Rules Regarding Ragging and its prevention

As per the current orders of the Hon'ble Supreme Court of India/ Medical Council of India/Dental Council of India/ University grant commission, the following should be noted by all candidates and their parents/guardians.

Ragging in any form is strictly forbidden. Ragging is defined as "Any disorderly conduct whether by words spoken or written or by an act having an effect of teasing, treating or handling with rudeness any other student, including any rowdy or indisciplined activity which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which a student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student".

In this connection an extract of relevant directions received from Medical Council of India are reproduced as under:

1. Every student for the purpose of his/her admission to the institution shall furnish a character certificate from the institutions where from he/she has passed his qualifying examination, which would mention the status of his/her behavioral pattern specially in terms as to whether he/she displayed persistent violent or aggressive behavior or any desire to harm others (Annexure II).
2. The admitting medical institution shall keep intense watch upon students who has a negative entry in this regard.
3. An annual self-undertaking signed by each student, whether fresher or senior and his/her parent(s) jointly stating that each of them have read the relevant instructions/regulations against ragging, as well as punishments and that if the Ward has been found guilty he/she shall be proceeded against, shall be procured.

4. Such a self-undertaking shall be furnished in English, Hindi as well as in vernacular (mother tongue of the parent) at the beginning of each academic year by every student (Appendix VIII A).
5. In order to ensure the 'ragging free environment' in the campus, each institution shall compulsorily mention in the Prospectus and other admission related documents and shall depict the earlier directions of the Apex court and/or of the Central or State Governments pertaining to ragging as applicable, so that candidates and their parents are sensitized in respect of the prohibition and consequences of ragging.
6. Each institution shall have an Anti-Ragging Committee and Anti Ragging Squad, which shall comprise of other than senior teachers of the institution, representatives of Civil & Police administration and local media.
7. In case the victim of ragging his/her parent/guardian is not satisfied with the action taken by the Head of the Institution or by other institutional authorities, or where Head of the institution is of the opinion that the incident ought to be so reported, it shall be mandatory for the institution to file a First Information Report with the local police authorities.
8. In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he has indulged in ragging, admission may be refused or he/she shall be expelled from the institution as per judgment of the Hon'ble Supreme Court of India in SLP (Civil) No. 24295/2004.
9. Ragging in any form constitutes a criminal offence. A students indulging in ragging can be:
 - a. **Expelled from the institution.**
 - b. **Banned from the mess/ hostel.**
 - c. **His/ her scholarship can be withdrawn.**
 - d. **Debarred from examinations.**

- e. Denied admission to any institution.**
- f. Prosecuted for criminal action.**
- g. Lodging of FIR with local police against those who RAG/ABET ragging.**
- h. Deterrent fine imposed in addition to above.**

10. If any incidence of ragging comes to the notice of the authority, the concerned student shall be given the liberty to explain and if his/her explanation is not found satisfactory, the authority would proceed with action as outlined above.

11. The aggrieved students are free to report any incidence of ragging to any member of the ANTI-RAGGING COMMITTEE by written communication, telephone or SMS. All efforts will be made to keep the name of the reporting person confidential. The names and telephone numbers of the members of this committee will be provided to the students soon after admission.