

**PROSPECTUS FOR
M. Phil.
(CLINICAL PSYCHOLOGY)**

2024-25



**DEPARTMENT OF CLINICAL PSYCHOLOGY
DAYANAND MEDICAL COLLEGE & HOSPITAL,
LUDHIANA, PUNJAB, INDIA**



STATE OF THE ART - CANCER CARE CENTRE



COLLEGE OF NURSING

ओउम् भूर्भुवः स्वः

Aum Bhuur Bhuvah Svaha

तत्सवितुर्वरेण्यं

Tat Savitur Varenyam

भर्गो देवस्य धीमहि

Bhargo Devasya Dheemahi

धियो यो नः प्रचोदयात् ॥

Dhiyo Yo Nah Prachodayaat

*Thou O Supreme Lord,
The Source of Existence, Intelligence and Bliss,
The Creator of the Universe!
May we prove worthy of thy choice and acceptance!
May we meet thy glorious grace!
May Thou vouchsafe an unerring guidance to our intellect
and
May we follow thy lead unto righteousness!*

Invocation

*Sarve Bhavantu Sukhinah !
Sarve Santuniramaya !
Sarve Bhadrani Pasyantu !
Ma Kaschit Dukha Bhag Bhavet !*

*May All Live Happily !
May all Enjoy Good Health !
May All See Auspiciousness !
May None Experience Distress !
May Peace Prevail Everywhere !*

TEN PRINCIPLES OF ARYA SAMAJ

- God is the ultimate source of all true knowledge and of the objects that are known by its means.
- God is existence, intelligence and the Sat-Chit-Anand. He is formless, almighty, just, merciful, unborn, infinite, unchangeable, beginningless, incomparable, the support and Lord of all, all pervading, omniscient, imperishable, immortal, exempt from fear, eternal, holy and the Maker of the Universe. To Him alone worship is due.
- The Vedas are books of true knowledge. It is the paramount duty of all Aryans to read them and to teach them, to hear them, to read and to read them to others.
- We would always be ready to accept truth and renounce untruth.
- All actions should be done in conformity with Dharma after due consideration of right and wrong.
- The primary aim of the Arya Samaj is to do good to all mankind i.e. to promote their physical, spiritual and social welfare.
- We should treat all people with affection and justice and with due regard to their merits.
- We should aim at dispelling ignorance and promoting knowledge.
- No one should remain satisfied with his own welfare. He should regard his welfare as a part and parcel of the welfare of all.
- In matters which affect the well-being of all, a person should give a subordinate place to his likings. In matters which affect him alone, he is to enjoy freedom of action.

MESSAGE FROM THE MANAGING SOCIETY

Dayanand Medical College & Hospital is an NABH accredited, non-aided and not-for-profit charitable institute. It is registered under the Societies Registration Act, 1860 and is managed by Dayanand Medical College & Hospital Managing Society. DMC&H is one of the largest hospitals in India, our Medical College being ranked amongst the top Medical Colleges in the country by various surveys over the past many years. In effect, we are the most coveted Medical College in Punjab.

DMC&H was conceived in a rented building as Ludhiana Medical School in 1934 by late Dr. Banarsi Dass Soni, Ex Cap. I.M.S. with the noble idea of providing medical care to the community. While the name was later changed to Arya Medical School, and thereafter to the present DMC&H, the spirit of serving society continues till today. From a rented building in 1934 to our current 72 acre facilities, it has been a dream journey. Be it our sprawling College campus, or fully equipped 1625 bedded Hospital, or College of Nursing, besides our satellite units in rural and urban areas, we are the preferred destination for students as well as patients from far flung areas. We are now a full-fledged Medical College and tertiary care Teaching Hospital, with the vision to be a model of excellence in healthcare, medical education and research. Our 1625 patient beds are supported by a staff of 5200 employees including 600 doctors, treating more than 3500 outdoor & 1000 indoor patients daily by state of the art equipment in the diagnostic services. We are dedicated to provide medical care with compassion & competence and to deliver highest standards of education in medical and allied fields. Hospital information system (HIS) connects all the hospital campuses and health centers across the city.

Dayanand Medical College is running MBBS, Postgraduate (Broad/Super Speciality), fellowship programs, M.Phil. (Clinical Psychology), Ph.D. (Public Health – Neurosciences), B.Sc. and M.Sc. (Nursing), NPCC and various Paramedical Degree & Diploma courses. Admissions in all courses at this college are done on the merit-base, through Baba Farid University of Health Science / Medical Counseling Committee. We are in the process of starting M.Ch. (Surgical Oncology) course from the academic year 2024-25.

We have well equipped specialized units like Hero DMC Heart Institute dedicated to patients with cardiac diseases and DMC&H Cancer Care Centre for patients with cancer diseases; Department of Critical Care Medicine for special treatment to the critically ill patients; Genetic Laboratory; IVF Centre; and Renal Transplant Unit. The Research & Development Centre actively supports our research activities by providing one stop solution for the research and dissertation requirements of students.

The institute provides subsidized treatment to patients with Cancer, Thalassemia, Cardiac & knee replacement surgery and to those who need financial support. About 80% of the patients came to our hospital from rural areas or economically weaker sections of society. Our Rural and community outreach programs serve the people in rural and slum areas by providing specialist care at highly subsidized treatment (including investigations) to them. Good quality medicines are provided at the lowest cost to the patients through our chain of Pharmacy outlets at the hospital and health centers.

Wishing all students a memorable stay at this institution and best of times ahead. For us, as we complete 100 glorious years in 2034, the journey has just begun !!

PRESIDENT - DMC&H MANAGING SOCIETY

Name	From - To
Mr. Hans Raj Dhanda (Founder President)	25.08.1964 - 14.09.1974
Mr. Brijmohan Lall Munjal	15.09.1974 - 31.03.2007
Mr. Sunil Kant Munjal	01.04.2007 till date

SECRETARY - DMC&H MANAGING SOCIETY

Name	From – To
Mr. Jagdish Lal Behal (Founder Secretary)	25.08.1964 – 10.09.1967
Mr. Inder Pal Dhir	11.09.1967 – 13.03.1979
Mr. Prem Nath Gupta	14.03.1979 – 18.07.2002
Mr. Amrit Nagpal	01.04.2003 – 30.09.2004
Mr. Prem Kumar Gupta	01.10.2004 - 13.04.2023
Mr. Bipin Gupta	14.04.2023 - till date

PRINCIPAL - DAYANAND MEDICAL COLLEGE

Name	From – To
Dr. R. P. Sharma (Founder Principal)	05.10.1964 – 11.05.1966
Dr. R. C. Khanna	12.05.1966 – 30.05.1969
Dr. N. Dube	31.05.1969 – 31.12.1985
Dr. L. S. Chawla	01.01.1986 – 31.08.1994
Dr. S. B. Khurana	01.09.1994 – 30.11.1998
Dr. S. C. Ahuja	01.12.1998 – 31.08.2003
Dr. Daljit Singh	01.09.2003 – 30.11.2014
Dr. Sandeep Puri	01.12.2014 - 29.02.2024
Dr. G. S. Wander	01.03.2024 - till date

MANAGING SOCIETY (OFFICE BEARERS)



Sh. Sunil Kant Munjal
President



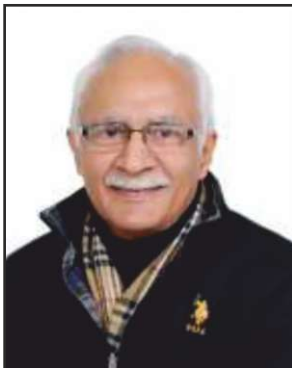
Sh. Sanjeev Arora
Vice President



Sh. Sudershan Sharma
Vice President



Sh. Prem Kumar Gupta
Vice President



Sh. Bipin Gupta
Secretary



Sh. Mukesh Kumar
Treasurer



Sh. Rishi Raj Sharma
Joint Secretary

FROM THE DESK OF THE PRINCIPAL



Dear Applicant,

Dayanand medical college & hospital is keen to welcome the new batch of students for M. Phil. in clinical psychology. In this institution we lay great emphasis on holistic development of students. We want you to have sound knowledge of the subject, and the right attitude to serve the patients. We instill discipline, teamwork, good communication skills and high ethical and moral values among our students. We are today ranked among the top 10 private medical colleges in the country due to the commitment of the management to provide the best education with all the modern techniques. The exposure that the students will get in the clinical teaching rounds is going to be the best since DMC&H is one of the busiest tertiary care hospitals in north India. In the last year we served more than 10 lakh patients in the OPD, 95,000 patients are admitted in the hospital and more than 25,000 surgeries were performed.

This not-for-profit institution provides high end medical services to the patients with the best equipment and highly skilled doctors, nurses and paramedical staff. Our vision is to be a model of excellence in health care, medical education and research. We work with the mission to provide medical care with compassion and competence. We adopt the latest methods of medical education and continuously try to improve the quality of our services.

The 1625 bedded tertiary care hospital has 23 specialties and 13 super specialty services. The team of 201 faculty members, 305 junior and senior residents and >4500 employees work in a team to provide the best-in-class medical care to the patients. All high-end equipment's including digital Cath labs (3 in number), 2.5 Tesla MRI, PET Scan, 256 slice CT scan, next generation sequencing genetic lab, high end auto analyzers, fibro scan, video EEG, endoscopic ultrasound (EUS), sleep lab etc are available. The institution has facilities and does one of the largest numbers of high-end procedures like extra corporal membrane oxygenation (ECMO), continuous renal replacement therapy (CRRT), total arterial beating heart bypass surgery, physiological pacemaker, thoracic endovascular aortic repair (TEVAR), Whipple surgery, epilepsy surgery, endo vascular neurological and neurosurgery procedures etc. The students have exposure to all these latest procedures and surgeries in the clinical postings during graduation.

The admissions to all the courses are purely on merit. The faculty in the department of clinical psychology is one of the best in the region. Heavy load of the patients in all the specialties provide ample learning opportunities to the students. They also participate in dealing with psychological problems of young students, sick patients in the hospital and the geriatric population. There is

handholding in the initial part of training so that all the students feel comfortable. Most of our students from the previous batches get absorbed in high end hospitals during internship. Many of them get absorbed in our own institution which is expanding very fast. The prospectus provides you with all the desirable information. The admissions to this institution are purely on merit basis. We will be starting PhD in clinical psychology from this year. This will be an additional choice for the students to enhance their academic level. We look forward to having you as a part of the DMC&H family.

Dr. Gurpreet Singh Wander

MBBS (Hons.), MD (PGI), DM(Cardiology), FAMS

Principal & Professor of Cardiology

Dayanand Medical College & Hospital, Ludhiana

Chairman Board of Management BFUHS, Faridkot

Past President Association of Physicians of India

Director Physicians Research Foundation (of API) India

FROM THE DESK OF OTHER MEDICAL ADMINISTRATORS



Dr. Sandeep Kaushal
Dean Academics



Dr. Ashwani K. Chaudhary
Medical Supdt.



Dr. Sandeep Sharma
Medical Supdt.



Dr. Bishav Mohan
Medical Supdt. HDHI

Dear Applicant,

Welcome to DMC&H family. We are training health care professionals since 1964 in all spectrum. Congratulations to be a part of one of the most prestigious college of the state. The imposing infrastructure, State of the art equipment and renowned faculty are all available for the best learning experience.

The first step in the field of Clinical Psychology is to start on a sound foundation which is provided by DMC&H. You have to nurture yourself with your hard work and persistence. Be assured of the support from us in this journey. Inculcate the right mix of values, conduct and yearning to excel.

We are all approachable and would ably assist you in this journey. Wishing you a happy learning experience.

Medical Administrators Committee

MEDICAL ADMINISTRATORS

Designation	Name	Phone Nos.	Cell Nos.
Principal	Dr. G.S. Wander	4687501	9815545316
Dean Academics	Dr. Sandeep Kaushal	4686613	8146545367
Medical Supdt.	Dr. Ashwani K. Chaudhary	4687504	9814150004
Medical Supdt.	Dr. Sandeep Sharma	4687505	9815500929
Medical Supdt. HDHI	Dr. Bishav Mohan	2304282 Ext. 382	9876741158

ADMINISTRATIVE STAFF

	Name	Phone Nos.	Cell No.
Finance Department	Mr. Ritesh Tripathi	4687521	9872636100
	Mr. Umesh Gupta	4687522	9815545313
	Mr. Munish Kalia	4687569	9779090660
	Mr. Rakesh Kumar	4687561	7719760155
Administrative Office	Mr. Vijay Kumar Gupta	4686632	9815500646
	Mr. Alok Samwal	4686632	9803038080
Law Department	Mr. Abhishek Pal Singh	4687563	7696694454

CONTACT INFORMATION

Principal office	0161-4687501
EPABX	0161-4687777, 4687700,4688800
Fax	0161-4687655
Website	www.dmch.edu
Office Hours	08:30-04:30 h(Lunch : 01:30-02:00h) (Except on holidays)
Admission Enquiry	0161-4686632 (9:00 AM - 04:00 PM) (on all working days)

ABOUT THE DEPARTMENT OF CLINICAL PSYCHOLOGY

The section of Clinical Psychology was established in 1985 and was announced as separate entity/ department in 2017 with three full time faculty. It is well equipped department with active liaison of Psychiatry, Medicine, Neurology, Neuro-surgery, Pediatrics and Cardiology departments.

Component of Mental Health available at DMC&H are

- a) Department of Psychiatry
- b) Drug De-addiction Centre
- c) Department of Clinical Psychology

The Medical College is a premier centre for postgraduate medical training and research in the region catering to the physical and mental health needs of whole of the state of Punjab and also adjoining areas and neighboring states. The above components of the Institute compliment and provide comprehensive services in the field of mental health.

The department of psychiatry has total 30 beds, (for male and female psychiatric patients) and separate 10 bedded Drug-De-Addiction centre.

The department of Psychiatry was established in 1985 and is running a recognized MD training course by Medical Council of India/ National Medical Commission with an annual intake of 03 MD students every year. The department of Clinical Psychology is running a recognized course of M.Phil Clinical Psychology by Rehabilitation Council of India (RCI) since 2019 with intake of 05 seats per year. Seats may increase to 6 seats per year at time of counseling. The Institute is committed for quality man power development in the state of Punjab.

Speciality Clinics :-

The department of Psychiatry runs the following specialty clinics to provide specialized services to the patients

- i) Geriatric Psychiatry clinic.
- ii) Psychosexual clinic
- iii) Child guidance clinic
- iv) De addiction clinic

SCHEDULE FOR ADMISSION AT A GLANCE ENTRANCE EXAMINATION – 2024

1.	Online application form and prospectus will be available on institution website i.e. www.dmch.edu from	14.09.2024
2.	Last date for applying through online application	28.09.2024
3.	Last date for submission of printed copy of application form in the Principal Office - By Hand / Regd. Post / Speed Post along with the followings: <ul style="list-style-type: none"> • Self attested copy of all academic certificates i.e. Secondary School Certificate, Senior Secondary School Certificate, Degree & Detailed Marks Cards of Under graduation & Post graduation etc. • Self attested copy of category certificate, in case of belongs to reserve category. • Self attested copy of valid ID proof and address proof. • Demand Draft of ₹6,000/- as application form fee in favour of 'Dayanand Medical College & Hospital Managing Society' payable at Ludhiana or pay through online portal (submit proof of payment). 	01.10.2024
4.	Availability of Roll Number-cum-Admit Card'	03.10.2024
5.	Date of Entrance Exam <ul style="list-style-type: none"> • Written Test • Interview 	05.10.2024
6.	Display of merit list	05.10.2024
7.	Date of counselling for admission	05.10.2024
8.	Display of selection list and waiting list	05.10.2024
9.	Joining in the department	10.10.2024

Note : The candidates who will be allotted seats during the counseling are required to deposit the **demand draft of six months tuition fee** (as per the fee structure available in the prospectus) in favour of **Dayanand Medical College & Hospital Managing Society**, Payable at Ludhiana. It is mandatory to deposit the fee at the time of counseling, failing which the seat will be allotted to the next candidate in the merit.

Note :-

- **No separate intimation for Interview will be given.**
- **List of selected candidates will be displayed after written exam in the afternoon and selected candidates will be required to produce all the original documents before appearing for the interview.**
- **In case of rescheduling of dates or any other change; candidates are advised to regularly check the DMC&H Webs ite (www.dmch.edu)**

1. The centre at which a candidate is to appear will be indicated on the 'admit card' to be issued to the candidate provisionally subject to the verification of his/her eligibility. No candidate will be admitted to the examination hall, without producing "admit card" in original. In case the 'admit card' is not received by the candidate before two days of the date of entrance examination. he/she should contact the office of Principal, DMC&H Ludhiana in person on any working day along with an attested copy of his/her photograph.

2. The application form has to be filled online on website of institute (www.dmch.edu) stating all the information of the candidate, scanned photograph, scanned signature thumb print along with details of Demand draft should be uploaded and further print out of the same (according to the instructions supplied) should reach the office of Principal, Dayanand Medical College & Hospital (DMC&H), Ludhiana - 141001, Punjab on or before 01 Oct. 2024 (up to 4:00 PM) failing which the application form will be rejected. College will not be held responsible for any postal delay in receipt or loss of application in transit.

The classes for above courses will start w.e.f. 10.10.2024

ELIGIBILITY

1. A candidate for appearing in the Entrance Examination for M.Phil IN CLINICAL PSYCHOLOGY will be eligible if he/she:
 - i) Is a citizen of India.
 - ii) Possesses MA/M.Sc. in Psychology/Applied Psychology/Clinical Psychology (regular degree) from a recognized University by the UGC with minimum 55% marks (50% for SC/ST). Duration of Masters program must be of two years.
 - iii) Certificate of good conduct from the head of the institution last attended.

Note: To determine the eligibility criteria, calculation of marks obtained in qualifying examination will be made as per instructions of Registrar, Baba Farid University of Health Sciences, Faridkot, Punjab.

2. A student who is already admitted to any course in any institution can only be eligible to apply for any other course only after passing the first course. An undertaking to this effect will be obtained from the candidate. Concealment of facts would invite disqualification.
3. Employees of the State or Central Government or of any Public Sector undertaking of State Government should send their applications through their employers. However, the advance copy of the application (complete in all respect) can be sent. In case the application is not received through the employer before the date of the entrance test, a NO OBJECTION CERTIFICATE from the employer should be produced at the time of entrance test failing which the candidate will not be allowed to appear in the entrance test.

PROCEDURE FOR APPLYING

The application form should be filled online and scanned copies of photograph, signature & thumb impression (use left thumb impression for boys & right thumb impression for girls) should be uploaded on the official website of the institute and further printout of forms along with Xerox copies of required documents should reach the office of **the Principal, Dayanand Medical College & Hospital, Ludhiana - 141001, Punjab, India on or before 01 Oct. 2024 upto 4:00 P.M.** It can be delivered either personally or be sent under registered cover/speed post. Candidates already in employment should send their application through proper channel. Incomplete application or applications received after the closing date and time will not be considered. The DMC&H takes no responsibility for any postal delay in the receipt or loss of application in transit.

The application form and prospectus can be downloaded from the University website i.e. **www.dmch.edu**. The candidate should fill the form online and should send the print out of the filled form along with photocopies of the desired documents and demand draft of Rs. 6000/- drawn in favor of the DMC & Hospital Managing Society, Payable at Ludhiana.

[Fee charges:- a)Prospectus - Rs.3000/- b) Entrance Exam fee-3000/-]

The candidates can also deposit the fee charges by adding transaction charges in case of candidates from outside Ludhiana directly in DMC&H Bank Account (**HDFC Bank Ltd., DMC&H Branch, Ludhiana A/C No. 50100277444511, IFSC code-HDFC0009448**).

NOTE:

The receipt/proof for deposit of the cost of application form must be produced by the candidate at the time of counseling.

I. The application form must be accompanied by the following certificates:-

- 1) Certificate of Matriculation
2. 10+2 (detailed Mark sheet)
3. Graduation degree and mark sheet (BA/BSc.)
4. MA/MSc. in Psychology degree and mark sheet
5. Caste Certificate. (if applicable)
7. Voter Card
6. Aadhar Card
8. Five copies of the recent photographs (passport size) with names at their back.
9. Demand Draft/ receipt of online transaction.

II. Information for candidates:

1. The cost of Prospectus/application form will not be refunded under any circumstances.
2. Any attempt on the part of a candidate, his parents or relatives to canvass or bring influence to bear upon the DMC&H directly or indirectly, for securing admission will be a disqualification for admission.

3. The candidate is to be admitted on the basis of information submitted by him and if, at any subsequent stage, it is discovered that any portion of this information is incorrect, the student will be removed from the Institution and all fees and other dues paid up till the date of such removal shall be forfeited. Any further action against that student as deemed suitable may also be taken by the institute authorities.

4. The application form should be filled in carefully online by the candidate. All claims made in the application must be supported with documentary proof. Applications which are incomplete in respect of the required particulars or lack the essential documents will be rejected.

5. No judicial proceedings will lie against DMC&H for:-

- I) Any bonafide error that may occur in the selection of any candidate for admission.
- ii) Refusing to accept a certificate.
- iii) Any other reason pertaining to admission of the student(s).

6. In case of any ambiguity in the rules, interpretation of the same by the college shall be final.

7. Any student who violates the above conditions willfully or otherwise shall be liable to be expelled from the course of studies.

8. Any instructions/directions to modify/change any condition can be issued by the college prior to 1st counseling.

9. Any objection about the entries/conditions of eligibility mentioned in the prospectus can be made to the office of principal at least 3 days before the date of the written test.

SCHEME OF EXAMINATION

1.
 - (a) **Date of Entrance Examination** : **05.10.2024**
 - (b) **Timings** : **9:30 AM**
 - (c) **Venue** : **Lecture Theater, College Campus, DMC&H, Ludhiana**

2. **Medium of Examination**
The medium of Entrance Examination will be English.

3. **Scheme of Examination**
The Entrance examination shall consist of one paper of one and a half hour duration. The paper will include 80 objective type questions.

4. **Number of questions and Maximum Marks**
 - (i) There will be 80 questions with four options, one correct answer type carrying one marks each (Syllabus for Entrance Exam for **M.Phil in Clinical Psychology** that of PG Level Course in MA/M.Sc. In Psychology/Applied Psychology/Clinical Psychology) and Interview will carry 20 Marks.
 - (ii) The paper shall carry a maximum of 80 Marks. Full credit will be given for each correct answer and 20 marks for interview.
 - (iii) **There will be No Negative Marking.**
 - (iv) The admission will be based on the total score of entrance examination and interview.

5. **Instructions for Question Booklet**
 - (i) Candidates will be given a Question Booklet and Answer Sheet immediately after taking seat. They are advised to read and follow the instructions on front and backpage of the question Booklet carefully.
 - (ii) There is Question Booklet number mentioned on the front page, which every candidate must carefully fill in the appropriate place on the Answer Sheet.
 - (iii) Candidate must sign on the front page of the Question Booklet at the appropriate place.
 - (IV) The Question Booklet has paper seal pasted on it. Candidate should break the seal and open the Question Booklet only when they are asked to do so by the Invigilator.
 - (v) Candidate must check that Question Booklet has 80 questions immediately after breaking the seal. In case any mistake in the Question Booklet is found, Invigilator may be requested to change the same immediately but not later than half hour.
 - (vi) The Question Booklet and the Answer Sheet must be returned to the Invigilator before leaving the Hall.
 - (vii) The candidate shall indicate the number of questions attempted in each section.

6. **Instructions for Answer Sheet**
 - (i) Use ball pen (black) provided for filling the Answer Sheet.
 - (ii) Do not fold or put any stray mark, nor do any rough work on the Answer Sheet.

(iii) Fill in the Roll No. and Question Booklet No. and Booklet Code printed on front page of the Question Booklet in the proper blocks as directed on the Answer Sheet.

(iv) Sign at the appropriate place on the Answer Sheet with Ball pen(black).

7. Rough Work

The candidate should not do any rough work on the Answer-sheet. All rough work can be done on the last page of Question Booklet. **Do not mark or write anything elsewhere in the Question Booklet.**

8. Procedure to be followed in the Examination

(i) No candidate shall be allowed entry in Examination Hall 15 minutes after starting of examination.

(ii) 10 minutes before the commencement of the examination each candidate will be given a sealed. Test Booklet and answer-sheet.

(iii) Immediately on receipt of the Test Booklet the candidate will fill in the required particulars on cover page of the Test Booklet with Blue or Black ball pen only. But she/he will not open the Test Booklet until asked to do so by the invigilator.

(iv) Books, papers, slide rule, log table, cellular phone, pager, calculator, wrist watches or any other electronic gadget etc. are not allowed in the Examination Hall.

(v) The examination will start exactly at the time mentioned in the Prospectus' and an announcement to this effect will be made by the Invigilator.

(vi) During the examination the Invigilator will check 'Admit-Card' of the candidate and compare photographs to satisfy himself about the identity of each candidate. The invigilator will also put his signature in the place provided in the Answer-Sheet.

(vii) The candidate will be provided black Ball Pens.

(viii) After completing the test and before handing over the Test Booklet and Answer-Sheet, the candidate should check again that all the particulars required in the Test booklet and the Answer Sheet have been correctly written.

(ix) A bell will ring at the beginning of the examination and at half time. A bell will also ring before the closing time when the candidates must stop marking responses.

(x) The candidate will be supplied Answer Sheet which will be evaluated carefully. Complete and accurate marking on this sheet is, extremely important.

(xi)(a) To answer questions, the candidate will be required to darken in the circle by using black ball Pen corresponding to the answer, she/he thinks to be correct against the serial number of the question. (b) It should be carefully noted that the circles should be dark and be filled in as complete as possible.

(xii) The test-booklet and the Answer sheet are to be handed over to the Supervisor/Invigilator

before leaving the hall The candidate who does not hand over the test-booklet along with the answer Sheet to the Supervisor/Invigilator, her/his candidature will stand cancelled besides facing action to be decided by the Authority.

**** In case of more than one answer marked, the answer will be considered wrong. No over right / cancelling of the answer would be considered.**

(xiii) "The candidates are required to furnish the ' Admit Card' at the time of (i) entry into the Examination Hall and (ii) during the course of examination for necessary identification by the supervisory staff on duty. The candidates are, therefore, advised to keep the 'Admit Card' intact.

(xiv) There will be no revaluation/ re-checking of Answer sheets.

(xv) Videography/ photography will be done of each student.

(xvi) The videography/ photography and finger prints expert report etc. in doubtful cases will be the basis to ascertain the identity of the candidate.

***sample question along with method of marking are given below:**

Question 40 : when a tuning fork vibrates with 1.0m or 1.05m long wire of a condomotor, 5 beats per second are produced in each case. What will be the frequency of the tuning fork?

(A). 195 (B). 295 (C). 205 (D). 210

ANSWER SHEET (Blacken the correct answer)

Question 39: (A) (B) (C) (D)

Question 40: (A) (B) (C) (D)

9.PUNISHMENT FOR USE OF UNFAIR MEANS

If any candidate is found guilty of any breach of rules mentioned in the prospectus or guilty of using unfair means, she/he will be liable to be punished by the Competent Authority.

(a) Impersonation

(b) Copying with help of books/ cell phones/ verbal communication/ piece or paper having material for copying.

(c) Exchange of Question Booklet/ Answer Sheet.

(d) Copying by seeing the other candidates answer books.

(e) Any other method of unfair means not mentioned in the prospectus.

(f) The action will be taken as per the unfair means ordinance or as per the recommendations of the Vice-Chancellor.

10. RESULT

The list of **qualified candidates** will be displayed on the notice board as well as DMC&H website i.e. www.dmch.edu

NOTE: The candidate who will be allotted seats during the counseling are required to deposit the **demand draft of six months tuition fee** (as per the fee structure available in the prospectus) in favour of **Dayanand Medical College & Hospital Managing Society**, payable at Ludhiana. It is mandatory to deposit the fee at the time of counseling, failing which the seat will be allotted to the next candidate in the merit.

11. LEGAL JURISDICTION

All disputes pertaining to the conduct of examination and admission shall fall within the jurisdiction of Ludhiana only. The competent authority shall be the legal entity who may sue and be sued.

12. MEDICAL EXAMINATION

(a) The selected candidates at the time of counseling(s) will report to the institution for medical examination and fee deposition on the dates fixed by the selection committee. The standard of physical fitness required for admission will be determined by the medical board constituted. The candidature of candidate found medically unfit will be liable to cancellation

(b) Selected physically handicapped candidate will also have to appear before the Medical Board for assessment whether he/she is fit to carry out the duties despite being handicapped. The decision of the Board will be final

FEE STRUCTURE

1. Tuition Fee (Payable On Six Monthly Basis)	Rs. 2,00,104/-
2. For Library Membership	Rs. 2,500/-
3. Caution Money for psycho clinic cum Lab (Refundable after completion of training)	Rs. 15,000/-
4. Univ. Registration Fee (one time)	As per Baba Farid University of Health Sciences (BFUHS) requirements
5. Administrative Fee (one time)	As per Baba Farid University of Health Sciences (BFUHS) requirements
6. Medical Exam (one time)	Rs. 2,000/-
7. Health Insurance Charges (2 Lakh Sum Assured)(p.a.)	Rs. 5,000/-
8. Bfuhs E-journal Fee (p.a.)	Rs. 3,000/-
9. White Apron (one time)	Rs. 1,200/-

Additional Provisional Charges for HOSTELERS :

HEAD	General Room (Non-Ac)
• Hostel security (one time)	Rs. 25,000/-
• Hostel Rent (per annum)	Rs. 15,000/-
• Electricity, Water Consumption Charges (per annum)	Rs. 3,500/-
• Transport Charges	Rs. 21,000/-
• Mess Advance	Rs. 30,000/-

Late fee after due date will be charged as follows

Particulars	Upto the cut off Date of fee deposition	Late fee applicable after the cut off date of fee Deposition (for the students depositing their fee dues as under)			
		Within two weeks after the cut off date	Within two weeks after the dates of column no. (ii)	Within two weeks after the dates of column no. (iii)	After the date of coluykn no. (iv)
		(i)	(ii)	(iii)	(iv)
Students depositing their fee dues	No late fee is applicable	Rs.200/- per week or part thereof	Rs. 300/- per week or part thereof	Rs. 500/- per week or part thereof	Concerned students will be debarred from attending their classes/ from joining their duties, till deposition of the fee dues along with late fee as per column no. (iv)

Fee structure is subjected to revision from time to time as per University/ concerned department/institution rules. No stipend will be paid by the University / Institutions for the said course.

METHOD OF SELECTION AND ADMISSION

1. The candidates will be selected on the basis of the merit of scores entrance test and interview. If the seats still remain vacant after exhausting the merit list of entrance examination, the seats will be filled on the basis of marks obtained in qualifying examination.

2. If two or more candidates secure identical marks in the entrance test their relative merit will be determined by the marks obtained by them in MA/M.Sc in Psychology/ Applied Psychology/ Clinical Psychology (Regular). Further, if candidates would have scored similar marks in masters program then age (as mentioned in Xth certificate) would be the selecting criteria (eldest will be given preference).

• **List of selected candidates will be displayed after written exam in the afternoon and selected candidates will be required to produce all the original documents before appearing for the interview.**

3. Once qualified, the selected candidates must join the course after depositing necessary fees within stipulated period decided at the time of counseling.

GENERAL INSTRUCTIONS :

1. Applications received after the closing date or which are not complete in all respects will not be considered.
2. Candidates are advised to submit their application form in person or by registered/speed post. The Institute takes no responsibility for any delay in the receipt or loss of application in transit. Courier will not be accepted
3. All claims made in the application must be supported with documentary proof.
4. Employees of State or Central Government or of any Public Sector Undertaking of State Government should send their applications through their employers. However, the advance copy of the application (complete in all respect) can be sent. In case the application is not received through the employer before the date of the entrance test, a NO OBJECTION CERTIFICATE from the employer should be produced at the time of entrance test falling which the candidate will not be allowed to appear in the entrance test.
5. Candidates will have to make their own arrangement for stay for entrance test as well as counseling. No TA/DA will be paid by university.
6. The decision of the Principal of the Institute; as per the recommendations of selection committee shall be final in matter of selection of candidates for admission to the course and no appeal shall be entertained on the subject.
7. Dress code would be decided for the students and each one would follow the same.
8. Course is counted on full time basis. Private practice in any form is prohibited. The candidates are strictly not permitted to undertake any other part time or correspondence courses.
9. All candidates admitted to the institute shall maintain good conduct, attend Regular classes and abide by the regulations of the institute.

10. Selected candidates shall have to submit migration certificate from the University from which they have passed the last qualifying examination, at the time of joining the institute.
11. **Qualified candidate's list for counseling will be notified on the Institute's Notice Board as well on DMC&H Website i.e. www.dmch.edu**
12. **No individual intimation will be given for counseling.**
13. **Any changes in date, time venue and/ or schedule of the counseling will be uploaded on Institute website and notice boards, no individual intimation will be given to the candidates.** The candidates are requested to keep themselves updated by visiting our website regularly from time to time.
14. keep themselves updated by visiting our website regularly from time to time.
15. **In case if candidate opts to discontinue the course at any point or at any stage, he/she is liable to pay the remaining fee for the entire course.**
16. Before joining the course, the selected candidates shall submit Affidavits/Declaration as per Annexure A to Annexure E and Bank Guarantee/Surety Bond to discharge their liability towards the balance tuition fee, in the prescribed formal Annexure-F/G. In case of surety bond, candidates are required to submit Annexure G along with the original ownership proof of the property of surety & its valuation report in original with 3 post dated cheques. The NRI candidates are required to submit the Bank Guarantee only from NRE A/C along with the certificate of the Bank to the effect that the Bank Guarantee is being issued from NRE A/C (Bank Situated in India). In case any candidate leaves his/her course in between on account of any reason, he/she has to pay the entire balance fees.
17. The rules and regulation in this prospectus are subject to change in accordance With the decision of the institute from time to time based on the recommendation of selection Committee for M.Phil. course, DMC&H Ludhiana.
18. **Warning**
In case any candidate is found to have supplied false information or certificate or found to have withheld or concealed some information, he/she shall be debarred from continuing the course and shall face such appropriate legal action initiated against him/her by the Principal of the Institute.

Accommodation

- The hostel is available at College of Nursing, DMC&H.
- The students are NOT allowed to bring and park any four wheeler vehicle in the college. They are permitted to bring a two wheeler vehicle to college and park it in the parking only. The students are required to give an undertaking at the time of admission with request for 2 wheelers parking.

Attendance

Course of the study must, unless special exemption is obtained, be continuously pursued. Any interruption in a candidate's attendance during the course of study, due to illness or other extraordinary circumstances must be notified to the Head of the Institution/ concerned authority and permission should be obtained. Under any circumstances the course must be completed within 4- Yr. from the date of enrolment. A minimum attendance of 80% (in the academic year) shall be necessary for taking the respective examination.

Leave vacations

- a) No vacation is permitted to any MPhil in Clinical Psychology student.
- b) 20 (Twenty) days of Casual Leave, maximum of 10 (Ten) days per academic year shall be permitted during the course period.
- c) The leave remaining un-availed during a particular academic year, and will not be carried over the next year of the course. Leave/unauthorized absence, exceeding the duration of admissible leave for the year, will not be adjusted against leave due for subsequent years.
- d) In case a student takes more leave than the prescribed leave (even on medical ground) or remains absent from training without proper permission, he/she shall not be allowed to appear in the university examination until he/ she completes that shortage of training, which may have occurred due to extra leave/ unauthorized absence, by under going further training beyond the normal duration of the course.

e) The name of any student, who remain absent from training without proper permission of competent authority for a period of 30 days, would be removed on the advice of HOD from the rolls of Institutions and the University and his/her registration for the course would be canceled. Such student would not be allowed to join any other M. Phil Courses during the remaining duration of the course from which the registration has been cancelled.

f) All candidates joining the M.Phil programme shall work as full time student trainees.

g) The conditions mentioned in para `a` to `d` (Level/Vacations) are to be fulfilled by all candidates independent of attendance requirement.

h) Application for all types of leave should be forwarded through the HOD.

Duration and content of the Courses

M.Phil in clinical Psychology training program

This course gives a comprehensive coverage of (1) Psycho diagnostics assessment (2) Counseling and Psychotherapy (3) Family & Marital therapies (4) Behavioral medicine and Behavior Therapy (5) Child and Adolescent Mental Health (6) Management of Substance Abuse (7) Psychosocial Rehabilitation & (8) Neuropsychology. The didactic lectures, clinical teaching through case conferences and topic discussion are held regularly. The seminars and journal club provide additional input. The research orientation is given through the dissertation on the clinical topic. Candidates work under supervision of the consultants on wide range of psychiatric and neurological problems.

Duration

This is full time clinical training course providing opportunities for appropriate practices and apprenticeship for two academic years divided in part –I and II for both the courses. **Medium of instruction/examination will be English for the said course.**

Content of the Course (See section 5.0 for subject wise syllabus of Part - I and II)

Part -I (I Year)

Group “A”

Paper I : Psychosocial Foundation of Behavior and Psychopathology

Paper II : Statistics and Research Methodology

Paper III : Psychiatry

Practical : Psychological Assessments including Viva Voce

Group “B”

Submission : Five full-length Psycho-diagnostic Records, out of which one record each should be related to, child and neuropsychological assessment. The records should include a summary of the clinical history organized under relevant headings, and a discussion on a) rationale for testing, b) areas to be investigated, c) tests administered and their rationale, d) test findings and e) impression

Part -II (II Year)

Group “A”

Paper I: Biological Foundations of Behavior

Paper II: Psychotherapy and Counseling

Paper III: Behavioral Medicine

Practical : Psychological Therapies including Viva Voce

Group “B”

Submission : Five fully worked-out Psychotherapy Records, out of which one should be child therapy record. The records should include a summary of the clinical history organized under relevant headings, and a discussion on a) reasons for intervention(s), b) areas to be focused including short- and long-term objectives, c) type and technique of intervention employed and rationale d) therapy processes, e) changes in therapy or objectives, if any, and the reasons for the same, f) outcome, g) prevention strategies, f) future plans

Group “C”

Dissertation: Under the guidance of a Clinical Psychology faculty member with Ph.D. or minimum 2-yr experience (post-qualification) in clinical teaching or clinical research. If the research work is of interdisciplinary nature requiring input/supervision from another specialist, co-guide(s) from the related discipline may be appointed as deem necessary.

Minimum prescribed clinical work during the two year of training.

	Number of Cases Part -I	By the end of Part -II *
1) Detailed case histories	50	70
2) Clinical Interviews	40	60
3) Full length Psychodiagnostics	40	50
4) Neuropsychological Assessment	5	10
5) Therapeutics		

i) Psychological Therapies 200 hrs.

ii) Behavior Therapies 200 hrs.

Therapies should be not less than 50 hr. of work in each of the following areas:

a) Therapies with children

b) Individual therapies with adults

c) Family/marital/group/sex therapy

d) Psychological and/or neuropsychological rehabilitation

A logbook of the clinical work carried out under the supervision during each year of training, with sufficient details such as particulars of the client, diagnosis, duration and nature of intervention(s), number of sessions held etc. should be maintained by all trainees and must be produced the same to the examiners at the time of Part - I and II practical examinations.

* Includes the work done in Part - I

Requirement/Submission

Two months prior to Part - I examination the candidates are required to submit

Five full-length Psycho-diagnostic Reports as outlined above. Two months prior to Part - II examination the candidates are required to submit

Five Psychotherapy Records as outlined above.

Three months prior to Part - II examination the candidates are required to submit,

In triplicate, a research Dissertation under the guidance of a clinical psychology faculty members specified above.

The application for appearing either Part - I or Part - II examination should be accompanied by a certificate issued by Head of Department that the candidate has carried out the specified minimum clinical work, submission, dissertation (in case of Part - II only) and has attained the required competence in core-tests (refer section on “Practical – Psychological Assessments” for the list of core-tests and an addendum), as prescribed in the syllabus.

Internal Assessment

In each paper 30% marks will be determined on the basis of written/clinical exams, viva-voce

and supervised clinical work. These marks will be added to the marks allocated to the respective subjects in the yearly final examinations. The results of the final examinations will be declared on the basis of the total so obtained. The guidelines for allotting the internal marks may be prepared by the institution concerned.

Examination

The examination will be held in two parts (Part - I and Part - II). Part - I is held at the end of first year and Part – II is held at the end of second year. A candidate will not be allowed to take the Part – II examination unless he/she has passed the Part – I examination.

A candidate who has not appeared or failed in Part – I of the regular examination may be allowed to continue the course for the II year and be allowed to take the supplementary Part – I examination.

A minimum period of three months additional training shall be necessary before appearing for the examination in case he/she fails to clear Part – I and/or Part – II examination. A candidate has to complete the course successfully within a period of four years from the year of admission to the course.

Examination Fee

The prescribed examination fee as laid down from time to time by the concerned university to appear for Part – I and Part – II of the examination should be paid as per the regulations.

***Extra payment of Rs.2000/- would be charged per subject each time in case if candidate reappears in exam along with university examination fee..**

PART – I (I YEAR)
SCHEME OF EXAMINATION

Papers	Title	Duration	Marks		
			Final Assessment (Maximum)	Internal Assessment (Maximum)	Total
Group “A”					
Paper I	Psychosocial Foundations of Behavior and Psychopathology	3 hr.	70	30	100
Paper II	Statistics and Research Methodology	3 hr.	70	30	100
Paper III	Psychiatry	3 hr.	70	30	100
Practical: Psychological Assessments and Viva Voce			70	30	100
Group “B”					
Submission of five cases of full-length Psychodiagnostics Report			None	100	100
Total					500

PART – II (II YEAR)

Papers	Title	Duration	Marks		
			Final Assessment (Maximum)	Internal Assessment (Maximum)	Total
Group “A”					
Paper I	Biological Foundations of Behavior	3 hr.	70	30	100
Paper II	Psychotherapy and Counseling	3 hr.	70	30	100
Paper III	Behavioral Medicine	3 hr.	70	30	100
Practical: Psychological Therapy and Viva Voce			140	60	200
Group “B”					
Submission of five cases of full-length Psychotherapy Report			None	100	100
Group “C”					
Dissertation			70	30	100
Total					700

Board of Examination

A board consisting of 4 examiners of which 2 shall be external and 2 shall be internal will conduct the examination. The Chairman of the board of examiners will be the Head of the Department of Clinical Psychology who will also be an internal examiner.

Two examiners, one internal and one external, shall evaluate each theory paper and dissertation. Two examiners, of whom one shall be external, will conduct the practical/clinical and vivo-voce examination.

Minimum for Pass

A candidate shall be declared to have passed in either of the two parts of the M. Phil. examination if he/she obtains not less than 50% of the marks in:

- i) Each of the theory paper
- ii) Each of the practical and viva-voce examinations
- iii) Each of the submissions
- iv) The dissertation (in case of Part – II only)

A candidate who obtains 75% and above marks in the aggregate of both the parts shall be declared to have passed with distinction. A candidate who secures between 60% and below 75% of marks in the aggregate of both the parts shall be declared to have passed M.Phil degree in I Class. The other successful candidates as per the clause (a) of the above shall be declared to have passed M.Phil degree in II Class. If a candidate fails to pursue the course on a continuous basis, or fails or absent himself/ herself from appearing in any of the university theory and practical examinations of Part – I and II, the class shall not be awarded.

The merit class (Distinction / First Class) is awarded to only those candidates who pass both Part – I and II examinations in first attempt. No candidate shall be permitted to appear either of Part – I or II examination more than three times.

Appearance for each examination

A candidate shall appear for all the Groups of Part – I and Part – II examination when appearing for the first time .A candidate in Part – I and Part – II, failing in any of the “Group-A” subjects has to appear again in all the “Group-A” subjects.

A candidate in Part – I, failing in “Group-B” has to resubmit five full- length psycho-diagnostic Records.

A candidate in Part – II, failing in “Group-B” has to resubmit five fully worked- out Psychotherapeutic Records. A candidate in Part – II, failing in “Group-C”, has to reappear/ resubmit the dissertation as asked for and/or outlined by the examiners.

***Dissertation** - The students admitted to M.Phil Courses must submit their plan of dissertation within six months from their joining. The students are required to write and submit dissertations on subjects approved by the PG Board of Study in Psychiatry under the supervision of the supervisor appointed for the purpose from the concerned department: Clinical Psychology / Psychiatric social work. In special circumstances on the recommendation of Head of the Department a candidate may get six weeks extension for submission of the dissertation.

If dissertation is not submitted within one month of stipulated date, the same shall be treated in relation to the next year examination and the student will be required to fulfill all the formalities, including filling up fresh examination form for the purpose. The dissertation will be submitted only when the supervisor(s) concerned is/are satisfied i.e. the dissertation is worthy of consideration in partial fulfillment of the M.Phil Degree. The application for submission of dissertation shall also be countersigned by the head of the department concerned, Clinical Psychology. A candidate who has not appeared or failed in Part I examination shall be allowed

to continue the course for the second year and to take up the dissertation. Students shall be permitted to submit his/her dissertation only when he has passed the examination in all the three courses prescribed in Part I.

3. Examination

The examination will be held in two parts (Part I & Part II), Part I is held at the end of the first year and Part II is held at the end of the second year. A candidate will be allowed to take the Part – II examination unless he/she has passed the Part – I examination. A candidate who has not appeared or failed in Part I of the regular examination may be allowed to continue the course for the II year and be allowed to take the supplementary Part – I examination. A minimum period of three months additional training shall be necessary before appearing for the examination in case he/she fails to clear Part – I and/or Part – II examination. A candidate has to complete the course successfully within a period of four years from the year of admission to the course.

Minimum for Passing M.Phil Examination

A candidate shall be declared to have passed in either or the two parts of the M.Phil examination if he/she obtains not less than 50% of the marks in:

- (i) Each of the theory paper
- (ii) Each of the practical and viva-voce examinations.
- (iii) Each of the submissions
- (iv) The dissertation (in case of Part – II only)

No candidate shall be permitted to appear either of Part – I or II examination more than three times.

Appearances of each examination

A candidate shall appear for all the Groups of Part – I and Part – II examination when appearing for the first time. A candidate in Part – I and Part – II, failing in any of the “Group A” subjects has to appear again in all the “Group A” subjects. A candidate in Part – I, failing in “Group B” has to resubmit five full – length Psycho-diagnostic /Psychiatric Social Work case records. A candidate in Part – II, failing in “Group B” has to resubmit five fully worked – out Psycho therapeutic Records. A candidate in Part – II, failing in “Group C”, has to reappear/resubmit the dissertation as asked for and/or outlined by the examiners.

Requirement/ Submission

Two months prior in Part – I examination the candidates are required to submit five full length Psycho-diagnostic Reports/ Psychiatric social case reports as outlined above.

Two months prior to Part – II examination the candidates are required to submit five Psycho –therapy Records as outlined above.

Three months prior to Part – II examination the candidates are required to submit, in triplicate, a research Dissertation under the guidance of a clinical psychology faculty member as specified above.

The application for appearing either Part – I or Part – II examination should be accompanied by a certificate issued by Head of Department that the candidate has carried out the specified minimum clinical work, submission, dissertation (incase of Part II only) and has attained the required competence in core – tests (prescribed in the syllabus).

Internal Assessment

In each paper 30% marks will be determined on the basis of written/clinical exams, viva – voce and supervised clinical work. These marks will be added to the marks allocated to the

respective subjects in the yearly final examinations. The result of the final examinations will be declared on the basis of the total so obtained.

BAN ON RAGGING IN EDUCATIONAL INSTITUTIONS

Instructions for curbing ragging:

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately, which punishment may include expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take shape of (i) withholding scholarships or other benefits (ii) debarring from representation in events (iii) withholding results (iv) suspension or expulsion from hostel or mess, and the like. If the individuals committing or abetting ragging are not/cannot be identified, collective punishment can be awarded to act as a deterrent.

The following will be termed as the Act of Ragging :

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or indisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in freshers or junior students or asking the students to do any act or perform something which such students 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 effect the physique or psyche of a fresher or a junior student.

Note :

Besides above, the candidates would also observe the following instructions:-

i) It must be noted by the candidates/parents/guardian etc. that ragging is banned in the institutions and in case anyone indulging in ragging is liable to be punished appropriately including expulsion from the Institution and/or imprisonment upto 3 years, and /or fine up to 25,000/-.

ii) The concerned Institution will have the right that to prevent/prohibition of ragging under Act/Ordinance and if any, candidate admitted to the course found indulging in ragging will be cognizable offence and really means business and the Institutes will not hesitate to take stern action against the offenders.

iii) As per letter dated 12/06/2023 of UGC all candidates admitted to the course in this institution must be filed an undertaking online <http://www.antiragging.in> at the time of admission to the effect that he/she fully aware of the law regarding ragging as well as the punishment and that he/she if found guilty on this account is liable to be punished appropriately. A printout of the undertaking is to be submitted by the candidates at the time of admission alongwith admission form.

iv) **As per the order of the Hon'ble Supreme Court of India dated 16.05.2007 which is reproduced below:**

"If any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his explanation is not found satisfactory, the authority would expel him from the institution".

- v) Every student for the purpose of his/her admission shall furnish a Character Certificate from the institutions wherefrom 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 has displayed persistent violent or aggressive behavior or any desire to harm others (**Annexure B**).

EXTRACT OF ORDINANCE ON MAINTENANCE OF DISCIPLINE AMONG STUDENTS OF Dayanand Medical College & Hospital, Ludhiana (Punjab)

Prohibition of ragging and penalties thereof

- (1) Ragging in any form shall be strictly prohibited within the premises of the University, a college or an institution, as the case may be, or in any part of the University system as well as on public transport or at any other place, public or private.
- (2) Any individual or collective Act or practice of ragging shall constitute an act of gross indiscipline and shall be dealt with under the provisions of this ordinance.
- (3) Ragging for the purposes of this ordinance, shall ordinarily mean any act, conduct or practice by which the dominant power or status of senior students is brought to bear upon the students who are in any way considered junior or inferior by the former and includes individual or collective acts as practices which -
 - (a) Involve physical assault or threat to use physical force ;
 - (b) Violate the status, dignity and honour of students, in particular Women students and those belonging to scheduled caste or a scheduled tribe;
 - (c) Expose students to ridicule or contempt or commit an act which may lower their self esteem; and
 - (d) Entail verbal abuse, mental or physical torture, aggression, corporal punishment, harassment, trauma, indecent gesture and obscene behaviour.
- (4) The Dean of the Faculty, Chief Warden, Director of the institution or the Principal of the college, as the case may be shall take immediate action on the receipt of any information that ragging has taken place or is likely to take place.
- (5) Notwithstanding anything contained in clause (4), the chairman of the Board of Discipline of University and its maintained college or the chairman of the Board of Discipline of an affiliated college or institution may also *suomoto* inquire into any incident of ragging or likelihood of such incident and make a report to the Vice-Chancellor or Director/ Principal of the affiliated college/ institution, as the case may be, clearly pinpointing, among other details, the identity of the student or the students who were involved in the incident the nature of the incident.
- (6) The chairman of the Board of Discipline may also submit an interim report to the Principal of the college, establishing the identity of the perpetrators of ragging and the nature of the incident.
- (7) If the chairman of a Board of Discipline is satisfied that for any reason, to be recorded in writing, it is not feasible to hold an inquiry referred to in clauses (4) and (5), he may so advise the Principal accordingly.
- (8) Where the Principal is satisfied, on receipt of a recommendation to this effect or otherwise, that it is not expedient to hold an inquiry into an incident of ragging, he shall order accordingly for reasons to be recorded in writing.

ANNEXURE - A

UNDERTAKING AT THE TIME OF JOINING

(All admitted candidates and their parents will give the following undertaking at the time of joining)

IS/O, D/O Sh.....admitted to _____ Course
Session 2023 do hereby undertake :-

- i) That after joining the course I will abide by the rules regulations of College and Hostel.
- ii) I am aware that violation of rules/law/instructions regarding ragging would attract Penal /disciplinary action against me.
- iii) That I will abide by the rules/law/instructions issued from time to time.
- iv) That I will abide by the dress/uniform code.
- v) That while residing in Hostel of the Institution, I will not keep Scooter/ Motor Cycle/ Car.
- vi) That I will not consume any INTOXICANTS in Hostel/ College premises.
- vii) That I have read the relevant instructions/regulations against ragging, as well as punishment. I will comply the instructions/regulations and in case I found guilty at any stage, disciplinary action as per above guidelines may be taken against me.

Signature of the Candidate

Address :

I father/Guardian of Mr./Ms. _____ gone through/have read the relevant instructions about the rules and regulations against ragging as well as punishment. My ward will abide by all the rules regulations of College & Hostel. In case my ward has been found guilty I have no objection for initiating any disciplinary action against my ward.

Signature of the Father/Guardian

Address:

Mob./Ph. No.

**CHARACTER CERTIFICATE FROM THE PRINCIPAL/HEAD OF THE
INSTITUTION LAST ATTENDED.**

Certified that Mr./Ms.....

Son/Daughter of Shri passed
examination

from this school/institute for the session During the stay in

this institute his/her conduct remained and he/she has not

displayed persistent violent or aggressive behaviour or any desire to harm others.

Date

**Signature of the Head/ Principal of Institution.
(with official seal)**

DECLARATION

I.....(Candidate) son/daughter of Shri.....
and resident of
Village / Town / City.....Tehsil.....District..... do solemnly
declare and affirm as under:

1. The information given in the application is absolutely correct and true
2. I undertake that if I am admitted, I will strictly obey all rules and regulation in force at present or that may be made/altered/modified hereafter by the College and will do nothing either inside the college or outside which will interfere with its orderly administration and discipline.
3. If at any time subsequent to my admission, it is discovered that any information given in this application or in the attached certificate or in documents produced hereafter is false, I may be removed from the College and all fees paid by me be confiscated. The authorities may also take any further action against me as deem fit.
4. In case my admission is made to _____ Course at Dayanand Medical College & Hospital, Ludhiana. I shall abide by the decision of the State Govt./University regarding distribution of seats and payment of fee etc.
5. I am fully aware of the law regarding ragging as well as the punishment and that if found guilty on this account I am liable to be punished appropriately.

Signature of the Applicant

Date.....

Place.....

To be typed
on
STAMP PAPER OF ₹ 100/-

Bank Guarantee

1. We the _____ undertake to pay the amount of _____ to Dayanand Medical College and Hospital, Ludhiana without any demur, merely on demand by the Principal, DMC&H, Ludhiana without any objection on account as balance fee of Mr./Mrs./Ms. _____ S/O/D/O Sh. _____ R/o _____ The liability under this guarantee shall be restricted to an amount not exceeding _____.
2. We are liable to pay guaranteed amount if a written claim or demand is served upon us by the Principal, DMC&H, Ludhiana.
3. The beneficiary should see confirmation of issuances of the guarantee from controlling office of issuing branch, which is situated at _____
4. We _____ undertake not to revoke this guarantee during its currency except with the previous consent of the Principal, DMC&H, Ludhiana.
5. Notwithstanding anything contained herein above our liability under this guarantee is restricted to _____ and shall be relieved discharged of all liabilities under this guarantee after _____ (Date of expiry).
6. Notwithstanding, we herein above acknowledge & admit our liability under the guarantee is limited to _____ (Rupees _____) and a written claim arising out of the guarantee must be lodged with the bank on or before after which the _____ (Date of expiry) liability of the bank would be extinguished.

Date : _____

For

Signature _____

Note:- To be Signed and Stamped by Bank Authorities.

To be typed on
Stamp Paper of
₹. 100/- and attested
by Notary Public

SURETY BOND

Know all men by these present, I, Mr./Mrs. _____
S/O/D/O SH. _____ Gali/Ward No.Area _____
_____ city (here-in-after called the surety) and Mr./Mrs./Ms _____
S/O/D/O _____ (here-in-after
called the student) firmly bind ourselves, jointly and severally unto Dayanand Medical College &
Hospital Managing Society, Ludhiana (A Registered Society under the Societies Registration Act)
through its Principal (here-in-after called the College) for a sum Rs. _____
_____ (in words) Rs _____ to be paid to the said College or their representative,
or assignees, being the balance tuition fee for M. Phil. (Clinical Psychology) undertaken by the student
with the college on the terms and conditions mentioned here-in after.

Now the terms of the above said Surety Bond are as under: -

1. That the student shall not leave the M.Phil (Clinical Psychology) before the completion of the course as any such act entails the loss of balance tuition fee.
2. That in case the student leaves the course before its completion and the college has to sustain a loss of fee for the remaining period then in that event, the bonded student and the surety shall be jointly and severally liable to pay the balance sum, equal to balance tuition fee of the course as damages, to the said college. However, under no circumstances the student shall be entitled to any kind of refund of the fees already paid.
3. That the liability of the student and the surety will be joint, several and co-extensive.
4. Properties (immovable) of the surety shall remain under the lien of the college. The detail of the immovable properties upon which the lien is created under this Surety Bond is as under: -

House No. _____
State _____
Vasika No. _____

Ward No. _____
Tehsil & Distt. _____
Khasra No. if any _____
and the date of registration of
the said vasika
Registration with _____

5. That the surety also undertakes that he/she will not alienate create any charge, or in any way deal with the property mentioned above before the fulfillment of the terms and conditions of this bond.

6. Notwithstanding anything herein before contained, it is hereby mutually agreed and declare that I _____ (Surety) will not be empowered to terminate my surety in any manner and this bond shall continue and shall be valid in all respects as mentioned herein above.

7. That this Surety Bond shall remain in force till the payment of final installment of tuition fee i.e. the 4th installment and on the payment of the 4th installment of tuition fee, it will automatically stand discharged.

8. However towards the discharge of our liability of the balance Tuition Fee, I have also submitted three post dated cheques in respect of three installments of tuition fee. The detail of which is as under:-

Sr. No.	Cheque No.	Date
1.	_____	_____
2.	_____	_____
3.	_____	_____

We further undertake that in case of dishonour of any of the cheque on account of any reason, we will be liable for criminal prosecution under Section 138 of the Negotiable Instrument Act besides the civil liability to pay the remaining tuition fee.

IN WITNESS whereof, we have hereby signed this surety bond on this _____ day of _____ 2024 at _____ in the presence of the witnesses after admitting the contents of the same to be true and correct.

Student

Surety

Witnesses : -
(Signatures with full name & address)

1. _____

2. _____

IMPORTANT INFORMATION

1.	Online application form and prospectus will be available on institution website i.e. www.dmch.edu from	14.09.2024
2.	Last date for applying through online application	28.09.2024
3.	Last date for submission of printed copy of application form in the Principal Office - By Hand / Regd. Post / Speed Post along with the followings: <ul style="list-style-type: none">• Self attested copy of all academic certificates i.e. Secondary School Certificate, Senior Secondary School Certificate, Degree & Detailed Marks Cards of Under graduation & Post graduation etc.• Self attested copy of category certificate, in case of belongs to reserve category.• Self attested copy of valid ID proof and address proof.• Demand Draft of ₹6,000/- as application form fee in favour of 'Dayanand Medical College & Hospital Managing Society' payable at Ludhiana or pay through online portal (submit proof of payment).	01.10.2024
4.	Availability of Roll Number-cum-Admit Card'	03.10.2024
5.	Date of Entrance Exam <ul style="list-style-type: none">• Written Test• Interview	05.10.2024
6.	Display of merit list	05.10.2024
7.	Date of counselling for admission	05.10.2024
8.	Display of selection list and waiting list	05.10.2024
9.	Joining in the department	10.10.2024

Price (inclusive of Entrance Exam. Fee) : Rs. 6000/-

[Fee charges :- a) Prospectus – Rs. 3000/- b) Exam fee- 3000/-]

PROSPECTUS MAY BE DOWNLOADED FROM THE COLLEGE WEBSITE i.e. www.dmch.edu

ADMIT CARD SHOULD BE DOWNLOADED FROM THE WEBSITE AFTER FILLING THE FORM.

In case of query , please contact : 78148-33339

Note : The candidates who will be allotted seats during the counseling are required to deposit the **demand draft of six months tuition fee** (as per the fee structure available in the prospectus) in favour of **Dayanand Medical College & Hospital Managing Society**, Payable at Ludhiana. It is mandatory to deposit the fee at the time of counseling, failing which the seat will be allotted to the next candidate in the merit.





DAYANAND MEDICAL COLLEGE & HOSPITAL



UNIT-HERO DMC HEART INSTITUTE