



ABSTRACT

Para Medical Education – Admission to Para Medical Courses – Policy / Prospectus for admission to M.Phil (Clinical Social Work), M.Sc., (Nursing) and M.Sc., (Molecular Virology) courses for the academic year 2015-2016 – Approved - Orders – Issued.

HEALTH AND FAMILY WELFARE (PME-1) DEPARTMENT

G. O. (D) No.981

Dated: 31.07.2015
Manmadha - Aadi - 15,
Thiruvalluvar Aandu 2046

Read:

From the Director of Medical Education Letter Ref. No.1173/SCS II (1) /2015,
Dated: 10.07.2015.

ORDER:

The Director of Medical Education in her letter read above, has sent the Draft Policy / Prospectus for admission of M.Phil (Clinical Social Work), M.Sc., (Nursing) and M.Sc., (Molecular Virology) courses for the academic year 2015-2016 with certain modifications and requested to approve the same.

2. The Government, after careful consideration, accept the modifications and tentative schedule suggested by the Director of Medical Education, Chennai and approve the Policy / Prospectus for admission to M.Phil (Clinical Social Work), M.Sc., (Nursing) and M.Sc., (Molecular Virology) courses for 2015-2016 for the academic year 2015-2016. A copy each of the approved Policy/Prospectus for admission of candidates to the M.Phil (Clinical Social Work), M.Sc., (Nursing) and M.Sc., (Molecular Virology) courses for the academic year 2015-2016 are annexed to this order.

3. The Director of Medical Education is directed to take action accordingly.

(BY ORDER OF THE GOVERNOR)

J. RADHAKRISHNAN,
SECRETARY TO GOVERNMENT.

To

The Director of Medical Education, Chennai-10.

The Additional Director of Medical Education / Secretary, Selection Committee,
Chennai -10.

Copy to:

The Special Personal Assistant to Hon'ble Minister (Health), Secretariat, Chennai- 9.

✓ The Health and Family Welfare (Data Cell) Department, Secretariat, Chennai- 9.
SF/SCs.

// FORWARDED / BY ORDER//

B. Jayaraman
SECTION OFFICER.

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**ADMISSION TO
M Phil., (CLINICAL SOCIAL WORK) COURSE
As per G.O.(D) No.981, Health & Family Welfare (PME1) Department
dated 31.07.2015 and as amended from time to time.**



**IN
STANLEY MEDICAL COLLEGE, CHENNAI 600001
UNDER
THE TAMIL NADU DR.M.G.R. MEDICAL UNIVERSITY
PROSPECTUS
2015-2016**



**SELECTION COMMITTEE,
DIRECTORATE OF MEDICAL EDUCATION,
162, PERIYAR E.V.R HIGH ROAD, KILPAUK,
CHENNAI - 600 010.**

Phone: 044 - 28361674

Websites: 1. www.tnhealth.org 2. www.tn.gov.in

SMS will be sent through the official ID - "TNMESC" regarding counseling only (if required)

COST ₹ 1,000/

AT A GLANCE

- Date of Notification : 2.8.2015
- Commencement of Downloading : 3.8.2015
- Last date for downloading : 13.8.2015, 5.00 P.M
- Last date for receipt of application : 14.8.2015, 5.00 P.M.
- Allotment of seats by personal appearance : 4th week of August 2015
- Last date of admission : the time as mentioned in the allotment letter of the candidate.
- All legal disputes pertaining to allocation of seats in various specialities and colleges by the Selection Committee shall fall within the jurisdiction of Madras only.
- Application forms along with the Prospectus can only be downloaded from websites 1.www.tnhealth.org and 2.www.tn.gov.in.
- **Submission of application forms through online process only.** Applications submitted through online shall be considered, only after receiving the print-out of online entry with necessary copies of certificates (duly attested passport size photograph to be pasted on the space provided). Application with necessary enclosures to be sent in a large sized cover measuring 38cm X 28cm superscribed '**APPLICATION FOR M.Phil (Clinical Social Work) COURSE 2015 – 2016 SESSION**' to the **Secretary, Selection Committee, Directorate of Medical Education, Kilpauk, Chennai -10** before the last date along with a Demand Draft for ₹1000/- towards the cost of application form **drawn in favour of The Secretary, Selection Committee, payable at Chennai.**
- Applications without the Demand Draft will not be accepted. The name of the candidate and the course applied for [M.Phil (Clinical Social Work)] should be mentioned on the reverse of the Demand Draft. SC/ SCA and ST candidates **who are Natives** of Tamil Nadu are exempted from payment of the cost of the Application Form.
- Candidates should send the application with all enclosures in A₄ size cloth lined cover. The template with requisite details available for download should be printed and pasted on the cover.
- **Application Register Number(ARNo) will be assigned by the Selection Committee.**
- Candidates can track their applications on the above websites by entering Final year University Examination Register Number and the year of the first appearance.
- The merit list will be available in the websites www.tnhealth.org and www.tn.gov.in
- Eligible candidates can download their call letters from the websites www.tnhealth.org and www.tn.gov.in by entering their AR No allotted by the Selection Committee and their Date of Birth and attend the counselling as per the date & time mentioned in the counselling schedule which will also be available on the web sites. Candidates are requested to paste their photograph on the call letters which is to be attested by a Gazetted Officer. (The photograph must be a copy of the same one pasted on the Application)

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I. GENERAL INSTRUCTIONS:

1. a) Application Form completed in all respects should reach:-
The Secretary,
Selection Committee,
Directorate of Medical Education,
No.162, Periyar E.V.R. High Road,
Kilpauk, Chennai – 600 010.
on or before 14.08.2015, 5.00 P.M., at the Selection Committee office.
 - (b) The candidates shall ensure that the completed application form with all particulars and enclosures reaches the Selection Committee within the date and time specified. Applications received by Speed post / courier or any other means, after the last date & time will not be accepted irrespective of the date of booking.
 - (c) The Selection Committee shall not be responsible for any delay in the receipt or for the loss in transit of application form etc.,
 - (d) Non-Service Candidates should send their applications directly to the Secretary, Selection Committee at the above address.
 - (e) Service Candidates should get their application forwarded only through the proper channel with the remarks of the forwarding authorities in the format prescribed in the application form **if not, the applications will be summarily rejected.**
 - (f) Advance copies from service candidates will not be accepted.
 - (g) No oral enquiry will be entertained.
 - (h) Photocopy / Fax copy of the application will not be accepted.
 - (i) Both Upper limbs, vision and hearing should be Normal for all candidates including for candidates applying under Orthopaedically Physically Disabled category.
2. Applications which are incomplete and received after the last date i.e after , 14.8.2015, 5.00 P.M are liable for rejection without any intimation to the candidate..
3. The Selection Committee bears no responsibility for delayed receipt or loss in transit on any grounds beyond the specified date and time. Applications received by Speed Post / Courier / any other means after the last date and time will not be accepted irrespective of the date of booking.

II. ELIGIBILITY CRITERIA:

4. Candidates seeking admission to the M. Phil (Clinical Social Work) Course should be Citizen of India and Native of Tamil Nadu.
5. Admission to M. Phil (Clinical Social Work) Course is open to both men and women candidates.
- 6.a.Candidates who have qualified from recognized **Universities in Tamil Nadu in both Undergraduate and Post Graduate Degree courses only are eligible.**

1. The candidate who have obtained Master Degree in Social Work done under regular stream from a recognized University, specialized in Medical & Psychiatric Social Work.
2. The candidate must secure not less than 55% (for OBC) and 50% (for SC/ST/PWD) marks in the aggregate of the Masters Degree as a whole.
3. The candidate (specialized in Medical & Psychiatric Social work) working in Government Service are also eligible to apply for M.Phil (Clinical Social Work)
4. Master Degree in Social Work done under regular scheme with specialization of Community Development, integrated social work, family and child welfare and human resource management from a recognized university.
5. Preference will be given to Master Degree in Social Works done under regular stream (specialized in medical and psychiatric social work) from a recognized institute.
6. If no eligible candidates with master degree in social works done under regular stream (specialized in medical and psychiatric social work) obtained from a recognized institute, the candidates with specialization of integrated social work, family and child welfare and human resource management obtained from a recognized university will be considered for M.Phil (Clinical Social Work).

7. The following categories will be treated as Service candidates for selection under the seats reserved exclusively for service candidates.

- (i) Candidates with M.A Degree in Social Work / Degree of Master of Social Work (MSW) / Specialized in Medical and Psychiatric Social Work, Master Degree in Social work with specialization of Community Development integrated social work, family and child welfare and human resource management post graduates serving in Tamil Nadu Medical Service on a regular basis and who have completed two years of service as on 31-07-2015.
- ii) Candidates with M.A Degree in Social Work / Degree of Master of Social Work (MSW) / Specialized in Medical and Psychiatric Social Work Master Degree in Social work with specialization of Community Development integrated social work, family and child welfare and human resource management post graduates who are approved probationers serving in local bodies will be considered as service candidates and must have completed 2 years of service as on 31-07-2015.

III. PROCEDURE FOR FILLING THE APPLICATION:-

8. a. Candidates seeking admission to M. Phil (Clinical Social Work) course are required to send their applications in the prescribed form which can be downloaded from the websites www.tn.health.org and www.tn.gov.in and sent along with a demand draft for ₹. 1000/- (Rupees One thousand only) from any Nationalised Bank and drawn in favour of the “Secretary, Selection Committee” payable at Chennai.

SC / SCA / ST Candidates of Tamil Nadu need not enclose the Demand Draft.

b. Attested recent identical passport size photographs should be affixed to the application form and the scrutiny form. The Photograph must be taken as shown in the Instructions. (Annexure III).

Note: If the Photograph is not a recent one taken at the time of submitting the application, the Application will be rejected

9. Candidates shall ensure that completed application form with all particulars and enclosures reaches the Selection Committee within the date and time specified. Applications without enclosures are liable for rejection without any intimation to the candidate

10. Candidates must enclose only photocopies (not originals) of the following documents in the order indicated below along with the application, failing which the application is liable for rejection.

i) M.A Degree in Social Work / Degree of Master of Social Work (MSW) / Specialized in Medical and Psychiatric Social Work / Master Degree in Social work with specialization of Community Development integrated social work, family and child welfare and human resource management

course completion certificate from the College where the candidate had undergone the course.

ii) M.A Degree in Social Work / Degree of Master of Social Work (MSW) / Specialized in Medical and Psychiatric Social Work / Master Degree in Social work with specialization of Community Development, Integrated social work, family and child welfare and human resource management

Degree Certificate or provisional pass certificate from the University concerned to which the college is affiliated.

iii) First year/ semester to final year/semester M.A Degree in Social Work / Degree of Master of Social Work (MSW) / Specialized in Medical and Psychiatric Social Work / Master Degree in Social work with specialization of Community Development. Integrated social work, family and child welfare and human resource management Mark sheets issued by the University concerned.

iv) Community Certificate issued by the competent authority with Office Seal

v) Birth Certificate or copy of H.Sc., Certificate / School Leaving Certificate / College Leaving Certificate

vi) Attempt Certificate in Final Year M.A Degree in Social Work / Degree of Master of Social Work (MSW) / Specialized in Medical and Psychiatric Social Work / Master Degree in Social work with specialization of Community Development in Integrated social work, family and child welfare and human resource management course from the College/University concerned.

11. The Government Orders issued and to be issued from time to time pertaining to any of the matters contained in the prospectus should be read as part and parcel of this prospectus and such terms and conditions in the Government Order are deemed to have been incorporated in this prospectus.

IV. MERIT LIST:

12. The merit list for admission of candidates for M. Phil (Clinical Social Work) Course will be made on the basis of total marks obtained by the eligible candidates in all the year / semester examinations of M.A Degree in Social Work / Degree of Master of Social Work (MSW) Specialized in Medical and Psychiatric Social Work / Master Degree in Social work with specialization of Community Development, Integrated social work, family and child welfare and human resource management course put together which is reduced to the base of 100 marks .

13. A common Merit List for the M. Phil (Clinical Social Work) course will be prepared by computing of academic marks for 100.

14. CALCULATION OF ACADEMIC MARKS :-

The total marks obtained must be reduced to the base of 100 marks and the weighted total marks obtained should be calculated accurate to two decimals. The academic marks is arrived at as shown below:-

EXAMPLE –

M.A Degree in Social Work / Degree of Master of Social Work (MSW) / Specialized in Medical and Psychiatric Social Work / Master Degree in Social work with specialization of Community Development Integrated social work, family and child welfare and human resource management course

SEMESTER / YEAR	MAXIMUM TOTAL MARKS PRESCRIBED	TOTAL MARKS OBTAINED
FIRST	500	290
SECOND	500	375
THIRD	500	360
FOURTH	500	380
GRAND TOTAL	2000	1405

$$\frac{1405}{2000} \times 100 = 70.25$$

ii) Candidates who have furnished the mark sheets only in grades, should furnish the actual marks obtained from the university. **If not, only the minimum marks of the grade will be considered.**

15. The Secretary, Selection Committee will publish the merit list in the websites www.tnhealth.org/ www.tn.gov.in. The candidates are advised to visit the websites everyday from the date of issue of application for information.

16. The candidates will be called for counselling as per their merit and they may

exercise their option as per the eligibility norms mentioned in the prospectus, availability of seats and communal reservation in force.

17. DETERMINATION OF INTER-SE-MERIT

In case of two or more candidates obtaining equal marks out of a total of 100 marks, the inter se merit of such candidates shall be determined on the basis of the following order of preference.

- a) Least number of appearance in the final Semester of M.A Degree in Social Work / Degree of Master of Social Work (MSW) / Specialized in Medical and Psychiatric Social Work / Master Degree in Social work with specialization of Community Development Integrated social work, family and child welfare and human resource management course Examination.
- b) Total marks obtained in the final year examination of M.A Degree in Social Work / Degree of Master of Social Work (MSW) / Specialized in Medical and Psychiatric Social Work / Master Degree in Social work with specialization of Community Development Integrated social work, family and child welfare and human resource management course.
- c) Seniority in age will be given preference.

V. COUNSELLING PROCEDURE:

18. (1) a. Admission to M. Phil (Clinical Social Work) course shall be made by counselling on the basis of merit applying the various rules of reservation in force wherever applicable.

- b. The candidates will be called for counselling as per their merit and they may exercise their option as per the eligibility norms mentioned in the prospectus, availability of seats and communal reservation in force.
- c. Candidates who are absent at the time of counselling without a valid reason for absence will not be considered for admission. However, the Selection Committee reserves the right to permit the candidate to attend the counselling later, if seats are available, if a valid reason for absence is communicated to the Selection Committee before the commencement of the counselling. The Candidate so permitted can be admitted only if seats are available at the time of counseling when she/he actually attends.
- d. Due to unforeseen reasons ,if a candidate cannot attend the counselling on the specified date and time, he / she can **authorize** a representative to attend the counselling on his/ her behalf. The authorized representative should produce an authority letter for allotment in the format given in the Annexure IV (A & B) along with **requisite original documents**. The allotment made to the authorized representative shall be binding on the candidate.

(19) Candidates selected for admission should give a declaration in the form given at the time of counselling that he / she is liable for forfeiture of selection / admission if suppression of facts are found at any time during or after admission to the course. The selection / admission shall be liable for cancellation based on the declaration at any time during or after the admission to the course. **Further he / she will not be allowed to apply for the M.Phil (Clinical Social Work) Degree Course for the succeeding Two Years.**

(20) Strict discipline should be maintained by the candidates for smooth conduct of counselling. If the candidates found indulging in any untoward activities, they will be debarred from the counselling and selection for the present and subsequent sessions.

(21) The candidates appearing for allotment by personal appearance should bring the **documents** enclosed along with application in original. **In any case candidates without original certificate / documents, shall not be allowed to participate in the counselling. Candidates who have deposited their original documents to the institution/ Universities and has come for counselling with a certificate stating that “ their original certificates are submitted with institution/ University” will NOT be allowed to participate in counselling.**

(22) Any change or modification and relevant information pertaining to this admission process will be made available immediately on the website (www.tnhealth.org / www.tn.gov.in). The candidates are instructed to frequently visit the website from the date of application till the end of counselling without fail and not to wait for counselling information to be received by post. All information including the date of counselling will be put up in the website. **Call letters can also be downloaded from the websites.** Candidates will be permitted for counselling accordingly.

VI. METHOD OF SELECTION AND ADMISSION

23. (1) The Selection will be made by counseling based on merit and by applying the Rule of Reservation/ Roster method followed by the Government of Tamil Nadu wherever applicable.

The rule of reservation shall be as follows:-

Open Competition	- 31%
Backward Class	- 30%
Most Backward / Denotified	- 20%
Scheduled Caste	- 18%
Scheduled Tribe	- 1%

BC, BCM, MBC, DNC, SC, SCA & ST are eligible for selection under open competition as per merit in addition to the reservation made for them. Within the 30% reservation for Backward Classes 3.5% reservation will be provided for Muslims and 16% of seats out of 18% Quota earmarked to Scheduled Caste Arunthathiyar Community.

- (2)a. Any remaining unfilled seats for want of adequate number of eligible candidates belonging to SCA community shall be filled by candidates belonging to SC community other than Arunthathiyar as per merit and vice versa. (GO (Ms) 55 P & AR Department dated 08.04.2010.)
- b. Any remaining reserved seats in ST Quota for want of adequate number of eligible candidates belonging to ST community shall be allotted to candidates belonging to SC Community as per merit. (GO (Ms) No 77 Health & Family Welfare Department (MCA 1) dated 24.02.2011.)
- c. Any remaining unfilled seats in BCM Community for want of adequate number of eligible candidates after exhausting the merit list shall be filled up on merit basis by candidates belonging to BC community without exceeding the quota for BC community as a whole.
(GO (Ms) No 30 Health & Family Welfare Department (MCA 1) dated 18.01.2012.)
- d. Even after filling up of the required seats reserved for Arunthathiyars on preferential basis, if more number of qualified Arunthathiyars are available, such excess number of candidates of Arunthathiyars shall be entitled to compete with the Scheduled Castes other than Arunthathiyars in the inter-se merit among them (As per G.O.Ms.No.65, dated 27.5.2009 of P&AR(K) Department).
- 3) i. 50% of seats are reserved for service candidates, in addition to those service candidates selected in the open category. In case an odd number seat remains, that seat shall be filled by merit and communal reservation.
- ii. If there are no eligible Service candidates opting for M. Phil (Clinical Social Work) course, the same will be allotted to eligible Non- Service candidates and Vice – Versa.

24. The candidates who are selected at the time of counselling shall pay the tuition fee in total prescribed in Clause 30 by way of Demand Draft drawn in favour of the Secretary, Selection Committee, Kilpauk, Chennai – 10 payable at Chennai at the time of receipt of the allotment orders. After the receipt of the joining report from the Dean , Stanley Medical College, this amount will be transferred to the Institution. This fee is not refundable if the candidate discontinues or does not join the course.

25. All candidates attending the counselling for M. Phil (Clinical Social Work) Degree Course will have to remit a non- refundable amount of ₹.500/- by means of Demand Draft drawn in favour of the Secretary, Selection Committee as processing fee.

VII. TUITION FEES , NUMBER OF SEATS & DURATION OF COURSE

26. i. Tuition fee - ₹ 17,500/- per term. (Two terms / year subject to revision)

- ii. No. of seats available - 15 seats
iii. The duration of the M. Phil (Clinical Social Work) course shall be 2 Academic Years

VIII. HEPATITIS – B VACCINATION

27. All the Selected candidates for admission to the M. Phil (Clinical Social Work) Degree course for 2014- 2015 session should take Hepatitis – B vaccination and submit a medical certificate from an authorized Medical Officer as proof thereof, to the Head of the Institution at the time of joining. Admission to the course will not be allowed by the Head of the Institution without the medical certificate. The candidate should take further doses at the prescribed intervals as required.

IX. COMMUNICATION:

28. a. *All intimation for communication to the candidates will be sent only to the mailing address given by the candidate at the time of application. The Intimation / Call Letters will either be sent Registered Post or Speed Post or Courier Service or they can be downloaded from the Web Sites www.tnhealth.org & www.tn.gov.in. as per Instructions on Page 2 of this Prospectus whichever is feasible depending on the availability of time before counseling. Selection Committee will not be held responsible for Postal Delay and non viewing of website.*

b. Candidates should inform change of address, change of postings etc., immediately to the Selection Committee. If the change of address is not intimated to the Selection Committee in time, the Selection Committee will not be responsible for delay in communication . The merit list will be published in the Web Sites www.tnhealth.org & www.tn.gov.in.

29. The candidates who join M. Phil (Clinical Social Work) Degree Courses should not indulge in any kind of agitation /strike /ragging activity inside / outside the college campus during the course of study. Candidates found to be taking part in any such activities mentioned above will be expelled from the course/college, at any point during the course of study and criminal action will be taken against them

30) Candidates who have applied for M.Phil(Clinical Social Work) Course are deemed to have read the contents in the Prospectus and agrees with all the conditions and clauses and will not have the right to challenge any of the Clauses contained in this prospectus.

J. RADHAKRISHNAN,
SECRETARY TO GOVERNMENT.

//TRUE COPY//


SECTION OFFICER.



ADMISSION TO M. Sc., (Nursing) COURSE

**As per G.O.(D) No.981, Health & Family Welfare (PME1) Department
dated 31.07.2015 and as amended from time to time.**



**IN
TAMIL NADU GOVERNMENT / SELF – FINANCING INSTITUTIONS
AFFILIATED TO
THE TAMIL NADU Dr. M.G.R.MEDICAL UNIVERSITY
PROSPECTUS**

2015-2016



**SELECTION COMMITTEE
DIRECTORATE OF MEDICAL EDUCATION
CHENNAI – 600 010.**

Phone No : 044-28361674

Websites: 1. www.tnhealth.org 2. www.tn.gov.in

SMS will be sent through the official ID – “TNMESC” regarding counseling only (if required)

COST ₹ 1000/-

AT A GLANCE

- Date of Notification : 2.8.2015
- Commencement of Downloading : 3.8.2015
- Last date for downloading applications : 13.8.2015, 5.00 PM
- Last date for receipt of application : 14.8.2015, 5.00 PM
- Allotment of seats by personal appearance :
I Phase : Last week of August 2015
- Last date of admission : The time as mentioned in the allotment letter of the candidate.
- Results will be available on the website at 1) www.tnhealth.org 2) www.tn.gov.in.
- All legal disputes pertaining to allocation of seats in various specialities and colleges by the Selection Committee shall fall within the jurisdiction of Madras only.
- Application forms along with the Prospectus can only be downloaded from websites 1. www.tnhealth.org and 2. www.tn.gov.in.
- **Submission of application forms through online process only.** Applications submitted through online shall be considered, only after receiving the print-out of online entry with necessary copies of certificates (duly attested passport size photograph to be pasted on the space provided). Application with necessary enclosures to be sent in a large sized cover measuring 38cm X 28cm superscribed '**APPLICATION FOR M.Sc (Nursing) COURSE 2015 – 2016 SESSION**' to the **Secretary, Selection Committee, Directorate of Medical Education, Kilpauk, Chennai -10** before the last date along with a Demand Draft for ₹1000/- towards the cost of application form drawn in favour of **The Secretary, Selection Committee, payable at Chennai.**
- Applications without the Demand Draft will not be accepted. The name of the candidate and the course applied for (M.Sc (Nursing)) should be mentioned on the reverse of the Demand Draft. SC/ SCA and ST candidates **who are Natives** of Tamil Nadu are exempted from payment of the cost of the Application Form.
- The Application Number will be assigned to each candidate at the time of online submission.
- Candidates should send the application with all enclosures in an A 4 size cloth lined cover . The template with requisite details available for download should be printed and pasted on the cover
- Candidate can track their application by logging in with their Application No and Password.
- Eligible candidates only can download their Call Letters by logging from the websites www.tnhealth.org / www.tn.gov.in with their Application Number with Password and attend the Counselling as per the date and time mentioned in the counseling schedule which will also be available on the above web-sites.

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GENERAL INSTRUCTIONS:-

1. a. Candidates seeking admission to Post Graduate M.Sc (Nursing) course should submit the **application form** with necessary enclosures which should reach
THE SECRETARY,
SELECTION COMMITTEE,
162, PERIYAR E.V.R SALAI,
KILPAUK, CHENNAI - 600 010.
on or before **14.8.2015** by **5.00 p.m.**
- b. The candidates shall ensure that the completed application form with all particulars and enclosures reaches the Selection Committee within the date and time specified. Applications received by Speed post / courier or any other means, after the last date & time will not be accepted.
- c. The Selection Committee **shall not be responsible** for any delay in the receipt or for the loss in transit of application form etc.,
- d. Non-Service Candidates should send their applications directly to the **Secretary, Selection Committee** at the above address.
- e. Service Candidates should get their online printout applications forwarded only through the proper channel with the remarks of the forwarding authorities in the format prescribed in the application form. If not, the **applications will be summarily rejected.**
- f. Advance copies from service candidates will not be accepted.
- g. Both Upper limbs, vision and hearing should be normal for all candidates including for candidates applying under Orthopaedically Physically Disabled category.

ELIGIBILITY CRITERIA: -

- 2(a) Candidates seeking admission to the Postgraduate M.Sc., (Nursing) Degree Courses should be citizens of India and natives of Tamil Nadu.
- (b) Candidates of Tamil Nadu Nativity who have completed B. Sc (Nursing) in other States should furnish a **certificate of Nativity** in Tamil Nadu issued by the competent authority only **in the specified format in Annexure VIII B and supported by a copy of Passport/ Ration Card / Voter's ID / Driving License.** If the copy of the supporting document is not produced, then the application form **will be rejected.**
- (c) **Nativity Certificate submitted later will be summarily rejected .**
- (3) Admission to Postgraduate M.Sc., (Nursing) Degree Course is open to both men and women for both service and private candidates.
- (4) Candidates should possess a B.Sc., Nursing Degree awarded by the Tamil Nadu Dr. MGR Medical University or any other University recognized as Equivalent thereto by the Tamil Nadu Dr. M.G.R. Medical University / Indian Nursing Council. Candidates who have qualified from other universities should obtain and produce an **Eligibility Certificate** from the Tamil Nadu Dr. MGR Medical University at the time of counselling, failing which they will not be considered for selection.
- (5) Candidates seeking admission to the Postgraduate M.Sc., (Nursing) Degree course should have obtained not less than 55%(50% for SC/ST candidates) of the total marks obtained in all semesters taken together in the B.Sc., (Nursing) Degree Course. In case of failure (s) the pass marks in the subsequent attempt(s) shall be taken for calculation purpose. Number of attempts are not considered for calculation of marks.

<p>(6) A candidate who has already completed or acquired a Postgraduate Degree in any speciality in M.Sc., (Nursing) course or is undergoing a Postgraduate course in any speciality is ineligible to apply for any other speciality in M.Sc., (Nursing) Degree course.</p> <p>Candidates who have taken allotment and not joined the course on or before 25.10.2015 and candidates who have discontinued the course after the cut off date fixed by the Tamil Nadu Dr. M.G.R. University (31.10.2015) are not eligible to apply for two years from the date of discontinuance of the course.</p>
<p>(7) B.Sc., Nursing Graduates should have one year of experience after Basic B.Sc. Nursing or one year of experience prior or after Post Basic B.Sc. Nursing in any teaching Hospital / Nursing College / School of Nursing / Community Health Centres from the date of Registration (from the date of receipt of the acknowledgement of registration of the Nurses and Midwives Council) in any of the State Councils in the country. Fractional Values will not be accounted.</p>
<p>(8) The following categories of B.Sc., Nursing Graduates will be treated as Service candidates for selection under the seats reserved exclusively for service candidates.</p> <p>(i) B.Sc.(Nursing) graduates serving in Tamil Nadu Medical Service on a regular basis and who have completed two years of service as on 31.8.2015.</p> <p>(ii) Nursing graduates who are approved probationers serving in local bodies and who have completed 2 years of service as on 31.8.2015.</p>
<p>(9) The following categories of B.Sc.,(Nursing) Graduates will be considered for selection under open quota as non – service candidates only.</p> <p>a) Nursing graduates who are serving in Govt. of India institutions in Tamil Nadu / Public Sector undertaking and organization under control of Government of India in Tamil Nadu.</p> <p>b) B.Sc.(Nursing) Graduates who are serving purely under temporary category in Tamil Nadu Medical Service / Local bodies.</p> <p>c) B.Sc., Nursing Graduates serving in Private sector.</p>
<p>(10). PROCEDURE FOR FILLING THE APPLICATION :-</p> <p>a. Candidate seeking admission is required to send his/her application print out of Online Entry only.</p> <p>b. Attested recent identical passport size photographs should be affixed to the application form.</p> <p>Note: If the Photograph is not a recent one taken at the time of submitting the application, the application will be rejected</p>
<p>(11) a. The candidates shall fill in the Application form carefully.</p> <p>b. Candidates shall ensure that completed application form with all particulars and enclosures reaches the Selection Committee within the date and time specified. Applications received by Speed Post/Courier / any other means after last date and time will be rejected.</p>
<p>(12) A candidate shall submit only ONE application form.</p>

<p>(13) a) Only Photo copies of self attested certificates should be enclosed.</p> <p>b) Application with incomplete or insufficient particulars or without enclosures or those received after the last date mentioned will be summarily rejected (without any intimation to the candidate).</p>
<p>(14) The Government Orders issued and to be issued from time to time pertaining to any of the matters contained in the prospectus should be read as part and parcel of this prospectus and such terms and conditions in the Government Order are deemed to have been incorporated in this prospectus.</p>
<p>(15) Service candidates should send their online printout applications through the proper channel with the forwarding authority's remarks and the service particulars carefully filled up by the forwarding authority as prescribed in the application form. Applications of the Service candidates who have completed two years of continuous, regular service as on 31.8.2015 alone excluding the leave for which the candidates is eligible / availed other than casual and compensatory leave will be considered. The Heads of Directorate have to issue a Certificate of completion of the required service. The application should reach in stipulated time. If the application is received after the last date, it will not be accepted irrespective of date of submission and date of forwarding by the Competent authority.</p>
<p>(16) Candidates must enclose only photo copies of self attested (not originals) following documents in the order indicated below along with the application, failing which the application is liable for rejection.</p> <ol style="list-style-type: none"> a. B.Sc., (Nursing) Degree Certificate or provisional pass certificate from the University concerned to which the college is affiliated. b. First year / Semester to final year / semester B.Sc.(Nursing) Mark sheets issued by the University concerned. c. Tamil Nadu State Nursing Council and Midwifery Council Permanent / Provisional Registration Certificates of Diploma / B.Sc., (Nursing) Degree / Post Basic Nursing (or) copy of the acknowledgement of registration of the Tamil Nadu Nurses and Midwives Council. d. Valid Community Certificate issued by the competent authority with Office Seal. e. Birth Certificate or copy of H.Sc., Certificate / School Leaving Certificate / College Leaving Certificate / Extract from Service Register as evidence for Date of Birth. f. Eligibility certificate from the Tamil Nadu Dr. MGR Medical University for candidates who have qualified for the under graduate course from Universities other than the Tamil Nadu Dr. MGR Medical University. g. Attempt Certificate in Final Year B.Sc.(Nursing) course from the College / University concerned. h. Experience certificate for one year after Provisional registration from Hospital / Nursing College / School of Nursing / Community Health Centre. i. Nativity certificate (if applicable) with supportive Documents j. Copy of Posting order (For service candidates)
<p>(17) It shall be the responsibility of the candidate to give the correct mailing address on the main application form. If there is any change of address it should be intimated immediately to the Selection Committee in writing.</p>

(18) Online print out of applications without the signature of the candidates will be rejected.

MERIT LIST:-

(19) A common Merit List for the M.Sc., (Nursing) Degree courses will be prepared for a total mark of 100 by computing of academic marks for 90 and experience marks for 10 .

(20) (a) Calculation of academic marks :-

The total marks obtained in all the semester examination of B.Sc., (Nursing) / Post Basic put together which is reduced to the base of 90 marks and the weighted total marks obtained should be calculated accurate to two decimals. The academic marks is arrived at as shown below:-

i) EXAMPLE – 1 B.Sc., Nursing (Post Basic)

SEMESTER	MAXIMUM TOTAL MARKSPRESCRIBED	TOTAL MARKS OBTAINED
FIRST	400	290
SECOND	500	375
THIRD	450	360
FOURTH	380	450
FIFTH	400	310
GRAND TOTAL	2200	1715

$$\begin{array}{r} 1715 \\ \text{-----} \times 90 \\ 2200 \end{array} = 70.16$$

ii) EXAMPLE – II B.Sc., Nursing (Basic)

SEMESTER	MAXIMUM TOTAL MARKSPRESCRIBED	TOTAL MARKS OBTAINED
FIRST	250	180
SECOND	450	365
THIRD	350	295
FOURTH	400	310
FIFTH	300	230
SIXTH	400	318
SEVENTH	300	263
EIGHTH	300	254
GRAND TOTAL	2750	2215

$$\begin{array}{r} 2215 \\ \text{-----} \times 90 \\ 2750 \end{array} = 72.49$$

(b) **Experience Mark** : - One mark for each completed year of experience as on 31.8.2015 which is calculated from the last date of the month of passing B.Sc., (Nursing) Degree Examination, subject to a **maximum of 10 marks** shall be awarded as experience mark for both Service and Non Service candidates. Two marks will be awarded to each year of Government Service in hilly areas & it will be awarded to a maximum of 10 marks. Altogether the total marks awarded for experience will be restricted to 10 marks to all candidate including candidates from hilly areas. **Fractional values of a year will not be counted for awarding marks for experience and service in hilly areas.**

(c) In the case of candidates who have furnished the mark sheets only in grades, they should furnish the actual marks obtained from the university. If not, only the minimum marks of the grade will be considered.

(21) The Secretary, Selection Committee will publish the merit list on the websites
1) www.tnhealth.org. 2) www.tn.gov.in. The candidates are advised to visit the website everyday from the date of issue of application for information

(22) **Determination of inter-se-merit :-**

In case of two or more candidates obtaining equal marks out of total of 100 marks, the inter-se-merit of such candidates shall be determined on the basis of the following order of preference.

- a. Least number of appearance in the final Semester / final year of B.Sc., (Nursing) Examination.
- b. Total marks obtained in the final semester/final year examination of B.Sc., (Nursing) course.
- c. Seniority in age will be given preference.

COUNSELLING PROCEDURE :-

- (23) (a) Allotment of seats will be done by counselling based on merit following the rule of reservation / roster system in force in the State of Tamil Nadu and as per all other terms and conditions contained in the Government Order issued and to be issued from time to time with regard to rule of reservation.
- (b) Candidates will be called for counselling according to their ranks in batches.
- (c) Option once given during the counselling cannot be changed later. Request for change of speciality / college from one to another is not permitted after an option has been exercised at the time of counselling.
- (d) **Re-allotment for the same speciality will be permitted only during 2nd phase of counselling.**
- (e) **Request for transfer from one college / speciality will not be allowed strictly after the cut off date.**
- (f) Individual request for transfer of college will not be entertained during or after counseling
- (g) Mutual transfers will not be permitted under any circumstances.

(24) Candidates selected for admission should give a declaration in the form given at the time of counselling that he / she is liable for forfeiture of selection / admission if suppression of facts are found at any time during or after admission to the course. The selection / admission shall be liable for cancellation based on the declaration at any time during or after the admission to the course. Further he / she will not be allowed to apply for the M.Sc (Nursing) Degree Course for Two Years (Session).

(25) (i) Due to unforeseen reasons, if a candidate cannot attend the counselling on the specified date and time, he / she can **authorize** a representative to attend the counselling on his/ her behalf. The authorized representative should produce an undertaking and authority letter for allotment **in the format** given in the Annexure VII (A & B) along with **requisite original documents**. The allotment made to the authorized representative shall be binding on the candidate.

(ii) Candidates who are absent at the scheduled time and date of counselling without a

valid reason for absence will not be considered for admission. However **the Selection Committee reserves the right to permit the candidate to attend the counselling if a valid reason for absence is communicated to the Selection Committee.** The candidate so permitted can only claim the course and college available at the time of counselling when he / she actually attends **during that phase only.**

iii) If the candidate is absent during the first phase of counselling, he / she cannot attend the second phase of counselling.

(26) **Strict discipline should be maintained by the candidates for smooth conduct of counselling. If the candidates found indulging in any untoward activities, they will be debarred from the counselling and selection for the present and subsequent sessions.**

(27) The candidates appearing for allotment by personal appearance should bring the **documents** enclosed along with application in original. **In any case candidates without original certificate / documents, shall not be allowed to participate in the counselling. Candidates who have deposited their original documents to the institution/ Universities and appear for counselling with a certificate stating that “ their original certificates are submitted with institution/ University” will NOT be allowed to participate in counselling.**

(28) Any change or modification and relevant information pertaining to this admission process will be made available immediately on the websites. (1) www.tnhealth.org 2) www.tn.gov.in) The candidates are instructed to visit the websites from the date of application till the end of counselling without fail. All information including the date of counselling will be put up in the website. **Call letters can only be downloaded from the websites.** Candidates will be permitted for counselling accordingly.

(29) **All candidates attending the counselling for M Sc., (Nursing) Degree Course will have to remit a non- refundable amount of Rs.500/- by means of Demand Draft drawn in favour of the Secretary, Selection Committee as processing fee.**

The candidates who are selected shall pay at the time of counselling , the tuition fee in total as prescribed in Clause 34 for Government Colleges by way of Demand Draft drawn **in favour of the Secretary, Selection Committee, Kilpauk, Chennai – 10,** payable at Chennai at the time of receipt of the allotment orders towards tuition fee. After the receipt of the joining report from the Deans of the respective colleges, this amount will be transferred to the Colleges concerned. The fee is not refundable if the candidate does not join or discontinues the course.

METHOD OF SELECTION AND ADMISSION: -

(30) (1) a. The Selection will be made by, counselling based on merit and by applying the Rule of Reservation / Roster method followed by the Government of Tamil Nadu wherever applicable.

Roster method of rule of reservation will be followed if the seats are more than 1 and less than 8 in each branch as per G.O.Ms.No.241/ dt.29-10-07 of P&AR (K) Dept. of Government of Tamil Nadu. This is subject to the final verdict of the Supreme Court of India in the SLP 14014-15/09 filed by this Govt. against the orders passed by the Bench of the High Court of Madras dated 12.05.2009 in W.A Nos.763 & 764 / 2007 and W.P No 7067 / 2009

If the seats are 8 and more, the rule of reservation shall be as follows:-

Open Competition	- 31%
Backward Class	- 30%

Most Backward / Denotified	- 20%
Scheduled Caste	- 18%
Scheduled Tribe	- 1%

Within the 30% reservation for Backward Classes 3.5% reservation will be provided for Muslims and 16% of seats out of 18% Quota earmarked to Scheduled Caste Arunthathiyar Community.

- b. 50% of seats in **each speciality** and in **each college** are reserved for service candidates, in addition to those service candidates selected in the open category. In case an odd number seat remains in any speciality in the total seats sanctioned for that speciality, that seat shall be filled by merit and communal reservation .

The odd seat stated above is referable to each speciality and not to each college

Example : - There are 13 seats in each speciality of Nursing- 8 seats in Madras Medical College and 5 seats in Madurai Medical College with 7 seats (4 Seats in Madras Medical College + 3 Seats in Madurai Medical College) for the open category and 6 seats (4 Seats in Madras Medical College + 2 Seats in Madurai Medical College) for the Service Category.

- c. For the newly sanctioned seats in Government Colleges after the I Phase of counselling, realotment of courses/colleges will be permitted as per merit and communal reservation from rank one. Joined and Waitlisted candidates only can attend the counselling for the allotment of the above seats.

- (2)a. Any remaining unfilled seats for want of adequate number of eligible candidates belonging to SCA community shall be filled by candidates belonging to SC community other than Arunthathiyar as per merit and vice versa. (GO (Ms) 55 P & AR Department dated 08.04.2010.)

- b. Any remaining reserved seats in ST Quota for want of adequate number of eligible candidates belonging to ST community shall be allotted to candidates belonging to SC Community as per merit. (GO (Ms) No 77 Health & Family Welfare Department (MCA 1) dated 24.02.2011.)

- c. Any remaining unfilled seats in BCM Community for want of adequate number of eligible candidates after exhausting the merit list shall be filled up on merit basis by candidates belonging to BC community without exceeding the quota for BC community as a whole.

(GO (Ms) No 30 Health & Family Welfare Department (MCA 1) dated 18.01.2012.)

- d. Even after filling up of the required seats reserved for Arunthathiyars on preferential basis, if more number of qualified Arunthathiyars are available, such excess number of candidates of Arunthathiyars shall be entitled to compete with the Scheduled Castes other than Arunthathiyars in the inter-se merit among them(G.O.Ms.No.65, dated 27.5.2009 of P&AR(K) Department).

- (31) a. Selection and admission of students to the seats earmarked as Government quota in Self-Financing and Government Aided Institutions will be subject to the Central and State Act and Rules proposed by the respective Government coming into force before counselling. The seat matrix for these institutions will be displayed during counselling.

b. Service candidates taking allotment in Self-financing colleges **will not be paid salary** and they have to avail leave to which they are eligible for the period of study on their own after obtaining prior permission from their Head of Directorate concerned.

c. Stipend / Fee structure/ Bond amount/ any other conditions will be as per the Institution admitted into.

SPECIAL CATEGORY:-

32. SEATS RESERVED FOR ORTHOPAEDICALLY PHYSICALLY DISABLED CANDIDATES:

3% of the total number of seats available in Government Institutions are reserved for the Orthopaedically Physically disabled candidates (only for locomotory disabilities of lower limbs). In the reservation of seats in the first instance, candidates with **disability of lower limbs between 50% to 70% shall be considered** and in case candidates are not available in that category then the candidates with 40% to 50% locomotory disabilities of the lower limbs will be considered.

The other conditions for admission into the course will be applicable as in the case of the general category.

The candidates are required to produce a certificate from the Medical Board of the Medical Colleges of the area concerned constituted for this purpose assessing the nature and the extent of physical disability in the format prescribed in the Annexure – I (A & B). The Certificate must have been obtained **within three months prior** to submitting the application for seeking admission under this category. If the certificate has been obtained earlier, the application will be rejected.

The Medical Certificate issued by the District Medical Board of the area concerned for this purpose is subject to the confirmation of the Expert Committee constituted by the Director of Medical Education at the time of counseling.

The candidates seeking admission under this category should produce the full size photograph exhibiting the deformity.

Seats earmarked for the special categories will be allotted following the Horizontal Reservation. If no eligible candidates are available for the seats earmarked under special category, those seats will be added to general pool and allotted on merit basis.

Note:- (1) The candidates who have applied under this category will be required to undergo a second Medical Examination by a Medical Board constituted for the purpose by the Director of Medical Education to ascertain and confirm the nature and extent of Physical disability.

(2) a. Candidates with **any other disability other than the locomotory disability of the lower limb** will not be considered for admission to the course under this Special Category.

b. Both Upper Limbs, Vision and Hearing should be normal

(3) The decision of the Director of Medical Education in this regard will be final

(33) DURATION OF COURSE AND TUITION FEES: -

(i) The Duration of the Post Graduate M.Sc., (Nursing) degree course shall be 2 years.

S.No.	Course	Tuition Fees	
		Government Colleges (Rs. per annum)	Self-financing Colleges (Rs. per annum)
1	M.Sc., (Nursing)	5,000	50,000 (For 2014 – 2015)

Fee for 2015 – 2016 will be fixed by the fee Committee and will be informed.

Special fees and other fees are to be paid at the time of admission in respective colleges.

- (ii) Candidates selected in the seats offered by the Self Financing Institutions will have to remit a **non-refundable** sum of ₹ 5000/- by means of a Demand draft drawn in favour of "The Secretary, Selection Committee, Chennai", at the time of counselling for allotment of seats. This will be adjusted towards the tuition fee that has to be paid to the colleges and the balance amount, towards tuition fee has to be paid in the respective colleges at the time of joining the course. The fee is **not refundable if the candidate does not join or discontinues the course.**
- (iii) Students of SC/SCA/ST community, whose parents'/guardians' **annual income is less than Rs.2,50,000/- (Rupees two lakhs and fifty thousand only)** are exempted from payment of all compulsory, Non refundable fees (Enrolment/Registration, Tuition, Games, Union, Library, Magazine, Medical Examination and such other fee compulsorily payable by the scholar to the Institution or University/ Board) and also exempted from all compulsory Non refundable fees fixed by the "Fee Committee". The fees, so exempted shall be claimed by the respective Institutions under the Scholarship Programme of the Government of India in G.O.(Ms) No.6, AD and TW Department, dated: 09.01.2012.

(34) STIPEND: -

- a. All service candidates serving in Tamil Nadu Medical Service and selected and allotted for PG Course in Government Institutions shall undergo the course and be paid salary as per the Government Orders in force.
- b. Non service candidates selected and allotted Postgraduate courses in Government Institutions shall receive stipend as per Government orders in force

SECURITY AMOUNT: -

- (35) a. All Service candidates of Tamil Nadu shall execute a bond for a sum of Rs.5,00,000/- (Rupees Five lakhs only) as security amount with the undertaking that they will serve the Government of Tamil Nadu till superannuation. Two permanent Government servants in the same or higher rank than the candidate shall execute sureties. The prescribed form will be available in the colleges at the time of admission. The service candidates shall serve for the Government of Tamil Nadu after the completion of the course until superannuation.
- b. Non Service candidates of Tamil Nadu shall execute a bond for a sum of Rs.5,00,000/- (Rupees Five lakhs only) as security amount with the undertaking that they will serve the Government of Tamil Nadu for a period of not less than two years if required. During the above period they will be paid a salary on par with the fresh recruits of the Government of Tamil Nadu Medical Service and the Government of Tamil Nadu will requisition their services if required within a period of two years from the date of completion of their post graduate degree courses. Two permanent Government servants shall be sureties. The prescribed form will be available in the colleges at the time of admission. The bond will become infructuous if he / she serves the Government of Tamil Nadu if required for a minimum period of two years.
- c. If for any reason, the candidate is unable to serve the Government for the above said period, the bond amount has to be credited to the relevant Head of account.
- d. The Security Bonds are governed by clause (c) under exemption under article 57 of schedule of the Indian Stamp Act 1879 (Central Act II of 1879). Hence the Security Bonds executed need not be stamped.

36) HEPATITIS – B VACCINATION: -

All the Selected candidates for admission to the various Postgraduate M.Sc., (Nursing) Degree course for 2015 – 2016 session should take Hepatitis – B vaccine and submit a medical certificate from an authorized Medical Officer as proof thereof, to the Head of the Institution at the time of joining. Admission to any Post Graduate course will not be allowed by the Heads of Institutions without the medical certificate. The candidate should take further doses at the prescribed intervals as required.

(37) COMMUNICATION:-

- a. The intimation/ Call letters will be available in the Web sites www.tnhealth.org & www.tn.gov.in before counseling. Selection Committee will not be held responsible for non viewing of website.
- b. Candidates should inform the change of address, change of postings etc., immediately to the Selection Committee.

(38) The candidates who join M.Sc.(Nursing) Degree Courses should not indulge in any kind of agitation /strike /ragging activity inside / outside the college campus during the course of study. Candidates found to be taking part in any such activities mentioned above will be expelled from the course / college, at any point during the course of study and criminal action will be taken against them.

(39) Candidates who have applied for M.Sc(Nursing) Course are deemed to have read the contents in the Prospectus and agrees with all the conditions and clauses and will not have the right to challenge any of the clauses contained in this Prospectus.

J. RADHAKRISHNAN,
SECRETARY TO GOVERNMENT.

//TRUE COPY//

B. Jayathi.
SECTION OFFICER.
JP

ADMISSION TO POST GRADUATE

M. Sc (MOLECULAR VIROLOGY) DEGREE COURSE

As per **G.O.(D) No.981, Health & Family Welfare (PME1) Department dated 31.07.2015** and as amended from time to time



IN
DEPARTMENT OF VIROLOGY
KING INSTITUTE OF PREVENTIVE MEDICINE & RESEARCH,
GUINDY, CHENNAI-32
UNDER
THE TAMILNADU Dr. M.G.R.MEDICAL UNIVERSITY

**PROSPECTUS
2015- 2016**



SELECTION COMMITTEE
DIRECTORATE OF MEDICAL EDUCATION
162, Periyar EVR High Road, Kilpauk, CHENNAI – 600 010.

Phone No : 044-28361674

Websites: 1. www.tnhealth.org 2. www.tn.gov.in

**SMS will be sent through the official ID – “TNMESC” regarding counseling only
(if required)**

COST ₹ 1000/-

AT A GLANCE

- Date of Notification : 2.8.2015
- Commencement of Downloading : 3.8.2015
- Last date for downloading : 13.8.2015, 05.00 PM
- Last date for receipt of application : 14.8.2015 05.00 PM
- Allotment of seats by personal appearance : 4th Week of August 2015
- Last date of admission : The time as mentioned in the allotment letter of the candidate
- The Merit list will be available on the websites 1)www.tnhealth.org 2) www.tn.gov.in.
- All legal disputes pertaining to allocation of seats in various specialities and colleges by the Selection Committee shall fall within the jurisdiction of Madras only.
- Application forms along with the Prospectus can only be downloaded from websites 1. www.tnhealth.org and 2. www.tn.gov.in.
- **Submission of application forms through online process only.** Applications submitted through online shall be considered, only after receiving the print-out of online entry with necessary copies of certificates (only attested passport size photograph to be pasted on the space provided). Application with necessary enclosures to be sent in a large sized cover measuring 38cm X 28cm superscribed '**APPLICATION FOR M.Sc(Molecular Virology) COURSE 2015 – 2016 SESSION**' to the **Secretary, Selection Committee, Directorate of Medical Education, Kilpauk, Chennai -10** before the last date along with a Demand Draft for ₹1000/- towards the cost of application form drawn in favour of **The Secretary, Selection Committee, payable at Chennai.**
- Applications without the Demand Draft will not be accepted. The name of the candidate and the course applied for (M.Sc(Molecular Virology)) should be mentioned on the reverse of the Demand Draft. SC/ SCA and ST candidates **who are Natives** of Tamil Nadu are exempted from payment of the cost of the Application Form.
- Candidates should send the application with all enclosures in A₄ size cloth lined cover The template with requisite details available for download should be printed and pasted on the cover.
- Application Registration number (A.R No.) will be assigned by the Selection Committee.
- Candidates can track their applications on the above websites by entering their Final Year University Examination Registration Number and year of 1st appearance.
- Eligible candidates can download their call letters from the Websites 1. www.tnhealth.org and 2. www.tn.gov.in by entering their AR No allotted by the Selection Committee and their Date of Birth and attend the counseling as per the counseling schedule which will also be available on the Websites. Candidates are requested to paste their photograph on the call letters which is to be attested by a Gazetted Officer. (The Photograph must be a copy of the same one pasted on the Application).

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GENERAL INSTRUCTIONS:

1. (a) Candidates seeking admission to Post Graduate M.Sc (Molecular Virology) Degree course should submit the **application form** with necessary enclosures which should reach

THE SECRETARY
SELECTION COMMITTEE
162, Periyar EVR High Road,
Kilpauk, Chennai-600 010
on or before 14.8.2015 by 5.00 p.m.

- (b) The candidates shall ensure that the completed application form with all particulars and enclosures reaches the Selection Committee, Kilpauk, Chennai-10 within the date and time specified. Applications received by Speed post / courier or any other means, after the last date & time will not be accepted.
- (c) The Selection Committee shall not be responsible for any delay in the receipt or for the loss in transit of application form etc.,
- (d) Candidates should send their applications directly to the Secretary, Selection Committee, at the above address.
- (j) Photocopy / Fax copy of the application will not be accepted.
- (f) Advance copies from service candidates will not be accepted.
- (g) Both Upper limbs, vision and hearing should be Normal for all candidates including for candidates applying under Orthopaedically Physically Disabled category.

ELIGIBILITY CRITERIA: -

- 2(a) Candidates seeking admission to the Postgraduate M.Sc (Molecular Virology) Degree Course should be Citizen of India and Native of Tamil Nadu.
- (b) Candidates of TamilNadu Nativity who have completed B.Sc (Microbiology) or BSc (Life science) with Microbiology as ancillary, under regular stream, in other states shall furnish a Nativity Certificate issued by the Competent Authority in the specified format in Annexure V (A). However those who have studied from 11th standard onwards and undergone their UG course for a minimum period of 3 years in Tamil Nadu need not furnish the Nativity Certificate but have to give proof for their study period in Tamil Nadu and also furnish a declaration that they are not claiming Nativity in any other State except in Tamil Nadu which is to be signed by either the parent or guardian and the candidate.
- 3) **OC candidates seeking admission to the M.Sc (Molecular Virology) course should have obtained not less than 50 % in the total aggregate marks obtained in all semesters taken together in the B.Sc., (Microbiology) or B.Sc (Life Science) with Microbiology as ancillary, under regular stream Degree Course. 45 % for**

BC/BCM / MBC/ DNC candidates and 40% for SC/SCA/ ST candidates In case of failure (s) the pass marks in the subsequent attempt(s) shall be taken for calculation purpose. Number of attempts are not considered for calculation of marks.

4) a) **Admission to Postgraduate MSc (Molecular Virology) Degree Course is open to both men and women candidates.**

b) **Age Limit** - Candidates should have completed 20 years of age and must not have completed 40 years of age as on 30.12.2015. For SC/SCA/ST candidates maximum age is raised to 45 years

PROCEDURE FOR FILLING THE APPLICATION :-

5. a. Candidates should send the applications in the prescribed form only.

b. Attested recent identical passport size photographs should be affixed to the application form and scrutiny form. The Photograph must be taken as shown in the Instructions.(Annexure III).

Note: If the Photograph is not a recent one taken at the time of submitting the application, the **Application will be rejected.**

6 . a. The candidates shall fill the Applications in the prescribed form in original and the Scrutiny Form carefully and legibly

b. The Application Register Number (AR No) will be assigned by the Selection Committee

7. Cutting, overwriting and erasing in the Application form and in the Scrutiny Form should be strictly avoided.

8. Application with incomplete or insufficient particulars or without enclosures or those received after the last date mentioned will be summarily rejected (without any intimation to the candidate).

9. The Government Orders issued and to be issued from time to time pertaining to any of the matters contained in the prospectus should be read as part and parcel of this prospectus and such terms and conditions in the Government Order are deemed to have been incorporated in this prospectus.

10.Candidates must enclose only photo copies (not originals) of the following documents in the order indicated below along with the application, failing which the application is liable for rejection.

a. B.Sc (Microbiology)/BSc (Life Science) with Microbiology as ancillary (under regular stream) **Course Certificate** from the College where the candidate had undergone the course.

b. B.Sc Microbiology/BSc Life Science with Microbiology as ancillary (under regular stream) **Degree Certificate** or provisional pass certificate from the University concerned to which the college is affiliated.

- c. First year / Semester to final year / semester B.Sc (Microbiology)/BSc (Life Science) with Microbiology as ancillary (under regular stream) **Mark sheets** issued by the University concerned.
- d. **Community Certificate** issued by the competent authority with Office Seal.
- e. Birth Certificate or copy of H.Sc., Certificate / School Leaving Certificate / College Leaving Certificate as evidence for Date of Birth.
- f. **Attempt Certificate** in Final Year/Final Semester B.Sc., course from the Head of the Institution studied in.

11. It shall be the responsibility of the candidate to give the correct mailing address on the main application form/scrutiny Form and envelopes for Call Letter. If there is any change of address it should be intimated immediately to the Selection Committee in writing.

12. Filled up applications without the signature of the candidates will be rejected.

MERIT LIST:-

(13) The merit list for admission of candidates for Postgraduate M.Sc (Molecular Virology) Course will be made on the basis of total marks obtained by the eligible candidates in all the semester examinations of B.Sc. (Microbiology) /BSc (Life Science) with Microbiology as ancillary, under regular stream put together which is reduced to the base of 100 marks .

(14) CALCULATION OF ACADEMIC MARKS :-

- a) The total marks obtained must be reduced to the base of 100 marks and the weighted total aggregate marks obtained should be calculated accurate to two decimals. The academic marks is arrived at as shown below:-

EXAMPLE B.Sc., (Microbiology/BSc Life Science with Microbiology as ancillary

under regular stream

SEMESTER	MAXIMUM TOTAL MARKS PRESCRIBED	TOTAL MARKS OBTAINED
FIRST	400	290
SECOND	500	375
THIRD	450	360
FOURTH	450	380
FIFTH	400	310
SIXTH	400	300
GRAND TOTAL	2600	2015

$$\frac{2015}{2600} \times 100 = 77.50$$

b) In the case of candidates who have furnished the mark sheets only in grades, they should furnish the actual marks obtained from the university. If not, only the minimum marks of the grade will be considered.

(15) The Secretary, Selection Committee will publish the merit list in the websites 1. www.tnhealth.org. 2. www.tn.gov.in. The candidates are advised to visit the website everyday from the date of issue of application for information.

(16) DETERMINATION OF INTER-SE-MERIT :

In case of two or more candidates obtaining equal marks out of total aggregate of 100 marks, the inter-se-merit of such candidates shall be determined on the basis of the following order of preference.

- a. Least number of appearance in the final Semester/final year of B.Sc., (Microbiology) / B.Sc (Life Science) with Microbiology as ancillary subject (under regular stream) Examination.
- b. Total marks obtained in the fifth and sixth semester examination of B.Sc., (Microbiology)/ B.Sc (Life Science) with Microbiology as ancillary, under regular stream course.
- c. Seniority in age will be given preference.
- d. Computerized random number assigned. Higher value of random number will be taken into consideration.

COUNSELLING PROCEDURE :-

- (17) a. Admission to Postgraduate M.Sc. (Molecular Virology) course shall be made by counselling on the basis of merit applying the various rules of reservation in the State of Tamilnadu in force wherever applicable and as per all other terms and conditions contained in the Government Order issued and to be issued from time to time with regard to rule of reservation.
- b. The candidates will be called for counselling as per their merit and exercise their option as per the eligibility norms mentioned in the prospectus, availability of seats and communal reservation in force.
 - c. Candidates who are absent at the time of counselling without a valid reason for absence will not be considered for admission. However, the Selection Committee reserves the right to permit the candidate to attend the counselling later, if seats are available, if a valid reason for absence is communicated to the Selection Committee before the commencement of the counselling. The Candidate so permitted can be admitted only if seats are available at the time of counseling when she/he actually attends.
 - d. Due to unforeseen reasons ,if a candidate cannot attend the counselling on the specified date and time, he / she can **authorize** a representative to attend the counselling on his/ her behalf. The authorized representative should produce an authority letter for allotment allotment in the format given in the Annexure IV (A & B) along with **requisite original documents**. The allotment made to the authorized representative shall be binding on the candidate.

(18) Candidates selected for admission should give a declaration in the form given at the time of counselling that he / she is liable for forfeiture of selection / admission if **suppression of facts** are found at any time during or after admission to the course. The selection / admission shall be liable for cancellation based on the declaration at any time during or after the admission to the course. **Further he / she will not be allowed to apply for the M.Sc (Molecular Virology) Degree Course for the succeeding Two Years.**

(19) **Strict discipline should be maintained by the candidates for smooth conduct of counselling. If the candidates found indulging in any untoward activities, they will be debarred from the counselling and selection for the present and subsequent sessions.**

20) a) The candidates appearing for allotment by personal appearance should bring the **documents** enclosed along with application in original. Candidates without original certificate / documents, shall not be allowed to participate in the counselling.

b) Candidates who are already studying in an Institution/ Universities have to produce a Bonafide Certificate from the Head of the Institution.

21) Any change or modification and relevant information pertaining to this admission process will be made available immediately in the websites **www.tnhealth.org and www.tn.gov.in**. The candidates are instructed to frequently visit the website from the date of application till the end of counselling without fail and not to wait for counselling information to be received by post. All information including the date of counselling will be put up in the website. **Call letters can also be downloaded from the websites.** Candidates will be permitted for counselling accordingly.

(22) **a. The candidates who are are selected at the time of counselling shall pay Rs.5000/- by way of Demand Draft drawn in favour of the Secretary, Selection Committee, Kilpauk, Chennai – 10 payable at Chennai at the time of receipt of the allotment orders.**

After the receipt of the joining report from the Director, King Institute of Preventive Medicine and Research, Guindy, Chennai-32. this amount will be transferred to the Institution. **This fee is not refundable.**

c. All candidates attending the counselling for M.Sc (Molecular Virology) Degree Course will have to remit a non- refundable amount of ₹.500/- by means of Demand Draft drawn in favour of the Secretary, Selection Committee as processing fee.

METHOD OF SELECTION AND ADMISSION: -

(23) (1)The Selection will be made by, counselling based on merit and by applying the Rule of Reservation / Roster method followed by the Government of Tamil

Nadu wherever applicable.

The rule of reservation shall be as follows:-

Open Competition	- 31%
Backward Class	- 30%
Most Backward / Denotified	- 20%
Scheduled Caste	- 18%
Scheduled Tribe	- 1%

BC, BCM, MBC, DNC, SC, SCA & ST are eligible for selection under open competition as per merit in addition to the reservation made for them.

Within the 30% reservation for Backward Classes 3.5% reservation will be provided for Muslims and 16% of seats out of 18% Quota earmarked to Scheduled Caste Arunthathiyar Community.

(2)a. Any remaining unfilled seats for want of adequate number of eligible candidates belonging to SCA community shall be filled by candidates belonging to SC community other than Arunthathiyar as per merit and vice versa. (GO (Ms) 55 P & AR Department dated 08.04.2010.)

e. Any remaining reserved seats in ST Quota for want of adequate number of eligible candidates belonging to ST community shall be allotted to candidates belonging to SC Community as per merit. (GO (Ms) No 77 Health & Family Welfare Department (MCA 1) dated 24.02.2011.)

f. Any remaining unfilled seats in BCM Community for want of adequate number of eligible candidates after exhausting the merit list shall be filled up on merit basis by candidates belonging to BC community without exceeding the quota for BC community as a whole.

(GO (Ms) No 30 Health & Family Welfare Department (MCA 1) dated 18.01.2012.)

d. Even after filling up of the required seats reserved for Arunthathiyars on preferential basis, if more number of qualified Arunthathiyars are available, such excess number of candidates of Arunthathiyars shall be entitled to compete with the Scheduled Castes other than Arunthathiyars in the inter-se merit among them (As per G.O.Ms.No.65, dated 27.5.2009 of P&AR(K) Department).

24. SEATS RESERVED FOR ORTHOPAEDICALLY PHYSICALLY DISABLED CANDIDATES:

3% of the total number of seats available in Government Institutions are reserved for the Orthopaedically Physically disabled candidates (only for locomotory disabilities of lower limbs). In the reservation of seats in the first instance, candidates with disability of lower limbs between 50% to 70% shall be considered and in case candidates are not available in that category then the candidates with 40% to 50% locomotory disabilities of the lower limbs will be considered.

The other conditions for admission into the course will be applicable as in the case of

the general category.

The candidates are required to produce a certificate from the Medical Board of the Medical Colleges of the area concerned constituted for this purpose assessing the nature and the extent of physical disability in the format prescribed in the Annexure – I (A & B). The Certificate must have been obtained within three months prior to submitting the application for seeking admission under this category. If the certificate has been obtained earlier, the application will be rejected.

The Medical Certificate issued by the District Medical Board of the area concerned for this purpose is subject to the confirmation of the Expert Committee constituted by the Director of Medical Education at the time of counseling.

The candidates seeking admission under this category should produce the full size photograph exhibiting the deformity.

Seats earmarked for the special categories will be allotted following the Horizontal Reservation. If no eligible candidates are available for the seats earmarked under special category, those seats will be added to general pool and allotted on merit basis.

Note:- (1) The candidates who have applied under this category will be required to undergo a second Medical Examination by a Medical Board constituted for the purpose by the Director of Medical Education to ascertain and confirm the nature and extent of Physical disability.

(2) a. Candidates with **any other disability other than the locomotory disability of the lower limb** will not be considered for admission to the course under this Special Category.

b. Both Upper Limbs, Vision and Hearing should be normal

(3) The decision of the Director of Medical Education in this regard will be final

(25) DURATION OF COURSE AND TUITION FEE

a. The duration of the Postgraduate M.Sc (**Molecular Virology**) course shall be Two Years

b. Tuition fee - ₹.35,000/- per year.

Special fees and other fees are to be paid at the time of admission in the Institution.

c. Total Number of seats available – 21 seats .

(26) HEPATITIS – B VACCINATION: -

All the Selected candidates for admission to the various Postgraduate **M.Sc (Molecular Virology)** Degree course for 2014 – 2015 session should take Hepatitis – B vaccine and submit a medical certificate from an authorized Medical Officer as proof thereof, to the Head of the Institution at the time of joining. Admission to any Post Graduate course will not be allowed by the Heads of Institutions without the medical certificate. The candidate should take further doses at the prescribed intervals as required.

(27) COMMUNICATION:-

e. All intimation for communication to the candidates will be sent only to the mailing address given by the candidate at the time of application. The Intimation / Call Letters will either be sent by Registered Post or Speed Post or Courier Service or they can be downloaded from the Web Sites www.tnhealth.org & www.tn.gov.in. as per Instructions on Page 2 of this Prospectus whichever is

feasible depending on the availability of time before counselling. Selection Committee will not be held responsible for Postal Delay and non viewing of website.

b. Candidates should inform the change of address, change of postings etc., immediately to the Selection Committee. If the change of address is not intimated to the Selection Committee in time, the Selection Committee will not be responsible for delay in communication or its consequences. The results will be published in the Web Sites www.tnhealth.org & www.tn.gov.in.

(28)RAGGING:-

The candidates who join M.Sc (Molecular Virology) Degree Courses should not indulge in any kind of agitation /strike /ragging activity inside / outside the college campus during the course of study. Candidates found to be taking part in any such activities mentioned above will be expelled from the course / college, at any point during the course of study and criminal action will be taken against them.

29) Candidates who have applied for M.Sc(Molecular Virology) Course are deemed to have read the contents in the Prospectus and agrees with all the conditions and clauses and will not have the right to challenge any of the Clauses contained in this Prospectus.

J. RADHAKRISHNAN,
SECRETARY TO GOVERNMENT.

//TRUE COPY//


SECTION OFFICER.

