

# CHRISTIAN MEDICAL COLLEGE

VELLORE - 632002, Tamil Nadu

## BULLETIN

**MEDICAL POSTGRADUATE DEGREE / DIPLOMA /  
FELLOWSHIP ADMISSIONS 2017**



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# MEDICAL POSTGRADUATE DEGREE / DIPLOMA ADMISSIONS 2017

This bulletin may be downloaded free from our website <http://admissions.cmcvellore.ac.in> The essential details are provided to enable candidates to fill their application form for the various postgraduate degree and diploma courses for the academic session 2017. Please go through this carefully before filling the form. **Application form is available ONLY online. PG NEET 2017 (Step 1) qualified candidates only are eligible for admission. All courses and admissions to our College are subject to applicable regulations by University / Government / Medical Council of India / Court.**

All candidates are aware of the objectives of The Christian Medical College Vellore which is “the establishment, maintenance and development of a Christian Medical College and Hospitals in India, where women and men shall receive an education of the highest grade in the art and science of medicine and of nursing, or in one or other of the related professions, to equip them in the spirit of Christ for service in the relief of suffering and the promotion of health”.

The aforesaid object is based on the religious percept of “Healing the Sick”, Mathew 10.8.

For the academic year 2017-2018, the College, in compliance with the directions of the Ministry of Health and Family Welfare, Government of India, dated 21/09/2016, will not be holding its own Entrance Test and only candidates held to be eligible based on the PG National Eligibility cum Entrance Test (PG NEET 2017) conducted by National Board of Examinations under the auspices of the Medical Council of India are eligible for selection to the PG courses.

For the Christian Medical College, more than a century old, unaided, Christian minority, non-capitation fee institution, to ascertain the suitability of PG NEET 2017 eligible candidates for undergoing the PG course, assessing their interests and clinical/practical skills, is an extremely important facet which has helped the Institution to achieve its objectives to serve the needy even in areas where people have limited access to medical aid.

The assessment of a candidate with regard to the above has been an integral part of the selection process in the Christian Medical College, Vellore for many decades. The Institution wishes to make it clear that such an assessment of the candidate is only to ensure that PG NEET 2017 qualified candidates seeking consideration for selection to Christian Medical College, Vellore are suited to achieve the objectives of the Institution.

Consequently, all PG NEET 2017 (Step 1) qualified candidates will have to undergo an objective assessment of their clinical/practical skills for which purpose a Step-2 process (practical tests and interviews) will be conducted on 15/03/2017 at CMC, Vellore.

**POSTGRADUATE DEGREE / DIPLOMA** courses for which admissions are offered in April 2017.

<i>SUBJECTS</i>	Course Name	Course Code	Duration (Years)	No. of SEATS*
<i>Anaesthesia</i>	M.D.	A1	3	11
	D.A.	A3	2	8
<i>Anatomy</i>	M.D.	B1	3	4
<i>Biochemistry</i>	M.D.	C1	3	2
<i>Clinical Pathology</i>	D.C.P.	D3	2	2
<i>Community Medicine</i>	M.D.	E1	3	6
<i>Dermatology Venerol &amp; Lep.</i>	M.D.	F1	3	3
	D.D.V.L	F3	2	1
<i>ENT</i>	M.S.	G1	3	6
	D.L.O.	G3	2	2
<i>Family Medicine #</i>	M.D.	I1	3	4
<i>Geriatric Medicine</i>	M.D.	H1	3	1
<i>General Medicine</i>	M.D.	J1	3	16
<i>General Surgery</i>	M.S.	K1	3	10
<i>Microbiology</i>	M.D.	L1	3	4
<i>Nuclear Medicine</i>	M.D.	Z1	3	1
<i>Obstetrics &amp; Gynaecology</i>	M.S.	M1	3	6
	D.G.O.	M3	2	6
<i>Ophthalmology</i>	M.S.	N1	3	7
	D.O.	N3	2	2
<i>Orthopaedics</i>	M.S.	O1	3	8
	D.Orth.	O3	2	4
<i>Paediatrics</i>	MD	P1	3	8
	D.C.H.	P3	2	8
<i>Pathology</i>	M.D.	Q1	3	8
<i>Pharmacology</i>	M.D.	R1	3	2
<i>Physiology</i>	M.D.	S1	3	4
<i>Physical Medicine &amp; Rehabilitation</i>	M.D.	T1	3	4
<i>Psychiatry</i>	M.D.	U1	3	6
	D.P.M.	U3	2	6
<i>Radiodiagnosis</i>	M.D.	V1	3	6
	D.M.R.	V3	2	6
<i>Radiotherapy</i>	M.D.	W1	3	5
	D.M.R.	W3	2	3
<i>Respiratory Medicine</i>	M.D.	X1	3	2
<i>Transfusion Medicine</i>	M.D.	Y1	3	3

**ELIGIBILITY**

1. Candidates having qualified for the M.B.B.S Degree, compulsory rotating residential internship and full registration before 15/05/2017

2. Candidates having qualified for a postgraduate diploma may also apply for the postgraduate degree (MS/MD) course in the same subject. Post Diploma will undergo 2 years training for the degree in the same specialty. Note: Those who complete a DCP will not have this benefit for MD Pathology. Candidates currently undergoing training for a post-graduate diploma need to complete the same by 15/05/2017.

3. Those with a service obligation will need to have completed the same by 15/05/2017.@

4. PG NEET 2017 eligible

\* Number of seats variable

@ Please refer Section 2

# Subject to approval by MCI / The Tamilnadu Dr. MGR Medical University.

**NOTE: POST GRADUATE COURSES IN THIS INSTITUTION ARE IN-SERVICE TRAINING PROGRAMMES**

<i>ADMISSION TIME TABLE 2017*</i>	
09/11/2016	Application form can be accessed online
25/01/2017	<i>Last date for online submission of application till 5 pm.**</i>
15/01/2017 to 01/02/2017**	<i>Online submission of PG NEET 2017 scores</i>
01/02/2017	<i>Last date for receipt of payment proof (applicable only for those who pay by demand draft/challan)</i>
01/02/2017	<i>Last date for receipt of relevant supporting documents</i>
01/02/2017	<i>Last date for receipt of relevant sponsorship forms from the sponsoring bodies</i>
28/02/2017	<i>Announcement of list of candidates called for Step 2</i>
14/03/2017	<i>Registration for Step 2 and Medical Checkup at Vellore</i>
15/03/2017	<i>Step 2: Assessment of Skills &amp; Knowledge at Vellore</i>
16/03/2017	<i>Announcement of final selection list</i>
17/03/2017	<i>Acceptance before 12.00 noon</i>
27/03/2017	<i>Registration for admission to Degree Courses #</i>
28/03/2017	<i>Registration for admission to Diploma Courses #</i>
29/03/2017 to 31/03/2017	<i>Mandatory orientation programme</i>
01/04/2017	<i>Courses begin</i>

*\*Dates are subject to change*

*\*\* or within 10 days after the PG NEET 2017 results are announced.*

*# Registration will be as per the schedule provided in the final selection notice. Registration for each specialty will ONLY be during the time stipulated. Late registration will not be entertained. Please refer to Section 4 of the bulletin for further details.*

### **1.1 THE APPLICATION PROCESS**

Application forms can be accessed **only online** through the Christian Medical College, Vellore website <http://www.admissions.cmcvellore.ac.in> from **09/11/2016**. Duly filled application forms must be submitted online with a basic administrative fee of Rs.750/- and a registration fee of Rs. 600 per each course before 5 pm on **25/01/2017** or *within 10 days after the PG NEET 2017 results are announced*. All the supporting documents should reach the Office of Registrar, CMC, Vellore -2 by post on or before 01/02/2017. PG NEET 2017 qualified candidates only are eligible for admission.

Candidates applying from SAARC countries should send a Demand Draft for Rs.1500/- or its equivalent and those from other foreign countries, US dollars 100 or its equivalent as administrative fee in addition to the registration fee per course.

Money can be remitted by using any one of the following methods:

1. Online payment using payment gateway (credit or debit card/net banking)
2. As a challan at no extra cost at any branch of ICICI bank in India. A challan will be generated when filling payment details in the application form. Please mention FC- CMC-V on the challan. (Send the original challan)
3. Demand draft in favour of “C.M.C. Vellore Association a/c” on any Scheduled Bank, payable at Vellore. Keep your demand draft ready before filling the application form. Write your name and application number on the back of the demand draft before dispatching.

### **1.2 ELIGIBILITY FOR ADMISSION: MD / MS / Diploma**

Candidates who have qualified for the M.B.B.S Degree of the Tamil Nadu Dr. MGR Medical University or any other University recognized as equivalent by the Tamil Nadu Dr. MGR Medical University and the Indian Medical Council and have completed their compulsory rotating residential internship and obtained full registration before 15/05/2017 are eligible to apply for the postgraduate diploma and degree courses.

Candidates who are in the 2<sup>nd</sup> year of their training for a postgraduate diploma course may also apply for the postgraduate degree (MS/MD) course in the same subject. Post Diploma candidates with a diploma in the same subject need to undergo 2 years of training for the degree.

Note: Those who have completed DCP will not have this benefit for MD Pathology / MD Transfusion Medicine.

Candidates currently pursuing a postgraduate training programme and who complete the same by the 15<sup>th</sup> May 2017 only will be eligible to apply.

### **1.3 INSTRUCTIONS FOR SUBMITTING THE APPLICATION FORM**

Please read the instructions carefully before filling the form. PG NEET 2017 qualified candidates only will be considered for admission.

**N.B.: THE INFORMATION PROVIDED ON THE APPLICATION FORM WILL BE TAKEN AS FINAL. NO CHANGES WILL BE PERMITTED. ANY FALSIFICATION OF DATA WILL RESULT IN CANCELLATION OF THE OFFER OF ADMISSION IF SELECTED.**

1. Fill the form online
2. Make your PAYMENT by any one of the methods mentioned above.
3. Take a printout of the application for your file.
4. Supporting documents must be sent to the Office of the Registrar, CMC, Vellore 632002 to reach on or before 01/02/2017

### 1.3.1 NOTE:

1. Candidates may apply up to a maximum of 4 courses in 2 subjects only (e.g. DPM and M.D. Psychiatry = 2 courses in ONE subject). Candidates cannot apply for more than 2 subjects. Please note that DCP and MD Pathology are considered 2 different subjects and, candidates with a DCP will have to do a 3 year MD Pathology course.

2. Candidates must mention the **ORDER OF PREFERENCE** for admission into the courses in the application form, when applying for more than one course. **CANDIDATES WILL NOT BE ALLOWED TO CHANGE EITHER THE CHOICE OF SUBJECT, ORDER OF PREFERENCE, OR THE TYPE OF PAPER AFTER REGISTRATION.**

3. Candidates must send self-attested, clear photocopies, where applicable, of:

- a) Certificate of completion of Sponsorship obligation (applicable to those who were previously sponsored by CMC or any other member of the Christian Medical College Vellore Association or Council and are serving / have served their sponsorship obligation).
- b) Proof of service, if served in an area of need. (If annexure 2 is filled, valid attested certification needs to be sent).
- c) Proof of service of two years in one or more mission hospitals of any of the supporting bodies of this institution after graduation, for all sponsored candidates.

4. All foreign qualified candidates must submit "No Objection Certificate" from The Secretary, Government of India, Ministry of Health & Family Welfare, Nirman Bhavan, New Delhi -110 011.

5. Relevant supporting documents received after the last date (01/02/2017) will not be considered. CMC, Vellore will not be responsible for any postal delay.

6. Applicants employed in Government or similar establishments who need to route their applications through "proper channels" for the purpose of sponsorship/ permission/ leave, etc., are advised to submit an application as detailed above for the desired course, complete with all the required enclosures directly to the Office of the Registrar before 25/01/2017.

7. All Candidates will need to submit the PG NEET 2017 score as soon as the same is announced.

Errors arising out of incorrect or improper data entry will be the sole responsibility of the candidate.

*A candidate admitted to undergo a three year MD/MS postgraduate degree course will not be eligible to appear for any postgraduate diploma course exam during the three year period of study for the degree course.*

**1.4** An acknowledgement slip stating successful submission and registration will be sent by email to the candidates within a week of final submission of the application. Take a printout of the Registration slip for your file.

## 2.1 SPONSORSHIP

**The aim of the Christian Medical College, Vellore is to train individuals for service in needy areas especially in Christian mission hospitals. To this end, Christian students are encouraged to apply, to be considered under the sponsored category. Any Christian Church or Organization which is a member of the Christian Medical College Vellore Association or Council which operates its own medical work is eligible to sponsor candidates for the various educational courses run by CMC, Vellore, provided the organization does not run the said course. In addition the Christian Medical College, Vellore is also a recognized sponsoring body. For the list of eligible sponsoring bodies, please refer to Annexure 1.**

## 2.2 RULES GOVERNING SPONSORED CANDIDATES

Candidates who were sponsored for the M.B.B.S. / Diploma / Degree courses in this or another institution by any member of the Christian Medical College, Vellore Association or Council and are now applying for a postgraduate course will be governed by the following regulations:

- a) The candidate who was sponsored to the M.B.B.S. course is required to serve the concerned sponsoring body for a period not less than two years, before being considered for selection to any postgraduate course. Any remaining service period in excess of two years that may have been agreed upon towards sponsorship for the M.B.B.S. course may be completed at a later date with the written permission of the sponsoring body, provided the candidate is re-sponsored for the postgraduate course by the same sponsoring body. Candidates must submit a copy of the sponsorship obligation completion certificate issued by the appropriate authority of the sponsoring body, which must state the dates of commencement and completion (or expected date of completion) of obligatory service as well as the period and categories of their leave allowed and availed.
- b) Any Christian Church or Organization which is a member of the Christian Medical College Vellore Association or Council which operates its own medical work in India is eligible to sponsor candidates for the various educational courses run by CMC, Vellore, provided the organization does not run the said course. In addition the Christian Medical College, Vellore is also a recognized sponsoring body.
- c) All bodies that are eligible to sponsor candidates for selection to the M.B.B.S. course are eligible to sponsor candidates for postgraduate diploma and degree courses provided they do not offer the same course/s in hospitals or colleges of their own sponsoring body. This rule does not apply to CMC, Vellore.
- d) Sponsored candidates on completion of their postgraduate diploma course opting for re-sponsorship from the same sponsoring body for a postgraduate degree course in the same specialty may have their service obligation deferred till the postgraduate degree course is completed.
- e) No Sponsored candidates shall be considered for admission unless they achieve a set minimum standard in the admission test which indicates that they can successfully complete the course.
- f) The service obligation arising from sponsorship should be given as service, and non-fulfilment of service violates the spirit of sponsorship and the aim and objectives of the Association.
- g) Students who do not fulfil the service obligation will not be eligible for admission to postgraduate studies or for appointment as staff of CMC, Vellore. They will not be given any certificates other than those statutorily mandated by the University and respective Professional Council / Regulatory Body.
- h) The Principal is authorized to withhold transcripts and other non-statutory certificates issued by the College until the sponsorship obligations are fulfilled.

Candidates who are now applying for any postgraduate course under the sponsored category will be governed also by the following regulations:

- i) Sponsorship will be considered as valid only if the candidate has asked for sponsorship in the application form and the church provides the appropriate details on the prescribed forms for sponsoring the candidates.
- ii) When a candidate is sponsored for admission to a postgraduate course, the candidate must sign an agreement to serve the sponsoring body for a minimum period of two years following diploma courses and three years following degree courses.

If the sponsoring body is unable to utilise the service of such a candidate, the College will reserve the right to utilise the candidate's obligatory service. The service obligation for sponsorship should only be in terms of service and not financial compensation. However, if a sponsored student seeks relief from the service obligation agreement due to extraordinary circumstances, the request will be considered on merit. Marriage, securing a job outside the country or being selected for a postgraduate course elsewhere are not considered extraordinary circumstances. Students who do not fulfill the service obligation will not be eligible for admission to postgraduate studies or appointment as staff of Christian Medical College, Vellore. They will not be given any certificates other than those statutorily mandated by the University and Indian Medical Council.

iii) Candidates sponsored to postgraduate courses should have served a minimum period of two years in any position in one or more mission hospitals of any of the supporting bodies of this institution after graduation. This period should be completed by 15/05/2017. Candidates must submit a copy of the certificate(s) issued by the authorised signatory of the supporting bodies of this institution which must state the dates of completion (or expected date of completion) of two years of service as well as the period and categories of leave allowed and availed.

iv) Sponsorship will be on the basis of the need of the Sponsoring Body to have trained personnel for their Mission work. The Sponsoring body must give an undertaking that the specialty exists or will be created and also ensure that a post will be available when the candidate graduates. NO FEES OR DONATION are to be paid for this other than the stipulated sponsorship fee, which should not exceed Rs.750/-.

### **3.1 THE SELECTION PROCESS**

The selection of candidates for Postgraduate courses will be from PG NEET 2017 qualified applicants. Fifty percent of seats in each course are reserved for sponsored candidates, provided they fulfill other criteria for eligibility for admission. However, more than 50% of the available seats may be allotted to sponsored candidates based on their ranking in the Step -2. The wait list is based on ranking in the selection process. The first sponsored candidate on the waiting list will ordinarily fill vacancies arising by sponsored candidates not accepting a seat to make up 50% reservation for sponsored candidates. In the event that more than 50% of the seats in any course are filled by sponsored candidates and one of the sponsored candidates does not accept the seat, it will be offered to the next candidate on the wait list by rank irrespective of whether he or she is sponsored or open. No admissions will be made after 25th May 2017.

Weightage will be given to:

- a) Those who are sponsored by eligible sponsoring bodies of the CMC Vellore Association
- b) Those who have served in areas of need (see Annexure - 2).

The Principal's decision regarding the above is final.

*Any falsification of information will lead to automatic disqualification.*

### **3.2 Announcement of list of candidates for STEP 2**

A list of candidates who are provisionally selected for the Step 2 which includes assessment of clinical/practical skills & knowledge will be put up on notice boards in the College and Town campuses and on the website <http://admissions.cmcvellore.ac.in>

### **3.3 STEP 2 (at Vellore):**

A medical checkup will be held on the first day of Step 2. All candidates invited for the Step 2 MUST bring a Chest X-ray taken within the last 6 months.

Note – Candidates who are currently pregnant or pregnancy is a possibility are exempt from the Chest X-ray.

Candidates who are invited to Step 2 MUST have the following documents.

- a) Degree Certificate or Provisional Pass Certificate or Official Final Mark Sheet issued by the University, for each course done - M.B.B.S. / Diploma. Certificates issued by other authorities are not acceptable.
- b) Course and Conduct Certificate issued by the Principal / Dean of the College and stamped with the Seal of office giving the dates of commencement and completion of the course, stating clearly



that the candidate does not have any pending obligation of service - one certificate for each course done M.B.B.S. / Diploma. Certificates issued by other authorities are not acceptable.

- c) STATE MEDICAL COUNCIL REGISTRATION CERTIFICATE (Temporary or Permanent).
- d) PG NEET 2017 score sheet

### 3.4 RESULTS OF STEP 2

A list of provisionally selected and waitlisted candidates for various courses will be put up on notice boards in the College and Town campuses and on the website

<http://admissions.cmcvellore.ac.in>. Regarding supplementary selections, please refer to Section 7.

- a. All selected candidates who wish to accept the postgraduate seat offered, must give their acceptance in writing by the date and time stipulated in the Selection Notice along with initial payment as a demand draft for Rs 25000/- (non-refundable) in favour of “CMC Vellore Association”. *Failure to provide acceptance in writing and demand draft as above by the date and time stipulated in the Selection Notice will lead to **automatic forfeiture of the seat offered** and the next eligible candidate on the waiting list will be invited to join the course, as per the selection policy.*
- b. *As and when vacancies arise, the waitlisted candidate will be sent a provisional offer of admission by email. The candidate must provide acceptance in writing or as a scanned copy of signed acceptance by e-mail by the date and time stipulated in the offer of provisional admission. The email needs to be followed up with a signed hard copy of the letter of acceptance and a demand draft for Rs 25000/- (non-refundable) in favour of “CMC Vellore Association”. The candidate must contact the Vice Principal’s office (PG) (0416-2284262, [princi.pg@cmcvellore.ac.in](mailto:princi.pg@cmcvellore.ac.in)) if they do not receive an acknowledgement of their email / letter accepting the provisional admission. Failure to send an acceptance of the offer and payment will lead to **automatic forfeiture of the seat offered** and the next eligible candidate in the waiting list will be invited to join the course, as per the selection policy.*
- c. The remaining amount will be collected at the time of final registration. (Please refer to section 6)
- d. An undertaking with regard to the above terms and conditions will have to be signed and submitted by the candidate at the time of the interview (Step-2).

### 4.1 REGISTRATION OF SELECTED CANDIDATES:

All selected candidates must report to the Principal’s Office to register themselves for the postgraduate course for which they have been selected as per the time schedule in the Final Selection Notice. Those candidates who are unable to join and register for the course on the stipulated date MUST meet the Vice-Principal PG with valid supporting documents at the time of submitting their acceptance of the seat. For eg. If the reason for delay is to complete a sponsorship obligation/ 2 year service, then a letter from the sponsoring/supporting body giving the date of completion is required.

Failure to register and join the course on the stipulated date will also lead **to automatic forfeiture of the seat offered** and the next eligible candidate in the waiting list will be invited to join the course, as per the selection policy. All selections are subject to applicable regulations by University / Government and the Medical Council of India. All documents should be submitted in Original at the time of Registration. The courses will commence on 1<sup>st</sup> April, 2017.

#### **4.2 CERTIFICATES REQUIRED IN ORIGINAL TO REGISTER FOR ADMISSION:**

1. M.B.B.S. Degree Certificate issued by the University.
2. M.B.B.S. Course and conduct certificate issued by the Principal/Dean.
3. Certificate of completion of compulsory rotating residential internship (CRRI) issued by the Principal or Dean.
4. Migration certificate to be obtained from respective university.
5. Diploma Certificate for those who have completed diploma in the subject
6. Eligibility Certificate obtained from the Registrar, The Tamil Nadu Dr. M.G.R. Medical University, Chennai for graduates of universities other than Tamil Nadu Dr. M.G.R. Medical University, (Please note that a migration certificate is needed for obtaining the eligibility certificate).
7. Tamil Nadu Medical Council Registration certificate for MBBS and additional qualification certificate. (Please note that a 'No objection certificate from the concerned medical council will be required in order to obtain the Tamil Nadu Medical Council Registration.)
8. PG NEET 2017 score sheet
9. Original and attested clear photocopy of date of birth certificate. (Eg. SSLC/HSC Marksheet)
10. Service obligation completion certificate in original in the case of former sponsored students (*refer Section 1.3.1*) giving full details of date of commencement and completion of service obligation.
11. Sponsored candidates should submit a clear attested photocopy of the agreement signed on stamp paper, by the candidate and the sponsoring agency. Non-compliance will result in automatic cancellation of selection.
12. Sponsored candidates should also submit a certificate of completion of two years of service in one / more Mission Hospitals of any supporting body of this institution after graduation.
13. Four passport size colour photographs for issue of identity card and for University registration.
14. Two CDs each of which contain the following files: (i) A passport size colour photograph in JPEG form and (ii) a scanned copy of the candidate's signature. Both the files and the CD cover should be labelled with the name of the candidate and the course. The image file size should not exceed 100 KB.
15. Transfer certificate in original issued by the Principal / Dean.
16. Proof of identity (Passport /Voter ID /Driving License/Aadhaar card). No other identity proof will be accepted. Please bring all 3 if available.
17. PAN Card
18. Form 16 (if available)

In addition to the originals, two attested copies of all the above certificates are required at the time of registration. Tuition fees for the whole course must be paid as one installment at the time of registration. Last date for Registration: The last date for registration of candidates called in from the waiting list will be 25/05/2017 for MD / MS / Diploma courses.

### 4.3 WITHDRAWAL

Last date for withdrawal from MD/MS/Diploma level courses is 01/05/2017. Candidates who accept the offer of selection and join the course will be expected to complete the whole training period. If due to extra-ordinary circumstances a candidate is forced to discontinue, the desire to withdraw should be notified to the Principal in writing by 01 May 2017. Those who withdraw from the course thereafter will not be selected for any training course or staff appointment subsequently in this institution. They will be required to pay the fees for the full course and make compensatory payment at the rate of the stipend normally paid to them, an amount that is proportionate to any shortage of notice for withdrawal that is less than one month. **Tuition fee and all University related fees once paid will not be refunded.** Waitlisted candidates should keep the Vice Principal's Office updated about their address and phone numbers up to 25/05/2017. Candidates are advised to ensure accuracy of information provided by them with respect to their address, phone number and e mail id. The Vice Principal's Office will not be held responsible for any non-delivery of communication due to inaccurate /outdated contact details provided by the candidate.

### 5.1 STIPEND AND ACCOMMODATION

The medical postgraduate courses are conducted in accordance with the regulations of the Tamil Nadu Dr. MGR Medical University and the training is of an "in-service" type. Selected candidates will be paid a consolidated stipend (approximately Rs. 25000/- per month) as per rules.

Accommodation: Partly furnished accommodation is provided for all postgraduate students as per availability. They are required to vacate their accommodation within 2 weeks of finishing their course.

### 5.2 SOME FACILITIES AVAILABLE FOR POSTGRADUATE TRAINEES

Medical Records Department: In clinical areas, special emphasis is given to medical record keeping. There is a well organized Medical Record Library in the institution as well as a departmental record system. Facilities are provided in these areas for trainees to conduct retrospective studies from records.

Research activity: The Christian Medical College supports an active research programme. To broaden this experience, the trainee is encouraged to participate in research activities. A Research Methodology course will be conducted for all newly selected postgraduate students. Attendance for this is mandatory. Failure to do so will result in the candidates forfeiting the privilege of obtaining research grants from the CMC Institutional Review Board.

Recreation: Facilities for games and sports are available on both campuses. All Postgraduate students are permitted and encouraged to use these facilities.

Student/Staff Health Clinic: The medical needs of the students and staff of the Christian Medical College are met through the clinic provided for this purpose. Hepatitis B Vaccination mandatory for all students. Failure to complete the entire immunization schedule for Hepatitis- B will make the candidate ineligible for free immunoglobulin in the event of accidental exposure to Hepatitis- B.

If the candidate has already been vaccinated elsewhere the serum antibody titres will need to be confirmed by the Staff Students Health Services. The candidates will have to pay for this test.

## **6.1 FEES FOR PG DEGREE / DIPLOMA COURSES \***

All Candidates should pay the following fees at the time of registration for the course:

UNIVERSITY & COLLEGE FEES STRUCTURE				
No	Description	2 Yr. Diploma	2 Yr. Degree (Post diploma)	3 Yr. Degree
1	College Admission Fee	100	100	100
2	Medical Attendance Fee	1000	1000	1000
3	Tuition Fee	800	800	1200
4	Alumni Association Fee	3000	3000	3000
5	College Library Fee	1000	1000	1500
6	Convocation & Postage Fee	100	100	100
7	One- time establishment Fee	10000	15000	15000
8	University Registration Fee	3500	4000	4000
9	University Registration Application Fee	100	100	100
10	University One time Miscellaneous fee	700	700	700
11	University Anti-Plagiarism fee	1000	1000	1000
12	University e-consortium fee	2000	2000	2000
13	University Library fee	1400	1600	1600
14	University Sports Fee / ID Fee	150	150	150
15	University Administrative Expenses Fees @	82500	82500	82500
16	University Dissertation fee	# (Applicable for DPM)	4000	4000
17	University Examination fee*	20000	24000	24000
Total Rs.		<b>127350</b>	<b>141050</b>	<b>141950</b>

\* Roughly indicative and subject to change

# **Only for Diploma in Psychological Medicine candidates additional Rs.4000/- towards University dissertation fee thus the total amounting to Rs.131350/-**

The fees will be collected for the whole course as one installment, at the time of registration.

@ Payable as a single installment at the time of admission (or) over 24 months as deduction from stipend.

## **7. SUPPLEMENTARY SELECTION**

In the event of there being vacant postgraduate seats after the primary selection, supplementary selection will be held (dates will be announced later). All candidates who are eligible for supplementary selections will be intimated by email. Candidates who wish to apply for the notified available seats, may apply for a maximum of 2 courses to the Registrar's Office with no additional registration or other fees. They must apply within the stipulated date clearly mentioning their current contact details (e mail, mobile no., landline no. etc), Registration number, Hall ticket number, the courses applied for and the priority of choices of those courses. Applicants short-listed in the order of merit for these vacancies will be invited for Step 2 assessment of skills & knowledge. (For more details, please refer to Sections 3.4, 3.5 and 4.1) No admissions will be made after 25th May 2017.

## 8. POSTGRADUATE FELLOWSHIP ADMISSIONS APRIL 2017

This bulletin may be downloaded free from the website. It gives essential details to candidates and helps them in their application for the various Postgraduate Fellowship courses beginning April 2017. PLEASE GO THROUGH THIS CAREFULLY BEFORE FILLING THE APPLICATION FORM. PG NEET 2017 score should be submitted within 10 days of announcement of the same.

### 8.1 POSTGRADUATE FELLOWSHIP COURSES - APRIL 2017

Course Name	Course Code	Duration	No of Seats*	Eligibility
Accident & Emergency Medicine	F01	2 years	10	1. Candidates having qualified for the MBBS/(F04) BDS Degree, compulsory rotating residential internship and full registration before 15/05/2017  2. Those with a service obligation will need to have completed the same by 15/05/2017  3. PG NEET 2017 eligible (except F04)
Family Medicine	F03	2 years	2	
Advanced General Dentistry #	F04	2 years	4	
Medical Genetics **	F05	2 years	1	
Palliative Medicine	F06	1 year	2	
Diabetes	F07	2 years	2	

\* Variable number

\*\* Course accredited by the Tamil Nadu Dr. M.G.R. Medical University

# Candidates have to appear for Specialty paper (Advanced General Dentistry) at Vellore (Step 1). Selection for Step - 2 will be based on the results of Step 1.

NOTE: POSTGRADUATE COURSES IN THIS INSTITUTION ARE IN-SERVICE TRAINING PROGRAMMES.

### 8.2.a ADMISSION TIME TABLE 2017\* FOR MEDICAL FELLOWSHIP COURSES

09/11/2016	Application can be accessed online
25/01/2017	Last date for online submission of application form till 5 pm#
15/01/2017 to 01/02/2017#	Online submission of PG NEET 2017 scores
01/02/2017	Last date for receipt of relevant supporting documents
01/02/2017	Last date for receipt of payment proof (applicable only for those who pay by demand draft / challan)
01/02/2017	Last date for receipt of completed sponsorship forms
28/02/2017	Announcement of list of candidates called for Step 2
14/03/2017	Registration for Step 2 and Medical Checkup at Vellore
16/03/2017	Step 2: Assessment of Skills & Knowledge at Vellore for all courses
17/03/2017	Announcement of final selection list
18/03/2017	Acceptance before 12:00 noon
28/03/2017	Registration for admission to all Fellowship Courses**
29/03/2017 to 31/03/2017	Mandatory orientation programme
01/04/2017	Course begins

\* Dates are subject to change

\*\* Registration will be as per the schedule provided in the final selection notice. Please note that registration for each specialty will ONLY be during the time stipulated. Late registration will not be entertained. Please refer to Section 4 of the bulletin for further details.

# or within 10 days after the PG NEET 2017 results are announced

## 8.2.b ADMISSION TIME TABLE 2017\* FOR FELLOWSHIP IN ADVANCED GENERAL DENTISTRY

09/11/2016	Application can be accessed online
25/01/2017	Last date for online submission of application form till 5 pm
01/02/2017	Last date for receipt of relevant supporting documents
01/02/2017	Last date for receipt of payment proof (applicable only for those who pay by demand draft / challan)
01/02/2017	Last date for receipt of completed sponsorship forms
28/02/2017	Call letter for Step 1 for Advanced General Dentistry course
14/03/2017	Registration, Step 1 & Medical Checkup at Vellore
14/03/2017	Announcement of list of candidates for Step 2
16/03/2017	Step 2: Assessment of Skills & Knowledge at Vellore
17/03/2017	Announcement of final selection list
17/03/2017	Acceptance before 5.00 pm
18/03/2017	Registration for admission
20/03/2017	Course begins

\* Dates are subject to change

## 8.3 THE APPLICATION PROCESS

Application forms can be accessed only on-line through the CMC website, <http://admissions.cmcvellore.ac.in/> from 09/11/2016 till 5 pm on 25/01/2017 and submitted online with a basic administrative fee of Rs.1000/-. Candidates applying from SAARC countries should send Rs. 2000/- or its equivalent and those from other foreign countries US dollars 100 or its equivalent.

Money can be remitted by using any one of the following methods:

1. Online payment using payment gateway (credit or debit card/ net banking)
2. As a challan at no extra cost at any branch of ICICI bank in India. A challan will be generated when filling payment details in the application form. Please mention FC- CMC-V on the challan. (Send the original challan)
3. Demand draft in favour of “C.M.C. Vellore Association a/c” on any Scheduled Bank, payable at Vellore. Keep your demand draft ready before filling the application form. Write your name and application number on the back of the demand draft before dispatching.

## 8.4 INSTRUCTIONS FOR SUBMITTING APPLICATIONS

PLEASE DOWNLOAD THE BULLETIN AND READ THE INSTRUCTIONS CAREFULLY BEFORE FILLING THE FORM.

The application form is available **ONLY** online. The information provided on the application form will be taken as final: Any falsification of data will result in cancellation of the offer of admission if selected. Please keep your application number and Registration number for future reference.

In case of doubt, please contact Registrar’s office.

Please note:

1. Candidates may not apply for more than two courses.
2. No candidate will be allowed to change the choice of subject
3. Please ensure that the application form is complete

1. Candidates must send self-attested, clear photocopies, where applicable, of:
  - a) Certificate of completion of Sponsorship obligation (applicable to those who were previously sponsored by CMC or any other member of the Christian Medical College Vellore Association or Council and are serving / have served their sponsorship obligation) signed by the authorized signatory of the sponsoring body.
  - b) Proof of service, if served in an area of need. (If annexure 2 is filled, valid attested certification needs to be sent).
  - c) Proof of service of two years in one or more mission hospitals of any of the supporting bodies of this institution after graduation, for all sponsored candidates.
2. Candidates are advised to submit their applications as early as possible. Applicants employed in Government or similar establishments who have to route their applications through “proper channels” for the purpose of permission/leave, etc., are advised to submit an application as detailed above for the desired course, complete with all the required enclosures directly to Office of the Registrar before the closing date. A photocopy of the completed application may be routed through the “proper channels”. This would avoid rejection of the applications from such candidates due to receipt after the closing date on account of delays in various sanctioning offices
3. All the required enclosures must reach the Office of the Registrar, Christian Medical College, Vellore 632002, on or before 01/02/2017. Applications which lack any of the required enclosures will not be considered after 01/02/2017.

**FOLLOW THE INSTRUCTIONS CAREFULLY. AND FILL IN ALL THE DATA PROPERLY. ERRORS ARISING OUT OF INCORRECT OR IMPROPER DATA ENTRY WILL BE THE SOLE RESPONSIBILITY OF THE CANDIDATE.**

#### 8.5 SPONSORSHIP RULES:

Please refer to SECTION 2.2 of this bulletin for details regarding sponsorship rules for fellowship courses. The duration of service obligation for postgraduate fellowship course will be a minimum of two years.

#### 8.6.1 SELECTION PROCESS

The selection of candidates for postgraduate fellowship courses will be NEET PG 2017 based (except for Advanced General Dentistry course), and will be according to the directives of the CMC Vellore Council. Fifty percent of the seats in each course are reserved for sponsored candidates, provided they fulfill other criteria for eligibility for admission. However, more than 50% of the available seats may be allotted to sponsored candidates based on their ranking in the selection test. The wait list is based on ranking in the selection tests. The first sponsored candidate on the waiting list will ordinarily fill vacancies arising by sponsored candidates not accepting a seat to make up 50% reservation for sponsored candidates. In the event that more than 50% of the seats in any course are filled by sponsored candidates and one of the sponsored candidates does not accept the seat, it will be offered to the next candidate on the wait list by rank irrespective of whether he or she is sponsored or open.

Weightage will be given to:

- a) Those who are sponsored by eligible sponsoring bodies of the CMC Vellore Association (see Annexure – 1)
- b) Those who have served in areas of need (see Annexure - 2).

The Principal’s decision regarding the above is final.

*Any falsification of information will lead to automatic disqualification.*

### 8.6.2 Fellowship in Advanced General Dentistry Course:

Selection will be based on the Specialty paper in Advanced General Dentistry, consisting of 120 multiple choice questions, of duration 90 minutes (Step 1).

### 8.7. STEP 2:

A list of candidates selected for Step 2 (tests and interviews) will be put up on notice boards in the College and Town campuses and on the website <http://admissions.cmcvellore.ac.in>

Please refer to the time table 8.2.a. & 8.2.b. The Tests and Interviews will usually be conducted at the CMC Hospital (Town campus), located on Ida Scudder Road, Vellore. During the tests in Vellore, the candidate's medical fitness to undergo the course will also be assessed. A Medical checkup will be held prior to the interview. All candidates invited for the interviews are advised to bring their Chest X-ray taken within the last six months.

Note: Candidates who are currently pregnant / or pregnancy is a possibility will be exempted from the Chest X-ray.

*CANDIDATES WHO ARE INVITED TO BE INTERVIEWED MUST HAVE THE FOLLOWING DOCUMENTS IN ORIGINAL:*

(Attested photocopies of the Certificates are acceptable only for interview purpose)

a) Degree Certificate or Provisional Pass Certificate or Official Final Mark Sheet issued by the University, for each course done- MBBS and BDS. *CERTIFICATES ISSUED BY OTHER AUTHORITIES ARE NOT ACCEPTABLE.*

b) Course and Conduct Certificate issued by the Principal/Dean of the College and stamped with the Seal of the office giving the dates of commencement and completion of course, stating clearly that the candidate does not have any pending obligation of service - one certificate for each course done. M.B.B.S. or Diploma or Degree. *CERTIFICATES ISSUED BY OTHER AUTHORITIES ARE NOT ACCEPTABLE.*

c) STATE MEDICAL COUNCIL REGISTRATION CERTIFICATE

d) NEET PG 2017 score sheet

### 8.8 RESULTS OF STEP 2

A list of candidates selected for admission will be put up on notice boards in the College and Town campuses and on the website <http://admissions.cmcvellore.ac.in>

All selected candidates who wish to accept the Postgraduate Fellowship seat offered, must give their acceptance in writing by the date and time stipulated in the Selection Notice.

### 8.9 REGISTRATION OF SELECTED CANDIDATES:

All selected candidates must report to the Principal's Office to register themselves for the Postgraduate Fellowship course for which they have been selected as per time-table 8.2.a & 8.2.b. All selected candidates are expected to join their respective courses on the stipulated date without fail after registration. Failure to join the course on the stipulated date will lead to automatic forfeiture of the seat offered and the candidates in the waiting list (in the order listed) will be invited to join the course.

All documents should be submitted in Original with two sets of government gazette attested photocopy at the time of Registration. The courses will commence on 1<sup>st</sup> April 2017 for Medical Fellowship courses and on 20<sup>th</sup> March, 2017 for Advanced General Dentistry. Those candidates who are required to complete their service obligation prior to joining will need to complete the same at the



latest by 15<sup>th</sup> May 2017.

8.10. The following certificates are required in Original to register for admission:

1. MBBS / BDS Degree certificate in original issued by the University.
2. MBBS / BDS Course and conduct certificate in original issued by the Principal/Dean.
3. Certificate of completion of CRRRI training in original issued by the Principal / Dean
4. Migration Certificate in original to be obtained from their respective University.
5. Eligibility Certificate obtained from the Registrar, The Tamil Nadu Dr. M.G.R. Medical University, Chennai. (*This is required only for the courses accredited by the Tamil Nadu Dr. M.G.R. Medical University, Chennai. and it is applicable only for graduates of Universities other than Tamil Nadu Dr. M.G.R. Medical University. Please note that a Migration certificate is needed for obtaining the Eligibility certificate.*)
6. Transfer certificate in original issued by the Principal / Dean.
7. Tamil Nadu Medical / Dental Council Registration Certificate for MBBS / BDS and additional qualification. Please note that a “No objection certificate” from the state medical / dental council will be required in order to obtain the Tamil Nadu Medical Council Registration.
8. Original and attested clear photocopy of date of birth certificate. (SSLC/H.Sc. Mark sheet)
9. Service obligation completion certificate in original in the case of former sponsored students of this college, giving full details of date of commencement and completion of service obligation.
10. Sponsored candidates should submit a clear attested photocopy of the agreement signed on stamp paper, by the candidate and the sponsoring agency. Non-compliance will result in automatic cancellation of selection.
11. Sponsored candidates should also submit a certificate of completion of two years of service in one / more Mission Hospitals of any supporting body of this institution after graduation.
12. Four passport size colour photographs for issue of identity card and for University registration.
13. A CD which contains the following files: (i) A passport size colour photograph in JPEG form and (ii) a scanned copy of the candidate's signature. Both the files and the CD cover should be labeled with the name of the candidate and the course. The image file size should not exceed 100 KB.
14. Foreign Nationals must produce a “No Objection Certificate” from the Government of India. Need to obtain MCI Temporary permission 2 months before course commences.
15. Proof of identity (Passport /Voter ID /Driving License/Aadhaar Card)
16. PAN Card
17. Form 16 (If available)

In addition to the originals, two copies of all of the above certificates are required at the time of admission. Tuition fees of the whole course must be paid as one installment at the time of registration.

#### 8.11 STIPEND & ACCOMMODATION

The medical Postgraduate Fellowship Courses are conducted in accordance with the regulations of the Academic Committee of the CMC Vellore Association and the training is an “in-service” type. Selected candidates will be paid a consolidated stipend as per rules, and provided free partly furnished single accommodation as per availability.

#### SOME FACILITIES AVAILABLE FOR POSTGRADUATE TRAINEES:

**Medical Records Department:** In clinical areas, special emphasis is given to medical record keeping. There is a well organized Medical Record Library in the institution as well as a departmental record system. Facilities are provided in these areas for trainees to conduct retrospective case studies from records.

**Research activity of each Department:** The Christian Medical College supports an active medical research programme. To broaden this experience, the trainees are encouraged to participate in research activities. A Research Methodology course will be conducted for all newly selected postgraduate students. Attendance for this is mandatory. Failure to do so will result in the candidates forfeiting the privilege of obtaining research grants from the CMC Research Committee.

**Accommodation:** Partly furnished accommodation will be provided for all post doctoral / graduate trainees

depending on availability. Candidates are required to vacate their accommodation within 2 weeks of finishing their course. Meals can be obtained from the canteen run by the National Y.W.C.A in the hospital premises, or from one of the many hotels in the vicinity of the hospital. Meals can also be had either from the mess run at the Men Interns' Quarters or Lady Interns' Quarters.

Recreation: Facilities for tennis, badminton, basketball, volleyball and table tennis are available

Staff Student Health Clinic: The medical needs of the students and staff of the Christian Medical College are met through the clinic provided for this purpose.

Hepatitis B Vaccination is mandatory for all students. The selected candidates should contact the Staff Student Health Service within one week of joining the course. The candidates have to pay for Vaccination (3 doses and 1 booster dose). Failure to take the Vaccination will make the candidate ineligible for free immunoglobulin in the event of accidental exposure of Hepatitis-B. If the candidate has already been vaccinated elsewhere the serum antibody titres should be confirmed through the Staff Student Health Service. The candidates have to pay for this test.

### 8.12 FEES

All Candidates should pay the following fees at the time of registration for the course. The fees will be collected for the whole course as one installment, at the time of registration for admission.

#### COLLEGE FEE STRUCTURE\*

Fee	1Year Course	2 Year Course
* University Registration / Application Fee		10600
College Administrative Fee	5000	6000
College Admission Fee	500	500
Medical Attendance Fee	500	1000
Tuition Fee	500	1000
Alumni Association Life Membership	3000	3000
Library Fee (College)	500	1000
Examination Expenses Fee	5000	7500
One time establishment Fee	7500	15000
Total	22500	45600

*\*Roughly indicative and subject to change. Applicable for University approved courses only.*

### 8.13 WITHDRAWAL:

Candidates who accept the offer of selection and join the course will be expected to complete the whole training period. If due to any extra-ordinary circumstances a candidate is forced to discontinue, the desire to withdraw should be notified to the Principal in writing by 20<sup>th</sup> April 2017. Those who withdraw from the course thereafter will not be selected for any training course or staff appointment subsequently in this institution. They will be required to pay the fees for the full course and make compensatory payment at the rate of the stipend normally paid to them, an amount that is proportional to any shortage of notice for withdrawal that is less than one month. Tuition fee and College fees once paid will not be refunded.

Waitlisted candidates should keep the Office of the Registrar updated about the address and phone number up to 30/04/2017.

## ANNEXURE 1

List of sponsoring bodies and churches of the CMC Vellore Council:

1. Andhra Evangelical Lutheran Church
2. Arcot Lutheran Church #
3. Assemblies of God in North India#
4. Baptist Church of Mizoram
5. Chaldean Syrian Church of the East
6. Christian Assemblies in India
7. Christian Services Society of Bengal, Orissa & Bihar #
8. CNI Nagpur Diocese
9. CNI Synod The Synodical Board of Health Services
10. C.S.I. Coimbatore Diocese #
11. C.S.I. Dornakal Diocese
12. C.S.I. Kanyakumari Diocese
13. C.S.I. Karimnagar Diocese #
14. C.S.I. Karnataka Diocese Interdiocesan Medical Board
15. C.S.I. Krishna - Godavari Diocese
16. C.S.I. Madras Diocese
17. C.S.I. Madhya Kerala Diocese
18. C.S.I. Madurai-Ramnad Diocese
19. C.S.I. Medak Diocese #
20. C.S.I. North Kerala Diocese
21. C.S.I. Rayalaseema Diocese
22. C.S.I. South Kerala Diocese
23. C.S.I. Tiruchy-Tanjore Diocese
24. C.S.I. Tirunelveli Diocese
25. C.S.I. Vellore Diocese
26. Council of Baptist Churches in North East India
27. Council of Christian Hospitals
28. Eastern Regional Board of Health Services
29. Emmanuel Hospital Association
30. Evangelical Lutheran Church in Madhya Pradesh
31. Gossner Evangelical Lutheran Church #
32. India Evangelical Lutheran Church #
33. Inter Ashram Fellowship
34. Jeypore Evangelical Lutheran Church
35. Khasi Jaintia Presbyterian Assembly
36. Kolhapur Church Council #
37. Malankara Jacobite Syrian Orthodox Church
38. Malankara Orthodox Syrian Church Catholicate of the East
39. Marathi Mission
40. Marthoma Syrian Church of Malabar
41. Mennonite Medical Board of the Mennonite Church in India.
42. Methodist Church in India
43. Mizo Presbyterian Church Synod
44. North Bank Baptist Christian Association
45. Poona Christian Medical Association
46. The Salvation Army India South Eastern Territory
47. The Salvation Army India South Western Territory #
48. The Salvation Army India Western Territory
49. Samavesam of Telugu Baptist Churches #
50. Southern Asia Division of SDA
51. Tamil Evangelical Lutheran Church
52. U.P. Regional Board of Health Services
53. The Leprosy Mission
54. Christoffel Blinden Mission
55. C.S.I. Jaffna Diocese
56. International Mission Board, Southern Baptist Convention
58. South East Asia Union Mission of SDA Singapore
59. United Mission to Nepal
60. Christian Medical College, Vellore
63. Value Programme, CMC Ludhiana

# NOT ELIGIBLE TO CERTIFY THIS ACADEMIC YEAR

**ANNEXURE 2**

**Format of Certification to be filled in for work in areas of need**

Application No: \_\_\_\_\_

Name: \_\_\_\_\_

	Name of institution	Date of joining	Date of completion	Period in months
Mission Hospital*				
Leprosy Hospital*				
Service in Armed Forces				
Govt. Primary Health Centres				
Others#				

# Others - Includes HIV Home care, Tribal / Rural work and work in slums with registered NGOs. The certificate needs to be signed by the head of the institution / NGO

\* Certification needs to be from the head of the institution, stating details of Church/ Diocese/ Organisation under which the mission/leprosy hospital is run.

**Signature:**

**Date:**