

NIZAM'S INSTITUTE OF MEDICAL SCIENCES
(A University Established Under the State Act)
PUNJAGUTTA, HYDERABAD – 500082 TELANGANA
Prospectus for Admission
Certificate Course in Emergency Medicine and Trauma

CCEMAT
(Course is not recognized by NMC)
For the year 2025 - 2026



Website: www.nims.edu.in

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AT A GLANCE

1	Availability of online application on website	07.03.2025
2	Last date for submission of online application	17.03.2025
3	Last date for submission of hard copy of application	20.03.2025
4	Date of issue of hall tickets	26.03.2025
5	Date of entrance examination	29.03.2025
6	Display of provisional results & final Merit list on website	01.04.2025
7	Issue of Provisional Admission letters of eligible candidates	04.04.2025
8	Date of admission, payment of fee and submission of Original Certificates and Bond	10.04.2025
9	Commencement of classes	16.04.2025
10	Closer of admissions	15.06.2025

1. Notification:

Applications are invited from eligible candidates of Telangana State for admission into one year Certificate Course in Emergency Medicine and Trauma [CCEMAT] not accredited by the National Medical Commission (NMC).

2. Number of Seats – 5 (Five)

3. Entry qualification:

The candidate for admission into the course shall have passed MBBS course or equivalent degree recognized by MCI/NMC.

4. Duration of the course: 12 months

5. Upper Age Limit: 40 years as on 31st December 2024

6. Application procedure:

- a. The Online Application Registration, Notification and instructions to fill the application is available at NIMS website: www.nims.edu.in (or) <https://www.nimsts.edu.in/Recruitment/hr/pisrecruitment/RecruitmentApplicationDeskAction.cnt> from 11.00 AM on 07.03.2025 till 5.00 PM of 17.03.2025 and last date for submission of hard copy of online application is 20.03.2025.

NOTE: The candidates are advised to read carefully the prospectus/ instructions before proceeding to fill the application form in NIMS website: www.nims.edu.in

- b. Incomplete online and hand-written application forms are liable to be rejected.
- c. The registration and processing fee Rs.5,000/- (Bank Transaction charges extra) should be remitted through payment gateway using UPI or Credit Card or Debit Card issued by the banks in India or through Internet banking. Application fee is not refundable even if the application is summarily rejected.
- d. The hard copy duly signed of the online application by the candidate shall be submitted in person or by Indian post to The Associate Dean, Academic-1, 2nd floor, Old OPD Block, Nizam's Institute of Medical Sciences, Hyderabad 500 082 on or before 5.00 PM of 20.03.2025 along with all the documents mentioned in the Annexure-I.
- e. The online application shall not be considered without submission of hard copy of the same (online application) along with the required documents/certificates as prescribed. No further correspondence shall be entertained in this matter.
- f. The applications received after the prescribed date and time shall not be considered. The Institute will not be responsible for non-receipt of application or delay in postal transit.
- g. An acknowledgement will be sent to the respective candidate by sms / e-mail or to the login account after receipt of the hard copy of Application. Those who have not received acknowledgement of the application shall contact in the office of Associate Dean, Academic 1 Section (Phone No.040-23489456) within one week from the date of submission of hard copy of application. No further correspondence shall be entertained in this matter after prescribed period.

- h. The applications of in-service candidates should be forwarded by the appointing authority. The in-service candidates are required to submit Service Certificate and No Objection Certificate in original from the Appointing Authority at the time of submission of application.
- i. All candidates who are employees in the State of Telangana and Central Government under takings, Public Sector Corporations, Local Bodies, Universities and other similar quasi-public Institutions should submit their hard copy of the applications along with No Objection Certificate from the appointing authority. The selected candidates should submit relieving order along with original certificates at the time of admission.
- j. In case of in-sufficient number of candidates, NIMS reserves right to cancel the entrance examination/admission.

7. Entrance Test:

1. The entrance examination shall be conducted at the venue, date and time specified by the Institute in Hall Ticket.
2. Hall Ticket needs to be downloaded from NIMS website by logging with registration number and password on the prescribed date. The Institute is not responsible for not obtaining web based Hall Ticket. No correspondence in any other matter shall be made. No candidate will be allowed to appear for the entrance examination unless he/she hold the Hall Ticket.
3. Candidates appearing for entrance examination will not be paid any travelling allowance.
4. The selection shall be by an entrance examination consisting of 60 multiple choice questions (MCQs) covering clinical subjects in MBBS course. The duration of examination will be 1 hour the medium of Examination is in English. The candidates shall qualify in entrance examination by securing 50% marks.
5. Candidates indulging in malpractice during the entrance examination will be disqualified and their hall-tickets shall be confiscated. The marks of such candidates will not be displayed.

8. Method of Selection

The selection will be made based on the merit in the entrance examination. Candidates shall be ranked in the order of merit based on the marks obtained in the entrance examination. In case of equality of marks in entrance examination the following criteria will be adopted to resolve the ties:

- a. Candidate securing higher aggregate marks in final MBBS examination (part I & part II) will be followed.
- b. Further tie, age shall be taken into consideration the candidate elder in age being given priority.

9. Admission:

1. Submission of Original Certificates & payment of admission fee - All those candidates who have been allotted the seats have to pay the specified fee and submit the original certificates as prescribed at Annexure – III on the date of admission. Failure to submit the required certificates or pay the fee shall render the candidate to forfeit his/her seat. The fee paid at the time of admission shall not be refundable under any circumstances.

2. Discontinuation of the Course:

- i) All the candidates joining into the course in Emergency Medicine and Trauma [CCEMAT] should execute a bond as per the format enclosed at Annexure-II) on a non-judicial stamped paper of Rs.100/- value to ensure undertaking to complete prescribed period of training. In case of default, such candidate has to give one month prior notice to the institute or he/she has to pay (1) one month stipend. In addition, he/she has to pay bond amount of Rs.1,00,000/- (Rupees One Lakh only) to NIMS, Academic, Account Fund, Hyderabad. Candidates who are absent for a continuous period of three (3) months or more without permission, shall be deemed to have forfeit the admission into the course and the studentship shall stand cancelled without any further notice. Bond condition as prescribed above shall be applied in this case also.
- ii) **In-Service Candidate**—The In-service candidates are required to submit the following documents – i) Relieving order from the employer; ii) original degree certificates; iii) certificate from the controlling authority stating that no objection (NOC) to the candidate's admission to the certificate course in Emergency Medicine and Trauma and in the event of selection to the course he/she shall be relieved immediately; iv) letter regarding grant of leave and salary for the period of study. In-service candidates, who cannot deposit original certificates at the time of admission, can submit Photostat copies of the original certificates duly attested by the controlling authorities of the Institution where they are employed. Failure to submit the above certificates shall render the candidate ineligible for admission.
- iii) **Original certificates** submitted by the candidates shall not be returned to the candidates till they complete their course of study and appear for the University Examination.
- iv) **Correspondence related to admission or selection** - In all matters relating to selections and admissions, the decision of the authorities of NIMS, shall be final and binding on the candidates and selection cannot be questioned after admissions are closed. No individual correspondence shall be made for selection/admission or in any matter. Candidates are requested to follow the information regularly displayed at NIMS website: www.nims.edu.in

v) **Fee Structure:**

1	Application Fee	Rs. 5,000/-
2	Course Fee (one time fee)	Rs.10,000/-
3	Library Fee	Rs. 3,000/-
4	Medical Examination Fee	Rs. 4,050/-
5	Final Examination Fee	Rs. 5,000/-

Note: All the candidates selected for admission including in-service candidates are required to pay the above fee at the time of admission. Non-payment of fee will entail discontinuation of the course. The fee paid at the time of admission is not refundable under any circumstances.

- vi) **Completion of Admission Process** - After the certificates are scrutinized and found to be in order, the candidate shall submit bond agreement duly signed as per format prescribed at Annexure II following which he/she is given the admission letter. The admission of the candidate shall be subject to medical fitness. The Medical Board appointed by NIMS, will decide the medical fitness and the decision of the Board shall be final. This is treated as completion of the admission process.
- vii) The selected candidates have to report to their Head of department concerned and join the course on or before the date mentioned in the provisional selection order. Those who have not reported are liable for cancellation of admission without further notice.

10.After-Admission

- I. **Commencement of course:** The course shall commence as per NIMS schedule as notified by the University. The duration of course shall be calculated from the date of commencement of the course.
- II. **Full time Course** - The course is full time. The candidate shall be full time Resident. No private practice or consultation is allowed during the period of certificate course in Emergency Medicine and Trauma. The candidate shall not register for any other degree or diploma course concurrently while pursuing the present course.
- III. **Payment of Tuition Fee**-The tuition fee shall be paid at the time of admission
- IV. **Accommodation** - Accommodation shall not be provided to the candidates within the campus.
- V. **Duties and responsibilities** - Duties and responsibilities of the Residents joining the certificate course shall be fixed by the Institute from time to time. They will be required to pursue such works as may be needed in the legitimate interest of patient care and training.

- VI. **Attendance** -All the candidates joining the certificate course in Emergency Medicine and Trauma training programme shall work as 'full time residents' during the period of training and shall attend not less than 80% (eighty percent) of the imparted training during academic term of 6months including assignments, accessed full time responsibilities and participation in all facets of the educational process.
- VII. **Maintenance of Log book** – Candidates are required to maintain a log book recording their day-to-day academic activities, which must be submitted to the Dean through proper channel once in six months. There shall be entry of various special investigations, procedures and operations performed, etc. by the candidate during the study period certified by the head of department. This shall be submitted to the examiners at the time of final Practical/Viva-voce Examinations.
- VIII. **Scientific Presentation** – The selected candidates will be encouraged to present in local and national conferences.
- IX. **Performance Assessment**-The performance of the candidate will be evaluated at the end of six months by the department through internal assessment examination constituted for the purpose. In case of unsatisfactory performance, the Institute has the right to take suitable action. It may be in the form of extension of the training period, detention, ineligibility to appear for the final examination, removal of the name from the rolls etc.
- X. **Eligibility of the candidate for continuation of the Course** - Candidates found to be ineligible at any stage during the period of training will not be permitted to appear in the final examination. In an unlikely event of any ineligible candidate appearing and/or being successful in the examination the result of such candidate shall be cancelled and/or deemed to be cancelled.
- XI. **Eligibility of the candidate for appearance in the examination** - The candidate shall be eligible to appear in the University examination only upon attainment of eligibility as per NIMS Regulations (80%ofattendance).
- XII. **Course completion** - The period of training for obtaining the one year course certificate shall be completed in a year including the examination period.
- XIII. **Discipline & Conduct** - The students shall maintain strict discipline during the period of study/training in terms of conduct rules of the Institute. The candidate shall not resort to any strikes or demonstration during the period of their study or criticize the policies of the Institute either before the print and electronic media or on social sites. Violation of the conduct rules will result in the cancellation of admission of the candidate a part from invoking the terms and conditions of the bond.

11. Final Examinations:

- I. Theory papers I & II, OSCE, Practical's. Each theory paper carries 100 marks over 3 hours. OSCE is for 30 marks and practical assessment is for 70 marks which includes case presentation, spotters, viva voce.
- II. Minimum pass marks shall be 50% each of the theory and practical paper separately

12. Stipend

- I. Stipend Rs.50,000/- (Rupees Fifty thousand only) per month shall be paid to all such students who are regular in attendance and attend to their duties to the satisfaction of the controlling authorities. The candidates who are joining on deputation basis from other institutes, no stipend will be paid if they are being paid by the parent department.
- II. The total period during which the students are paid stipend shall not exceed 12 months from the date of joining of the certificate course in Emergency Medicine and Trauma. No candidate shall be eligible to draw the stipend for more than 12 months during the period of study including the period of extension, if any.

13. Leave

- I. **Leave Eligibility**-The candidates are eligible for 20 days all-purpose leave in an academic year not exceeding ten leave during first six months. The entitlement includes leave for sickness and attendance of professional conferences etc. Maximum duration of leave permitted at a time shall be 10 days. If a candidate avails more than 10 days leave at a time, the stipend shall be deducted for the entire leave period. The candidate is not eligible for special casual leave during the study period.
- II. **Maternity Leave**-Women student can avail maternity leave upto maximum of 180 days once in their period of study. The study period, however, will be extended to the extent of maternity leave availed. Payment of stipend shall be limited to 12 months including the period of maternity leave availed. No stipend is payable for the extended period of training. The candidate shall be eligible to appear in the institute examination only upon attainment of eligibility as per NIMS-Regulations (80% of attendance).
- III. **Extraordinary Leave** – Extraordinary leave without stipend, for additional periods beyond leave eligibility will be considered in case the candidate is sick and the Institute's medical board considers that his/her illness requires rest.
- IV. **Leave beyond Eligibility**- In case of the candidate availing medical leave/ any other leave or un-authorized absence is beyond 10 days during the course, the study period of the candidate shall be extended to the extent of such period. No other leave is permitted.

14. Closure of admissions- Closure of admissions shall be as per Institute/University guidelines. Any vacancy arising after the closure of admission shall not be carried forward to the next academic year. The duration of the course shall be calculated from the date of commencement of the course, without any reference to the date of joining of any individual.

15. Anti –Ragging Act

Ragging is prohibited as per Act No.26 of 1997 dated 21-08-1997 of Telangana Prohibition of Ragging Act, 1997, Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/ Institutions) Regulations, 2009 issued vide notification dated 03-08-2009, UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009 (Under Section 26(1)(g) of the University Grants Commission Act, 1956) New Delhi-110002 dated 17th June 2009 and amendments made from time to time .If any incident of ragging is brought to the notice of the authorities of the Institute, suitable action will be taken.

Punishment Provisions:

Any student or group of students found guilty of ragging on campus or off campus shall be liable to one or more of the following punishments:

- Debarring from appearing in any sessional test/ university examination or withholding results
- Suspension from attending classes and academic privileges
- Withdrawing scholarships and other benefits
- Suspension from the college for a period of one month
- Cancellation of admission
- Debarring from representing the institution in any national or international meet, tournament, youth festival, etc
- Suspension/expulsion from the hostel
- Rustication from the institution for periods varying from 1 to 4 semesters or equivalent period
- Expulsion from the institution and consequent debarring from admission to any other institution
- Fine up to twenty-five thousand rupees
- Imprisonment for a term which may extend to two years or with fine which may extend to ten thousand rupees or with both
- Collective punishment - When the students committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.
- If any such incident is occurred in the premises of institution/Hostel,

students are instructed to report immediately to the National Anti-raging helpline:1800-180-5522 You can also report to the members of the Anti-ragging Committee and can also call 9490296073 (On Duty Resident Medical Officer).

Anti Ragging Committee:

Dean	-Chairperson
Associate Dean-Academiic-1	– Secretary
Dr. Rahul Devraj – Prof. & Head, Dept. of Urology	– Member
Dr. G. Padmaja, Asst. Prof., Dept. of Psychiatry	– Member
President, Resident Doctors’ Association	– Member
Principal, College of Nursing	– Member
Dr. SunithWaghray – Lecturer, Dept. of Physiotherapy	– Member
Warden, College of Nursing Hostel	– Member
Principal, College of Allied Health Sciences	– Member

Anti Ragging Squad:

1. Warden, College of Nursing Hostel
2. Senior Resident, Dept. of Hospital Administration (on duty)
3. Junior Resident, Dept. of Hospital Administration (on duty)
4. Security Officer (on duty)

NODAL OFFICER :Dr. Shetty Mallikarjun, Additional Professor, Dept. of General Medicine Mobile No.9440371153

Local Police Station:

Report to: Station House Officer, Panjagutta Police Station, Hyderabad

Email: sho_pg@hyd.tspolice.gov.in

Phone: 9490616610

Website: <http://www.hyderabadpolice.gov.in/ps/punjaguttaps.htm>

Note: In compliance of the UGC regulations, it is compulsory for each student and every parent to submit an online Anti-Ragging undertaking affidavit every academic year. The student will receive an e-mail with her/his registration number. The student should forward the received e-mail to the Nodal Officer of NIMS through e-mail:nodalofficerarecnims@gmail.com

The Anti-Ragging website link: www.antiragging.in/affidavit_registrtion-disclaimer.html /www.c4yindia.org/Home/Underaking

If any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if her explanation is not found satisfactory, the authority would take necessary action as per the guidelines of UGC.

16. Sexual Harassment Act

To provide protection against sexual harassment of women at work place and for the prevention and Redressal of complaints of sexual harassment and for matters connected there with or incidental there to under the Act shall be applicable during the course period under the Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal Act, 2013).

If any incident of sexual harassment is brought to the notice of the authorities of the Institute, suitable action will be taken, and the information shall be forwarded to the National Medical Commission (NMC) for further necessary action.

17. Powers of the Dean

Not with standing anything contained in this prospectus the Dean, NIMS may at any time before completion of the certificate course either on their ownmotion or on the application of any person after due and proper enquiry and after giving the candidate two weeks' time from the date of receipt of the show cause notice to submit the written explanation and on personal hearing, order the cancellation of admission to the course, if in their opinion such candidate had furnished incorrect particulars/false information in the application or in the documents attached thereto or in the statement made either before the authority in charge of admission or the Dean or any other manner. Against any such order of the Dean, the appeal shall lie with the Director, Nizam's Institute of Medical Sciences. This prospectus is subject to change in accordance with the decisions of the Institute taken from time to time.

DIRECTOR, NIMS

Annexure I

List of documents along with hard copy of online application, duly signed and to be submitted in sealed cover by post or in person: Please note that online application shall not be accepted without submission of hard copy of application.

1. Copy of Marks Memo of 10th Class
2. Copy of Marks Memo of Intermediate
3. Copy of Marks Memo of MBBS course issued by the concerned University
4. Copy of MBBS Final Degree Certificate (Provisional Certificate is permissible for those candidates only who passed the MBBS course in the year 2024).
5. Copy of Compulsory Rotatory Internship Certificate
6. Copy of Permanent Medical Registration Certificate
7. Copy of Study and Conduct Certificates from Intermediate to MBBS from the head of the Institution/College
8. Original NOC from the appointing authority (in case of In-Service Candidates)

Note: The candidates are required to submit clearly visible Xerox copies of all Certificates by self-attested.

Please note the following:

- **Application will be summarily rejected if any of the above documents are not enclosed**
- **Any candidate found submitting false certificate will be prosecuted as per the law**
- **Do not fold the application**
- **Do not staple or tag application with other documents**

Annexure-II

BOND (Proforma)

(On Non-Judicial Stamped paper/Non-adhesive Stamp for Rs.100/-)
(FOR ALL CANDIDATES)

This Bond executed on this _____ day of _____ 2025 at Hyderabad by

Dr. _____ S/o/D/o/W/o _____

R/o _____ herein after called as
"STUDENT" in favor of the "Executive Registrar, Nizam's Institute of Medical Sciences,
(NIMS), Hyderabad" herein after called as the "NIMS" WHEREAS the said student selected
for the course of Emergency Medicine and Trauma – CCEMAT in Nizam's Institute of
Medical Sciences, Hyderabad for the year 2025. WHEREAS the NIMS has
prescribed/stipulated the condition in prospectus that the student selected for the course
has to execute a bond for Rs. 1,00,000/- (Rupees One Lakh only) in favor of the
Executive Registrar, NIMS promising that he/she will complete the prescribed period of
training.

In case of default, such candidate has to give one month prior notice to the institute or
he/she has to pay (1) one month stipend. In addition, he/she has to pay bond amount of
Rs.1,00,000/- (Rupees One Lakh only) to NIMS, Academic, Account Fund, Hyderabad.
Whereas the student selected has agreed to the said conditions and executing this bond.
This bond will come into force from the date of joining into the course.

(Signature & Name of the Candidate)

This Bond is executed in presence of following witnesses –

Witness 1:

Witness 2:

(Signature and Name with full address)

We, the Parents/Guardians-

1) _____ S/o, D/o, W/o _____
aged _____ years R/o _____
working as _____ at _____

2) _____ S/o, D/o, W/o _____
aged _____ years R/o _____
working as _____ at _____

Hereby stand as sureties to the bond executed by Dr _____
S/o, D/o, W/o _____ in favour of "Executive Registrar,
Nizam's Institute of Medical Sciences, (NIMS), Hyderabad". We undertake the liability of
the above bond amount to an extent of bond amount as well as one month stipend
amount etc. by the student/executor of the Bond. If the student/executor of the said bond
fails to discharge his/her obligations under the said bond, we abide to pay the amount as
and when the NIMS demands.

This have signed this bond in presence of the following witnesses on this

Day of _____ 2025.

Witness 1:

Surety 1

Witness 2:

Surety 2

(Signature and Name with Address in full with mobile number)

Note: The following documents of the Sureties are required to submit along with the
bond: i) Copy of PAN Card/ Aadhar Card/Passport

Annexure–III

List of Original Certificates to be submitted at the time of Admission

1. Marks Memo of 10th Class
2. Marks Memo of Intermediate
3. Marks Memo of MBBS course issued by the concerned University
4. MBBS Final Degree Certificate (Provisional Certificate is permissible for those candidates only who passed the MBBS course in the year 2024).
5. Compulsory Rotatory Internship Certificate
6. Permanent Medical Registration Certificate
7. Study and Conduct Certificates from Intermediate to MBBS from the head of the Institution/College
8. Relieving Order and NOC from the appointing authority (in case of In-Service Candidates)
9. Bond as prescribed in **Annexure–II**

Copies of Pan Card & Identity of the Candidate and the Sureties