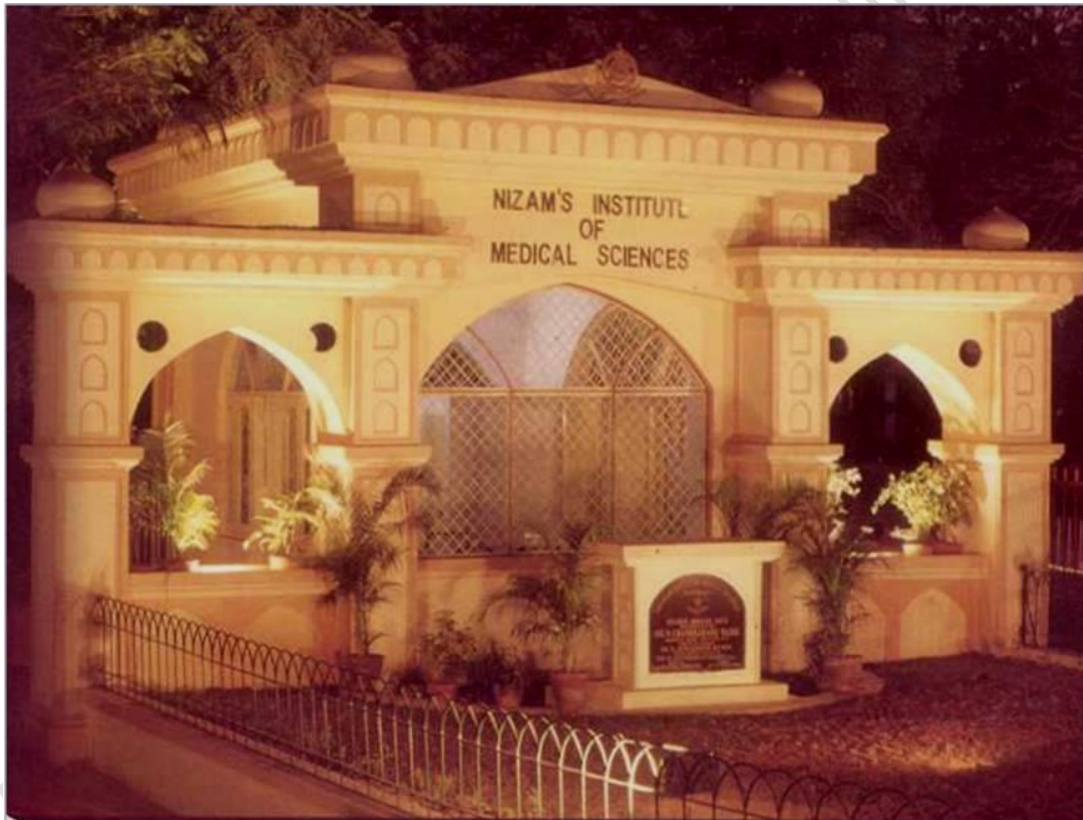


NIZAM'S INSTITUTE OF MEDICAL SCIENCES
(A University Established Under the State Act)
PUNJAGUTTA, HYDERABAD-500 082(TELANGANA STATE)



NIMSET-M.Sc. Program in Genetic Counselling-2018

Prospectus for Admission into
Master of Science Program in Genetic Counselling Course for the year 2018



Website: www.nims.edu.in

Table of contents:

	At a glance	3
I	Notification	4
II	Number of seats, duration of course and entry qualification required	4
III	Age	4
IV	Eligibility	4
V	Application Procedure	4
VI	Entrance Test	5
VII	Method of selection	6
VIII	Admission	7
IX	After Admission	8
X	Final (Exit) Examination	9
XI	Leave	10
XII	Discontinuation of the course	10
XIII	Closure of Admission	10
XIV	Termination of training and dismissal	10
XV	Anti -Ragging Act	10
XVI	Powers of Dean	11
	Annexure I	12
	Annexure II	13
	Annexure III	15

At A Glance

IMPORTANT DATES	
Availability of application on website	14-06-2018
Last date for submission of application (hard copy)	30-06-2018
Issue of Hall Tickets for eligible candidates through e-mail	09-07-2018
Date of entrance examination (Venue as indicated in the Hall Ticket)	13-07-2018
Display of provisional results of entrance examination	4.00 PM of 13-07-2018
Date of oral assessment/interview for qualified candidates (candidates should report with complete printed bio-data)	10.00 AM of 14-07-2018
Deadline for manual re-evaluation of OMR answer sheet	4.00 PM of 14-07-2018
Display of results, merit list and list of candidates selected provisionally for admission	18-07-2018
Date of admission, payment of fee and submission of original certificates and bond	Will be notified later
Commencement of classes	01-08-2018
Closure of admissions	30-09-2018

PLEASE NOTE:

Display of above list, where applicable, shall be made available on NIMS notice board and Website www.nims.edu.in

<ul style="list-style-type: none">• NO INDIVIDUAL CORRESPONDENCE WILL BE MADE FOR SELECTION/ADMISSION. CANDIDATES ARE REQUESTED TO FOLLOW THE INSTRUCTIONS/INFORMATION DISPLAYED AT NIMS NOTICE BOARD/WEBSITE www.nims.edu.in AS PER THE ABOVE SCHEDULED PROGRAMME.
<ul style="list-style-type: none">• IF A CANDIDATE IS PROVISIONALLY SELECTED FOR ADMISSION AND FAILS TO FULFILL THE ADMISSION REQUIREMENTS IN DUE TIME, HIS/HER SEAT WILL AUTOMATICALLY BE ALLOTTED TO THE CANDIDATE NEXT IN THE MERIT LIST.
<ul style="list-style-type: none">• IN CASE OF INSUFFICIENT NUMBER OF CANDIDATES, NIMS RESERVES RIGHT TO CANCEL THE ENTRANCE EXAMINATION/ADMISSIONS.

I. Notification

Applications are invited from eligible candidates from Telangana State, for admission into the M.Sc. Program in Genetic Counselling course for the year 2018.

II. Number of seats, duration of course and entry qualification required:

Sl. No.	Course	No. of Seats	Duration of the course	Entry Qualification
1	Master of Science Program in Genetic Counselling	02	2 years (full time)	Candidates with B.Sc. in Life Sciences preferably degree in Nursing or Human Genetics or Human Biology or Medical Biotechnology or Molecular Biology with aggregate percentage of 55% and above OR MBBS degree recognized by Medical Council of India

III. Age

The candidates who have not completed 45 years as on 31.12.2018 are eligible to apply. The upper age limit is relaxable by 3 years in case of SC & ST candidates.

IV. Eligibility

B.Sc. in Life Sciences preferably degree in Nursing or Human Genetics or Human Biology or Medical Biotechnology or Molecular Biology with aggregate percentage of 55% and above OR MBBS degree recognized by Medical Council of India.

V. Application Procedure

1. Application form is available at: www.nims.edu.in
2. A Candidate must submit hard copy of the application form.
3. The application form may be downloaded and filled appropriately. Please note that all the columns in the application form require to be filled in. Incomplete and handwritten application forms are liable to be rejected.
4. The filled in application form will have to be printed, signed and sent to Associate Dean (Academic-2), 2nd floor, Old OPD Block, Nizam's Institute of Medical Sciences, Punjagutta, Hyderabad 500 082, Telangana State on or before 5.00 PM on 30-06-2018 along with a) all the documents mentioned in the annexure I and b) a demand draft (see Para 5 below).
5. A demand draft for Rs.1,100/- (Rupees one thousand and one hundred only) drawn in favour of the Director, Nizam's Institute of Medical Sciences and

dated between 14-06-2018 to 30-06-2018 or a NIMS cash receipt for the same amount will have to be submitted simultaneously along with the filled-in application. The candidate must write his/her name and the course applied for on the back side of the Bank Draft/NIMS cash receipt. Application fee is non-refundable even if the application is rejected.

6. The filled in applications received after the prescribed date and time shall not be considered. The institute will not be responsible for non-receipt of applications or delay in postal transit.
7. An acknowledgement along with registration number will be sent to the candidate's e-mail after the application is processed.
8. The in-service (NIMS) candidates should have a minimum of five years regular service. Applications should be forwarded by the appointing authority.
9. The candidates who are in-service seeking admission into M.Sc. Program in Genetic Counselling shall submit service certificate and no objection certificate issued only by the concerned Directorate / Commissionerate / appointing authority in original along with application.

VI. Entrance Test

1. There shall be a common entrance test for 60 marks consisting of 60 multiple-choice questions (MCQs) to be answered in 60 minutes followed by oral assessment/interview for 40marks.
2. The syllabus for Entrance Test shall cover Life Sciences and Basic Genetics. It will include (but is not limited to) the following topics:
 - (a) Cell biology and division: structure and function of cell & its organelles, mitosis, meiosis etc.,
 - (b) Cytogenetics: Chromosomes, basic laboratory techniques etc.,
 - (c) Molecular genetics: DNA, RNA, transcription, translation, basic laboratory techniques like PCR etc.,
 - (d) Research Methodology
 - (e) Population genetics: Screening for genetic diseases, Hardy Weinberg law etc.,
 - (f) Psychosocial and ethical issues in Medicine.
3. Marks allotted for entrance examination and oral assessment/interview
 - Entrance examination - 60 marks
 - Oral assessment & Interview - 40 marks
4. The entrance test shall be conducted at the venue, date and time specified by the institute.

5. Hall tickets will be sent to the candidates, whose applications are complete and accurate in all respects through e-mail.
6. Candidates appearing for entrance test and oral assessment/Interview will not be paid any traveling allowance.
7. 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. The minimum qualifying marks to be eligible for is 50% at the entrance test and also in oral assessment/interview.
9. The candidates shall qualify in entrance examination by securing 50% of 60 marks. Candidates who are qualified in the entrance examination shall attend oral assessment/interview with structured bio-data showing experience, awards and medals if any, along with Original Certificates at the time and date specified in admission prospectus. No individual correspondence will be made in this matter. Candidates are requested to follow the information displayed at NIMS notice board and website: www.nims.edu.in.
10. The total marks obtained by the candidates in the entrance examination and the names of candidates selected for oral assessment/interview will be displayed on the notice board of the Institute/website as per the prescribed dates mentioned in prospectus.
11. No requests for postponing the date of oral assessment/interview or request to appear at an earlier date shall be entertained.
12. All requests for re-evaluation have to be made within the stipulated time along with the copy of the hall ticket and payment of Rs.1,500/- (Rupees one thousand and five hundred only) by paying cash in the NIMS cash counter in person. Request for re-evaluation of the OMR answer sheet of the entrance examination shall not be entertained beyond the time and date as stipulated by the institute. Request for re-evaluation must be submitted to the Associate Dean, Academic 2, 2nd floor, Old OPD Block, NIMS, Hyderabad 500 082.

VII. Method of Selection

1. Selection will be made based on the performance of the candidates at the entrance examination and oral assessment/interview.
2. In case of **equality of marks** in entrance examination and oral assessment/ interview, the following criteria shall be adopted in order of merit for fixing the merit of the candidates:
 - a) the total marks obtained in the entrance examination
 - b) elder in the age

- The selection shall be based on the merit taking into consideration of the marks obtained in entrance examination and oral assessment/interview. They shall have to come for admission on the date notified. Candidates have to report for admission in person with hall-ticket, bond (Annexure-II) and other required documents (Annexure III) as per admission prospectus. Non-attendance to the admission shall render the candidate forfeiting his/her admission. No request for postponing the date of admission or request to appear at an earlier date shall be entertained. In the event a candidate fails to report for the admission at the date and time specified, the seat shall be offered to the next merit candidate as per the admission prospectus.

VIII. Admission

- All those candidates who are selected for admission have to submit Original certificates (candidates are requested to keep sufficient Xerox copies) on the date of Admission and undergo medical examination. After medical fitness is cleared, the annual fee has to be paid by the candidate as prescribed below on the date and time specified. Failure to submit the required certificates or to pay the fee shall render the candidate forfeit the seat and such seat shall be allotted to the next candidate in the merit list.
- Fee structure:

PARTICULARS	AMOUNT (RS.)
Tuition fee per annum	1,02,500
Library fee per annum	1,000
Examination fee for 1 st year	1,500
Examination fee for 2 nd year	4,000
Single time (refundable)	
Security deposit	1,000

- Second year fee of Rs.1,07,500/- (Rupees one lakh seven thousand five hundred and fifty only) shall be paid at the commencement of the 2nd year classes.
- Candidates sponsored by the Government are also required to pay the above fees. Non-payment of tuition fee will entail discontinuation of the course.
- The admission fee once paid by the candidate is not refundable under any circumstances.

3. All the candidates joining the course shall execute a bond for an amount of Rs.1,00,000/- (Rupees one lakh only) at the time of admission on a non-judicial stamped paper of Rs.100/- value along with two sureties not below the rank of Gazetted Officer to ensure completion of the prescribed period of training or in default to pay the bond amount and shall also have to refund the amount if any received as stipend up to that date to NIMS . The signature of the surety should be supported by seal/rubber stamp. The format of the bond to be executed may be seen in **Annexure II**.
4. The original certificates submitted by the candidates shall not be returned to the candidates till they complete their course of study and appear for the final examination or on fulfilling condition (3) above.
5. For in-service candidates who are pursuing studies and who cannot deposit the original certificates at the time of admission have to bring Xerox copies of the original certificates duly attested by the controlling authorities of the institutions where they are working or studying. They shall also produce a certificate from the institution that they have no objection to the candidate's admission to the M.Sc. Program in Genetic Counselling course and in the event of selection of the candidate to the course he / she shall be relieved immediately. Failure to submit the above certificates shall render the candidate ineligible for admission.
6. In all matters relating to selection and admission, the decision of the Institute shall be final and binding on the candidates and selection cannot be questioned after admissions are closed.
8. No individual correspondence regarding entrance examination/ selection/ admission for the course will be made to the candidates. Candidates are requested to follow the schedule as prescribed in admission prospectus and any information displayed at NIMS notice board/website: www.nims.edu.in.

IX. After admission

1. The students shall maintain strict discipline during the period of study/ training programme, in terms of conduct rules of the NIMS. Violation of the conduct rules will result in the cancellation of the admission of the candidate apart from invoking the terms and conditions of the bond. The candidate shall not resort to any strikes during the period of their study in dereliction of their duties or air their views criticizing the policies of the Institute either before the print or Electronic Media or anywhere.
2. The candidate shall be full time student. No student is allowed to do any private practice or consultation.
3. The candidate shall not register for any other Degree/Diploma and continue the studies concurrently while doing the present course.

4. The selected candidates shall join the course by the date notified. In case the selected candidate does not report by the date, the next candidate in the order of merit will be selected in his/her place. No extension of time will be entertained.
5. The Institute reserves the right to change the schedule after due notification.
6. Duties and responsibilities of students joining M.Sc. Program in Genetic Counselling 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 in the hospital.
7. All selected candidates must maintain a logbook recording their day-to-day academic activities, which are to be submitted to the Dean through Proper Channel once in six months.
8. The selection of each student will be subject to medical fitness. The Medical Board appointed by the Institute will decide the medical fitness. The decision of the Medical Board shall be final.
9. All students shall adhere to the institutional rules and violation of rules will be viewed seriously.
10. Candidates found to be ineligible at any stage of examination will not be permitted to appear in the examination. In an unlikely event of any ineligible candidate appearing and/or being successful in the examination, the results of such a candidate shall be cancelled and/or are deemed to be cancelled.
11. Institute is not responsible for any unforeseen events preventing the candidate from reaching for entrance / admission and the candidate will be considered absent under such circumstances.
12. Any attempt on the part of the candidate to influence directly or indirectly by any means will be treated as disqualification.

X. Final (exit) examination:

1. Minimum pass marks shall be 40% in each of the Theory and Practical papers separately and 50% aggregate for passing the course.
2. A candidate must have minimum of 80% attendance (irrespective of the kind of absence) in theory and practical in each subject for appearing the examination.
3. A candidate has to pass in theory and practical exam separately in each of the paper.
4. If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and Practical)
5. The number of attempts will be five (one exit exam and four attempts in the next two years).

XI. Leave

1. All candidates are eligible for 30 days of vacation including preparatory holidays and they are also eligible for public holidays declared by the institute. The candidates are eligible for sick leave for 14 days as recommended by the Medical Officer of the Institute.
2. If a candidate is absent for more than 30 days without sanction of leave, he/she shall be deemed to have discontinued the course and the bond amount and the stipend if any paid shall be recovered as per the rules. Minimum of 80% attendance is compulsory to be eligible to appear for examinations.
3. The candidates shall undergo extra training for the period covered by the absence and continue the training until the next examination.
4. In the case of candidates availing maternity leave, they shall undergo extra training to the extent of period covered by the absence before they are permitted to appear the examination.

XII. Discontinuation of the course

Candidates are permitted to discontinue the course, if illness certified by the Medical Board of the Institute. Bond conditions shall not apply in this case.

XIII. Closure of admission

The admissions stand closed by the prescribed date and the course shall commence from the notified date. Due to unforeseen reasons if a seat falls vacant within the period of closure of admissions, the candidate next in order of merit as per rules will be considered for admission.

XIV. Termination of training and dismissal

A candidate admitted to the course shall be liable for dismissal at any time before the completion of the course on account of negligence, failure to attend the prescribed studies and duties, insubordination, misconduct or any other offences amounting to moral turpitude on the part of the candidate which in the opinion of the Head of the Institute makes it undesirable to continue the candidate in the Institute.

XV. Anti –Ragging Act

Ragging is prohibited in the Educational Institutions as per the Andhra Pradesh Prohibition of Ragging Act.No.26 of 1997, dated 21-08-1997 or any guidelines issued by either of Government of Telangana State or Government of India and any amendments made from time to time.

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

XVI. Powers of Dean

Notwithstanding anything contained in these rules, the Dean NIMS may at any time before completion of the course either on his own motion or on the application of any person after due and proper enquiry and after giving the person 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 a admission to the course. If in his 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, Hyderabad.

These rules are subject to change in accordance with the decisions of the Institute taken from time to time.

Sd/-
Director

M.Sc. Program in Genetic Counselling 2018

Annexure – I

List of documents to be submitted in person or by post along with hardcopy of application, duly signed:

1. Original bank demand draft/NIMS cash receipt (please write the name of the candidate and course applied for on the back side of draft/receipt)
2. Attested copy of Marks memos of B.Sc. / MBBS
3. Attested copy of Provisional/Final Degree Certificate of B.Sc. / MBBS
4. Attested copy of Study & Conduct certificates for 7 years i.e. from 9th class to B.Sc./MBBS issued by the Principal of the college.
5. Attested copy of 10th class marks memo
6. Attested copy of Transfer/Migration certificate of B.Sc. / MBBS
7. Service Certificate and No objection certificate from the appointing authority in original (in the case of in-service candidates).

NOTE: The candidates are required to submit clearly visible Xerox copies of all certificates attested by Gazetted Officer.

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.
- If the memorandums of marks are not submitted along with the application form or where evaluation is done by grading 50% will be assumed as default should there be need for tie breaking
- Do not fold the application
- Do not staple or tag application with other documents

Annexure – II

SPECIMEN FORM OF BOND TO BE EXECUTED BY A CANDIDATE
JOINING M.Sc. PROGRAM IN MEDICAL GENETICS COURSE, WITH SURITIES
(On Non Judicial Stamped paper Rs.100/-)

This Bond is executed on this ___ day of _____ 2018 by Mr./Ms. _____
S/o / D/o _____ R/o _____
hereinafter called as "STUDENT" in favour of the Executive Registrar, Nizam's Institute of
Medical Sciences (NIMS), Punjagutta, Hyderabad hereinafter called as the " NIMS".

WHEREAS the said student selected for the course of M.Sc. Program in Genetic Counselling
in the NIMS for the Academic year 2018.

WHEREAS the NIMS Institute has prescribed/stipulated the condition in admission
prospectus that the student selected for course have to execute bond for Rs.1,00,000/-
(Rupees one lakh only) in favour of the Executive Registrar, NIMS promising that she will
complete the course. In case of cancellation/discontinuance of the said course by the
student will be liable to pay the said bond amount and if any amounts received from the
NIMS by way of stipend etc.

WHEREAS the student selected has agreed to the said conditions and executing this bond.
The bond will come into force from date of admission.

This Bond is executed in the presence of the following witness.

Witness: 1)

(full name & address)

2)

(full name & address)

(Student)

We, the Gazetted officers / faculty

1) _____ S/o _____ R/o _____

working as _____

2) _____ S/o _____ R/o _____

working as _____ hereby stand as sureties to the Bond executed by Mr./Ms. _____ in favour of Executive Registrar, NIMS, Punjagutta, Hyderabad . We undertake the liability of the above bond amount to an extent of bond amount as well as the stipend if any received by the student / executor of the Bond. If the student / executor of the said bond fail to discharge her obligations under the said bond, we will pay the said amount as and when the NIMS demand.

The Sureties are signed this bond in the presence of the following witness on this day _____ of _____ 2018.

Witness:1

Surities:1 Name & Full address with Seal

Witness:2

Surities:2 Name & Full address with Seal

Note:

1. Sureties should be not below the rank of two permanent Gazetted Officers. The signature of the surety should be supported by seal/rubber stamp.
2. The following documents of the sureties are required to submit along with Bond:
 - a) Copy of Pan Card
 - b) Copy of Photo Identity

Annexure – III

LIST OF CERTIFICATES (ALL ORIGINALS) TO BE SUBMITTED AT TIME OF ADMISSION

1. Hall Ticket
2. Marks memos of B.Sc. / MBBS
3. Provisional/Final Degree Certificate of B.Sc. / MBBS
4. Study & Conduct certificate of B.Sc. / MBBS course issued by the Principal of the college where last studied.
5. Bonafide and conduct certificates for 7 years (9th Class to B.Sc. / MBBS Degree) from the Heads of Institutions.
6. 10th class marks memo
7. Transfer/Migration certificate of B.Sc. / MBBS
8. No objection certificate in Original from the appointing authority (in case of in-service candidates)
9. Fees to be paid as per clause VIII(2) under the heading of “Admission”
10. Bond on a non-judicial stamped paper worth Rs.100/- value as per the pro-forma given in Annexure-II to the effect that he/she will complete the prescribed period of course or in default to pay the bond amount to the NIMS.

IMPORTANT NOTE:

1. No individual correspondence will be made for entrance examination/ /selection/admission. Candidates are requested to follow the instructions/ information displayed at NIMS notice board/website: www.nims.edu.in as per the scheduled programme.
2. NIMS is not responsible for any postal delay for the receipt of the completed application after the prescribed closing date.
3. For enquiries contact:
Academic 2
2nd floor, Old OPD block, NIMS
Phone No:040-23489189
Mobile No:9490295019
4. For clarifications mail to: nimsadat@gmail.com
5. Candidates are requested to visit the website regularly for any updates.