



Shamm-E-Hussaini Institute of Nursing College & Hospital

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PROSPECTUS FOR GENERAL NURSING AND MIDWIFERY COURSE

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INTRODUCTION

1. AN INVITATION TO NURSING

Nursing is a rewarding career that offers a bright and satisfying future for young persons who have a desire to serve people with a caring attitude. As members of a modern health care team, nurses render a significant service in the care of the sick and in the prevention of illness and injury.

Increasing numbers of trained nurses are needed to fill responsible positions as experts in bedside nursing services, and as researchers seeking new and better ways of meeting the nursing needs of patients. Salary and conditions of service of nurses are attractive compared to those in other fields of employment with similar educational requirements.

Nursing is a science and an art. It is, in fact, a vocation which harmoniously combines these two aspects. While the scientific aspect is of utmost importance, the value of personal touch, understanding and compassion are indispensable in the making of a good nurse. The work of a nurse is no longer confined to bedside duties in hospital wards but extends to public health, teaching and administration too.

The science of nursing has made great strides since the time the Lady with the Lamp ministered to the wounded and sick soldiers in the Crimean battlefield. Today, nursing has become a highly respected and skilled profession, demanding specialized technical knowledge of a high order and dexterity on the part of the practitioner. Alertness, quickness of action, ability to meet complicated situations in a calm and confident manner as well as the power to grasp the rapid advances that are taking place in the profession are other essential attributes of the nurse. The modern nurse is well-informed about sophisticated equipments used in diagnosis and therapy, latest surgical procedures, intensive care of the severely ill, organ transplant and a host of other complicated and difficult tasks which she may be handling in her daily routine. This calls for a high degree of intelligence and diligent study on the part of the nurse.

Nursing offers a challenge and opportunity to serve a fellow being. If you have the zeal and desire for nursing, you are invited to choose this noble profession.

2. KNOW YOUR INSTITUTION & COLLEGE OF NURSING

Shamm-e-Hussaini Institute, Ghazipur is a charitable healthcare institution, established and run by the minority Muslim Community, and administered by the Governing Body on behalf of the UP Samaj Muslim Education Development Welfare Sewa Samiti a minority society declared centre minority commission Govt. of India.

Dating back to 2011, this Hospital's existence has been a saga of struggle and sacrifice in meeting the health needs of its surrounding community. It had a humble beginning in 2011 as a 120-bed hospital. This modern well-equipped building has a present strength of 120 beds. In 2013.

About Nursing Education:

Shamm-e-Hussaini Institute, Ghazipur, Hospital has been committed to educational programmes right from its inception. Established in 2011 and founded by Dr. Mohd Azam Quadri. Our General Nursing and Midwifery course is conducted as per the Indian Nursing Council Syllabus. The medium of instruction is English, and the duration of the course is three and a half years (including 6 months internship). The annual intake is 40 students.

Vision, Mission, Faculty and Philosophy:

Vision: Shamm-e-Hussaini Institute, Ghazipur Hospital, working in the spirit of Hazrat Imam Hussain (Alaih Salam), Shohdae Karbala, is dedicated to the building of a healthy, equitable society, thus contributing to the development of the nation.

Mission: Shamm-e-Hussaini Hospital is committed to serving all sections of society in the spirit of Hazrat Imam Hussain (Alaih Salam), by providing quality, affordable healthcare as well as training healthcare professionals of excellence who would embody the Christian values of selfless service rendered with compassion and love. The Hospital also has the mandate to undertake medical research towards the improvement of health outcomes.

Faculty: The College has a team of dedicated and well-qualified faculty having vast experience. The College also engages experienced Doctors and part-time visiting faculty for teaching allied subjects.

Philosophy: The faculty and staff believe in preparing dedicated nurses with professional excellence, social awareness and a spiritual foundation, capable of providing comprehensive healthcare services to the community in various settings (both rural and urban) irrespective of caste, creed or social status.

With the motto of "In Love Serve One Another", the College of Nursing aims at preparing graduates expected to assume the traditional, extended and expanded nursing roles of practitioners, educators, managers and researchers in hospital and community settings. Students are expected to uphold high standards of moral conduct through discipline and an established code of conduct.

Infrastructure and Other Facilities:

The College is situated within the beautiful and spacious Hospital campus in one of the prominent locations of the national capital.

❖ Learning is imparted in comfortable classrooms equipped with modern teaching aids. Students have ample opportunities to gain knowledge and practical skills in various laboratories such as Fundamentals of Nursing, Nutrition, Biochemistry, Microbiology, Maternal & Child Health and Community Health Nursing. The computer lab has internet / teleconferencing facilities to obtain a wide range of educational information. Computers are installed with N-computing technology, lightweight servers, Internet facility and latest software.

❖ A spacious and well-ventilated library is available with a capacity of 200 users at a time. Library operations are computerized. Subjects are classified according to the DDC. Bar-coding system is being introduced. The Library computers also have internet facility. In addition to this, inter-library linkage and institutional library facilities are available.

❖ A photocopy machine is available for students' use.

❖ Students gain comprehensive experience in all branches of medicine, surgery and maternal & child health nursing in the Hospital as well as in community settings. The College collaborates with other institutions like IHBAS and RHTC, Najafgarh for clinical experience in Mental Health and Community Health Nursing.

◆> The institute has a spacious Conference Hall, and a well-furnished and safe hostel with visiting room, recreation room, mess etc.

❖ Students have access to Indian Overseas Bank with ATM facility, subsidized Cafeteria / Canteen and Safal, all within the campus.

Student Nurses' Association (SNA)

The Student Nurses' Association is a nationwide organization with 1000 units and approximately 1 lakh members. On admission, membership is compulsory at local and national level. In this association, students are given responsibilities to manage their affairs at local, state and national levels.

SNA organizes conferences, seminars, exhibitions and competitions in public speaking, writing, dance, music, painting, sports etc. at college, state and national level. The diversity of activities is derived from professional, social, cultural and recreational spheres and are geared to strengthen curricular components.

A three to four day's conference is held for SNA members biennially. It provides a forum for the members to discuss and find solutions for various problems faced by students.

3. CURRICULUM / SYLLABUS FOR GENERAL NURSING AND MIDWIFERY (GNM) PROGRAMME

The course will commence on 1st August 2013 and will be conducted as per the syllabus specified by the Indian Nursing Council. The medium of instruction is English. The duration of the course is 3 years and 6 months, inclusive of the period of 6 months internship which may change as per I.N.C. notification.

4. EXAMINATION

The first phase of training covers a period of three months. This phase, termed Preliminary Training Stage, forms part of the three years' training and six months' internship of the General Nursing and Midwifery course. Students are required to secure not less than 50% marks in each subject in the examination conducted at the end of this phase.

First, Second and Final Year examinations are conducted by the Delhi Nursing Council. Pre-Council Examinations are held by the College. Permission to appear in the Council Examination will be given on the basis of certain conditions. Students who obtain a minimum of 50% marks in the pre-council exams will be recommended for the Council examination, provided the standards of their performance and attendance in class room and clinical areas meet the expected requirements.

5. ELIGIBILITY

5.1 Marital Status, Gender, Age and Physique:

Candidates seeking admission to the General Nursing and Midwifery Course must be

- a) unmarried
- b) female
- c) not less than 17 years as on 31st December 2013 and below 25 years of age as on 31st July 2013.
- d) medically fit as per the medical examination conducted by Shamm-e-Hussaini Hospital as part of the admission process.

5.2 Minimum Education:

5.2.1 10+2 or its equivalent, passed with 50% and above marks in aggregate, preferably with science subjects. Any four subjects including English (three subjects + English) from the list given below are to be considered for admission. Student must have passed in all the subjects of 10+2 (five subjects as per C.B.S.E. policy).

List of subjects in 10+2 as approved by Delhi Nursing Council.

- a) **Physics**
- b) **Chemistry**
- c) **Biology**
- d) **Mathematics**
- e) **English**
- f) **Commerce**
- g) **Accountancy**
- h) **Economics**
- i) **Business Studies**
- j) **Computer Science/Informatic Practice /Word Processing/Multimedia**
- k) **History**
- l) **Geography**
- m) **Civics**
- n) **Sociology**
- o) **Psychology**
- p) **Political Science**
- q) **Home Science**

5.2.2 Those who have successfully completed ANM Course (10+2) vocational (revised after 2001) from a School recognized by the Indian Nursing Council.

Note: There will be no rounding off of the percentage of marks of qualifying examination while deciding the basic eligibility of any candidate for admission e.g. if a candidate obtained 49.9% marks in herqualifying examination, then it will not be rounded off to 50%. Therefore, the candidate is not eligible. In case candidate for any reason fills the percentage wrongly in application form, she shall be exclusively responsible.

6. HOW TO APPLY

Candidates must apply in the prescribed form attached in the prospectus. Application forms for admission to the GNM course are to be completed in the candidate's own handwriting.

Application forms can also be downloaded from the website [www. shammegroup.org](http://www.shammegroup.org) . Duly filled downloaded application form should be submitted along with a **demand draft of Rs. 750/- in favour of Director/Principal S.H.I.N.Ghazipur.** The name, address and phone number of the applicant should be clearly mentioned on the reverse side of the Demand Draft.

Application forms incomplete or not submitted on the prescribed forms or without demand draft in case of downloaded forms and those reaching the College of Nursing office after the last date due to postal delay or otherwise shall not be entertained, and will be rejected.

The Application form and the admit card should be filled in all respects and submitted with attested copies of the following documents in order to reach the **Principal, Shamm-e-Hussaini Institute of Nursing College & Hospital at or before 4.00 pm on 26th August 2013.**

7. SUBMISSION OF DOCUMENTS ALONG WITH THE APPLICATION FORM

- ❖ Filled-in Admit Card.
- ❖ Three recent identical passport size photographs of the candidate. One photograph must be **duly attested by a Gazetted Officer** after being pasted on the Application Form and the remaining two photographs must be pasted on the Admit Card in the space provided.

- ❖ All the following documents **duly attested by a Gazetted Officer.**
 - i) One photocopy each of X and XII class certificate.
 - ii) One photocopy each of X and XII class marksheet.
 - iii) One photocopy of Date of Birth Certificate.
 - iv) Character Certificate from the Head of the Institution last attended.
 - v) Photocopy of Leaving Certificate from the School/College/University Board last attended.
 - vi) Photocopy of an identity or residential proof document (eg. Voter-Id.)
 - vii) Certificate on a plain paper in the form of an undertaking from the Parent / Legal guardian of the candidate promising to meet all the financial obligations of the candidate during her training.

- ❖ A self addressed envelope (7 inch x 5 inch) bearing postal stamps worth Rs. 10/-. (This will be used to send the Admit Card.)

- " The applicant must bring original certificates for scrutiny at the time of Interview and at the time of admission, if selected.

The Admit card will be dispatched to all eligible candidates before the Admission Written Test. **No candidate shall be admitted to the Admission Written Test without the Admit Card.**

In case of non receipt of Admit Card, candidates may enquire from the office of the Principal, College of Nursing on 30th August 2013, 4.00 pm.

8. SELECTION

Candidates who are found eligible on preliminary scrutiny of applications and other documents will be called for an Admission Written Test to be held at the College of Nursing. Based on the result of the Admission Written Test, candidates will be shortlisted who will then be required to appear before the selection board for interview.

List of candidates selected for admission will be displayed on the College of Nursing Notice Board.

9. ADMISSION CALENDAR

Date	Day	Time	Activities
23/07/13	Tuesday	10:00 AM	Admission Written Test
29/07/13	Monday	10:00 AM	Admission Written Test Results
05/08/13	Monday	10:00 AM	Interview
08/08/13	Thursday	5:00 PM	Provisional selected list
12/08/13	Monday	10:00 AM	Medical Checkup
13/08/13	Tuesday		
14/08/13	Wednesday		
26/08/13	Monday	By 4:00 PM	Fees payment
27/08/13	Tuesday	10:00 AM	2 nd List of candidates and medical check up
30/08/13	Friday	By 4:00 PM	Fees payment by 2 nd list candidates
02/09/13	Monday	Before 4:00 PM (Compulsorily)	Selected students to be in Hostel only after the payment of fees.
02/09/13	Monday	10:00 AM	Submission of original documents for verification

10. HOSTEL ACCOMMODATION

Student nurses are required to live in the Hostel and take their meals in the Mess during their training period. Students will be provided furnished, shared accommodation in the Nurses' Hostel. Living in the Hostel is a privilege which should be utilized carefully. The Hostel has attractively furnished recreation room, visitor's room and a spacious dining hall. It also has a lawn with playground facilities.

Students must abide by the rules and regulations prescribed by the authorities, and help in creating a home away from home.

In order to promote a well-balanced personality, students are encouraged to participate in religious, social and professional activities. Facilities for sports and games are available. Students are guided to use their leisure time creatively and effectively

10.1 WITHDRAWAL OF HOSTEL FACILITY

- a) Failure to observe the rules and regulations of the Hostel will lead to disciplinary action including withdrawal of Hostel facilities.
- b) The nursing student is not expected to get married during the course of training period. It would disturb her training and her privilege of staying in the Hostel will be forfeited.

11. HOSPITAL AND COLLEGE FUNCTIONS

All student nurses are to attend Hospital and College Functions whenever they are required to do so. Students are expected to take part in various extra-curricular activities, moral education sessions and religious meetings organized by the College or Hospital.

12. MEDICAL FACILITY TO STUDENTS

Students will be examined free of cost by doctors. All other medical expenses will be subsidized up to a maximum of 30% only by the hospital. The balance will have to be borne by the student.

Sanctioning of Sick Leave will only be done by the Staff Doctor of Shamm-e-Hussaini Hospital.

The Institution/College will not be responsible for any accidents, or mishaps during the course of training.

13. LEAVE, VACATIONS AND ABSENCE

13.1 SICK LEAVE

Student is entitled to 10 days sick leave in a year. Sick leave will not be carried forward from year to year.

A student who is sent home on grounds of major illness may be permitted to continue her training after her complete recovery at the discretion of the Principal and Director, and in compliance with Delhi Nursing Council policy.

13.2 VACATIONS

Students will be granted 30 days vacation in each calendar year. This is subject to the students making satisfactory progress in their studies. Vacation not availed when granted will be forfeited.

When the student proceeds on annual vacation, parents / local guardians shall take full responsibility to take their ward from the hostel and to bring her back to the hostel.

13.3 EXCESS SICK LEAVE AND UNAUTHORIZED ABSENCE

If a student avails excess sick leave, the excess days will need to be made up in clinical practice before annual examination.

Any unauthorized absence of students will have to be compensated by twice the number of days of absence.

14. FEES AND OTHER CHARGES FOR THE THREE YEARS AND SIX MONTHS (INCLUDING INTERNSHIP) COURSE OF GENERAL NURSING AND MIDWIFERY BATCH-2013

The College makes two fee structures available to students. One is a Full Fees scheme, and the other is a Deferred Fees scheme.

Students are given the freedom to choose any one of these schemes at the time of admission. The fee structure opted for cannot be subsequently changed.

There is no service commitment for students who opt for the Full Fees scheme.

14A. FULL FEES PAYMENT

14A.1 Fees details for students opting for Full Fees payment:

S. No.	Details	1 st year	2 nd year	3 rd year
		Amount (Rs.)		
1.	Admission Fee (Non-refundable)	50000		
2.	Tuition Fee	60000	55000	40000
3.	Library Fee	5000	5000	5000
4.	Sports/Recreation Fee	3000	3000	3000
5.	Nutrition Practical Fee	3000		
6.	Transportation (Field Trip and Extra Curricular Activity)	21000	25000	24000
7.	Computer Fee		4000	
	OTHER FEES			
8.	Hostel Accommodation Fee	3000	3000	3000
9.	Electricity Charges	5000	5000	5000
	TOTAL (Rs.)	1,50,000	1,00,000	80,000
10.	Mess Fees Rs.1900/- per month (subject to revision from time to time)			
	REFUNDABLE FEES			
11.	Security Fee *	5000		

* Refundable within one month of the completion of the course.

14A.2 Last date for payment of fees for students opting for full fees payment

The total Fees for the GNM course is Rs.3,30,000/-, besides the refundable Security deposit of Rs.5,000/-. This is to be paid in 3 installments, as follows:

	Amount	Last date
At admission	Rs. 1,50,000	26 th Aug. 2013 by 4:00 pm
After 12 months of admission	Rs. 1,00,000	1 st Aug. 2014 by 1:00 pm
After 24 months of admission	Rs. 80,000	1 st Aug. 2015 by 1:00 pm
GRAND TOTAL	Rs. 3,30,000	

14B. DEFERRED FEE SCHEME (INTEREST FREE LOAN) 14B.1 Fee details for

students availing Deferred Fee scheme:

S. No.	Details	Amount (Rs.)
1.	Admission Fee (Non-refundable)	19000
2.	Tuition Fee	45000
3.	Library Fee	7500
4.	Sports / Recreation Fee	1300
5.	Nutrition Practical Fee	900
6.	Field Trip and Extra curricular Activity (Transportation)	26000
7.	Computer Fee	2500
	OTHER FEES	
8.	Hostel Accommodation Fee	6000
9.	Electricity Charges	11800
	GRAND TOTAL (Rs.)	1,20,000
10.	* Security Fees (Refundable)	5000

* Refundable within one month of the completion of the course.

The students who opt for deferred fees are required to pay Rs. 1,20,000 and full Security Deposit of Rs. 5,000 at the time of admission. The balance fees of Rs. 2,10,000 only is to be paid in 36 equal installments during their period of service at Shamm-e-Hussaini Hospital. They will be engaged as staff nurses on the rolls of the Hospital on the usual terms and conditions as applicable to all other staff nurses, and this amount will be recovered from their salary. She and her parent / guardian, who will be the Guarantor, will be required to execute an Agreement to this effect at the time of admission in the prescribed Agreement form, available from the office of the College of Nursing.

However, if during the training period the student has conduct and disciplinary problems, she will be denied the opportunity of service with Shamm-e-Hussaini Hospital. She will be required to pay the deferred fees for the course with compounded interest. She and her parent / guardian, who will be the Guarantor will be required to execute an Agreement to this effect at the time of admission.

Those who opt for the Deferred Fees scheme and choose to discontinue their service with Shamm-e-Hussaini Hospital will have to pay the deferred fees for the course with compounded interest.

14B.2 Last date for payment of fees for Students who opt for the Deferred Fee scheme

Composite fee for 3 years and 6 months payable at the time of Admission	
Amount	Lastdate
Rs. 1,20,000/-	29th July 2013 by 4:00 pm

15. DISCONTINUATION OF STUDIES

Anursing student who discontinues the studies before the completion of the course for any reasons whatsoever shall be liable to pay the full course fees after adjusting the amount of fees already paid.

16. ADDITIONAL FEES IN CASE OF FAILURE OR EXTENSION OF COURSE

- a) Any student whose course is extended due to failure in examinations or shortage of attendance due to any reason, or any other disciplinary reason, will have to pay pro-rata fees for the period of extension.
- b) For any student availing special fee concession including the examination fee, the concession will only be for regular examinations. Supplementary / reappear fee will have to be paid by the student.

17. TERMS AND CONDITIONS OF FEES AND OTHER PAYMENTS:

- a) In case a student applies for discontinuation of the course before 16th August 2013, the fees and / or charges paid by her shall be refunded except the admission fee and proportionate Hostel and Mess charges for the period she had availed the facilities. However, if a student applies for discontinuation of the course after 16th August 2013, no refund of the fee and charges paid by the student concerned shall be allowed.

- b) In case of failure of a nursing student to pay fee for the next year by the due date the admission shall stand cancelled.
- c) Student Nurses' Association (SNA) membership fees/contribution Rs. 600/- is to be paid at the time of admission and annual subscription fee (subject to change) as per decision of the Student Nurses' Association.
- d) Medical Examination fee of Rs. 2500/- (non-refundable) is to be paid at the time of medical examination.
- e) **Mess charges as fixed from time to time should be paid by the 10th of every month through the Accounts department, failing which a fine of Rs. 50/- per day will be charged.**
- f) Payment for uniform (summer, winter, Community Health Nursing), text books and stationery will be charged separately.
- g) Payment of Rs. 1000/- for specialized field experience as per the syllabus will be charged separately.

18. SCHOLARSHIPS

It is the policy of the Hospital that a deserving candidate not be denied the opportunity to take up training merely for want of adequate financial resources. With this object in view, a limited number of scholarships are granted to students on merit-cum-need basis.

Scholarships are also granted by the Delhi Nursing Council (DNC) for deserving candidates on merit basis. The scholarship granted to a student will be forfeited if she fails in any of the examinations of DNC. The authorities may at their discretion restore the scholarship in exceptional cases provided such students pass the examination in the second attempt. Such restoration will take effect from the date of passing the examination.

A limited number of scholarships are also granted by the Trained Nurses Association of India and the Nurses' League of Christian Medical Association of India.

The College may, at its sole discretion, extend the facility of subsidized/deferred fees to deserving candidates.

19. GENERAL CONDITIONS:

1. Examination fee and Registration fee shall be charged as prescribed by Delhi Nursing Council.
2. At any stage after admission, if it is discovered that a candidate/student has made false or incorrect statements or used fraudulent means for admission, or does not fulfill the eligibility requirements, or has suppressed vital information, the student will have to face due consequences such as cancellation of admission / disciplinary action.

3. **The selected candidates who do not report for medical examination / admission on the date and time given in the selection list or do not pay the prescribed fees by the given last date will forfeit their seat, and admission will be offered to the next candidate in the merit/waiting list.**
4. Parents of outstation candidates shall nominate local guardian(s) with full names, address and telephone number(s) and shall indicate his/her/their relationship(s) with the student. The prescribed form shall be attested by the parents. They must also provide a photograph(s) of the local guardian(s).
5. Change of local guardian, if any, should be communicated by the parents in writing to the Principal, College of Nursing. No other communication regarding any change shall be acceptable.
6. Hostel residents shall take permission from the Principal on the prescribed Out Pass form before they leave the Hostel to visit their parents or local guardians. They will be required to get the filled form verified by the Hostel Warden which will then be forwarded by their class teacher to the Principal. Such permission shall be granted only if the local guardian or person duly authorized by the parents takes the responsibility of escorting the student and bringing her back to the hostel, unless the parents give in writing that their ward can be allowed to travel unescorted on any weekend/holiday/day at any time.
7. **RAGGING IS STRICTLY PROHIBITED.** Any student found guilty of ragging, causing physical abuse or emotional harassment to other students will be dealt with severe disciplinary action.
8. Use of mobile phones by students is strictly prohibited in the College, library and patient care areas of the institution.
9. Students are urged to refrain from keeping their valuables, jewellery etc. in the Hostel. If there is any damage or loss, the authorities will not be responsible.
10. Student nurses are bound to follow all General Rules and Regulations of the College of Nursing and hostel. The set of Rules and Regulations will be handed over to the students on admission.
11. Parents should take prior permission to meet the Principal.
12. Hostel accommodation will be withdrawn if a student gets married during the course of training.
13. College of Nursing management reserves its right to withdraw the hostel facility in the event of breach of hostel rules.