

# PROSPECTUS



**POSTGRADUATE DIPLOMA IN PUBLIC  
HEALTH MANAGEMENT (PGDPHM) COURSE  
SESSION: JULY 2022**

**POSTGRADUATE INSTITUTE OF  
MEDICAL EDUCATION AND RESEARCH  
CHANDIGARH**

## IMPORTANT DATES AT A GLANCE

Start of PGDPHM Course online Application on PGI Website <a href="http://www.pgimer.edu.in">www.pgimer.edu.in</a>	12.04.2022
PGIMER PGDPHM Course (July, 2022) application form closes	02.05.2022
<b>Computer Based Entrance Test for PGDPHM Course</b>	<b>28.05.2022</b>
Expected date of declaration of result	08.06.2022
Counselling for PGDPHM Course at PGI, Chandigarh	

*Note\* All the above mentioned date are tentative in nature and may be subjected to change due to certain circumstances with the prior notice on PGI website.*

**APPLICATION FEE : Rs. 1500/- + Transaction Charges as applicable..**

All candidates are directed to deposit the above fees through online payment gateway available at Post Graduate Diploma in Public Health Management application portal w.e.f. 12.04.2022 to 02.05.2022.

**MODE OF PAYMENT: Through Debit / Credit Card / Net Banking  
(payment through UPI may be avoided)**

All applicants are advised to read the Prospectus and Instructions carefully before starting online registration and ensure that no column is left blank. In the event of rejection of the application form, no correspondence/request for reconsideration will be entertained. Applicants are also advised to download and take a print of the **Acknowledgement form**. They should retain a copy of **Acknowledgement form** till the completion of Admission Process.

Please visit [www.pgimer.edu.in](http://www.pgimer.edu.in) regularly for latest notification/ announcement as well as any Addendum/Corrigendum/Latest updates etc. regarding the Entrance Test.

### **DECLARATION OF RESULT**

Final result for Post Graduate Diploma in Public Health Management course will only be displayed on PGI website at [www.pgimer.edu.in](http://www.pgimer.edu.in).

Result of individual candidate will NOT be informed on telephone and candidates are requested NOT to make call to the Academic Section for such information.

## ADMINISTRATIVE STAFF

1. Director **Prof. Surjit Singh**
2. Dean (Academic) **Prof. G.D. Puri**
3. Sub-Dean (Academic) **Prof. R.K. Sharma**
4. Professor –In-Charge (Academic) **Prof. Baljinder Singh**
5. Registrar **Sh. Ummed Mathur**
6. Administrative Officer (Academic) **Sh. Ganesh Chandra**

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Postal address	Registrar PGIMER, Sector-12 Chandigarh – 160012

**FOR PGDPHM ENQUIRY – 0172-2755569**  
**FOR TECHNICAL SUPPORT- 022-6130 6260**

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## 1.

### INTRODUCTION

The Ministry of Health, Government of India set up a committee known as the “HEALTH SURVEY AND PLANNING COMMITTEE” on 12th June, 1959 to undertake a review of the development that had taken place since the publication of the report of HEALTH SURVEY DEVELOPMENT COMMITTEE (BHORE COMMITTEE) in 1946, with a view to formulate further health programmes for the country in the third and subsequent five year plan periods. This committee recommended the setting up of six Postgraduate Medical Institutions in the country one each at Calcutta, Mumbai, Madras, Hyderabad, Lucknow and Chandigarh to meet the increasing demand of teachers for the rapidly expanding medical colleges, specialist services for hospitals, and needs of the armed forces.

The Postgraduate Institute of Medical Education and Research was conceived and planned in 1960 to create an “ISLAND OF EXCELLENCE” in Chandigarh, providing physical and intellectual milieu for young scientists working in multiple disciplines of medicine, to advance the frontiers of knowledge, to render humane service to the sick and suffering, and to train medical and paramedical manpower. The Institute was established in 1962 under the erstwhile state of Punjab. It was declared an Institute of National Importance by an Act of Parliament (Sr. No. 51 of 1966) w.e.f. 1st April, 1967.

## 2.

### AIMS AND OBJECTIVES OF THE INSTITUTE

The following are the objectives of the Institute:

- a. To develop patterns of teaching in undergraduate and postgraduate education for all its branches, so as to demonstrate a high standard of medical education.
- b. To bring together, as far as possible in one place, educational facilities of the highest order for the training of personnel in all important branches of health activity.
- c. To attain self-sufficiency in postgraduate medical education to meet the country's need for specialists and medical teachers.

## 3.

### ADMISSION TO THE POSTGRADUATE COURSE

- a. Admission to Post Graduate Diploma in Public Health Management course conducted at the Institute is made once in a year i.e. July session only. The sessions commence from first July each year.
- b. The admission to the above course of the Institute is made on merit on all India basis, by holding an entrance test by the Institute, after issuing a countrywide admission notice. The admission notice is published in leading English newspapers Employment News of India in the month of March/April each year.

### **3.1 GENERAL ADMISSION REQUIREMENTS**

#### **A. ELIGIBILITY**

To be eligible for admission, a candidate must possess / fulfil the following qualifications/ requirements:-

- a Applicants should possess only MBBS degree with three years experience as General Duty Medical Officer (GDMOs) in the state Government Health Services from all over India preferably in the delivery of Public Health Service on or before 30<sup>th</sup> June, 2022.
- b Must be registered with Central /State Medical Registration Council. (if applicable)

#### **B. OTHER ELIGIBILITY CONDITIONS & REQUIREMENTS FOR ADMISSION**

##### **1. SPONSORED / DEPUTED CANDIDATES**

A candidate applying for admission to Postgraduate Diploma in Public Health (PGDPHM) as a sponsored / deputed candidate is required to take the print out of the online application form and furnish the following certificates (as per format given in **Annexure I & II**) with his/her application through his/her employer/Sponsoring Authority for admission to the course.

- (i) That the candidate concerned shall be employee of the deputing/ sponsoring authority and should have been working for three years (on or before 30<sup>th</sup> June for the respective year).
- (ii) That after getting training at PGIMER, Chandigarh, the candidate will be suitably employed by the deputing/sponsoring authority to work for at least five years in the specialty in which training is received by the candidate at the PGIMER.
- (iii) That no financial implications, in the form of emoluments/ stipend etc. will devolve upon PGIMER, Chandigarh during the entire period of his/her course and such payment shall be the responsibility of the sponsoring authority.

Deputation / Sponsorship of any candidate by private hospitals, institutes or nursing homes are not accepted. The sponsoring authority should not nominate more than one candidate for a specialty. Sponsorship / deputation of candidates will be accepted only from the following:

- (i) Central or State Government Departments/Institutions
- (ii) Autonomous Bodies of the Central or State Government
- (iii) Public sector colleges affiliated to universities and recognized by the MCI. In case of candidate deputed/ sponsored by the Government Medical College affiliated to Universities and recognized by Medical Council of India, deputation/sponsorship certificate signed by the Principal of Medical College concerned only shall be accepted.

Deputed/Sponsored candidates are also required to appear in the Entrance Exam. If selected, for admission to any course of the Institute, they are required to make their own stay arrangement during the period of study.

- (i) Seats will be allotted strictly as per merit.

- (ii) Seats will be available for sponsored candidates only.

### **3.2 NUMBER OF SEATS**

The number of seats available in Postgraduate Diploma in Public Health Management (PGDPHM) course for the July, 2022 session is given below:-

**Sponsored/ Deputed : 10 (Ten)**

**NOTE: THESE SEATS ARE ONLY FOR SPONSORED CANDIDATES FROM ALL STATES & UNION TERRITORY OF INDIA.**

## **4. SELECTION PROCEDURE**

### **4.1 COMPETITIVE ENTRANCE TEST**

Selection will be done through a Computer Based Test (CBT).

The Entrance Test shall be held on 28.05.2022 and duration shall be 90 (Ninty) minutes for Postgraduate Diploma in Public Health Management course.

The Online (CBT) Entrance Test will be conducted in one shift:

Timing 09 AM to 10.30 AM.

#### **4.1(i) EXAMINATION CENTRES/CITIES: Chandigarh (Tricity) & Delhi (NCR)**

Note: (a) The PGIMER will endeavour to accommodate the candidates in centres/cities opted by them. However, the PGIMER reserves the right to cancel any Centre/city and ask the candidates of that centre/city to appear from another centre/city. PGIMER also reserves the right to divert candidates of any centre/city to some other Centre/city to take the examination.

#### **(b) Covid-19 related instructions:**

(i) It will be mandatory for the candidates to wear face mask covering nose and mouth.

(ii) Candidates must carry 50 ml transparent bottle of hand sanitizers along with them.

(iii) Social distancing must be maintained.

#### **(c) Other important instructions:**

(i) No electronic/metal item and ornaments inside the exam center will be allowed.

(ii) Shoes/footwear with thick soles and garments with large buttons will not be permitted.

(iii) For details please see and follow instructions given in the admit card.

Candidates will be considered for selection to Post Graduate Diploma in Public Health Management (PGDPHM) course based on a theory paper consisting of **100** multiple choice question (MCQs) with five alternatives each and single/multiple correct responses. Negative marks will be given for incorrect responses marked. The theory paper will consist of questions pertaining to public health.

The question paper has **100** questions, each with five response options. Hence there are a total of **500** response options. One or more of these **five options** can be correct for each question. The question paper therefore has some number of correct responses (say  $a$ ) and incorrect responses (say  $b$ , such that  $a+b=500$ ). A candidate would mark a proportion of these responses as being correct. Some of these are truly correct (say  $x$ ) while the remaining are wrongly marked as being correct (say  $y$ ). The scoring is done through a customized software that matches the candidates' responses to each of the **500** possible responses (marked as correct, or left blank) with the true answer (correct or incorrect). True correct responses (i.e. candidate correctly marks a response as true) are scored positively, and incorrect responses (i.e. candidate marks an incorrect response as correct) are scored negatively. Any responses not marked by the candidate are not scored. A candidate's percentage score will be computed using the formula: Percentage score =  $[x/a - y/b] \times 100$ .

As an example, assume that the question paper has **300** correct responses. If a candidate marks **250** responses as correct, out of which **200** are truly correct and the remaining **50** are incorrect, then  $a = 300$ ,  $b = 200$ ,  $x = 200$  and  $y = 50$ . Accordingly, for this candidate, percentage score is:  $[(200/300) - (50/200)] \times 100 = 41.7$ . Please note that these figures are only illustrative, and do not imply the actual number of correct responses in the question paper, or actual performance of any candidate.

Actual scores will not be considered further since these percentage scores will depend on relative difficulty of the question paper, and the relative ability of candidates, and it is not advisable to use these in generating cut-offs for selection. These will be converted into percentile score using the formula: Percentile =  $[(B + (0.5 \times E)) / N] \times 100$  where  $B$  = number of scores below the candidate's score,  $E$  = number of scores equal to the candidate's score (1 if there is no tie, and  $>1$  if there is a tie), and  $N$  = number of candidates appearing for exam. Overall rank of all the candidates shall be decided based on these percentile scores, with a higher percentile score translating into a better rank.

#### **4.3**      **METHOD OF RESOLVING TIES**

**If two or more candidates obtain equal percentile scores, then inter-se merit for selection shall be determined on the following basis:**

- i) A candidate who has obtained higher aggregate marks in MBBS examination shall rank higher to a candidate who has obtained lower marks.
- ii) If the aggregate marks obtained in MBBS examination are the same, than a candidate senior in age shall rank higher to a candidate who is junior in age.

#### **4.4**      **MERIT LIST**

An overall merit list based on the percentile obtained by the candidates appearing in the theory examination. Candidates, who secure **55<sup>th</sup> percentile** in the theory examination, will be eligible for counselling.

**NB:**      ***There will be negative marking to the tune of 0.25 marks for each wrong answer in the theory paper***



**SUMMARY OF POST GRADUATE DIPLOMA IN PUBLIC HEALTH MANAGEMENT ENTRANCE TEST  
PATTERN**

*(Please see the text for details and explanations)*

01	Mode of Examination	Computer Based Test (CBT) / Online
02	Duration of Examination	90 (Ninty) minutes
03	Date of Examination	
04	Number of Shifts	01 (One)
05	Timing of Examination	9.00 AM to 10.30 AM
06	Location of Examination Centres	<b>Chandigarh (Tricity) &amp; Delhi (NCR)</b>
07	Language of Paper	English
08	Type of Examination	Objective Type
09	Number of Questions	One Paper of 100 MCQ (ONE HUNDRED)
10	Marking Scheme	Please see the concerned sections for details.
11	Method of Cut-Off	
12	Method of determining merit	
13	Method of resolving ties	

**5.**

**COUNSELLING & ACADEMIC SESSION**

The final allocation of seats will be done after a personal interview by the Selection/Counselling Committee appointed by the Institute. The number of candidates to be called for interview will be three times the total number of seats to be filled in each category, provided the candidates fulfil the cut off marks mentioned above. The selection will be finalized only after the candidates are interviewed by the Selection/Counselling Committee. Interview with the Selection/Counselling Committee is mandatory, but does not carry any marks. A candidate who is absent at the time of interview will not be considered for admission/waiting list. In case any selected candidate fails to join by July, 1, the next candidate will be offered the seat as per the waiting list. The selection will be strictly in order of merit in the respective merits lists prepared after the theory examinations.

No TA/DA shall be paid to candidates for attending this interview.

**Admission to PGDPHM course will close on 31<sup>st</sup> July, 2022.**

**5.1 INFORMATION REGARDING JOINING**

Selected candidates must join the course on the prescribed date as indicated in their admission letter. The selection of candidates who fail to join by the specified date shall automatically stand cancelled.

Under exceptional circumstances, a candidate may be allowed to join late, upto a maximum of one month, on the condition that he/she will make up the deficiency caused in his/her academic term due to late joining, by forfeiting his/her leave, during the academic year of

his/her admission, to which he/she will be entitled on joining the Institute, by the same number of days. For this the candidates will be required to intimate the unavailed leave to Registrar at the end of the academic year and get the same adjusted by forfeiting the same amount of leave, before the final examination.

However, the candidates whose absence (apart from their absence on leave admissible to them during the period of their studies) does not exceed one month will be permitted to appear in the final PGDPHM examination along with other eligible candidates joining the Institute during the same session. This concession will not, however, be admissible to candidates for their unauthorized absence, if any, during the period of their studies.

## 5.2 COURSE OUTLINE

- i) The Post Graduate Diploma in Public Health Management (PGDPHM) is a 45 credit program; 33 credits have been distributed over 16 modules and 12 credits have been allotted for the project work. For this, 24 courses (including exams) will be spread over 28 weeks (approx 7 months). Each week will have 20 lecture sessions (70 minutes per session), 8 lab/tutorials (70 minutes per session), making it a total of approximately 33 contact hours per week.
- ii) The program is structured on a multi disciplinary curriculum. The disciplines included in this program focus on management of public health, biostatistics, demography, epidemiology, ethics, health promotion and education, health resources & finance management, health legislation, equity, and the social sciences.

## 5.3 PROJECT WORK

Each candidate will be working under close guidance of a faculty advisor; will develop a project as part of the course work. The project will be carried out in the final term. The project has three primary components: a written project plan, a project paper, and an oral presentation. The project plan will be developed between the student and the faculty advisor and will be preferably based in the setting of the participant's area of functioning in the health service setup. The project plan will be formally designed and the draft will be submitted for review. The review will be conducted by a formally designated committee appointed by the Dean, PGIMER for this purpose

## 5.4 FEES AND DUES

The following dues are payable to the Institute, by the candidates at the time of admission to the PGDPHM course:

a) Registration Fee	:	Rs. 500/-
b) Tuition Fee	:	Rs. 350/- per annum
c) Laboratory Fee	:	Rs. 900/- per annum
d) Amalgamated Fund	:	Rs. 720/- per annum
e) Exam fee	:	Rs. 1100/-
f) Security	:	Rs. 1000/- (refundable only after completion of course)

- (i) Fees and other charges once paid shall not be refunded in any case, including that of a candidate leaving the Institute before the completion of

his/her term or not joining the institute for any reason.

- (ii) Security will be released only after the receipt of the “No Dues Certificate” on completion of the duration of course. No security will be released to those candidates who do not join or discontinue the course midway.

## **5.5**      **DURATION OF COURSE**

The Post Graduate Diploma in Public Health Management course has duration of one academic year.

## **5.6**      **EXAMINATION**

The academic year (1<sup>st</sup> July to 30<sup>th</sup> June) is divided into three terms. Each term consist of four months duration. The first term (1<sup>st</sup> July to 31<sup>st</sup> October) and second term (1<sup>st</sup> November to 28<sup>th</sup> February) will be devoted for classes. The third term (1<sup>st</sup> March to 30<sup>th</sup> June) will be devoted for project work and final examination. A minimum of 75% attendance is required to appear in the term examination.

Candidate evaluation will comprise of internal evaluation (during the course) and external evaluation (final examination at the end of course). Final assessment will be done at the end of the year both in theory and practical examination. The successful candidates will be awarded Post Graduate Diploma in Public Health Management (PGDPHM). The final examination will be worth 300 marks for theory and 300 marks for practical assessment/viva –voice. The marks of internal assessment from theory and practical application skills will be added to at final examination marks at this stage. Thus, participants will be graded out of 1000 marks at the end of the year (400 marks for theory, 400 marks for practical assessment and 200 marks project).

A candidate will have to secure at least 50% individually in the theory and practical assessment for obtaining the diploma. The participants securing more than 75% will be deemed to have obtained the degree with distinction.

## **5.7**      **LEAVE**

Candidates admitted to Post Graduate Diploma in Public Health Management course will be entitled to 30 days leave in a year in addition to weekly “Off Days” No portion of leave can be carried over the next year.

## **5.8**      **HOSTEL ACCOMMODATION**

The institute will not be providing boarding and lodging facilities to the trainees in the campus. Hence, the trainees may have to be accommodated outside PGI campus in hotels/ guest houses etc. The trainee will also be provided an option of arranging boarding and lodging, travel etc by him/herself. The expenditure for boarding & lodging will be met as per rules of the institute from the sponsorship/course fees paid by the state government to PGIMER for the sponsored candidate.

## 5.9

### LIBRARY

Dr. Tulsi Das Library, PGIMER, was established in 1962 primarily for meeting the requirements of faculty members and postgraduate students of different disciplines at the Institute.

Dr. Tulsi Das Library is the backbone of the institute supporting Research work, education, teaching and patient care. The library has a collection of more than one Lakh books, bound journals and theses as the print material. The theses include M.Sc, MD, MS, M.Ch, DM and Ph.D. of various disciplines. The library is transforming from conventional to hybrid and later digital by acquiring around 2000 e-journals, e-books including videos. In addition the access of information is through library gateway i.e. RemoteXs with EBSCO Discovery services.

The library subscribes to around 38 databases which include major publishers like Elsevier, Lippincott, Wiley, Springer, BMJ, Karger, Oxford, ASM, Taylor & Francis etc. and softwares like TURNITIN for plagiarism check, Grammarly, Endnote, SPSS on demand of our end users. The services are available to members of library 24x7x365 days i.e. Access- Anytime, Anywhere (3A's) to all the digital content as stated above. The library has implemented the latest information technologies like Wi-Fi facility with high speed internet connection.

Moreover, the library is also providing digital services on request in the form of full-text articles, chapters of books, references and so-on through e-mail. The OPAC services for in-house collection are also available in library and remotely through the pgimer web page: <http://pgimer.edu.in> under Education window. The library also supports evidence based practice research to its members and teaches the building of search strategies used for writing systematic reviews. The library has a separate reading room facility for the residents and members of the library for 24 hours.

## 5.10

### SPORTS AND CULTURAL ACTIVITIES

The Institute has upheld the healthy tradition of maintaining the intellectual as well as the-physical fitness of its employees and trainees. Facilities for indoor as well as outdoor games like table tennis, badminton, cricket, lawn tennis, football, etc. have been consistently available to the enthusiasts. A huge complex for water sports situated in the immediate vicinity of the men's hostel is functional. Institute Cultural Programmes Committee works for the promotion of Art, Culture and Literary activities in the campus. Various functions and participation both outside and within the campus, are organized and jointly presented by the students of various courses in the institute. As the students come from far and wide, it bestows integration and international understanding. In addition to creative art, dance, drama, song and music presentations by the Institute staff members, Cultural Programmes Committee also organizes performances by artists of international repute from India and abroad, periodic film festivals and retrospectives from special bonanzas for mass entertainment. Bhargava Auditorium of the Institute is a special attraction, being the biggest and one of the best auditoriums in this part of the country. The medium of extracurricular activities is exploited to the maximum of promoting better interpersonal

relationship and character building.

6.

## IMPORTANT INSTRUCTIONS

### 1. INSTRUCTIONS FOR FILLING THE ONLINE APPLICATION FORM

- a) Candidate should fill in the Online Application with utmost care and follow the instructions and help manual as given on the index page. Candidate should fill in the Online Application form correctly. Incorrect filled form may leads to rejection.
- b) A candidate seeking admission to the Entrance Examination is required to submit his/her application in the prescribed format available online with the Prospectus on [www.pgimer.edu.in](http://www.pgimer.edu.in).
- c) The cost of Application Form includes the fee for entrance examination which is non-refundable and no correspondence in this regard will be entertained. The candidate is required to go through the Prospectus carefully and acquaint himself/herself with all requirements with regard to filling of the online application form.

d) Online Registration:

- i) After selecting the online registration, fill the mandatory details asked for and deposit the prescribed fee through debit/credit card/Net Banking. After submitting fees filled required information step by step. Follow the Instructions carefully.
- ii) It will be the responsibility of the candidate to ensure that correct details are filled in the Registration Slip. The Institute will not be responsible for any incorrect information/cancellation of candidature/loss or lack of communication etc. due to wrong filled online Application form.
- iii) No candidate should register more than one application.
- iv) All applicants are required to ensure that Photo/Signature is uploaded according to the instructions provided in the Prospectus. Failure to do so may result in rejection of applications.
- v) Duplicate applications from any applicant will result in cancellation of all such applications. No intimation regarding such summary rejections will be provided.

e) STATUS OF ONLINE REGISTRATION

- i) Acknowledgement of successful Online Registration will be forwarded to applicant's Registered Email ID. The Registration Form will remain Under Review regarding uploaded images and eligibility.
- ii) Admit Card for Accepted Registration Form will only be uploaded on the website. *If the status of Registration Form or Admit Card is not available on website, he/she*

*should immediately write an email to the Registrar, PGIMER on registrar@pgimer.edu.in along with full particulars of the Registration Form.*

**f) DOCUMENTS TO BE ATTACHED WITH REGISTRATION SLIP**

The candidates must upload their self attested/attested copies of certificates/documents in support of their educational qualifications, marks, date of birth, category, experience etc. If a candidate fails to upload self attested copies of the requisite documents as above, his/her candidature will be cancelled and he/she will not be allowed to participate in subsequent stages of selection/admission process.

**For Sponsored Candidates and Foreign nationals.**

- 1) Sponsorship Certificate (in the case of sponsored candidate) in the format prescribed in the Prospectus, duly completed and signed by the competent authority.
- 2) NOC from Ministry of Health & Family Welfare in case of Foreign National.

**Note:**

- Sponsored/Foreign national category candidates should send the above documents in a separate envelope to the Training Branch, PGIMER, Chandigarh, indicating their Registration No. on the top of the envelope and on the documents followed by the name of course/discipline applied for.
- In case of non-receipt of the nominations/clearance/no objection from the concerned Ministry by due date, their candidature will not be considered.
- **Candidates belonging to Sponsored Category are required to submit their NOC & Sponsorship Certificate in original from their Competent Authority and presently employed candidates are required to submit their NOC from Employer (as per format given in Annexure-II).** The Applications of above mentioned categories i.e. Foreign national and Sponsored category alongwith requisite certificates must reach the office of **Registrar, Academic Section PGIMER, Sector-12, Chandigarh-160012**, at least 15 days before the commencement of the Entrance Examination.

g) Discrepancy, if any, in the date and time of the entrance examination mentioned in the Prospectus, Admit Card etc. should be immediately brought to the notice of the Training Branch, PGIMER, Chandigarh through email. Complaints received at later stage will not be entertained. In case any discrepancy is found in the information provided in the various documents, the data provided on the Application Form will be considered as final for all purposes.

**h) It will be the responsibility of the candidate to ensure that correct address, Mobile No. & email ID in the Application Form is filled. The Institute shall not be responsible for any miscommunication due to incorrect address, Mobile No. and email ID given by the applicant on the Application Form or non-receipt for any communication.**

2. Other Important Instructions

a) All the candidate should ensure to take printout of application form after completing all

details.

- b) *A list of candidates who qualify the written test and eligible for counselling should submit the print out of their online application form along with photocopies of relevant self-attested certificates/documents in support of educational qualification(s), experience, age/date of birth certificate, caste certificate, Fresh OBC certificate, and NOC from the present employer (if employed at the time of counselling) either through email [mdhapqjian2020@gmail.com](mailto:mdhapqjian2020@gmail.com) or by hand in the Academic Branch of PGIMER, Chandigarh **within two days after declaration of result** to prepare final list of candidates for counselling.*
- c) Incomplete applications will not be considered, and no correspondence will be entertained in this matter. All particulars in the application form must be entered carefully. All claims made in the application must be supported with documentary proof.
- d) **Candidates who have already done, or are doing, PGDPHM course in any subject at the time of applying, shall not be considered for admission to PGDPHM course. If it is found, during active verification and at a later stage, that the candidate has given wrong information, his/her registration will be cancelled without any notice.**
- e) Candidates who have obtained MBBS degree from a Medical College not recognized by the Medical Council of India are not eligible to apply.
- f) Candidates in employment must forward their application through proper channel. Online Application will be treated as advance copy of the application. Application through proper channel should be sent to the Registrar, Academic Section of the Institute within 10 days after the last date fixed for online registration.
- g) No request for a change of category applied for shall be entertained after the submission of the application.
- h) The number of the vacancies are provisional and may vary.
- i) **Roll Numbers/Admit Cards/Hall ticket for appearing in the entrance examination will be available for download to eligible candidates approximately 10 days in advance and can be downloaded from the website by logging into their accounts on the website with their respective login id and password. Roll Numbers / Admit Cards will NOT be sent by post. The candidates are allowed to enter in the examination hall on the production of the Admit Card/ Hall Ticket.**
- j) All candidates appearing for the entrance test are instructed 'NOT TO BRING' water bottle, car key (Remote), chain, any mobile phones/pager/pen/wrist watch/ring/wallets/ladies purse/ornaments (Earrings, rings etc) or any other electronic device. The candidates with these articles will not be permitted to enter in the examination hall. The examination centres are not responsible for the safe custody of the belongings of the candidates and they have to make their own arrangement for their safe custody.
- k) Entrance examination/counselling will be held as per schedule. These dates will not be changed, even if the day is declared as a holiday or half-holiday by any competent authority. Attending the counselling is mandatory.
- l) The candidates invited for the selection/counselling may have to stay at Chandigarh for 2-3 days. No TA/DA is admissible to them for the purpose.
- m) Selected candidates in counselling shall have to pay the fee etc. on the same day, failing which his/her selection will be treated as cancelled and the seat will be offered to the candidates on the waiting list in order of merit.
- n) The candidates selected for the course shall have to submit the migration certificate from the University/Institute from which they passed their last examination at the time of their

- joining, alongwith all other certificates in original in support of their qualification etc.
- o) No individual intimation is sent to unselected candidates, and no correspondence on the subject is entertained.
  - p) All the candidates are advised to download their Admit Cards from the website. It may please be noted that the Admit Cards will not be sent by Post.
  - q) If a candidate is at any stage found to have provided false information/certificate or is found to have withheld or concealed some information in his/her application form, he/she will be debarred from admission, his/her course will be terminated with immediate effect.
  - r) If ineligibility is detected at any stage, candidature/admission of the candidate will be cancelled without any notice.
  - s) Candidate must not obtain or give or attempt to obtain or give irregular assistance of any kind during the examination; this will entail expulsion and cancellation of candidature for the examination. The admission of the candidate will be cancelled and appropriate criminal/civil proceedings will be initiated against the candidates, if at any stage of the examination the candidate is found to have secured admission by using any unfair means.
  - t) The Institute will not intimate the result of Entrance Test individual. No correspondence in this regard will be entertained. However, the marks/result of individual candidate will be made available on PGIMER website [www.pgimer.edu.in](http://www.pgimer.edu.in) after declaration of final result by login their credential.
  - u) There is no provision for re-checking/re-evaluation of the answer sheets and no query in this regard will be entertained.
  - v) The decision of the Director of the Institute shall be final in the matter of selection of candidates for admission to various courses and no appeal will be entertained in this regard.
  - w) Selected candidates must join the course on the date stipulated in the letter of selection, failing which the selection/admission shall stand cancelled/withdrawn.
  - x) The selected candidates will have to submit the original Permanent Registration Certificate at the time of joining.
  - y) No question papers and / or answer keys shall be provided to any candidate (as per the institute policy laid down in office Endst No. EC/PGI/2022/16 dated February 02, 2022). However, candidates having any objections or concerns regarding the correctness of question(s) included in the exam that they have appeared for, may submit their objections or concerns to the Examination Cell in writing by mentioning the details or the problematic questions strictly within a period for three days from the date of the exam. Such representations can be emailed to [examcell.pgimer@gmail.com](mailto:examcell.pgimer@gmail.com). They will be examined by a committee constituted for the purpose. The Committee's decision will be full and final and the same will be conveyed to the applicant(s).
  - z) Private practice in any form during the course is prohibited. The period of training is strictly full time and continuous.
    - aa) The rules are subject to change in accordance with the decision of the Institute to be taken from time to time.
    - bb) Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Chandigarh Courts alone.



### 3. CODE OF CONDUCT FOR STUDENTS AT PGIMER, Chandigarh

#### A. Maintenance of Discipline among students of the PGIMER:

- a. All powers relating to discipline and disciplinary action are vested with the Director, PGIMER.
- b. The Director, PGIMER may delegate all such powers, as he/she deems proper to such other persons as he/she may specify on his behalf.
- c. Without prejudice to the generality of power to enforce discipline under the Rules. The following shall amount to acts of gross indiscipline:
  - i. Physical assault or threat to use physical force against any member of the teaching or nonteaching staff of any Department/Centre of PGIMER or any other persons within/outside the premises/ Campus of PGIMER.
  - ii. Carrying or use or threat of use of any weapon.
  - iii. Violation of the status, dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
  - iv. Any practice, whether verbal or otherwise, derogatory to women.
  - v. Any attempt at bribing or corruption in any manner.
  - vi. Wilful destruction of institutional property.
  - vii. Creating ill-will or intolerance on religious or communal grounds.
  - viii. Causing disruption in any manner of the functioning of the PGIMER, Chandigarh.
  - ix. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate. The Director, may in exercise of his/her powers aforesaid order or direct that any student or students.
    - (a) Be expelled;
    - (b) Be, for a stated period: be not for a stated period, admitted to a course or courses of study in PGIMER.
    - (c) Be fined with a sum of rupees that may be specified/decided by the Director;
    - (d) Be debarred from taking any examination(s) for one or more semesters.
    - (e) Withhold the result of the student(s) concerned in the Examination(s) in which he/she or they have appeared be cancelled.
    - (f) Be prohibited for appearing or completing any examination for any unfair means like copying taking notes, mobiles or any other electronic gadgets inside the examination halls.

At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Director and several authorities of the PGIMER who may be vested with them.

- B. Ragging :** Ragging is a cognizable offence, and is banned in the Institute. Stern action shall be taken against any offenders. Any one indulging in ragging shall be punished appropriately. Punishment may include expulsion from the Institute, imprisonment upto three years and /or a fine **upto Rs.25000/-**. As per direction of the Hon'ble Supreme Court of India, the Government has banned ragging completely in any form inside and outside the campus and all the PGIMER, Chandigarh authorities are determined not to tolerate any form of ragging. Whosoever directly or indirectly commits, participates in, abets or instigates ragging within or outside the PGIMER, Chandigarh shall have an FIR lodge against him/her and he/ she will be suspended or rusticated from the institution. In case the

applicant is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission can be refused or he/ she shall be expelled from the educational institution. The punishment may also include suspension from attending the classes, withholding/ withdrawing fellowship/ scholarship and other financial benefits or withholding the result.

**Prohibition of and Punishment for Ragging :** Ragging in any form is strictly prohibited, within the premises of College/Department of Institution and any part of PGIMER and also outside the PGIMER Campus. Any individual or collective act or practice or ragging constitute gross indiscipline shall be dealt with under this Rules. Ragging for the purposes of this rules, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are, in any way, considered junior or inferior by other students and includes individual or collective acts or practice which :

- a) Involve physical assault or threat or use of physical force;
- b) Violate the status, dignity and honour of women students;
- c) Violate the status; dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
- d) Expose students to ridicule and contempt and affect their self-esteem;
- e) Entail verbal abuse and aggression, indecent gesture and obscene behavior.

**Selected candidates shall register himself/ herself in the website [www.antiragging.in/](http://www.antiragging.in/) [www.amanmovement.org](http://www.amanmovement.org) and take a print out and submit the self-attested print out to Academic Section at the time of admission.**

**In case of Ragging, student may contact on the following numbers:-**

<b>HELPLINE NUMBER</b>	7087008700
<b>SECURITY CONTROL ROOM (24 HOURS)</b>	0172-2756100, 2756109

**NOTE:** Telephone numbers of members of Anti Ragging Committee/Flying squad including “**Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/Institutions) Regulations, 2009**” is available on PGI Website i.e. [www.pgimer.edu.in](http://www.pgimer.edu.in)

- C. **Anti Sexual Harassment Monitoring Committee** : A statutory committee, comprising of members from the teaching and non-teaching staff as well as students looks into matters related to sexual harassment of students and staff in the college. Any person aggrieved in this matter may fearlessly approach the committee for a fair and concerned hearing and redressal.
- D. **Unauthorized absence of students** : Unauthorised absence of students will be informed to the Students and also Parents or Local Guardians. At least 3 reminders will be issued with a gap of 10 days by the Academic Section to these students. Thereafter the action of cancellation of the registration of the concerned will be decided by the Dean/ Director, PGIMER.

### **IMPORTANT NOTE**

In case any candidate is found to have supplied false information or certificate etc., or is found to have concealed or withheld some information in the application form, he/she shall be debarred from admission. Any other action, that may be considered appropriate by the Director of the Institute, may also be taken against him/her, which may include criminal prosecution.



**ANNEXURE - I**

**SPONSORSHIP CERTIFICATE**

**(Applicable only in case of candidates who are sponsored/deputed)**

**Note: Sponsorship for Private Hospital/Institute/Nursing Homes, etc. is not accepted.**

Certified that Dr. \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ is an employee of the Govt. Deptt/Medical College since (Date) and have been working for **THREE YEARS**. Please select ( ) the type of Institution/ Department sponsoring / deputing the candidate viz.

1. **1.** Central Govt. **2.** State Govt. **3.** Autonomous Body of Central Govt. **4.** Autonomous Body of State Govt. **5.** Public Undertaking **6.** Govt. Medical College / Hospital affiliated to a University and recognized by Medical Council of India.
2. Certified that if selected for the course applied for by the applicant he/she will be suitably employed by us after the completion of his/her training course to work for at least five years in the specialty in which the training is received by him/her at PGI, Chandigarh.
3. Certificate that no financial implication in the form of emoluments/stipend etc. will devolve upon PGI, Chandigarh during the entire period of applicant's course. Such payment will be the responsibility of sponsoring/deputing authority.

Date: \_\_\_\_\_  
Station: \_\_\_\_\_

Signature of the sponsoring /deputing  
authority with seal

- NB:**
1. Deputation/Sponsorship of candidates holding tenure appointment (like House Job or Junior or Senior or Senior Residency), ad-hoc or contract or honorary or appointment against a leave vacancy shall not be accepted.
  2. **The sponsoring/deputing Institution should not nominate more than one candidate for a specialty/super specialty.**
  3. The candidate must indicate the subject or their choice in the application clearly. Sponsoring/deputation of candidates will be accepted only from the following:-
    - (a) Central Govt. Departments/Institution
    - (b) State Govt. Departments/Institution
    - (c) Autonomous bodies of the central or State Govt.
    - (d) Public Sector Undertakings.
    - (e) Government Medical College affiliated to a University and recognized by the Medical Council/Dental Council of India. In case of candidates deputed/sponsored by Medical College affiliated to a University and recognized by the Medical Council of India, the deputation/ sponsorship certificate signed by the Principal of Medical College concerned only shall be accepted.

**ANNEXURE – II**

**NO OBJECTION CERTIFICATE**

**ENDORSEMENT BY THE EMPLOYER, IF THE APPLICANT IS IN SERVICE**

No.....

Date.....

Forwarded to the REGISTRAR, Postgraduate Institute of Medical Education and Research, Chandigarh for consideration. The undersigned has no objection to Dr. \_\_\_\_\_ s/o \_\_\_\_\_ being considered by the Institute for the course applied for by him/her and if selected, he/she will be relieved within the prescribed time limit. The applicant is “sponsored /deputed or not sponsored /deputed by us and the sponsorship/deputation - certificate is enclosed.

Address: \_\_\_\_\_

(Signature of employer with official seal)