



Health For All

RAIPUR INSTITUTE OF MEDICAL SCIENCES

750 Bedded Hospital & Medical College

No: RIMS/DEAN/ 499 /2023

Date: 31.07.2023

Notice

The proposed fee structure for PG (MD/MS) Batch 2023-2024.

(PG MD/MS Batch-2023)

<u>Clinical</u>		<u>Non-Clinical</u>	
*Tuition Fees	9,31,484 /- Per year	*Tuition Fees	7,45,187 /- Per year
Hostel & Mess Fees (Without AC)	3,52,700/- Per year	Hostel & Mess Fees	3,52,700/- Per year
Hostel Charges (with AC)	4,52,700/- Per year	Hostel Charges (with AC)	4,52,700/- Per year
Caution Money	25,000/- One time (refundable)	Caution Money	25,000/- One time (refundable)
Family quarter (1.5 BHK) with AC – 5,52,700 /-			

Note :- For NRI candidate 90,000 USD per year.

Note – *Our Institution is under appeal process against fees fixation done by AFRC. In case of fee increase by any authorities, you agree to pay the increased fee.




31/07-2023

Prof. Dr. Gambheer Singh
(M.B.B.S., M.S., F.A.I.S.)
DEAN
RIMS, Raipur (C.G.)

Dean
Raipur Institute Of Medical Sciences
Raipur (C.G.)

(A unit of LORD BUDDHA EDUCATIONAL SOCIETY)

Campus : Bhansoj Road, Off. NH-6, Gram-Godhi, Raipur, Chhattisgarh
Mob.No.-9109190914, 9303081217 Fax : 91-0771-3053089 www.rimsindia.ac.in
Registered Office: 229, Sector-15 A, Noida, (G.B. Nagar) UP, Tel 0120-4635900

RIMS Helpline

1800-208-1088

ORIGINAL DOCUMENTS REQUIRED FOR ADMISSION IN PG (MD/MS) COURSE

- 1. Allotment Letter**
- 2. Admit Card (Pre- PG NEET Exam)**
- 3. Score Card**
- 4. Relieving Letter (For Candidate who previously admitted in other institute in 1st allotment and allotted seat for this institute in 2nd allotment)**
- 5. Mark - Sheet of Class 10th or Birth Certificate**
- 6. Mark- Sheet of Class 12th**
- 7. MBBS ALL Mark -sheets**
- 8. Internship Completion Certificate**
- 9. MBBS Degree.**
- 10. Medical Council Registration Certificate.**
- 11. Transfer Certificate.**
- 12. Character Certificate.**
- 13. Migration Certificate (Affidavit if not available)**
- 14. Domicile Certificate**
- 15. Caste Certificate (if applicable).OBC category candidate produce income certificate of last 3 years.**
- 16. Relieving letter/Bonus marks letter (for In-Service Candidate).**
- 17. Such candidate who are serving their services under bond in the state Government, they should submit a no- objection letter issued by DHS/DME for admission. Or they can submit a copy of the acknowledgment of the application of the application given for the No - objection letter.**
- 18. Service Bond in Prescribed format. 25 Lakh for 1 year.**
- 19. Course Breakage Bond in Prescribed format.**
- 20. Medical Fitness Certificate.**
- 21. 2 No. Passport Size Colour Photograph.**
- 22. Disability Certificate (For PH Candidate).**
- 23. Adhar Card and Pan Card of Student.**
- 24. Adhar Card Parents**
- 25. Bank Guarantee (10 lakh).**
- 26. Anti-Ragging Affidavit.**
- 27. 3 Set photocopies of all documents with self- attested.**
- 28. For tuition fees and other fees affidavit**

(250 /- के नानज्युडिशियल स्टाम्प पर निष्पादित कर नोटरी द्वारा सत्यापीत कराया जाए)

(रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस चिकित्सा महाविद्यालय मे स्नातकोत्तर पाठ्यक्रम में प्रवेशार्थियों द्वारा चिकित्सा महाविद्यालय के अधिन सेवा करने हेतु बंधपत्र (बॉण्ड)का प्रारूप)

1. मैं पुत्र/पुत्री/पत्नी श्रीनिवासी
छत्तीसगढ़ के रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस चिकित्सा महाविद्यालय मे स्नातकोत्तर पाठ्यक्रम में प्रवेशित अभ्यर्थी हूँ। मेरा चयन एमडी/एमएस/डिप्लोमा पाठ्यक्रम हेतु सामान्य /आरक्षित श्रेणी के अंतर्गत हुआ है।
2. यह कि मुझे वर्ष में आयोजित "NEET" परीक्षा से रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस चिकित्सा महाविद्यालय में शैक्षणिक सत्र में
..... सीट आबंटित की गई है।
3. यह कि वर्ष की काउंसलिंग के पूर्व मैंने छत्तीसगढ़ राज्य के रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस चिकित्सा महाविद्यालय के एमडी/एमएस/डिप्लोमा पाठ्यक्रमों में प्रवेश नियमों को पढ़कर भली भांति समझ लिया है। हमे रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस के अधिन सेवा करने हेतु बंधपत्र निष्पादित करने संबंधित जानकारियां दी गई है, जिसे मैंने भली भांति समझ लिया है।
4. मैं एतद् द्वारा बंधपत्र नियम शर्तों पर निष्पादित करता /करती हूँ , कि मैं एमडी/एमएस/डिप्लोमा पाठ्यक्रम को सफलतापूर्वक पूर्ण कर लेने के उपरांत रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस के अधिन एक वर्ष की कालावधि तक अनिवार्य रूप से कार्य करूंगा /करूंगी।
5. यह कि इस बंधपत्र उल्लघन होने कि दषा में रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस को अधिकार होगा कि मेरी चल और अचल संपत्ति से अथवा इस बंधपत्र में मेरे प्रतिभूत के रूप में हस्ताक्षरकर्ता श्री पुत्र /पुत्री/पत्नी श्री निवासी
..... की चल एवं अचल संपत्ति (संपत्ति का सम्पूर्ण विवरण) से इस बंधपत्र की राशि रुपये
..... शब्दों में (रुपयें) की वसूली और साथ ही पाठ्यक्रम अवधि के दौरान रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस द्वारा भूगतान की गई सम्पूर्ण छात्रवृत्ति /षिष्यवृत्ति की सम्पूर्ण राशि की वसूली भू-राजस्व के बकाया के रूप में की जायेगी।
6. जब तक पूरी राशि की वसूली नहीं हो जाती तब तक मुझे अधिष्ठाता के द्वारा अनापत्ति प्रमाण पत्र प्रदान नहीं किया जायेगा।
7. अधिष्ठाता के द्वारा अनापत्ति प्रमाणपत्र जारी होने के पश्चात मैं संचालक चिकित्सा शिक्षा को उक्त अनापत्ति प्रमाणपत्र प्रस्तुत करूंगा/करूंगी, जिसकी अनुसंधान पर विश्वविद्यालय द्वारा डिग्री प्रदान की जावेगी एवं राज्य मेडिकल बोर्ड में स्नातकोत्तर योग्यता का स्थायी पंजीयन मुझे प्राप्त अंतिम डिग्री के आधार पर ही किया जायेगा।
8. एमडी/एमएस/डिप्लोमा पाठ्यक्रम के सफलतापूर्वक पूर्ण किये जाने की सूचना विश्वविद्यालय से प्राप्ति के बारह माह के भीतर यदि रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस नियुक्ति आदेश जारी नहीं करते है तो यह बंधपत्र स्वमेव निरस्त समझा जावेगा।
9. यह कि मुझे ज्ञात है कि विवाद की स्थिति में रायपुर इंस्टीट्यूट ऑफ मेडिकल साईंसेस प्रबंधन का निर्णय मान्य होगा।

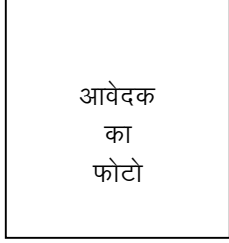
गवाह:

1..... हस्ताक्षर

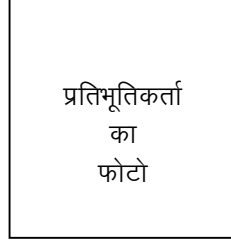
हस्ताक्षर

2..... हस्ताक्षर

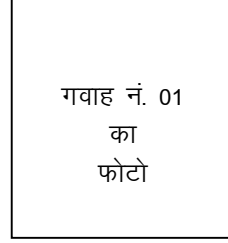
आवेदक / निष्पादनकर्ता



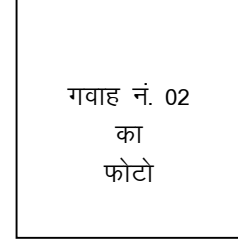
आवेदक



प्रतिभूतिकर्ता



गवाह 01



गवाह 02

प्रतिभूतिकर्ता

मैं पुत्र / पुत्री / पत्नी श्री निवासी
उपरोक्तानुसार बंधपत्र के लिए प्रतिभूति तथा बंधपत्र के उल्लघन की दशा में, बंधपत्र में उल्लिखित राशि मेरी चल एवं अचल संपत्ति से वसूल की जा सकेगी।

हस्ताक्षर

प्रतिभूतिकर्ता

To be made on Rs. 250 Stamp paper & Notarized

COURSE DISCONTINUATION/ BREAKAGE BOND

I, Mr/Msaged aboutYears,
S/D/OResident of
..... Do hereby swear an oath as follow:

I have been selected to the 1st year PG course at Raipur Institute of Medical Sciences, Raipur (C.G.) through the C.G. State counselling conducted by the Directorate of Medical Education, Government of Chhattisgarh, Raipur through NEET Rank No.....(AIR)

I, Say that on my own will and along with my parents/guardian took admission to the PG course at Raipur Institute of Medical Sciences, Raipur (C.G.) as per the CGDME Allotment No.....
Dated.....

I, Say in consideration of admission to 1st year PG course, I Shall complete the PG course and accordingly undertake to pay all the tuition and other fees as demanded by Raipur Institute of Medical Sciences, Raipur (C.G.)

In event of my discontinuation of PG course due to any reason; I along with my parent/guardian hereby undertake to pay balance tuition and other fees to Raipur Institute of Medical Sciences payable for the entire course without any demur.

What is stated above is true and correct. I along with my parent/guardian do hereby undertake to act accordingly.

Place: -

Date: -

Signature of the Candidate

Signature of the Parent/ Guardian

To be made on Rs 250/- Stamp Paper & Notarized

BANK GUARANTEE FORMAT

To

The Dean

Raipur Institute of Medical Sciences

Raipur C.G.

Dear Sir,

Bank Guarantee Number:-

Date of Issuing Bank Guarantee:-

Amount of Guarantee: - Rs. 10,00,000/- Only

Guarantee Coverage Duration: - Date of Admission to 30/09/2026

Last Date of Lodgment of Claim: - 30/09/2026

Whereas in consideration of you are agreeing to allot admission to MBBS Course to Mr.....
.....S/O-D/O.....

R/O.....

(Hereinafter referred to as 'Party' which expression shall include his/her successors and assigns) on furnishing a bank guarantee of equivalent value in the manner hereinafter contained.

We.....Bank, a body corporate constituted under Banking Companies (Acquisition and Transfer of Undertakings) Act 1970, having its Head Office at

.....And interalia a branch office at

(here in after referred to as 'The Bank' which expression shall, unless repugnant to the context,include its successors and assigns) do hereby covenant and agree with you as follows...

1. We hereby undertake to pay to you the sum in aggregate not exceeding Rs. 10,00,000/- (Rs. Ten Lac Only) representing the course fees in the mannerdetailed below.
(a). Rs. 10,00,000/- (Rs. Ten Lac Only) from date of admission to **30/09/2026** without demur, merely on the first written demand signed by you or by your duly authorized representative. Any such demand made on us shall be conclusive asregards the amount due and payable to you by us under this guarantee.

2. This guarantee shall come in to force to force from date of issue of guarantee and shall remain in full force and effect up to and including **30/09/2026**.
3. Notwithstanding anything contained hereinabove
 - (a). Our liability under this Guarantee is restricted to Rs. 10,00,000/- (Rs. Ten Lac Only)
 - (b). This Guarantee shall remain valid up to **30/09/2026**.
 - (c). We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only if you serve us a written claim or demand on or before 30 days (Thirty Days) after the date of claim period as mentioned column number 3 against each payment due from the part as shown in the below mentioned schedule-

Date of Payment to be made by Party	Amount Due	Date of Expiry of Claim Period
As per Schedule	Rs. 10,00,000/- Only	30/09/2026

Signed and delivered thisday of2023.

Signature of Bank Official with Stamp

To be made on Rs 50/- Stamp Paper & Notarized

ANNEXURE –I

AFFIDAVIT BY THE STUDENT

I, _____ (Full name of student with Institute Roll Number)

s/o d/o Mr./Mrs./Ms. _____ having been admitted to _____ (name of the institution), have received or downloaded a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (hereinafter called the “Regulation”) carefully read and fully understood the provisions contained in the said Regulation.

- 1) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 2) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 5) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.
- 6) Along with the above mentioned points I do hereby declare that
 - a) I will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.
 - b) I will be solely responsible for any kind of accident/mishap caused on account of the above mentioned clause (6.a).

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name: _____

Note: It is mandatory to submit this affidavit in the above format, if you desire to register for the forth coming academic session

To be made on Rs 50/- Stamp Paper & Notarized

ANNEXURE –II

AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms., _____ (Full name of parent/guardian)
father/mother/guardian of, (full name of student with University Roll Number), having been admitted to
_____ (name of the institution), have received or downloaded a copy of the UGC
Regulations on Curbing the Menace of Ragging in higher Educational Institutions, 2009, (hereinafter called the
“Regulations”), carefully read and fully understood the provisions contained in the said Regulations.

- 7) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 8) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 9) I hereby solemnly aver and undertake that
 - c) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - d) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 10) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 11) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.
- 12) Along with the above mentioned points I do hereby declare that
 - c) My ward will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.
 - d) My ward will be solely responsible for any kind of accident/mishap caused on account of the above mentioned clause (6.a).

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name:

Address:

Telephone/Mobile No.:

Note: It is mandatory to submit this affidavit in the above format, if you desire to register for the forth coming academic session

ON RS. 50/- STAMP PAPER AND NOTARIZED

AFFIDAVIT FOR PAYMENT OF FEES

I Dr. _____ S/O or D/O _____, who has been admitted to First year MD/MS course during academic year 2023-24 in RIMS Raipur, have read the AFRC norms for academic year 2022-2023, 2023-2024 and 2024-2025, and have clearly understood that, the present fees charged to us is fixed by AFRC. Raipur Institute of Medical Sciences has appealed in Honorable High Court of Chhattisgarh for revision of fees fixed by AFRC. In case of fee increased by any authorities, I will have to pay the difference amount.

I hereby agree to pay the increased fee.

Verification: -

Verified at Raipur on this _____ day of _____ 20__ that the above contents are true to the best of my knowledge and belief.

Parents Name
Name & Signature

Students Name
Name & Signature

Students Name: -

Students Contact No: -

Residential Address: -

Parents Contact No.

Parents Email ID: -

RAIPUR INSTITUTE OF MEDICAL SCIENCES

RULE AND REGULATIONS FOR POST GRADUATE IN RIMS

Discipline:

Discipline is the foundation on which the institution functions. As a Medical professional and a PG student of this prestigious College, it is incumbent on all to develop self discipline of the highest degree. It should, therefore be the endeavor of every PG student to observe all the rules and regulations as a matter of habit rather than because of fear of the consequences. PGs will at all times, conduct them selves with proper decorum and cultivate correct manners and etiquette.

1. The PGs shall maintain strict discipline during the period of study/training programme in terms of conduct rules of the institute.
2. Smoking, tobacco/gutkha chewing, illicit drugs and consumption of alcohol in hospital/college premises is strictly prohibited.
3. He / She should maintain good regulations with colleagues, faculty, paramedical / medical and administrative staff.
4. He / She should treat patients courteously and with respect. Any display of anger / displeasure is to be avoided.
5. Physical misbehaviors with anybody in the hospital / college either with the faculty, Colleagues, interns, UGs and supportive staff or patients will be taken seriously and warrants disciplinary action.
6. The Candidates shall not resort to any strikes during the period of their study, The students are not permitted in criticizing the policies of the Institute either before the print or electronic media or anywhere which amounts to dereliction of duties.
7. They are not permitted to approach the legal authorities/ MCI/Govt. without prior permission by the institution.
8. Computer / laptops are to be used in the hospital / college only for academic purposes.
9. Identity Cards: All PG Residents should wear photo- identity card (ID card) during the duty hours.
10. Time to time amendments can be made in the rules and regulations and it will be binding on them.

1. Dress Guidelines while there is no formal dress code for PGs. The special nature of dealing with patients and their families are a demonstration of respect for the appropriate. Professional appearance and demeanor are a demonstration of respect for the patient and the profession, and of self respect, this professional appearance and demeanor should be maintained at all times by faculty, residents of standards or requirements unique to that department however, given. In

general, clothing should be formal, clean and in good repair. Shorts, T-shirts and Exercise clothing are not permissible. A clean white coat, or other professionally appropriate attire, must be worn at all times while on duty. Formal footwear should be worn during duty hours. No bathroom slippers/ chapels are allowed during duty hours.

Boys

Shirt & Trouser (Pants) with Shoes

Girls

Salwar kameez with Shoes

2. All Powers relating to discipline and disciplinary action are vested with the Dean

- a) The Dean may delegate all such powers, as he /she deems proper to such other persons as he/she may specify on his behalf.
- b) 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 or any other persons within / outside the premises /campus.
 - ii. Carrying or use or threat of use of any weapon.
 - iii. Violation of the status, dignity and honor of any student or intern.
 - iv. Any practice, whether verbal or otherwise, derogatory to woman.
 - v. Any attempt at bribing or corruption in any manner.
 - vi. Will full 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 Institute.
 - ix. Viewing / displaying material on computer/laptop which is either pornographic in nature or offensive to a person, violation warrants disciplinary action.

3. Debts

Students will neither borrow nor lend money nor incur debts while undergoing training at the institution. No credit accounts will be maintained with canteens/cafeterias, shops or loan taken from any other student, shopkeepers or any other person. Dues to the college and any student messes will be paid by the stipulated time, failing which a fine on daily basis as May be fixed from time to time may be charged.

4. Theft

Students are responsible for the safe custody of their personal belongings. Any student who is found guilty of stealing or in possession of stolen private or public property will be liable to be withdrawn from the institution in addition to appropriate disciplinary/ legal action.

5. Gambling

All forms of gambling are forbidden.

6. Drugs, Liquor and Cigarettes

The campus is a NO SMOKING ZONE area. Students are forbidden to consume alcoholic beverages and smoke within the institution premises.

Possession or consumption of any harmful and intoxicating drugs by students in any form is prohibited. All performance-enhancing drugs are also prohibited. Indulging in use of any such substances will result in disciplinary action which may include suspension.

7. Damage

Students will not deface, mutilate or damage any building or property belonging to the Institution or individual or cut/uproot any plants or especially in the college or hostel premises.

8. Ragging

Ragging is prohibited in the Educational Institutions by Medical Council of India (Prevention and Prohibition of Ragging in Medical College/ Institutions) Regulations, 2009 issued vide notification dated 03/08/2009 which includes abusing, harassing, ill-treating, manhandling, bullying or awarding undignified or unauthorized punishment to a student by any other student.

If any incident of ragging comes to the notice of the authority, the student Concerned shall be given liberty to explain and if his/her explanation is not found Satisfactory, the authority would expel him/her from the Institution and the information will be forwarded to Medical Council of India for taking necessary action.

9. 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 relates 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 redresses.

10. Power of Dean/ Principal

Notwithstanding anything contained therein, the Dean, RIMS may at any time before completion of the course either on his/her 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 admission to the course, if in his/her option such candidate had furnished incorrect particulars/

false information or in the certificates or in the statement made either before the dean or any other manner.

11. Grievances:

Grievances (if any) may be submitted to the Dean through proper channel. Prior appointment from principal office should be taken otherwise PG will not be entertained.

NOTES:

PGs will not be entertained in groups by the authorities. Only their representatives through proper channels will be allowed.

Time to time amendments can be done in the rules and regulations and PGs will abide to the same.

12. Attendance and Leaves

All the 365 days of the year are working days for Residents. The Resident should have a minimum percentage of attendance i.e. 80% annually as stipulated by the University/ /medical Council of India. A) All leave applications should go through proper channel (Head of Concerned Department) to the principal. Not more than 10 days leave can be availed at a time which includes Sundays and holidays.

A) Special Casual leave / Academic leave

1. The dean is the sanctioning authority.
2. The Postgraduates are eligible for 20 days during the entire course period for attending the Conference/ Workshop/ CME/ Fellowship etc.
3. The postgraduates who are interested to participate shall submit a request letter through proper channel with a copy of the brochure, at least 15 days prior to the date of the conference.
4. They are permitted to attend such programs without affecting the routine working of the department concerned.
5. The post graduates may be permitted for attending such event is at the discretion of the Head of the Department after assessing the genuineness of the programs and utility for the particular course.
6. A resident is permitted to attend for not more than two such events in an academic year.
7. At any point of time, not more than 50% of the postgraduates from each department shall be permitted.
8. The preference will be given for the post graduates of 2nd and 3rd years and who are presenting a paper/poster.
9. No TA/DA will be paid by the institution.
10. The leave is granted for the actual days of conference and for journey depends upon the location.
11. They must produce conference attendance certificate within one week from the date of return, failing which the special casual leave shall be treated as casual leave.

B) Maternity leave / Medical leave:

1. The candidate will be eligible for “leave under exceptional circumstances”, supported by medical certificate from the competent authority (subject to verification by medical board of SVIMS) and recommended by the head of the Department, sanctioned by the Dean/Head of the Institution. Maternity leave / Medical leave will be sanctioned with loss of pay.
2. The training period will be extended, if necessary, for fulfillment of 80% of the attendance annually.
3. Payment of stipend shall be limited to 36 month from the date of joining (subject to attendance) and no stipend is payable for the extended period of postings given for all other reasons except maternity leave.

General: 1. **those who take leave without prior sanction are to be considered as unauthorized absence. Anybody on unauthorized absence for more than 10 days will be liable for disciplinary action and liquidated damages will be levied.**

Private practice Residents shall not engage in private practice of any sort during the course of study. They shall not refer patients under their care to outside institutions without approval of the Unit Chief/HOD.

13. RULES RELATED TO HOSTEL

i. Accommodation

Hostel accommodation is provided in separate buildings for men and women or same. It is compulsory for the PG Students to stay in the College Hospital in the beginning or end of the session PG Students may be kept in other hostels on temporary basis.

ii. Administration

The hostels shall be under the overall administrative control of the Principal the Principal shall be the Honorary Warden for the hostels. There shall be one Chief Warden and a warden for each hostel. The privileges and obligations of students as hostel students will be applicable to PG Students also.

The decision of Dean/Principal shall be final in the interpretation of rules and in all matters connected with the hostel.

iii. Admission

Admission is restricted to the students of Medical College, Raipur Institute of Medical Sciences.

It is compulsory for the PG Students to stay in the College Hostel. The admission to the hostel is subject to renewal every academic year.

The rooms shall be allotted in the order of admission to the College.

iv. Caution Deposit

Each student on admission should pay the prescribed fee as caution deposit for the Hostel which will be refunded only at the time of his/her leaving the hostel, finally after the completion of the course after adjusting any liabilities to the hostel. At any cost no adjustment refund of the Caution Deposit shall be allowed till the students complete their courses and leave the Hostel.

The cost of the hostel properties damaged by the students along with the penalties shall be recovered from the concerned students immediately.

- v. Hostel Fees:** The Proposed Hostel Fee with Misc. charges for the subsequent year by minimum 10 to 20 % will be increased, prevailing Market rates and Inflation to meet the increased cost of provisions, utility charges and maintenance electricity bill to be paid separately.

vi. Discipline Declaration

Each student should sign a discipline declaration in approved form.

vii. Allotment of Rooms

Rooms will be allotted at the discretion of the Chief Warden. No request for change of rooms in the middle of the year will be entertained.

Room's no. and allotment letter will be provided at the time of admission. All PGs will be provided with white wash and furnished rooms and a list of inventory will be provided. No request of white wash of any rooms will be matched with the list provided.

No PGs should stay in hostel after completion (As soon as exam is over, they need to vacate the hostel otherwise per day charge will be taken).

No resident is allowed to have additional electrical fittings without the clear and prior written permission of the college Authorities/chief Warden Those who use Air Conditioner, Fridge, TV/radio, room heater, electric stove etc. (with permission from college authorities/ chief warden) should pay an additional amount as fixed by the college authorities from time to time.

viii. Withdrawals

Students passing out of the college will be permitted to leave the hostel on application to the college Authorities/Chief Warden, only at the end of term. On no account should they leave the hostel before they are permitted to do so by the college Authorities/Chief warden. They need to give 30 days prior notice to leave the hostel.

ix. Mess

Food will be supplied in the hostels. Student take food only in the Mess Hall and no student is allowed to take food to their Hostel rooms. The plates, cups, Spoons glasses etc. should not be taken to the Hostel Rooms.

Any breakage or taking food in the room will invite suitable penalty. No cooking or heating of food is allowed in the Hostel Rooms. Any suggestion / grievances may be taken up with the mess Committee. Food will not be allowed to supply to any persons other than hostel inmates.

x. Guests

No student is allowed to bring a guest into the hostel to stay with him/her. Parents may however, be allowed to stay in the guest rooms with the prior permission of the college Authorities /Chief Warden. The concerned student should deposit the charges in advance. The concerned student is responsible for all the charges incurred by the guest. Guests will be charge at rates fixed from time to time per day exclusive of mess charges and no guest shall remain in the guest rooms for more than 3 days except under special circumstances. Only parents are allowed as guests in the guest rooms with the previous sanction of the college Authorities / Chief Warden. The guests' stay is subject to the compliance of the rules and regulations of the hostel.

The College Authorities/ Chief Warden shall have power to refuse permission to allow parents /guests to stay in the Guest rooms without assigning any reason.

The warden/Chief warden will maintain a register of guests in the following form and ensure that no guest is admitted unless his/her name is entered in the above register. The student who brings the guest will be held responsible for the proper filling of the particulars required therein. i) Name of the student who is the host; ii) Name of the guest with home address ;iii) ID, Proof; iv) Date of arrival; Date of departure.

Hostel vigilance committee / Warden / Asst. Warden will carry out surprise checks in the hostel and if any unauthorized occupation of the room is noticed, heavy penalty will be levied and recovered from the student responsible for such unauthorized occupancy.

xi. Medical Aid

Dean/Principal/Chief Warden/Warden should be informed of all illness promptly. No sick student shall remain in the hostel and he/she will be sent to the hospital for further treatment.

xii. General Discipline

Students should keep their rooms scrupulously clean. Soiled things and clothes should be stored out of sight. Discarded rags and papers should not be thrown about in the rooms, terrace or anywhere in the hostel/college premises. The rooms, doors etc should not be disfigured by writing, sticking handbills, posters etc.

They should behave with restraint and decorum, Shouting reading aloud Musical sound in any form and such other acts likely to disturb other inmates during hour of study should be avoided at all times.

All Groups studies have to be done in library only or the adjoining area of library or in the department.

All students are expected to be in the hostel by 8.30PM. It not on hospital duty, unless permission to stay out beyond 8.30PM is expressly obtained from the Principal /Chief Warden.

They should sleep and study in their own rooms.

Students are not allowed to remove any articles of furniture, fittings light, etc. belonging to the hostel. Any damage to the hostel property shall be immediately reported to the Principal/Chief Warden. The cost of damage will be recovered from the individual concerned. If the person is not traced, the students of the wing or flat concerned will be held responsible, in case of wanton damage, in addition to recovery of cost of repair/replaced, the Principal/ Chief Warden would impose a suitable fine.

Students are not permitted to convene meetings of any sort anywhere in the hostel or its premises without the Principle written sanction obtained on written request. Any kind of musical & dance parties are not allowed inside the hostel premises.

No circular or subscription test shall be taken round except with the permission of the Principal/ Chief Warden.

No students shall take active part in political meetings, processions or propaganda. Disregard of this rule will lead to immediate expulsion from the hostel/College.

No UG or interns are allowed to enter the premises of PG& resident hostel.

Students are forbidden from ill-treating any of the hostel servants and they should extend due courtesy to all levels of staff and chief in the Hostel/College /Hospital. They should not have any dealing with the servants or use them for running personal errant/work.

Every student will report to the chief warden in writing at the beginning and end of each term after his/her arrival and before his/her in the books kept for the purpose in the hostel office. If a student is found in the hostel without reporting his arrival after reporting his departure, he/she must pay a penalty / punishment fixed by the college Authorities from time to time.

No student shall absent himself /herself from the hostel for any night without having previously obtained the permission of the Principal/ Chief Warden. The main gates of the hostel will be closed every night at 9.30 PM Visitors (Parents & guardians) who come to the hostel must leave before 8 PM Visitors are allowed only to the Visitors area with permission of Warden and not to the Hostel Rooms.

All correspondence regarding the hostel should be made through proper channel Misconduct or breach of any of any of these rules of the hostel will render the offender liable to fine, suspension or dismissal.

No pets are allowed in the hostel.

xiii. Valuable in the rooms

All students before going away for leaves or otherwise are strictly advised not to leave any money or valuables in their rooms. The hostels authorities do not hold themselves responsible for money or goods lost by students or guests.

xiv. Tradesmen

No unauthorized person will be allowed within the hostel premises. Students are strictly prohibited from having any dealings inside the hostel with any business person except with licensed dhobis, barbers, tailors, beauticians etc. The courier persons and food vendors are not allowed beyond the hostel gate, the concerned student will be called by the guard and he/she should personally come and collect the article.

xv. Movement Register in Hostel

It is mandatory for all PGs to record their in and out timing in the hostel register provided which will be checked by chief warden and Principle from time to time.

14. RULE & REGULATIONS OF PG TRAINING

- PGs shall carry out all the duties and responsibilities required of him/her to be performed and undertaking by the Head of the Department and Head of the Institute where he/she will be placed in the discharge of the patient care and maintenance of records and such other clinical and technical duties as may be assigned to him/her by the aforesaid authorities from time to time in the interest of efficient patient care and running of the hospital. The decision of such authority as to whether the PGs has satisfactorily carried out all the duties and responsibilities aforesaid shall be final and binding on the PG.
- The PGs have to be present on duty by 8 am and the ward rounds/lab reporting should be commenced by 9am and discussed with their respective unit chief / Incharge.
- All year PGs will take rounds/ do lab reporting and other departmental works in morning as well as evening.
- Schedules Nights duties and emergencies, to be done by all year PGs,
- The participation of the students in all facets of educational process is essential. Every PG should take part in seminars, group discussions, grand rounds, case/practical demonstration, clinics, journal club meetings, Weekly CMEs, Clinical pathological case studies and clinical meetings.

a. PG Teaching

- (A) 1st year PG has to attend all Morning Classes along with MBBS Students
- (B) Minimum number of Seminars in 3rd year (for each PG): 75
- (C) Minimum number of Journal clubs in 3 year (for each PG): 50
- (D) Minimum number no of case /Lab presentation (for each PG):100

Every candidate shall participate in the teaching and training programs of undergraduate students. Training should include involvement in laboratory and experimental work, and research studies.

Basic medical sciences students will be posted to allied and relevant clinical departments or institutions, similarly, clinical subject' students will be posted to basic medical sciences and allied specialty departments or institution.

Rotation of duties in wards/casualty/emergency/OPD/Medical Surgical ICU/lab/health centers/ subspecialties are subject to guidelines of MCI.

A PG student shall work in the concerned department of the institution for the full period as full time student, No candidate is permitted to run or work in a clinical /laboratory/nursing home or directly or indirectly involve in any trade, business, occupation or profession while studying postgraduate course.

b. Attendance: Each year shall be taken as a unit for the purpose of calculating attendance, Every candidate is required to attend a minimum of 80% of the training during each academic year of the post graduate course, Provided, further, leave of any kind shall not be counted as part of academic term without prejudice to minimum 80% attendance of training period every year, Any student who fails to complete the course in the manner stated above shall not be permitted to appear for the University Examinations.

c. Movements Register – If any PG goes out of work place, they have to mention in the departmental movement register before they leave, if any PG want to go to hostel in working hours, they have to take permission in writing from HOD or unit chief.

d. Daily Attendance: Daily Biometric attendance/signing register are mandatory (4 times a day) strict action will be taken if PG absconds after signing the register, or without prior permission. The pay slip should be through HOD of the concerned department and it will not be entertained directly by any means.

e. Monitoring progress of study

1. Log book: Every candidate shall maintain a log book in which he should record day to day activities including academic, clinical/laboratory and teaching works. Special mention with brief summary shall be made of the presentations by the candidate as well as details of teaching or clinical or laboratory procedures, if any, conducted by the candidate. The log books shall be scrutinized weekly by Unit Chief / Guide/Departmental Co- Guide and certified by the head of the Department monthly and submitted to the Head of the Institution three monthly, and presented in the University Practical/clinical examination. It should be completed in a time bound manner, if they failed to do so they will not be promoted to the next year.
2. Periodic assessments: There will be one summative assessment every year and formative assessment will be there monthly in department concerned and their marks will be considered as internal assessment shall include written papers, practical/ clinical and vive voce. On the basis of summative and formative assessments, the students will be

promoted to next year. Minimum 50% marks will be required to get promoted to next year. Record of the marks obtained shall be maintained by the Head of the Department.

3. **Dissertation:** Every candidate pursuing MD/MS degree course is required to carry out work on a selected research project under the guidance of a recognized post graduate teacher. The results of such a work shall be submitted in the form of a dissertation. PGs have to enlist minimum of 3 topics for thesis, Guide will finalize the topic for them.

Every candidate shall prepare and prepare and present the Thesis protocol within six months from the date of commencement of the course in front of Research and ethical committee and finally submit to the Dean/Principal in the prescribed Performa through proper channel. The progress of thesis has to be presented 6 monthly in front of research committee for which a certificate will be issued to each candidate.

If the progress is satisfactory. These certificates have to be annexure in the log books of candidate at the time of submission.

The final thesis presentation will be done in front of research committee before hard binding of thesis 7 month before commencement of university examination.

NOTE: Any Plagiarism and Forgery in thesis writing will be dealt seriously.

15. RULE FOR THE GUIDANCE AND CONDUCT OF CANDIDATES DURING EXAMINATIONS.

1. Candidates should take their place in the examination hall at least 15 minutes before the time scheduled. A candidate coming late by more than 15 minutes from the commencement of the examination shall not be admitted.
2. Before entering the examination hall, all books, notes, paper and electronic gadgets / mobile phone should be left outside or in the hostel, in case of any theft or breakage of the electronic gadget; college will not be held responsible.
3. Candidates are required to maintain strict silence in the examination hall.
4. No candidate shall be allowed to leave the examination room after the distribution of question paper till the expiry of at least one hour and any candidate who leaves the room during the period allotted for a paper shall not be allowed to return within the period. In case of urgent necessity a candidate may with the special permission of the invigilator superintendent, temporarily leave the examination room , but during his or her stay outside, he or she must be under the surveillance of a trustworthy person to be deputed by the invigilator / Superintendent for that purpose.
5. Candidate is prohibited from communicating with or copying from each other and from communicating with any person outside the examination hall.
6. Any candidate detected violating these rules will be sent out of the room and the matter reported to the Dean / Principal and will be detained for 6 months.
7. Candidates are not allowed to exceed the time assigned for the paper. The entrance of persons not connected with the examination into the examination hall is strictly

forbidden, Candidates should not leave their seats without the permission of the invigilator before the conclusion of the examination,

8. Students who absent themselves from the class examination will be awarded zero marks.

Note: Forgery and Cheating

Any student who is found guilty of using unfair means- cheating or endeavoring to cheat by taking unauthorized books, pamphlets or papers, mobile phone, voice receiver, Any electronic device, etc, into the examination hall or trying to gain information from fellow students while in the examination hall will render himself / herself liable to be detained.

16. COLLEGE FEES:

1. The students shall be admitted only on deposit of the full prescribed fees at the start of the Academic Session Every Year.
2. In addition to the prescribed fees, the first year MD/MS student should deposit College Security of Rs. 25000/- Non Clinical and 50000/- Clinical. The same shall be refunded to the students after the completion of their MD/MS Course and submission of NO DUES CERTIFICATE from all the departments including principal Office, Hostel Warden, Account Department, Library, College Canteen etc, after adjusting any amount of recovery on account of damages to the Institute's Assets etc.
3. Hostel stay is compulsory for all MD/MS Students.
4. The MD/MS Students should submit an undertaking cum affidavit to pay the next 2 years fees in time, before the start of each academic year. They should also deposit Post Dated Cheques (PDC) for the future years' fees.
5. MD/MS students should deposit prescribed charges for availing any additional facilities prescribed by the college from time to time.

The students will not be allowed to enter into the hostel or attend the classes if any fees are in arrears.

Payment of Dues

All charges must be paid at the Accounts Office (hostel section) between 11AM and 4.30PM. The Hostel fees should be paid in advance at the beginning of the financial year.

FEES: should be deposited on time and delay in submission will be charged fine of Rs.500/- on daily basis.

17. STIPEND:

Any issues for stipend should be discussed through proper channel to GM or management concerned. In any circumstances or parameter or irregularities, no post graduate student shall quote "stipend" Time to time amendments can be done in the rules and regulations and PGs will abide to the same.

18. CORRESPONDENCE

Students are forbidden to address directly the higher authorities. Direct communications intended for any higher authority must be submitted through the HOD/Principal who will forward them if he/ she consider it desirable. Students desirous of addressing the principal by letter must do so separately.

Channel of Communication

1. A Students wishing to seek an interview with the Dean or desiring to refer a matter to higher authorities will do so through proper channel.
2. Students should address all hostel related matters to the Warden first and then to the Principal.
3. For any personal problems of distressing and confidential nature the students may directly approach Tutor Guardians.

19. CONDITIONS TO BE SATISFIED BEFORE SENDING STUDENTS FOR UNIVERSITY EXAMINATIONS.

1. Every student must put in the required attendance in lectures, practical classes and hospital wards. It should be certified by Professor and Head of Department that the progress of each student is satisfactory and conduct is good.
2. Each student must have paid all demands against him.

20. RULES AND REGULATIONS- LIBRARY

A. General Rules

The Librarian is in-charge of in-charge of all books in the Library and will be responsible for their safety and maintenance in good condition. All books and journals received for the library will be entered in the stock register immediately under the appropriate section and shown to the officer in-charge of Library.

The library will be open as per the timings prescribed. The library is open to the students, teaching staff of the college and to the medical officers of the hospital attached to the college.

Students are allowed to use the library as reference library only and they are not allowed to take away any book out of the library room.

All books are to be used with care. Students should not bring their own text books into the Library. They should write their names and time of entrance and departure from the library in the register kept at the entrance.

The student or staff etc to whom the book is fully responsible for the books and any damage caused will be made by him. The student will be permitted to retain it for a period not exceeding 15days. A fine of Rs.100 per day will be levied beyond that period.

The fine has to be paid in the college office and the receipt produced in the library. The loan of book can be renewed provided there is no demand for it from the other students. Books

taken from the library should not be sublet. The timings for the issue of books will be from 10.00 am to 5.00pm.

If any book issued to the student is lost, the cost for replacement of the book will be realized from him in addition to the penalty fixed by the College Authorities which shall not be lesser than the double the cost of the book. If the book cannot be replaced, the committee will decide the compensation to be paid. Books on loan with the students can be recalled by the library at any time.

Date labels, book pocket etc. pasted inside the book should not be tampered with, No student shall write upon and damage or make any mark on any book belonging to the library.

Bags and brief cases are not allowed inside the library. Apron/Coats are also not allowed inside the Library.

B. Atmosphere of study

Silence should be strictly observed in the library. Readers in the library are prohibited from engaging in conversation, misusing furniture or conducting themselves in any manner calculated to disturb or distract the attention and concentration of others using the library.

Persons making use of the library shall observe the regulations concerning the dress and general rules of good behavior as set forth in the college calendar.

Readers in the library are forbidden from stretching their legs on the table.

Smoking is strictly forbidden in the library or for that matter anywhere in the Institution's premises.

Failure to observe the above rules or part of rules will be reported to the Principal by the Librarian.

C. Loan of Books

Manuscripts, reference books, and damaged books are not issued on loan. These can be consulted inside the library only; Loose issue of periodicals will not be taken on loan by students of the teaching staff and post graduate students.

A list of new books bought for the library will be put up on the library notice board. Such books will be released for loan after 15 days from the date of putting up on the list. Till such date they will be treated as books in the reserved sequence/ category.

Outsiders will be permitted to use the library with the permission of the officer in-charge of library.

D. Complaints and Suggestions

All suggestions and complaints by the staff and students should be properly recorded in separate books maintained for that purpose in the library and staff common room. At the end of 31st

March Every Academic Year all the books in the library will be checked by a responsible officer nominated by the Principal and his report will be checked to the Principal/ Top Management within Month for any missing, damage and any addition or deletion in written form.

E. Department Library

The head of each Department is allowed to keep a Department Library consisting of not more than 300 books by selecting the necessary books required for each department from the General library, provided duplicate copies of those books are available or if they are of interest only to that department.

F. Fine

Fine of Rs. 10000 can be imposed for minor offenses by the Principal / Management. In case of gross offence, a fine of up to Rs. 25000 and more can be imposed by the Principal/Management.

Acknowledgement

All students will study this code of conduct rules and acknowledge it in writing and submit the undertaking to the Principal as per format below.

UNDERTAKING

I (Name of student)
son / daughter of Shri....., Resident of
hereby state that I have read and understood the above-mentioned rules & regulations for PG
students of Raipur Institute of Medical Sciences. I promise to follow it in letter and spirit. In case
of any breach of rules I am liable for disciplinary action as per rules.

Name of Student.....

Reg. No.

Batch

PG NEET Roll No.....

MD/MS Branch

Date:

Parent's Signature

Student's Signature

RAIPUR INSTITUTE OF MEDICAL SCIENCES

(RIMS, RAIPUR)

Undertaking by the Students and Parents to be submitted at the time of admission to the Institute

I, Mr./Miss/Mrs. S/D/W of

Joining the 1st year MBBS/MD/MS Course for the academic year 2022-23 in Raipur Institute of Medical Sciences,

Solemnly undertake to abide by the following rules, terms and conditions:

1. I shall attend all the classes from the date of opening of the Institute, failing which I am liable to pay a fine up to Rs. 1000/- per day and also shall face suitable administrative and disciplinary actions.
2. I shall attend all the classes regularly and punctually (theory, practical, hospital duty, class test, field work, campus) and secure attendance of not less than 90% in any of the subject. I am fully aware that the attendance of lesser than 90% in any of the subjects will make me ineligible to appear for the University / Institute Examinations. I am also aware that in order to get the minimum required attendance to render me eligible to appear for the University / Institute examinations, I shall have to get re-admission to the Institute with a minimum of one academic year by depositing the fees for the that academic year.
3. I shall willingly and without demur follow the dress code and uniforms prescribed by the Institute.
4. I shall conduct myself in a highly disciplined and decent manner both inside the class rooms and in the campus, failing which I am aware that I shall be liable for suitable administrative and disciplinary against me as per the rules and regulations of the Institute.
5. I shall concentrate on my studies without wasting time in the Campus / Hostel and attend all the tests/ exams to secure more than the minimum prescribed marks in each subject. I shall submit the assignments in time to ensure not only minimum acceptable level of my performance but also to constantly improve the same.
6. I shall not involve in any form of the Ragging inside or outside the campus. I am fully aware that involving in Ragging in an offence and punishable as per the law of the land/rules.
7. I shall deposit the tuition fees, examination fees and any other dues at the time of admission before the start of the academic session/within the stipulated time of the Institute, failing which I understand and agree that I shall not be permitted to attend the classes. I am filling an affidavit cum undertaking to this effect separately along with the

post-dated cheques towards the fees for the future years till the completion of my entire course.

Parent's Signature

Student's Signature

8. I shall not cause or associate myself overtly or covertly involve in any kind of violence or disturbance both within and outside the Institute campus.
9. I understand that if I absent myself continuously for 3 classes, I shall face suitable administrative and disciplinary action of the Institute including payment of penalty.
10. I am aware that I should get admission to the Institute Hostel and accordingly I am joining the hostel.
11. I shall not install any electrical equipment, AC, Fridge, Heaters, electric stoves and other electric gadgets in my room except the electric installation provided by the Institute/hostel authorities. In case I desire to install any of electrical equipment / gadgets, I shall make an application for obtaining necessary prior permission of the Institute/ Hostel Authorities appointed for this purpose and shall deposit the prescribed additional charges for the same in advance and only after obtaining necessary permission I shall install any electrical equipment/ gadgets in my room and observe all the conditions / restrictions imposed by the Authorities.
12. I undertake to attend the Institute and hospital duties sincerely without fail. I am aware that if I fail to attend the hospital duties without prior permission of the HODs / Principal, I shall be liable for the necessary punishment including barring of from the University Examination.

UNDERTAKING

We have read carefully the above rules, terms and conditions and understand that the same have been made for my/my wards own benefit and improvement. We also understand that if I/my ward fail to comply with these rules/regulations/undertakings, he / she shall be liable to suitable administrative and disciplinary action as per the Institute / university rules and the law of the land.

I/we hereby undertake to strictly follow the above rules, terms and conditions.

Date:/...../ 2022

Parents Name & Address with Phone Number

Parent's Signature

Student's Signature