



# King George's Medical University

Uttar Pradesh, Lucknow - 226003, India

Prof. Vinita Das  
Dean, Faculty of Medicine

## **Recommendations for Short Term courses in King George's Medical University, Lucknow.**

The Board of faculty of Medicine in its meeting on 19<sup>th</sup> March 2018 had formed a committee to suggest the nomenclature and fee structure for short term certificate courses in the University. Different Departments had requested permission to start Short Term Certificate Courses and Fellowships with different designations, different durations and different fee structures. Various meetings were held, and the draft recommendations were circulated to all faculty. Finally, a meeting was held on 25-09-2018 in the Board Room under the chairmanship of the Dean, Faculty of Medicine. Uniform guidelines have been agreed by all stake holders and are presented below:-

## **Regulations for Short term Courses at K.G Medical University**

- A. The standard format for submission of applications to start short term training courses is enclosed.
- B. These regulations are effective prospectively from date of passage by Executive Council. It does not affect students admitted to such courses earlier but affects all new admissions.

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## 1. Certificate Courses

Departments can start Certificate Courses and Fellowships

1. These trainings cannot be registered as qualification by regulatory bodies
2. These courses will be of 1 year. Candidates will have to complete the predetermined period of training. In case the candidate leaves in between the certificate will not be issued.
3. These courses may be called PDCC or as Fellowships at the discretion of the Department.
4. These trainings must be tailored to teach some skill and to develop competency in that skill.
5. The department will provide a structured training program.
6. There will be a formal entrance and exit examination conducted by the Controller of Examinations.
7. Record of candidate will be maintained by the Dean and the Registrar.
8. The Exit Certificate will be issued at the Convocation/Foundation Day of the University on certification by the Head and Dean regarding attendance, training, competency and completion of the complete predetermined period of course and the result of the Exit Examination.
9. Since candidates will be trained, they have to pay fees for these certificate courses as given in annexure plus Departmental expenses (for chemicals and labware etc) as deemed fit by the Department.
10. Existing Manpower including SR in Departments may be allowed enrollment for this certificate training after obtaining NOC from the Head of Department and appearing for entrance examination. This NOC is mandatory.
11. Salary/Stipend/Scholarship if any, from non KGMU resources may be availed (Specialty associations/sponsoring institute etc. in which case norms of sponsoring body will be followed as per the discretion of the University). An amount of Equivalent to the Salary of SR plus fee for certificate course plus Departmental expenses (for chemicals and labware etc) as deemed fit by the Department, (will have to be deposited in advance in the University for the purpose).
12. Candidates will be enrolled in the University and issued an enrollment number.
13. All candidates will have to have a University ID signed by concerned HOD and Proctor of University valid for course duration only.
14. Library facilities, Caution money, Attendance discipline, etc. will need to be maintained like other university students.
15. Hostel accommodation will not be admissible.
16. Candidates involved in direct patient care will have to have all regulatory approvals. For example, they must be registered with UP state Medical Council and have a valid registration number and additional degrees must be registered.
17. A Non-refundable application fees Rs 2,000 for General & OBC candidates and Rs. 1200/- for SC/ST candidates and will be updated by the University from time to time. In house Senior Residents will continue to get SR Salary as per rules. Sponsored Candidates will get Salary equivalent to SR from the Sponsorship money deposited by them.

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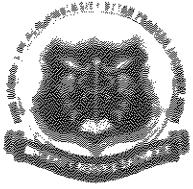
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## **Entry and Exit examinations for Certificate Courses/Fellowships**

1. There shall be Entrance and Exit Examinations
2. The Examinations will be conducted by the Controller of Examinations
3. For Entrance Examination the Non refundable application fees Rs 2,000 for General & OBC candidates and Rs 1200/- for SC/ST candidates and will be updated by the University from time to time.
4. The entrance examination will be of multiple choice type with one paper of 100 questions (1mark each) in 90minutes. The questions will be prepared from any External Source as per University Policy. Candidates will be selected in respective certificate courses as per merit list of theory exam. No interviews will be conducted.
5. For Exit Examination the Fee will be Rupees 20,000 and will be updated by the University from time to time.
6. For appearing in the Exit examination the candidate should have an attendance of least 80% to be certified by the Course Coordinator and Head of Department. The Course Coordinator and HOD have also to certify that the candidate has learnt the skills for which the candidate had enrolled.
7. Theory exam will be of total 200marks. There shall be two theory papers. Part-I theory will consist of 100 Multiple Choice questions (1mark each) to be completed in 90 minutes and Part-II theory with short answer type questions with 10 questions (10 marks each) in 90 minutes. Both will be completed on the same day.
8. For Practical Examination there shall be 02 examiners, one internal and one external examiner. Practical exam will be of 200 marks.
9. To pass the exit examination, candidate has to secure minimum 50% marks in aggregate and also separately in Theory exam Part-I MCQ, Theory exam Part-II short answer type question and in practical examination.
10. At the end of the Examination the result will be declared by the Controller of Examinations and copy of the same will be provided to the Dean of the respective faculty.
11. If the candidates fail in the exam, then he/she shall be allowed to appear in the next two regular exams maximally and the Examination fee again will be deposited each time by the candidate.

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**PDCC/Fellowship Fee Structure**

<b>Fee</b>	<b>Amount</b>
Online Application Fee (COE)	Rs. 2,000 for UR & OBC, Rs. 1200 for SC/ST
Registration Fee	Rs. 2,000
Enrollment Fee	Rs. 1,000
Tuition Fee	Rs. 50,000
Other	Rs. 4,000
Student Welfare Fee	Rs. 1,500
Atheletic Association Fee	Rs. 100
Library Fee	Rs. 2,000
Examination Fee	Rs. 20,000
Exam Form Fee	Rs. 500
Caution Money (Refundable)	Rs. 10,000
Fee for chemical/consumables as per deptt. advice (concerned department)	Rs. ....

Total=Rs. 81,100

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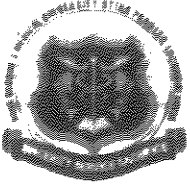
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## 2. Observership

Observership will be permitted with the following provisions

1. Suggested duration 1 month to one year
2. Application screening process and record of candidate will be maintained by the Head of Department and the Dean.
3. No entry or exit exams
4. No enrollment number will given by the University
5. All candidates will have to have an university ID signed by concerned HOD and Proctor of University valid for course duration only.
6. Certificate of observership will be issued by the Dean and HOD on certification by head of the department regarding attendance
7. Salary/Stipend/Scholarship, if any, from non-KGMU resources may be availed (Specialty associations/sponsoring institute etc. in which case norms of sponsoring body must be followed at the discretion of the University)
8. Candidate will NOT be allowed direct patient care

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### 3. DNB/FNB Training

These trainings will be permissible with following provisions

- 1 DNB/FNB training will not be permitted in MCI recognized Departments
- 2 Only Medical Graduates and Post Graduates can be registered for these courses
- 3 There will be no interference with training of regular students. For example if some teacher is assigned for DNB/FNB training he/she cannot be shown for MCI approved training till those candidates have completed training period
- 4 The department will provide a structured training program, as per NBE norms
- 5 Entry into the program will be as per DNB norms. Record of candidate will be maintained by the head of Department and the Dean.
- 6 A certificate of completion of duration and training will be given by the HOD and the Dean on certification by the head regarding attendance, training and completion of the complete predetermined period of training. The entrance and Exit Examination will be conducted by the NBE
- 7 These candidates will not be enrolled in the University and not issued an enrollment number.
- 8 All candidates will have to have an university ID signed by concerned HOD and Proctor of University, valid for course duration only.
- 9 Candidates will be adjusted on existing vacant post of SR/JR in the department with requisite permissions so they receive remuneration.
10. Fees will be charged as per NBE norms. DNB/FNB candidates will be paid as per NBE norms.
11. Candidates involved in direct patient care will have to have all regulatory approvals. For example, they must be registered with UP state Medical Council and have a valid registration number and additional degrees must be registered.

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#### 4. Internships for outside candidate

1. For internships of outside students, norms and curriculum of regulatory bodies will be followed. Where no such norms/ curricula exist, department will submit a broad curriculum/ structure for such internship and designate a training officer to ensure attendance and training.
2. If training is to take place in more than one department, consent of all concerned departments must be obtained before internship program is started.
3. Attendance must be obtained from all training departments.
4. The internship completion certificate will be issued by the Dean jointly with the head of the Department on certification by the head regarding attendance, training and period of internship.
5. All candidates will have to have an university ID signed by concerned HOD and Proctor of University, valid for course duration only. Candidates will not be enrolled in the University.

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## 5. Rotations for DNB candidates of other institutions

1. For rotations of outside students, norms and curriculum of NBE will be followed. Where no such norms/curricula exist, department will submit a broad curriculum/structure for such rotation and designate a training officer to ensure attendance and training.
2. If training is to take place in more than one department, consent of all concerned departments must be obtained before rotation program is started.
3. Attendance must be obtained from all training departments.
4. The rotation period certificate will be issued by the Dean jointly with the Head of the Department on certification by the head regarding attendance, training and period of rotation.
5. All candidates will have to have an university ID signed by concerned HOD and Proctor of University, valid for course duration only. Candidates will not be enrolled in the University.

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## 6. Ultra Short-Term trainings

Ultra Short term trainings of 2-3 days or more but less than one month may be done in Workshop mode with information to Dean of respective Faculty but without formal permission. Expenditure on conduct of workshop, nominal payment to the Faculty, Travel, and working lunch and tea will be admissible. Departments may take course fee, donations, organizational expenses from different funding agencies/companies in this account.

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## **Fees for various training courses except Certificate Course**

Observership	One-time processing fee Rs 1000/- Non refundable Monthly fee (prepayment) For Indian candidates: Rs. 10,000/- per month For Foreign candidates: Rs 20,000/- per month
DNB/PNB	Fees and stipend as per NBE norms
Internships	Internship for outside students: One Time Processing fee Rs 1000/- Non Refundable Medical graduates : Rs 40,000/- per year M.Sc graduates (Govt. colleges): Rs 5000/- pm. Pvt colleges: Rs 10,000/- pm Paramedical students: (Govt. colleges): Rs 2500/- pm. Pvt colleges: Rs 5,000/ pm MHA: 3300/- per month per students
DNB Students on Rotation	Rs 20,000 per month per student

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