



**SEVA MANDAL EDUCATION SOCIETY'S
SMT. SUNANDA PRAVIN GAMBHIRCHAND
COLLEGE OF NURSING**



**SEVA MANDAL EDUCATION SOCIETY'S INSTITUTE OF NURSING
SMT. SUNANDA PRAVIN GAMBHIRCHAND
COLLEGE OF NURSING**

**Recognized by: Indian Nursing Council; Maharashtra Nursing Council;
Affiliated to: Maharashtra University of Health Sciences, Nashik.**

PROSPECTUS

**MUHS IMPACT
ASSESSMENT
A+ GRADE
2018 -19**

**SCHOLARSHIP
& FREESHIP
AS PER
ELIGIBILITY**



SUPPORTED FINANCIALLY AND CLINICALLY BY:

**Smt. Sushilaben R. Mehta and Sir Kikabhai Premchand Cardiac Institute
Plot 96, road no. 31, near Gandhi market, Kings Circle, Sion, Mumbai, Maharashtra 400022**



**Smt. Parmeshwari Devi Gordhandas Garodia Educational Complex
338, R.A. Kidwai Road Matunga, Mumbai- 400 019.
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Attendance

- 1) 80% in Theory – Irrespective of the kind of absence to appear for University Exam.
- 2) 100% in each of the Practical Areas – before the award of degree.
- 3) Students who do not fulfill the minimum requirement prescribed by the University will not be allowed to appear for the University Examination.
- 4) In case of absence a prior written permission by the student's guardian is mandatory. (Note- The leave may be granted only on genuine ground at the direction of the Principal.
- 5) Students have to be punctual and regular in attending classes theory, practical, clinical, Co-curricular as well as extra co-curricular activities.
- 6) The regular college timing: 8.00 am to 4.00 pm. From Monday to Friday
8.00 am to 1.00 pm on Saturday
- 7) If students remain absent for more than one day the guardian have to meet the Class Teacher.
- 8) Absence during examination is not permitted. The exam shall not be repeated.
- 9) The performance of mid-term and pre-final examination will be taken into consideration for the internal assessments marks.

General rules to be followed by the students.

1. In case of absence, prior permission is necessary. It is mandatory for the students to submit the leave letter signed by parents in the format provided by the college.
2. Absence from attending the classes / clinical posting will be considered only on the medical ground; medical certificate is essential with a written note of absence, by the students & her Guardians.
3. Students have to follow all the rules, regulations and policies of the library and various laboratories.
4. Internship includes 8 hours of integrated clinical duties in which 2 weeks of evening & night shift duties are included.
5. Internship should be carried out as 8 hours per day @ 48 hours per week.
6. Students will be supervised by nursing teachers during internship.
7. Fourth year final examination to be held only after completing internship.
8. Total 8 unit tests will be conducted for each subject, as soon as the unit's syllabus is taught in the college and learnt by the students, in addition to mid-term and pre-final examination.
9. The students must read the notice boards regularly in order to know the important information.
10. The students have to submit their study assignments within the stipulated time to the concerned teachers.
11. The students have to fulfill all the requirements as per the norms of the syllabus.
12. The final examination will be held by the Maharashtra university of Health Sciences every year (Summer & Winter)

Uniform – Prescribed uniform will be provided by the college to be worn for the clinical experience in the Hospital / Community & during the educational visits. The students will be charged for the same.

Extra curricular Activities

Student council and Student Nurses Association: The student council will be formed through democratic system of election. Thus students will be given opportunities to develop their leadership qualities, and their



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unique talent through various cultural activities such as Aarambh, Tekzone, Spandan, Avishkar, Aakanksh & Indradhanushya festival

Research

The students thirst for curiosity will be quenched by encouraging students to conduct the research projects and forming a journal club. The students will be encouraged to conduct and present their researches at collegiate, university & interuniversity level. The students will be availed maximum opportunities to express their talents and virtues, and will be appreciated and rewarded.

Conduct & Discipline

- Students will be under the control of the Principal throughout the training.
- The rules & regulations to be strictly followed as laid down by the authority.
- Disciplinary action will be taken by the Principal if rules are violated.
- Students should maintain ethical & professional behavior both in and outside the college, in hospital & community premises.
- No jewellery should be worn in the clinical area.
- Using cell phones to the classroom & clinical area is strictly forbidden.
- Maharashtra University of Health Sciences, (MUHS) Nashik shall take the decision regarding granting of the term & the eligibility of selected candidates. The decision taken by MUHS will be final & the candidate will be bound by it.
- Parents & local guardians should meet the Principal and/or Class Teacher whenever called for.
- Classroom should be always kept clean and neat. The garbage must be thrown in the dustbin.

Hostel

- Students will be day scholars.
- Very limited hostel facility is available on payment only to outsiders.
- We have a Memorandum of Understanding with Runwal Group for the hostel facility at "Thane" (Ghodbandar Road)
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Books

Books will be provided by the college against required payment. Students need to buy a set of text book of the concerned subjects per year. Reference books, Journals & Newspapers can be referred through the college library. Internet facility is available in the library.

Teaching Learning Activities: The teachers will use the innovative and varied teaching –'learning activities' suitable for a group as a whole as well as an individual student. The students need to take interest and initiative in learning as it is a joint venture of student and teacher towards quest for the TRUTH. The enlightening process of teaching and learning will help students imbibe great people's precious wisdom. Ultimately all knowledge aspired has to culminate into scientific, artistic and timely nursing action.

Fee

Fees are subject to change. On being admitted to the course the student shall be required to pay full tuition fees as per the rules / norms prescribed by the **Pravesh Niyantran Samiti** and **Fees Regulating Authority** of the State Government.

All the fees are to be paid by digital mode or Demand Draft or online pay mode (RTGS / NEFT) to be drawn in favour of "Seva Mandal Education Society's College of Nursing" between 10.00 am to 2.00 pm. on week



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days. In case the student is paying the fees late she shall be entitled for a penalty. In case due to any reason the student has cancelled the admission it is mandatory to them to pay a full fees for that academic year. In case the student is paying the fees later than stipulated date then she shall pay a penalty as per the institution's rule.

Refund of fees:

The Ministry of Human Resource Development and University Grants Commission have considered the issue and decided that the institutions and Universities, in the Public Interest, shall maintain a waiting list of students/candidates. In the event of a student/ candidate withdrawing before the starting of the course, the waitlisted candidates should be given admission against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs.1,000/-(one thousand rupees) shall be refunded and returned by the Institution/ University to the Students/Candidates withdrawing from the programme. Should a student leave after joining the course and if the seat consequently falling vacant has been filled by another candidate by the last date of admission.

The institution must return the fee collected with proportionate deductions of monthly fee and proportionate hostel rent, where applicable. The Candidate, who applies for cancellation of admission, shall be entitled for refund of fees as per Seva Mandal Education Society's management rules as stated by the The Ministry of Human Resource Development, which has been stated above.

RULES OF REFUND OF FEES:

Time of Withdrawal	Conditions of Withdrawal	Refund of Tuition Fees	Refund of Other Fees	Refund of Deposits	Charging of Processing Fees
Application for withdrawal submitted before <u>starting of the programme</u> or before close of admission process, whichever is earlier	-	75% of the tuition fees to be refunded	75% of the fees to be refunded	All deposits to be refunded	Rs. 1000/-
Application for withdrawal submitted after <u>starting of the programme</u> or after close of admission process, whichever is earlier.	The seat falling vacant is filled by admission of another candidate	50% of the Tuition fee to be refunded	50% of fees to be refunded	All deposits to be refunded	Rs. 1000/-
	The seat remains vacant even after closure of admission process	Entire fee will be forfeited	All fees to be forfeited	All deposits to be refunded	-

Essentials for refund of fees

- The student should submit written application on the plain paper for cancellation of admission (with the date) along with fee receipt.
- The purpose of cancellation should be clearly stated in the application.
- The application should be signed by the Head of Department.
- The application should be inwards by the department's office.
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Loan & Scholarship :

The needy and clever students may be granted scholarship and/or be helped to avail educational loan. Eligibility SC/ST, OBC students should submit their scholarship forms for the academic year by February for processing scholarship to SC/ST, OBC etc each year.



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Needy and clever students can avail scholarship offered by the Maharashtra University of Health Sciences and Trained Nurses Association of India, Students Nurses Association (SNA), State & Central Government & Samaj Kalyan Vibhag and the other Non Government agencies (NGOS)

Anti-ragging Cell – The College abides by the MUHS University regulations and implements. It's anti-ragging resolution under Maharashtra Prohibition of Ragging Act (1999) section – I of section 1. Ragging of any students is strictly prohibited and strict disciplinary action to the extent of dismissal from the college will be taken if any student is found to be indulging in any of the ragging action (directly or indirectly). We have a special cell for dealing with any act of ragging, anti national or unlawful activities being attempted by any student. Students have to fill up the anti-ragging Affidavit at the time of admission.

As per Clause -3, UGC Regulation 2009

Ragging is an act of abuse by spoken or written words. Teasing or treating rudely a fresher to cause psychological harm, public insult, raise fear or threat or disruption or physical injury, forcing to entertain or financial extortion; a student asking to perform lewd acts; exploitation of services, outrage of modesty or sexual assault; creating annoyance or apprehension or intimidation; showing power of authority or superiority to derive sadistic thrill or perverted pleasure by senior students or any conduct that affects the mental health and self confidence of a fresher or any other student.

Following anti-ragging numbers & website for reporting incidence of ragging occurring in the college are available:

- **National Anti-Ragging Helpline 1800-1805522 (Toll Free)**
- **Email – helpline@antiragging.in**
- **Ask's website : (amanmovement.org email: kachrooraj@gmail.com)**
- **UGC's website (ugc.ac.in) Email: raggingcell@yahoo.cin**

Anti-Ragging Committee members of Seva Mandal Education Society's Smt. Sunanda Pravin Gambhirchand College of Nursing

- Mrs. Shilpa Shettigar : 9769864509
- Mrs. Delphina Mahesh Gurav - 9819580308

All the anti-ragging measures will be taken to make this institution "Ragging Free Zone"

Committee against sexual harassment – This committee of six members from the faculty, administration, management and student representative is established, to prevent any gender discrimination and sexual harassment against women & provide gender amity among students & employees.

- Deal with any case of discrimination or sexual harassment & ensure support services to the victimized.
- To take disciplinary action against a person who is guilty.
- To create a secure physical and social environment which will deter acts of sexual harassment.

Khichadi Project

Nutritious Khichadi will be provided to needy students at subsidized rate (Rs. 600 / year) on working days only.

Counseling Cell:

Any student having any crisis / problem will be availed the counseling services from the experts. The information received about the student regarding the pertaining matter will be kept confidential. The students are free to avail this facility in order to develop their personality, and career development.

