

DR. ANJULI NAYAK NURSING SCHOOL IMPHAL



P R O S P E C T U S

ADMISSION BROCHURE FOR GENERAL NURSING AND MIDWIFERY COURSE

ADMINISTRATIVE OFFICE

DR.ANJULI NAYAK NURSING SCHOOL IMPHAL

Dewlahland, Imphal East District
P.O. Box - 52, Imphal - 795001, Manipur, India
INC Recog. No. 20-249/2012-ONC School code : 2001015
Affiliated to Manipur Nursing Council No. Consent Letter/MNC-2012/7

INTRODUCTION

DR. ANJULI NAYAK NURSING SCHOOL, IMPHAL (DANNSI) is located inside the campus of the Kuki Christian Church Co-inside within the Christian Hospital, Imphal. DANNSI is owned and governed by the Kuki Christian Church within the hospital compound itself.

The School is named after Dr.Anjali Nayak of the United States of America who had generously donated funds towards construction of the Christian Hospital Imphal,Dewlahland.

The main objective of the School is to meet the need for trained nurses to serve the sick and poor in rural areas specially villages in the hills of Manipur,Nagaland,Assam and Tripura.

Our goal is to produce competent nurses to serve our country from the grassroot. Therefore imparts maximum theoretical and practical knowledge of General nursing and midwifery course.

The school has excellent faculty in nursing education,many of who are sincerely dedicated and proficient in their respective field. The staffs are especially committed to clinical training, working extensively and intensively with students on one-one for total patient care.

The Syllabus and regulation for the course are strictly followed as laid down by the Indian Nursing Council(INC), New Delhi.

Dr. T.Lunkim
Administrative Secretary
Kuki Christian Church

PHILOSOPHY OF THE SCHOOL

Nursing is a noble profession which requires loving heart and intense desire for compassionate care. The country needs nurses who are professionally competent, committed to the wellbeing of the patient and voluntarily willing to sacrifice their time and comforts for the sake of the patient. Nursing also includes prevention of illness; promotion of health and our responsibilities includes administration, nursing education, research, training and supervision of health personnel.

The aim of nursing programme includes:

Prepare nurses to resume responsibilities as a professional, competent nurse and midwives in providing preventive, curative and rehabilitative services.

Prepare nurses who can make independent decisions in nursing, protect the right of the patient and facilitate individuals and groups in pursuit of health, function in the hospital, community nursing services.

Assume the role of teacher, supervisor, and manager in a clinical /public domain.

Health setting:

Conducts the needs based research studies in various settings and utilize the researched findings to improve the quality of care.

OBJECTIVES

- Apply knowledge from physical, biological and behavioural sciences, medicine including alternative systems and nursing in providing nursing care to individuals, families and communities.
- Demonstrate understanding of life-style and other factors, which affect health of individuals and groups.
- Provide nursing care based on steps of nursing process in collaboration with the individuals and group.
- Demonstrate critical thinking skill in making decision in all situations in order to provide quality care.
- Utilize the latest trend and technology in providing health care.
- Practice within the framework of code of ethics and professional conduct and acceptable standard of practice within the legal boundaries.
- Communicate effectively with individual and group, and members of the health team in order to promote effective interpersonal relationship and teamwork.

- Demonstrate skills in teaching to individuals and group in clinical/community health settings.
- Participate effectively in health care delivery system.
- Demonstrate leadership and managerial skill in clinical/community health settings.
- Conduct need based research studies in various settings and utilize the research findings to improve the quality of care.
- Demonstrate awareness, interest and contribute towards advancement of self and of the profession.
- Co-operate with other members of the health team in the hospital or in the community in/for prevention of disease, promotion of health, restoration of health and rehabilitation.
- Impart knowledge to individuals and group through health education.
- Demonstrate skill in the use of problem solving methods in nursing practice.
- Demonstrate understanding of and commitment to professional behaviour.
- Show sensitivity and skill in human relationships and communication in her daily work.

THE NIGHTINGALE PLEDGE

*“I solemnly pledge myself before God,
And in the presence of this Assembly,
To practice my profession with dedication.*

*I will serve mankind with love and compassion,
Recognizing their dignity and rights irrespective of colour,
Caste, creed, religion and nationality.*

*I will endeavour to maintain up-to-date knowledge and skill,
To uphold standard of nursing care to individual,
Family and community in all settings and in all aspects of
Holistic care as a member of health care team.*

*In confidence personal matters of my clients
Committed to my care and help them to develop confidence
In care renders by me.*

I will refrain from any activity that will harm

My personal and professional dignity as a nurse.

*I will actively support my profession
And strike towards its advancement*

*I will fulfil my responsibilities as a citizen
And encourage change towards optimum care”*

DR. ANJULI NAYAK NURSING SCHOOL IMPHAL

Duration of the course: 3 years

The General Nursing and Midwifery course shall be three years including Internship divided as follows:

Theory and Practical : 30 months (2 ½ years)

Internship : Six months

Total : 3 years

1. FOUNDATION COURSE/PRELIMINARY TRAINING SESSION

Admitted students to the aforesaid course will undergo the Foundation Course/Preliminary Training Session for a period of 3 months. After completion of this period, students have to appear for the Preliminary Training Session (PTS) Examination. Only successful candidates are allowed to continue regular course. Failed students will have chance to re-appear.

2. ADMISSION

Each year 40(forty) seats shall be available for admission on merit basis from the Common Entrance Test with personal interview and verification of original documents of the candidates by the Screening Board.

A. Eligibility

- i) Class XII (HSSLC Examination) passed from a Recognised Board/Council
- ii) Between 17-30 years of age as on 31st December of the year

B. PROSPECTUS AND APPLICATION FORM

Prospectus and Application form is obtainable from the Principal's Office during office hours on payment of Rs. 200/-.

Duly filled-in application Form should be submitted to the Principal's Office during office hours with the following documents:

- a) Attested copy of HSLC Examination passed Certificate and HSSLC Examination passed certificate issued by the concerned Board/Council
- b) 5 recent passport and 5 stamp size photograph
- c) ST/SC/OBC certificate issued by the authority (if the candidate belongs to ST/SC/OBC category)
- d) Undertaking of the sponsoring Church/NGO for timely payment of fees (in Case the candidate is to be sponsored by the Church/NGO).
- e) Fitness certificate for undergoing the GNM course issued by any registered medical Practitioner.

3. FEES/ STRUCTURE FOR GNM COURSE:

A.INITIAL FEES:

SL No.	Particulars	Year 1(in Rs.)	Year 2(in Rs.)	Year 3(in Rs.) Including internship
1.	Development Fee	15,000	5,000	5,000
2.	Admission Fee	2,000	2,000	2,000
3.	Tuition Fee	20,000	20,000	20,000
4.	Library Fee	500	500	500
5.	Examination Fee	1,000	1,000	1,000
6.	Clinical Fee	5,000	5,000	5,000
7.	Recreation Fee	500	500	500
8.	Field Exposure	2,000	2,000	2,000
9.	Hostel (Admission,light,water,rent)	6,000	6,000	6,000
10.	Computer programme	1,000	1,000	1,000
11.	Caution Money	1,000	500	500
12.	SNA Fee	500	500	500
	Total	54,500	44,000	44,000

The above fees are subject to revision from time to time by the Managing Committee of the institute.

Uniforms Rs 10,000/- and books as per rate of the stockist will be arrange by the principal and staffs.

Mode of payment

- Mess fees of Rs 2,000/- only per month should be paid directly to the mess manager by either monthly or instalment.
- Fess may be paid in two instalments. 1st instalments at the time of admission and 2nd instalment on or before 2nd week of January, the following year.
- Candidate who failed to clear the fees on time are liable to lose their registration.
- Fees must be directly deposited in the DANNSI account no 06751100000384 at Punjab and Sind bank, Dewlahland Imphal in favour of principal Dr Anjuli Nayak Nursing School Dewlahlane, Imphal.

4. SCHOLARSHIP/STIPENDS.

Students belonging to ST/SC/OBC categories shall be entitled to enjoy Post-Matric Scholarship from their respective Directorates/ State Governments.

Each year the Management Committee of Dr. Anjuli Nayak Nursing School, Imphal GNM course, students have to sit for the Council Examination conducted by the Manipur Nursing Council (Medical Directorate). Every failed candidates will get 7 years chances to appear on any failed subjects as per Council Norms. However all papers need to be cleared before appearing in the final examination.

5. PRACTICAL/CLINICAL CENTRES

For Practical/Clinical Training the Management Committee of Dr. Anjuli Nayak Nursing School, Imphal shall arrange the venues/hospitals each year which will be communicated/announced to the students.

6. EXAMINATION

Students have to appear for the Council Examination conducted by the Manipur Nursing Council (Medical Directorate) every year (1st, 2nd & 3rd year) respectively. Every candidate will get three chances to appear on any subject as per Council Norms.

7. HEALTH PROGRAMME

Students are provided with free medical facilities during the course of study for First aid and all conservative treatment:

- i. Routine Immunization
- ii. Annual Medical Examination which excludes X-Ray, Fluoroscopy, Laboratory Test, Eyeglass & Denture.
- iii. The school will not bear expenses for chronic illness needing extensive care which was not detected at the time of admission.

8. JOB PLACEMENT

The services of sponsored students will be utilized by the sponsoring churches/NGOs after completion of the course of study on payment of negotiated remuneration per month /per year.

9. EXTRA-CURRICULAR ACTIVITIES

As per requirement the student shall attend social anticipated activities like blood donation, helping the orphans on International Nurses Day Celebration, Social Services, Professional Medical Campaign, Pulse Polio Immunization (PPI) and rallies on various topics from time to time.

10. REGISTRATION

After completion of the course, students will be provided with Registration Certificate by Manipur Nursing Council, a body recognized by the Indian Nursing Council, New Delhi.

11. AMENDMENT

The Management Committee of DANNSI reserves the right to change or add any rules and condition put forth in the prospectus which will be bearing to all students

12. UNIFORMS

Students will be using 3(three) types of uniform for Clinical, Class and Community visits which will be issued by the school Authority. Students are to pay cost of Uniform as fixed by the School Authority.

- (i) Clinical :- White frock, white thigh high socks, black shoes and white cap
- (ii) Class :- White Khamtang, White Shirt and flat black sandal
- (iii) Community visit :- Sky blue Khamtang, white shirt and flat black Sandal and White Apron.

Note:-Blue Sweater and White Socks can be used in winter

13. ARTICLES TO BE BROUGHT ON JOINING HOSTEL

- (i) a) Bed Sheets
b) Pillow & Cover
c) Blanket/Quilt
d) Mosquito Net of 6' x 2.50' size
- (ii) (a) Bucket (b) Mug (c) Thermo Flask
- (iii) (a) Towel (b) Personal clothing (c) Toilet articles
- (iv) (a) Medium Air bag (b) two celled Torch light.

14. HOSTEL FEES

Hostel admission Rs. 5000 (For the whole course) at the time of admission.

15. HOSTEL RULES & REGULATIONS

- i) Maintain punctuality in attending classes and obtain prior permission of Principal for missing any class
- ii) Annual leave of 30 (thirty) days can be granted on written request made to the Principal by the Parents/Guardians through the hostel warden in accordance with Teaching schedule & other co-related programmes.

iii) It is not compulsory to leave the hostel during the holidays or vacation for every student.

iv) Students are not allowed to receive visitors in the hostel rooms. They can receive their visitors at Visitors' room on Holidays/Sunday only with prior permission of the Hostel warden on production of authorized VISITOR CARD. Visiting Hours are from 7 A.M to 4 P.M.

Students are restricted to receive visitors at Clinical & Community area. Under Unavoidable circumstances they must obtain prior permission from clinical Instructor Explaining the reason and relation.

v) All fees must be paid to the office during office hours (cash/cheque).

vi) Monthly fees must be cleared latest by 10th of every month. Failure to pay monthly fees for three consecutive months will lead to cancellation of the concerned student's seat/Registration.

vii) Students are not allowed to use Mobile phones in the Hostel. If any student is found using Mobile phone inside the hostel premises, the same shall be confiscated.

viii) Using of Talab, Raja, Khaini, intoxicating drugs/Liquor in the hostel is strictly prohibited. Any student violating the prohibition shall be dealt with severely.

ix) Any student found obstructing employee/worker of the school from discharging their official duties shall be liable to debarring from appearing examination for 6 (six) months.

x) Student must obtain prior permission from the Hostel warden for any personal medication or illness requiring hospitalization.

xi) Student must take care of any school property assigned to them. Damage or loss will be charged from their respective caution money.

xii) School authority shall not be responsible for any loss or damage from whatsoever cause to any property belonging to the students.

xiii) Social service shall be organized from time to time which will be announced by the Principal through the Hostel Warden.

xiv) Student must attend Devotion/Roll call every morning & Evening

xv) Student are to participate and take initiative leadership in professional and social activities.

xvi) While away from the room, students should see that they lock their room and light switch off properly before going out. Duplicate key of the room door should be handed over to the Hostel Warden before proceeding on leave or vacation.

xvii) Pasting pictures, putting nails on the walls or damaging the wall by any means are not permitted.

xviii) Meeting or demonstration or strikes in any form connected with political matter are not allowed within the school premises except for academic character with prior permission from the Principal/Warden.

xix) Disciplinary action: Students shall be terminated from their studies for:-

- (a) Violation of rules and regulation prescribed by the authority
- (b) Serious misconduct
- (c) Giving wrong information on the health certificates
- (d) Having no progress/improvement in studies
- (e) Taking part in any movement to attempt to stage a strike for any reason whatsoever.
- (f) Instigate/initiate any activities to which the Principal decides to take Disciplinary actions
- (g) Commits serious misconduct in any way in the clinical area or Institution and
- (h) Using unfair means during test or examination.

16. RAGGING

Ragging of any sort is strictly prohibited. Students found guilty of this offence will be liable for severe punishment including expulsion from the institution/Hostel and the matter will be referred to Police as ragging has been declared as a criminal offence by the Government.

Any individual or collective act or practice or ragging constitutes gross indiscipline and shall be dealt with under this ordinance. Ragging for the purposes of this ordinance, ordinarily means any act, conduct, or practice by which dominant power or status of seniors students is brought to bear on students freshly enrolled or students who are in anyway considered junior by other students and includes individual or collective act or practices which:

- a) Involve physical assaults or threat or used of physical force.
- b) Violate the status, dignity and honour of woman students.
- c) Any act of financial extortion or forceful expenditure or any other students by students.
- d) Exploiting the services of a fresher or any other student for completing the academic Tasks assigned to an individual or group students.

17. DRESS CODE

All the students admitted in the course will wear uniform in theory classes and aprons in laboratory/workshop practice as prescribed by the institute. Students have to procure the uniform/dress at their own cost.

18. WATER & ELECTRIC INSTALLATION

- (i) All lights and fans must be switched off before the occupants leave a room.
- (ii) If a room that has been locked, is found with light or fans, a fine of Rs.50 (Rupees fifty) only per day on each occasion will be imposed on the occupants or occupants of the room. The facilities may be disconnected.
- (iii) Electric bulb and fittings must not be changed or modified by the students without prior permission of the concerned Hostel Warden. Violation of the rule will be treated as an act of misconduct and disciplinary action will be taken.
- (iv) Electric bulb will be supplied for each room by the school only at the beginning of academic session when the rooms are allotted to the students. In the event of the bulb being used, replacement shall be arranged by the occupants at their own cost.
- (v) Any damage to or non-functioning of the electric fitting in the rooms, passages, hall etc. must be reported at once to the concerned Hostel Warden, who will take necessary measures to set it right.

The use of electrical appliances such as hot plate, Iron, table fan, etc. in the hostel room is prohibited. Anyone found using such appliance will be liable to disciplinary action and the appliance will be removed and/or confiscated by the Hostel Warden. The possession of any of the above appliance will be taken as being intended for use.

DR. ANJULI NAYAK NURSING SCHOOL IMPHAL

A D M I S S I O N F O R M

Passport size
photo

Application for General Nursing and Midwifery

1. Full name of applicant (in block capitals)

2. Father's /Husband name (in block capitals)

3. Mode of payment: (Please tick the relevant box)

cash	DD	Transfer in A/C
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4. Date of Birth (in Christian era):

Date			Month			Year				
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5. Are you a citizen of India (i) By birth Yes/No

(ii) By domicile Yes/No

6. Permanent address

(a) Name of village/Leikai

(b) Name of Sub-Division

(c) Name of District

(d) Name of state

(e) Name of Police Station

(f) Name of Post office

(g) PIN

7. Contact Numbers: Landline.....Mobile.....

8. Present address (if different from information at item No. 6)

[illegible]

(b)Name of Sub -Division									
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[illegible][illegible][illegible][illegible]

(g)PIN						
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9. Contact Numbers: Landline.....Mobile.....

10.Are you a candidate belonging to(please answer Yes/No)

(a) Scheduled Tribe	
(b) Scheduled Caste	
(c) Other Backward Classes	
(d) Minority	
(e) General	

11. Educational Qualification (please tick the examination(s) you have cleared)

a) HSLC

b) HSSLC

c) B.Sc /B.A/B.Com

12. List of Enclosures:

- | | |
|---|--------|
| 1) Attested Xerox copy of HSLC& HSSLC Exam passed Certificate | Yes/No |
| 2) Attested Xerox copy of Admit card of HSLC &HSSLC Exam | Yes/No |
| 3) Attested Xerox copy of Mark sheet of HSLC &HSSLC Exam | Yes/No |
| 4) Attested Xerox copy of Provisional Certificate of HSLC &HSSLC Exam | Yes/No |
| 5) Attested Xerox copy of Character Certificate | Yes/No |
| 6) Attested Xerox copy of (ST)/(SC)/(OBC)/(Minority)Certificate | Yes/No |
| 7) Undertaking from sponsoring Church/NGO | Yes/No |
| 8) Undertaking from sponsoring Church/NGO/Parents/Guardian | Yes/No |
| 9) Three extra copies of PP Size Photograph (duly attested) | Yes/No |

FORMS TO BE FILLED UP AT THE TIME OF ADMISSION ON A NON- JUDICIAL STAMP PAPER.

AFFIDAVIT BY PARENT / GUARDIAN

I, Mr/Mrs/Ms..... (Full name of parent /guardian)Father /Mother /Guardian of.....(full name of student with admission or Registration /Enrolment No.)having been admitted to Dr.Anjuli Nayak Nursing School Imphal East District,Manipur 795001 have received a copy of UGC regulations on curbing the menace of ragging in higher educational institutions,2009,(herein after called the “Regulations”)carefully read and fully understood the provisions contained in the said regulations.

2. I have in particular, pursuant clause 3 of the regulations am aware as to what constitutes ragging.

3.I have also,in particular, pursuant 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 incase he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly affirm and undertake that:

a.) My ward should not indulge in any behaviour or act that may be constituted as ragging under clause3 of the regulations

b.) 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 regulation.

5.) I hereby affirm that if found guilty of ragging, I am liable for punishment according to clause 9.1 of the regulation,without prejudice to any other criminal action that may be taken against me under any panel law or any law for the time being enforced.

6.)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 or 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 ward admission is liable to be cancelled.

Declared this.....day of.....month of.....year.

.....
Signature of the deponent

Name:

Address:

Telephone/Mobile No:

UNDERTAKING BY SPONSORING CHURCH/NGO

I,/We.....
the undersigned on behalf of the sponsoring Church/NGO in respect of
Mr/Mrs/Miss.....
S/o,W/o,d/o.....an inhabitant
of.....village/Leikai
P.O.....P.S.....in the District
of..... State applying for admission to study the GNM Course in the Dr.
Anjuli Nayak Nursing School, Dewlahland, Imphal, do hereby declare and undertake
that.....(name of sponsoring
Church/NGO) is having full financial sponsorship capacity of a student within a maximum limit
of Rs.1,00,000/- per annum. If Mr/Mrs/Miss.....is
accepted and admitted thereto, I/We shall clear all the required amount of fees laid down under
item No.3 read with item No.14 of the Prospectus during the entire course period in time.

Signature:

Place

Date:

NAME.....

(in block capitals)

Designation.....

PASTOR/UPA ORDAINED/CHAIRMAN/SECRETARY

(in block capitals)

S E A L

DECLARATION UNDERTAKING BY SPONSORING CHURCH/NGO/PARENT/GUARDIAN

I, Mr/Mrs/Miss.....

(Full name in block capitals)

Father/Mother/Brother/Sister/Guardian/on behalf of sponsoring Church/NGO of
Mrs/Miss.....

(Full name in block capitals)

If accepted for admission to undergo General Nursing and Midwifery Course in the Dr. Anjuli Nayak Nursing School, Imphal do hereby undertake and declare that as and when circumstances compelled to do so, wishes to withdraw or cancel her seat. I acknowledge to comply with the terms and conditions as laid down by the School authority in respect of Mr/Mrs/Miss.....

I also agree to pay the amount payable for vacating the seat for the whole course as deemed necessary.

Further I, declare that if Mrs/Miss.....is found using Mobile phones in the hostel against Rules & Regulation of the Hostel, I will not make any claim whether it is confiscated or destroyed by the school Authority as deemed it.

Signature of undertaking person

Witness

Date.....

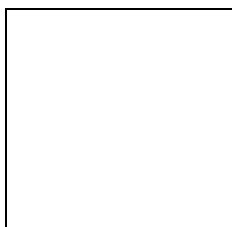
1.....

2.....

DECLARATION

I do hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. I am fully aware that in the event of any particular or information furnished by me being found to be false/incomplete or for indulging in some unlawful act, my candidature for admission is liable to be summarily rejected/cancelled and in the event of any statement/information submitted found false/incorrect even after my admission, my studies are liable to be terminated without any notice and I will not claim for refund of fees already paid by me.

Thumb impression of Candidate



PLACE :

DATE :

.....

(Signature in full)

.....
(candidate's full name in block capitals)

.....

FOR OFFICIAL PURPOSE ONLY

ADMISSION ACCEPTED	YES
ADMISSION NOT ACCEPTED	YES
APPLICATION CANCELLED DUE TO WRONG INFORMATION	YES

Principal
Dr. Anjuli Nayak Nursing School Imphal

Administrative Secretary
Kuki Christian Church