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### **Introduction**

The Rajkumari Amrit Kaur College of Nursing is a pioneer institute for nursing education in India and South East Asian region offering basic and higher education programmes. It is controlled financially by Ministry of Health and Family Welfare and academically affiliated to University of Delhi as Department of Nursing under Faculty of science. The primary objective of the College is to provide and promote education and research in the field of nursing.

The College was established in 1946 and initially B.Sc. (Hons.) Nursing programme was formulated to train young women as professional nurses for meeting the health needs of the country. In 1959, the University approved the initiation of two years Master of Nursing programme, M.Phil in Nursing was started in 1986 as a foundation course for undertaking doctoral work and in the year 1992, Doctoral programme in nursing was started under Department of Nursing, University of Delhi.

Besides the regular academic programmes, College also conducts short term courses for nursing personnel through the Department of Continuing Education. College is also designated as a regional study centre for Ph.D Programme in Nursing conducted by Rajiv Gandhi University of Health science, Bangalore in collaboration with WHO and Indian Nursing Council.

The college is also in process of being established as centre of Excellence' in Nursing by the Ministry of Health & Family Welfare.

The college is also recognised as a programme study 'Centre by IGNOU (Indira Gandhi National Open University) for conducting post basic B.Sc. Nursing Course.

The College worked as the sub-recipient for the GFATM (Global Fund for AIDS, Tuberculosis and Malaria) project under INC.

## **Philosophy**

The College believes in training professional nurses from all states of India to meet the great challenges of service in the field of nursing. Professional nursing is a life-long service to the people and nursing must advance alongwith other health professions, if society is to be assured of a balance situation and problems critically and take responsibility for their higher education for maximum professional effectiveness throughout their career.

Furthermore, the College believes in a system of nursing education that fits in with the changing educational patterns of the country to meet the health needs of the society.

### **Aims :**

1. To provide a broad-based education for preparation of nursing personnel at both basic and advanced levels who can function in a wide variety of Health Care setting and make their distinctive contribution in all branches of nursing for promotion of health, prevention of diseases, care during illness and maintenance of positive health.
2. To prepare a corps of well-qualified nurses for leadership positions to assume responsibilities in nursing and to do pioneer work of a creative nature for the development of human and scientific health care system.
3. To promote the deeper study of nursing with a view to generate new perspectives, and about innovative approaches to deal with problems encountered in nursing and health field.
4. To maintain a Centre of excellence for the pursuit of higher studies in nursing and act as a pace-setting institution to strive to give direction to nursing, to serve better to the contemporary and future needs of nursing development.

Right from its inception, Rajkumari Amrit Kaur College of Nursing has set before it an ideal of excellence in academic courses as well as service to society as a result of which it may truly become holistic in its outlook and approach to meet the health needs of the country.

### Courses Offered

Course	Duration	Academic Control	No.of Seats	Minimum Qualification
*B.Sc. (Hons.) Nursing	Four Years (Eight Semesters)	University of Delhi	69	10+2 Science
*M.Sc Nursing	Two Years (Four Semesters)	-do-	23+1	B.Sc Nursing

\* Admission to B.Sc. (Hons.) Nursing and M.Sc Nursing are based on the merit of the selection test.

\* See eligibility conditions or details/criteria on Page No.5 and 12 for B.Sc. (Hons.) Nursing and M.Sc Nursing respectively.

### Overview of the Courses

#### 1. B.Sc. (Honours) Nursing

#### *Duration of Course: Four Years (8 Semesters) Inclusive of Internship*

The purpose of the Course is to assist students become a professional nurse committed to the promotion of health, prevention of diseases, and care during illness and rehabilitation of the clients. The curriculum has been planned to provide breadth in knowledge to enable the graduate to function effectively in varied nursing healthcare settings at individual, family and community levels in urban as well as rural areas.

**Areas of study Include:** Anatomy, Physiology, Microbiology, Nursing Foundation, Nutrition and Biochemistry, Psychology, Preventive Medicine and Epidemiology, Medical-Surgical Nursing, Educational technology, Computers and Communication skills, Obstetrical nursing, Child health nursing, Psychiatry mental health nursing, Community health nursing, Sociology, Research and Statistics, Management of nursing services and education & research project. Students have practical experience both in hospital and community settings. University examinations are held in each semester in every academic year. However, Internal assessment is done continuously throughout the academic session by conducting term tests, seminars, assignments, projects, other reports etc.

**Attendance Requirements :** 75% attendance in theory and

practical for appearing in examination. However 100% practical attendance and requirements must be completed before the award of degree as per Indian Nursing Council and University of Delhi guidelines.

**Note: Medium of Instruction is English.** Students are expected to have proficiency in English Language (Verbal as well as written).

## **2. M.Sc Nursing**

### ***Duration of the Course : Two Years (Four Semesters)***

This programme is designed for experienced graduate nurses to develop higher competencies in professional nursing. The course of study include teaching in Administration, Education, Research and specialization in selected clinical nursing areas through creative and independent work. The programme aims at developing leadership abilities in these areas.

**Areas of study includes**

- Nursing Education
- Advance Nursing Practice
- Nursing Research
- Clinical Specialty
- Statistics
- Nursing Management

Student are offered practical experiences in nursing, teaching communication skills, planning and organizing nursing programme. Each student is required to submit a written report of research study conducted by him / her during the course under the guidance of faculty members of the College. Students have regular practical experience in the clinical field during the year and summer field experience of 4-5 weeks after the second semester examination. Often the field selected for summer experience is located outside Delhi. Expenses for this experience shall be borne by the students and / or sponsoring agency.

Examinations are held in four parts at the end of each semester. There are total 12 theory papers, 03 practicals and a Dissertation with viva-voice. However internal assessment is done continuously throughout the academic session by conducting term tests, assignments, seminars, workshops, research projects and field study reports etc.

**Attendance requirements** : 75% attendance in theory and practical before appearing in examinations. However 100% practical attendance and requirements must be completed before the award of degree as per Indian Nursing Council and University of Delhi guidelines.

**Note : Medium of Instruction is English.** Students are expected to have proficiency in English language (Verbal as well as written).

### **3. Doctorate of Philosophy (Ph.D.) in Nursing**

Duration of Course : 4 years **(including 2 years residency)** for candidates who pursue Ph.D. Course after Master of Nursing or M.Sc. Nursing/M.Phil Nursing

The purpose of this course is to develop skill in doing independent research in nursing for development of nursing education, administration and quality of nursing services. A candidate seeking admission to Ph.D. in nursing must have obtained a Master's Degree in Nursing or M.Sc Nursing / M.Phil nursing degree from University of Delhi or any other university with a least 50% Marks or equivalent grading. Admission to Ph. D. in Nursing is accorded by the Board of Research Studies, Faculty of Science, University of Delhi.

Application forms are available from University of Delhi North Campus. Applications have to be submitted to the Principal, R.A.K. College of Nursing which will be passed through DRC (Departmental Research Committee) and forwarded to BRS (Board of Research Studies) University of Delhi.

For admission notification, refer to University of Delhi advertisement in this regard. Registration for Ph.D. programme shall be resumed forthwith in strict accordance with the ordinance VI-B (guidelines) of University of Delhi.

## **ELIGIBILITY AND ADMISSION BASIS FOR THE YEAR 2017**

### **I. B.Sc. (Honours) Nursing 2017-2021**

#### **1. Minimum Conditions of Eligibility for Registration**

- 1.1 Candidate seeking admission to First Year B.Sc. (Hons.) Nursing course must have passed the Examination as listed below :

Senior Secondary School Certificate Examination/Indian School Certificate Examination (12 years Course) *and / or* examination recognised as equivalent with 50% or more marks in the aggregate of 4 subjects including English,

Physics, Chemistry and Biology provided the student has passed in each subject separately.

- 1.2 Minimum age requirement is 17 years by 1st October, 2017. The Vice-Chancellor may, however, on the basis of individual merit relax the age up to a maximum period of one year

**1.3 Only women candidates are eligible for the course.**

**2. Basis of Selection**

The selection of the candidates for admission to B.Sc. (Hons.) Nursing Course will be made on the merit of Selection Test. All candidates, irrespective of reserved or non-reserved category, have to appear for the Selection test except foreign nationals.

**3. Selection Test**

Selection test will be held on **11th June, 2017 Sunday** at 10.00 A.M. in New Delhi as per the venue indicated in the Admission Ticket. The selection test will be of two hours and thirty minutes (2½hours) duration and shall contain objective type (multiple choices) questions. The test will be based on Senior Secondary School Certificate (10+2) Curriculum of Physics, Chemistry, Biology and shall also include, some questions on English Comprehension and general knowledge in health.

**4. Total Number of Seats = 69**

**5. Reserved Category :**

**5.1 Scheduled Caste / Scheduled Tribe & OBC (Non-creamy layer) Candidates**

22½% of the total number of seats are reserved for Scheduled Caste and Scheduled Tribe (15% for Scheduled Caste and 7½%for Scheduled Tribes) and 27% for OBC candidates (as per central OBC list) Each Scheduled Caste/ Scheduled Tribe candidate, who has passed the qualifying examination be given 5% of further relaxation to the extent required in order to be registered for the B.Sc. (Hons.) Nursing Course.

**5.2 Foreign Candidates**

5.2.1 Three seats are reserved for the foreign nationals. Candidates are advised to submit equivalence certificate of their qualifying Examination from Registrar, University of Delhi.

**5.2.2 The Foreign Nationals with minimum**

**qualification attained either from Indian Board/ University or foreign board/University are exempted from appearing in admission selection test.**

- 5.2.3 A foreign student is required to send her admission application form available at the college through the Indian Embassy of her country and the application is to be recommended by the Ministry of Health/ External Affairs, Government of India and the Foreign Student Advisor of University of Delhi. Foreign students who desires to join this professional course should contact the nearest Indian embassy for necessary information.
- 5.2.4 As per Indian Nursing Council foreign nationals cannot be registered with State Nursing Council in India for employment not even on temporary basis after completing the study.

**5.3 Children/Widow of Armed personnel including paramilitary Personnel killed or disabled during hostilities and who died on duty.**

- 5.3.1 5% of the seats are reserved for the Children/ Widows/Wives of officers and men of the Armed forces including Para-Military Personnel, in the order of preference given below.
- i) Widows/Wards of Defence personnel killed in action.
  - ii) Wards of serving personnel and ex-servicemen disabled in action.
  - iii) Widows/wards of Defence personnel who died in peace time with death attributable to military service.
  - iv) Wards of Defence personnel disabled in peace time with disability attributable to military service.
  - v) Wards of Ex-servicemen personnel and serving personnel including police personnel who are in receipt of Gallantry Awards.

(Above categories are also applicable for Para military personnel)

- 5.3.2 The Children/widows of the officers and men of the

Armed forces including Paramilitary Personnel killed or disabled during hostility 'and also who died on duty will be given concession of 5% marks in the minimum eligibility conditions as per rules of the Delhi University.

In order to become eligible for the above concession, the Widow/Children of officers and men of the Armed forces including Para-Military Personnel will be required to produce an entitlement certificate from anyone of the following authorities:

- (i) Secretary. Kendriya Sainik Board, Delhi.
- (ii) Secretary, Rajya/Zila Sainik Board.
- (iii) Officer-in-Charge, Record Officer.
- (iv) First Class Stipendiary Magistrate.
- (v) Ministry of home affairs (for Police Personnel receipt in of Gallantry Awards)

#### **5.4 Physically handicapped**

5.4.1 There is Provision of 3% seats for physically handicapped. Candidate has to satisfy/fulfill the norms stipulated by the University of Delhi.

**5.5** In case the seats remain vacant under any reserved category the same shall be declared open and offered to the candidates under general category in order of merit.

**5.6** Instruction for Candidates belonging to Scheduled Caste / Scheduled Tribe & OBC Category (Refer to page 19.)

**6. Last date for Submission of Application Form is 21<sup>st</sup> April 2017 Friday by 4.00 P.M.**

**7. Attach the Required Documents In the following, order:**

- 7.1 Acknowledgment Card
- 7.2 Self-addressed Envelope for sending admission ticket.
- 7.3 Application Form
- 7.4 Certificates:
  - (i) Attested Copy of Secondary School (10th). Examination Certificate indicating date of birth/Date of Birth Certificate
  - (ii) Attested copy of Senior School Certificate Examination(10+2) or equivalent examination mark

sheet. The candidate whose results are not out by the time of submission of application may bring the mark sheet at the time of counseling quoting the Application Number and Roll No. allotted by the College for selection test.

- (iii) Attested copy of S.S.C (10+2) Provisional certificate, if original board/university copy not received.
- (iv) Attested true copy of Scheduled Caste/Scheduled Tribe / OBC Certificate (non-creamy), if applicable.
- (v) **Three recent Passport size photographs attested by the Principal of the Senior School/College, last attended/ Gazetted Officer.** One photo to be pasted on application form in the space provided and two photos on admission ticket. Photograph should show name of the candidate and date when photograph is taken Send the filled Application form in envelope provided with the prospectus.
- (vi) Self attested copies of documents/certificates will be accepted **(except photographs)**.
- (vii) Foreign students are required to submit a certificate indicating proficiency in English language
- (viii) Certificate of good conduct from the educational institute last attended.

**Certificates not submitted with the application form, the same may be submitted at the time of counselling.**

**NOTE :**

1. A. Candidates seeking admission to B.Sc (Hons.) Nursing Course should apply on the application form supplied by the college office for the session 2017-2018. Application form of previous years will not be entertained.
  - B. Application form for the session 2017-2018 downloaded from college website ([www.rakcon.com](http://www.rakcon.com)) should be submitted with a Demand draft of Rs. 550/- in favour of '**Principal, Rajkumari Amrit Kaur College of Nursing**' payable at New Delhi.
  - C. Filled Application Form to be submitted in the college office by hand or by post.
2. Candidate must have passed in all the required subjects

separately (in Theory and Practical) required for admission to B.Sc. (Hons.) Nursing course before the last date prescribed for submission of the Mark-sheet.

3. Candidates who have appeared at the Annual examination of the year 2017 and placed under compartment will not be eligible for admission.
4. Candidates who have appeared for the Annual Examination of the year 2017 and are re- appearing for improvement will not be considered eligible for admission.
5. In case the information furnished or certificates etc. submitted are found to be false, or the candidate is found to have withheld or concealed information in her application form, she shall be removed from the college rolls and fee deposited by her shall be forfeited.
6. The applicants are required to fill up the admission ticket.
7. Once application form is submitted, no alteration will be allowed.
8. If the candidate does not receive the admission ticket by 08<sup>th</sup> June, 2017, she may contact the College Office on 09<sup>th</sup> June, 2017, Friday between 10.00 A.M. to 5.00 P.M. A duplicate admission ticket will be issued. Bring an attested copy of the photograph similar to the one pasted on the application form for issue of duplicate admission ticket.
9. The admission to the course shall be made purely on the basis of merits obtained in selection test 2017. Counseling will be conducted for the admission to B.Sc. (Hons.) Nursing on **04<sup>th</sup>, 05<sup>th</sup> & 6<sup>th</sup> July, 2017**. Entrance result will be displayed on the website [www.rakcon.com](http://www.rakcon.com) & notice board of the college on 28<sup>th</sup> June, 2017 by 12 noon. Notification regarding counseling will also be displayed on college notice board & website.
10. At the time of counseling / allotment of seats for the B.Sc. (Hons.) Nursing course, the candidates shall bring the following documents in original:
  - (i) Class X Board Examination Certificate.
  - (ii) Class XII Marks-Sheet.
  - (iii) Class XII Provisional Certificate/Original Certificate.
  - (iv) Character Certificate (recent)
  - (v) SC/ST Certificate (in the name of the candidate) issued by the competent authority.

- (vi) OBC (Non-Creamy Layer) Certificate (in the name of the Candidate) issued by competent authority.
- (vii) Transfer Certificate from school/college as well as Migration Certificate from Board/University are required from those students who have passed senior secondary exam from outside Delhi.
- (viii) Admit card of selection test 2017.
- (ix) Three Passport size photographs as pasted on the application form / Admit card.
- (x) Candidates seeking admission against reserved seats for Physically Handicapped would be required to bring with them the original Medical Certificate issued to them by an authorized Medical Board.
- (xi) Candidates seeking admission against reserved seats for wards of Ex-Servicemen are required to bring the original certificate issued by the competent authority as per university guidelines. (Refer page no. 7)
- (xii) No candidates will be allowed to attend the counseling without original certificates.

**Note :** Copy of self-attested above mentioned document is to be submitted.

11. All admissions are subject to verification of authenticity of the original certificates / documents of the candidates. The decision of the admission committee regarding the eligibility of any applicant shall be final.
12. The candidates shall be required to complete the admission formalities including deposition of the required fees on the same day of counseling. **Those who fail to complete the formalities and do not deposit their fee on the same day of counseling will lose their claim for the admission in the course.** (Refer page nos. 24 & 25 for the detail of fee)
13. Every student admitted to the College shall be required to sign a declaration that on admission she submits herself to the disciplinary jurisdiction of Vice-Chancellor and other authorities of the university and college who may be vested with the authority, the Ordinances and rules that have been framed there under by the University/College. Failure by parents/guardians/ students to acquaint themselves with the rules of the College

and of the University of Delhi will not be entertained as a defence for breach of rules. (Refer Page 26-31).

14. Candidates are allowed to submit self-attested Certificates **except photographs.**
15. **The College does not take any responsibility for postal delays/losses.**

## **II M. Sc. NURSING (2017-2019)**

### **1. Minimum conditions of Eligibility for Registration**

1.1 A candidate seeking admission to Master of Nursing Course must have passed B.Sc. Nursing.

- 1.1.1 B.Sc. (Hons.) Nursing (12+4 years) of the University of Delhi or B.Sc. Examination in Nursing (12+4 Years) of a recognised university or an examination recognised as equivalent there to with 55% marks in the aggregate.

**AND**

One year experience in Nursing in an approved hospital/ educational institution or public health agency.

**OR**

- 1.1.2 A candidate seeking admission to Master of Nursing Course must have passed B.Sc. (Hons.) Nursing examination (11+4) years of the University of Delhi or B.Sc. Examination in Nursing (11+4) years of a recognised as equivalent there to with 55% marks in the aggregate

**AND**

Two years of experience in Nursing in an approved hospital/educational institution or public health agency

- 1.1.3 A candidate passed post Basic B.Sc. from recognised centres (from INC) of IGNOU University will be only eligible for this course.

1.2 Criteria for an approved Hospital/Educational Institution or Public Health Agency are:

- (i) The work experience must have been in nursing that is patient care/client care/family care/community care/teaching in Nursing Training Programmes such as B.Sc. Nursing, GNM, MPHW, ANM, PHN or HS (Health Supervisor).

- (ii) The experience should be in a teaching hospital or a hospital with minimum 100 beds and having facilities for providing experience in different Clinical Areas or Community Health or Nursing Education Institutions recognised by Indian Nursing Council.

**Note :** (a) Teaching hospital refers to a hospital having School/ College of Nursing offering B.Sc. Nursing / G.N.M. / M.P.H.W. / P.H.W. / Midwifery / P.H.N. / H.S. (Health Supervisor) recognized by Indian Nursing Council.

(b) Community Health Agencies include M.C.H. Centre/ P.H.C./ R.H.C./C.H.C. or Taluk Headquarter Hospital.

- (iii) **The experience will be calculated up to the 23<sup>rd</sup> March 2017.**

## **2. Basis of selection**

The selection of Candidates for admission to M.Sc. Nursing Course will be made in the following manner.

### **2.1 Category-1**

50% of the seats in the course will be filled in by the candidates who have passed B.Sc. (Hons.) Nursing Examination of University of Delhi. The criteria for the merit would be weightage of 50% of the selection test and 50% of the qualifying examination.

SC/ST candidates who belong to category-1, reserved category status (SC/ST/OBC), one can avail only one benefit either selection under category-1 or from reserved category (SC/ST/OBC).

### **2.2 Category-II**

The remaining 50% of seats will be offered to candidates on the basis of the performance in the Selection test and last qualifying examination. The criteria for the merit would be weightage of 50% of the Selection test and 50% of the qualifying examination.

### **2.3 Weightage for Sponsored Candidates (Non-Reserved Candidates) for placement in the merit list based on Selection Test :**

Weightage of 5 marks will be given to the candidates who are in the employment of State Government or College of-Nursing/ Schools of Nursing and whose names are

sponsored by their employer. However only one candidate (non-reserved) per each State/Union Territory from among the sponsored candidates of that State/Union territory will be eligible for weightage of 5 marks who secures highest in the selection test. **The candidate must produce the sponsorship letter by 16<sup>th</sup> May 2017. The original application through proper channel must reach by 16<sup>th</sup> May 2017.** Sponsored candidate receiving 5 marks if selected should submit a relieving letter confirming sponsorship at the time of admission.

As per the Supreme Court ruling, candidates belonging to the reserved categories and who have been found eligible for admission in the general merit list, will be admitted against seats in the general category. The seats for the reserved category will then be filled up from the remaining candidates in the reserved categories as follows :

- 2.4 The candidates belonging to the reserved categories will complete for reserved seats among themselves. A final selection list will be prepared for these categories on the basis of their performance in the selection test.

### 3. Selection Test

Selection Test will be held on **30<sup>th</sup> April, 2017 (Sunday)** at 10.00 A.M. at the centre mentioned in the admission ticket. The test will be of two hours and thirty minutes (2½ hrs) duration and shall contain objective type questions. The test will be based on B.Sc. Nursing Syllabus prescribed by I.N.C. All Candidates are required to report one hour before the commencement of the test.

Areas to be included in the Selection Test are Nursing Foundation, Applied Nutrition, Preventive Medicine and epidemiology, Psychology, Sociology, Medical-Surgical Nursing, Obstetrics and Obstetrical Nursing, Paediatric Nursing, Psychiatry Nursing Community Health Nursing and Basic Concepts of Education, Administration, Research and Statistics.

### 4. Total Number of Seats Available : 23+1

### 5. Reserved category :

- 5.1 **Scheduled Caste and Scheduled Tribe & OBC (Non-creamy layer) Candidate** : 22½% (15% for Scheduled Caste and 7½% for Scheduled Tribes) of the seats will be reserved for Scheduled Caste and Scheduled Tribe and 27%

for OBC candidates as per central list of OBC, If no Scheduled caste candidate is available, the seat would go to a Scheduled Tribe candidate, interchangeable.

## **5.2 Foreign Candidate :**

5.2.1 One seat for foreign student will be reserved provided the candidate fulfills the minimum eligibility conditions and application must have been recommended by the Government of India and the Foreign Students Advisor of the University of Delhi. Selection will be made strictly in order of merit from among the foreign students. The foreign students are exempted from Selection Test.

5.2.2 As per Indian Nursing Council foreign nationals (including Nepali, Bangladeshi, Bhutani and Tibetan Regugee) having valid certificate of **Registered Nurse and Registered Midwife** in their own Country as on date of admission; they can be admitted for higher nursing education in India. However, they will not be registered to practice in India. Even no temporary registration will be provided to them during their study period or upon completion under any circumstances, what so ever.

5.2.3 Foreign nationals (including Nepali, Bangladeshi, Bhutan and Tibetan Refugee) having certificate of **Registered Nurse only** in their own Country, can be admitted M.Sc. (N) **except for OBG specially**.

## **5.3 Children/Widow of Armed personnel including paramilitary Personnel killed or disabled during hostilities and who died on duty.**

5.3.1 5% of the seats are reserved for the Children/Windows/Wives of officers and men of the Armed forces including Para-Military Personnel, in the order of preference given below.

- i. Widows/Wards of Defence personnel killed in action.
- ii. Wards of serving personnel and ex-servicemen disabled in action.
- iii. Widows/wards of Defence personnel who died in peace time with death attributable to military service.

- iv. Wards of Defence personnel disabled in peace time with disability attributable to military service.
- v. Wards of Ex-servicemen personnel and serving personnel including police personnel who are in receipt of Gallantry Awards.

(Above categories are also applicable for Paramilitary personnel)

5.3.2 The Children/widows of the officers and men of the Armed forces including Paramilitary Personnel killed or disabled during hostility 'and also who died on duty will be given concession of 5% marks in the minimum eligibility conditions as per rules of the Delhi University.

In order to become eligible for the above concession, the Widow/ Children of officers and men of the Armed forces including Para-Military Personnel will be required to produce an entitlement certificate from anyone of the following authorities:

- (i) Secretary, Kendriya Sainik Board, Delhi.
- (ii) Secretary, Rajya / Zila Sainik Board.
- (iii) Officer-in-Charge, Record Officer.
- (iv) First Class Stipendiary Magistrate.
- (v) Ministry of Home Affairs (for Police Personnel in receipt of Gallantry awards.

#### **5.4 Physically handicapped**

5.4.1 There is Provision of 3% seats for physically handicapped. Candidate has to satisfy/fulfill the norms stipulated by the University of Delhi.

#### **5.5 Seat created by the power of Vice-Chancellor, University of Delhi, Delhi. That is :**

##### **Provision for R.A.K.College of Nursing faculty :**

One seat will be reserved on seniority basis for the R.A.K. College of Nursing faculty provided the candidate fulfills the minimum eligibility conditions and application must have been recommended by Ministry of Health and Family Welfare and sponsorship letter must be produced by **16<sup>th</sup> May 2017.**

**6. Last date for Submission of Application Form is 23<sup>rd</sup> March 2017 by 4.00 P.M The original application through proper channel must reach by 16<sup>th</sup> May 2017 for the sponsored candidates**

**Note:**

- 6.1 **A.** Candidate seeking admission to M.Sc Nursing Course should apply in the application form supplied by the College Office for the session 2017-2018. No old application form or Xerox copy will be entertained. However, advance copy of the application form may be sent on Xerox form to the College and marked as "Advance Copy".
- B.** Application form for the session 2017-2018 downloaded from the college website ([www.rakcon.com](http://www.rakcon.com)) should be submitted with Demand draft of Rs. 550/- in favour of '**Principal, Rajkumari Amrit Kaur College of Nursing**' payable at New Delhi.
- C.** Filled application form to be submitted in the college office by hand or by post.
- 6.2 List of not eligible candidate will be displayed on College Notice Board on 27<sup>th</sup> April, 2017 by 12 noon. (Refer page 19 for common mistakes resulting in rejection of application.)
- 6.3 No Admission ticket will be sent to the candidate if found not eligible or if application is incomplete.** If the candidate does not receive the admission ticket by 27<sup>th</sup> April, 2017 she may contact the college office on 28<sup>th</sup> April, 2017 between 10.00 a.m. to 4.00 p.m. A duplicate admission ticket will be issued to eligible candidate only. Bring an attested copy of photograph having your name and date of photograph taken, similar to the one pasted on the application form for issue of duplicate admission ticket.
- 6.4 The result of successful candidates in selection test will be displayed on the College Notice Board. Each student is responsible to see the selection test result put up on the College Notice Board and give written acceptance and fees as per the dates given in admission calendar (Refer page 22)
- No official correspondence or telephonic Information will be given in this regard.**
- 6.5 Clinical specialization, will be offered depending on student's experience, need of the sponsoring institution and the faculty position at the college.

- 6.6 All admission are provisional subject to the verification of original document and medical examination conducted by college authority.**
- 6.7 Admission taken on wrong information shall be summarily cancelled without refund of fees.**
- 6.8 Every Student admitted to the college shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and other authorities of the University and College who may be vested with the authority. The ordinances and rules that have been framed there under by the University/College. Failure by parents/guardians/students to acquaint themselves with the rules of the College and of the University of Delhi will not be entertained as a defence for breach of rules (Refer page 26-31).
- 6.9 The College does not take any responsibility for postal delays / losses.**
- 6.10 Certificates to be attached :**
- (i) An attested true copy of Senior Secondary School Certificate (10+2) of Higher Secondary School Certificate (10+1) (Separate birth Certificate, if date of birth is not given in School Certificate).
  - (ii) An attested true copy of marks obtained in B.Sc. Nursing Examination in each subject (If examinations are held in parts/semesters, marks obtained in each, part semester should be enclosed).**  
**Copy of transcript in this regard will not be entertained**
  - (iii) An attested true copy of B.Sc. Nursing Degree.
  - (iv) An attested true copy of R.N./R.M. certificate.
  - (v) Three copies of recent attested Passport size photograph (one to be affixed on the Application form and two on the Admission ticket).
  - (vi) A certificate from Sponsoring authority, if applicable.
  - (vii) Attested copies of Experience certificates from competent authority.
  - (viii) Schedule Caste/Scheduled Tribe/OBC (non-creamy)

layer) P.H./Ex-Servicemen certificate from competent authority, if applicable.

- (ix) Foreign students are required to submit a certificate indicating proficiency in English Language (verbal as well as written)

6.11 Self-addressed envelope and acknowledgment card.

6.12 The University has decided to accept the self-attested copies of documents/papers provided by the students. It is made clear that if any false attestation/falsified records are detected, the student will be debarred from attending any course in the University of Its College(s) for next five years and in addition, a criminal case under relevant section of IPC (viz. 470, 461, 474) etc. will be instituted against him/her to subject him/her to the requisite criminal proceeding.

6.13 Candidates are allowed to submit all certificates self attested, except the photographs.

**Note :** No page from the application form should be removed/ replaced.

### **III. INSTRUCTIONS FOR SCHEDULED CASTE/SCHEDULED TRIBE and OBC CANDIDATES :**

1. A Scheduled Caste/Scheduled Tribe/OBC candidate while applying for registration for any of the courses will be required to submit a copy of certificate to the effect that he/she belongs to Scheduled Caste/Scheduled Tribe/OBC (non-creamy layer as per central OBC list) from the competent authority, as listed below along with application form for registration:

- 1.1 District Magistrate/Additional District Magistrate/Collector/ Deputy Commissioner/Deputy Collector 1st Class Stipendiary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
- 1.2 District Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- 1.3 Revenue Officer not below the rank of Tehsildar.
- 1.4 Sub-Divisional Officer of the area where the candidate and or his/her family normally-resides.
- 1.5 Administrator/Secretary to the Administrator/Development Officer (Lakshadweep and Minicoy Island)

#### **IV. COMMON MISTAKES RESULTING IN REJECTION OF APPLICATION.**

1. Application not sent on application forms issued by the College for the academic session 2017-2018.
2. Variation in names spelling as recorded in application, SSC or equivalent certificate and graduate certificate. Variation (if any) should be supported by an affidavit on Stamp paper attested by Notary.
3. Applications received after due date College is not responsible for postal delays.
4. Incomplete Admission Ticket e.g. Photograph not attested by the concerned authority, no signature of the candidate on the application form as well as in the Admission Ticket and incomplete postal address, etc. Self attested photographs will not be accepted.
5. Incomplete application form in any respect 'e.g. Photograph not pasted or photograph doesn't have name and date of photo taken, column or Items not completed, a requisite certificates not enclosed in the specified order. Photograph not attested by the Employer or the Principal of the School/College/Gazetted Officer last attended.
6. Marks obtained in each subject paper/part/semester/of B.Sc. Nursing Examination not enclosed. (Applicable to M.Sc Nursing candidates).
7. Experience certificates not attached (applicable to M.Sc. Nursing)
8. The candidate may submit self attested copy of documents. In cases it is found falsified, criminal procedure be initiated as per University of Delhi rules.

**Note:** Any ambiguity, erases/Unattested copies/False information/concealment of information detected in the requisite certificates will result in the cancellation of the candidature of the candidate at any stage of selection and/or during the course of study.

#### **V. DIRECTIONS TO CANDIDATES FOR SELECTION TEST :**

1. Follow the Instruction for filling up the OMR Answer Sheet as given in the prospectus as well as in the Question Booklet given during the Selection Test. Sample of OMR Answer Sheet is attached at (page No. 39.)

2. The examination hall shall be opened half an hour before the commencement of Examination.
3. No candidate will be allowed to enter the Examination Hall after the commencement of the Examination
4. Each candidate must show, on demand his/her Admission Ticket.
5. No candidate is permitted to leave the examination hall before the expiry of allotted time for the selection test.
6. A seat with a number will be allotted to each candidate. Candidates must find out and occupy their allotted seats.
7. Candidates should not leave the Hall without handing over their answer-sheet to the invigilator on duty.
8. When the time allowed has expired, the answer-sheet must be surrendered even though the candidates may not have answered any part of the question paper.
9. All candidates are required to bring their own HB pencils, black ball pens and erasers etc. No candidate shall tear leaf of a part of it from the answer sheet and/or question paper.
10. Candidates are forbidden to write answers (or anything else) on the question paper and to remove any paper from the room.
11. Candidates are forbidden to write their name or any distinctive mark leading to disclosure of their identity in any part of their answer sheet except in the space provided. .
12. Candidates will be required to sign their names on the attendance sheet and give their left thumb impression.
13. Smoking in the Examination Hall during examination hours is strictly prohibited.
14. No tea/coffee, cold drinks or snacks are allowed to be taken into Examination Hall during Examination hours.
15. A candidate found guilty of the use of dishonest or unfair means of disorderly conduct in the examination shall be disqualified and be debarred from appearing at any future selection test of the College.
16. Mobile phone/calculator/electronic device are not allowed inside the examination hall.

## VI. IMPORTANT DATES

1. Sales of Prospectus - M.Sc Nursing 22<sup>nd</sup> Feb., 2017  
(2 P.M.-5 P.M.)  
w.e.f. - B.Sc. (H) Nursing 07<sup>th</sup> March, 2017  
(2 P.M.-5 P.M.)
  2. Last date of receipt of complete Application Form - M.Sc Nursing 23<sup>rd</sup> March, 2017  
by 4.00 P.M.  
- B.Sc. (H) Nursing 21<sup>st</sup> April, 2017  
by 4.00 P.M.
  3. Date of Selection Test - M.Sc Nursing 30<sup>th</sup> April, 2017  
(Sunday) at 10.00 A.M.  
- B. Sc. (H) Nursing 11<sup>th</sup> June, 2017  
(Sunday) at 10.00 A.M.
  4. Date of display of Selection list for admission to M.Sc Nursing:  

First List	Second List	Third List
25 <sup>th</sup> May, 2017 by 12.00 Noon	01 <sup>st</sup> June, 2017 by 12.00 Noon	08 <sup>th</sup> June, 2017 by 12.00 Noon
  5. Last date(s) for Acceptance of the Seat in writing and Payment of Fees for M.Sc Nursing:  

25 <sup>th</sup> -31 <sup>st</sup> May, 2017 by 4.00 P.M.	01 <sup>st</sup> -07 <sup>th</sup> June, 2017 by 4.00 P.M.	08 <sup>th</sup> -14 <sup>th</sup> June, 2017 by 4.00 P.M.
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- Note: ₹1,000/- to be paid for the acceptance of seat in M.Sc Nursing**
6. Date of display of entrance result for B.Sc. (H) Nursing 28<sup>th</sup> June, 2017  
by 12.00 Noon
  7. Date of counseling and payment of fees for B.Sc. (Hons.) Nursing 04<sup>th</sup>, 05<sup>th</sup> & 06<sup>th</sup>  
July, 2017
  8. Classes begin B.Sc. (Hons.) Nursing } 20<sup>th</sup> July, 2017  
M.Sc Nursing } (As per University of  
Delhi Calendar)

\* Each M.Sc Nursing and B.Sc. (Hons.) Nursing candidate is responsible to see the Selection List put up on the College Notice Board and website as per the dates listed above.

\*\* Seat acceptance fees will be non-refundable to candidates who do not take admission in M.Sc. Nursing.

\*\*\* College office will remain closed on Saturday, Sundays and Central Govt. Holidays.

**Other Information :**

A few Central Government and other Scholarship are available on merit-cum need basis in different programmes. During fourth year (Internship year) B.Sc. (Hons.) Nursing students receive an amount of Rs. 500 per month as Internship Allowance from the Government.

1. The College has its health service and infirmary available but students with serious illness are referred to Government Hospitals of Delhi. The health fund covers only limited charges. The expenses of special medicines, tests, treatments for chronic diseases (if necessary) and hospitalization has to be met by the student concerned.
2. Students are expected to follow the rules of the College and Hostel and failure to do so will lead to disciplinary action.
3. The College provides transport facilities for students field work but whenever this is not feasible, the student will have to use public transport at his/her own expenses.
4. When students are posted outside Delhi for summer field experience / field work, expenses shall be borne by the students.
5. Hostel accommodation will be available only for B.Sc(H) Nursing and M.Sc Nursing students.
6. Students are advised not to keep heavy cash, gold jewellery and costly electronic items in their rooms.
7. Candidates selected for admission to B.Sc. (Hons.) Nursing are required to make arrangement for purchasing the uniform for clinical experience.
8. Students are required to buy text-books for their courses.
9. Educational excursions are arranged from time to time, the cost of which shall be borne by the students.
10. In case of any dispute related to admission, will be dealt under Jurisdiction of Delhi Court only.

### VII. FEES AND OTHER CHARGES

S.N.	List of Items	B.Sc.	M.N.
<b>A.</b>	<b>Fees to be paid at the time of Admission</b>	<b>in Rupees ₹</b>	<b>in Rupees ₹</b>
1.	Registration Fees	5.00 p.a.	5.00 p.a.
2.	Registration Fees for Foreign Students	6000.00 p.a.	6400.00 p.a.
3.	University Enrolment Fee***	250.00 p.a.	150.00 p.a.
4.	Delhi University Cultural Council Fee	5.00 p.a.	5.00 p.a.
5.	Delhi University Athletic Fee	50.00 p.a.	50.00 p.a.
6.	Delhi University Development Fee	600.00 p.a.	600.00 p.a.
7.	World University Service	5.00 p.a.	5.00 p.a.
8.	Annual Examination Fee (Theory)	2000.00 p.a.	1600.00 p.a.
9.	Annual Examination Fee (Practical)	200.00 p.a.	400.00 p.a.
10.	Cost of Examination Form	10.00 p.a.	10.00 p.a.
11.	Mark-sheet Charges	200.00	200.00
12.	Tuition Fee	250.00 p.a.	250.00 p.a.
13.	N.S.S. Fee***	20.00 p.a.	20.00 p.a.
14.	Identity Card	50.00 p.a.	50.00 p.a.
15.	X-ray Check Up	150.00 p.a.	150.00 p.a.
16.	Refundable Deposits (Library, Uniform and Breakage)	250.00	200.00
17.	Health Fee	100.00 p.m.	100.00 p.m.
18.	Games Fee	1000.00 p.a.	1000.00 p.a.
19.	S.NA	1500.00 p.a.	-----

20.	SAF (Student Aid Fund)	20.00 p.a.	20.00 p.a.
21.	Hostel Fee	1200.00 p.a.	-
22.	Water, Fan, Geyser, Electricity Fee*	2000.00 p.a.	-
23.	Mess Charges (half of July & August @ Rs. 1500.00 p.m.)	2250.00	2250.00 (optional)
B)	Regular Monthly Payments :		
	(i) Mess Charges**	1500.00 p.m.	1500.00 p.m. (optional)
	(ii) Health Fee	100.00 p.m.	100.00 p.m.

\* Fee will be accepted only in form of Demand Draft/Pay Order in favour of **“THE PRINCIPAL, R.A.K. COLLEGE OF NURSING”** payable at New Delhi. Details will be given in counseling instructions.

\* Each student has to meet the expenses towards replacement of any part of the tube light, if it goes out of order.

\*\* Subject to change without notice, if necessary. Refund will be allowed for summer vacation, field experience period and for a period not less than one month with prior permission of Principal.

\*\*\* All university fees/dues will be charged as per university of Delhi norms. Subject to change without notice for those candidates who do not join the course and for others it will be refunded later on.

**NOTE :**

(i) The admission acceptance fee is non-refundable to candidates who do not take admission.

(ii) Mess charges are to be paid in advance every month (by 10th of each month) irrespective of the fact whether the student is a scholarship holder or private candidate. There is a late fee fine for all dues paid after 10th of any month. The late fee fine will be charged i.e., a minimum of ₹ 5.00 per day. In case the last day of paying fees of any month happens to be a holiday or a Sunday, the fee should be paid following that day.

- (iii) Fee for Ph.D. Nursing has to be paid directly in the concerned departmental administrative section of the University of Delhi (North Campus).
- (iv) In case the candidate withdraws his / her admission only refundable fees will be refunded.

### **VIII. MAINTENANCE OF DISCIPLINE AMONG STUDENT OF THE UNIVERSITY**

#### **ORDINANCE XV-B**

1. All power relating to discipline and disciplinary action are vested in the Vice-Chancellor.
2. The Vice-Chancellor may delegate all or such powers as he/she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.
3. Without prejudice to the generally of power to enforce discipline under the ordinance. The following shall amount to acts of gross indiscipline.
  - (a) Physical assault, or threat to use physical force, against any member of the teaching and non-teaching staff of any Institution / department and against any student within the University of Delhi.
  - (b) Carrying of, use of, or threat of use of any weapons.
  - (c) Any violation of the provisions of the Civil Rights Protection Act, 1976.
  - (d) Violation of the status, dignity and honour of students belonging to the scheduled castes and scheduled tribes.
  - (e) Any practice-whether verbal or otherwise-derogatory of women.
  - (f) Any attempt at bribing or corruption in any manner.
  - (g) Wilful destruction of institution property.
  - (h) Creating ill-will of intolerance on religious or communal grounds.
  - (i) Causing disruption in any manner of the academic functioning of the university system.
  - (k) Ragging as per ordinance XV-C.
4. Maintenance of discipline and taking such action in the interest of maintaining discipline as may seem him/her appropriate, the Vice-Chancellor, may in the exercise of his/her powers aforesaid order or direct that any students or students

- (a) Be expelled; OR
  - (b) Be, for a stated period rusticated; OR
  - (c) Be not for a stated period, admitted to a course or courses of study in college, Department or Institution of the University; OR
  - (d) Be fined with a sum of rupees that may be specified; OR
  - (e) Be debarred from taking a University or College or Departmental Examination or Examinations for one or more years: OR
  - (f) That the result of the student or students concerned in the Examination or Examinations in which he/she or they have appeared be cancelled.
5. The Principals of the Colleges, Head of the Halls, Dean of Faculties Heads of teaching Departments in the University, the Principal, School of Correspondence Courses and Continuing Education and Librarian shall have the authority to exercise all such disciplinary powers over students in their respective Colleges/Institutions; Faculties and Teaching Departments in the University as may be necessary for the proper conduct of the Institutions, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to, such of the teachers in their colleges, institutions or Departments as they may specify for these purposes.
6. Without prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of Colleges, Heads of Halls, Deans of Faculties and Heads of Teaching Departments in this University. Each student shall be expected to provide himself/herself with a copy of these rule.
7. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself the disciplinary jurisdiction of the Vice-chancellor and the several authorities of the University who may be vested with the authority to exercise discipline under the Acts, the statutes, the Ordinances and the rules that have been framed therein by the University.

### **Ordinance XV-C**

#### **PROHIBITION OF AND PUNISHMENT FOR RAGGING**

1. Ragging in any form is strictly prohibited, within the premises of the College/Department or
2. Institution and any part of Delhi University system as well as on public transport.
3. 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 senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which:
  - (a) involve physical assault or threat or use of physical force.
  - (b) violate the status, dignity and honour of woman students.
  - (c) violate the status, dignity and honour of students belonging to the Scheduled Castes and Scheduled Tribes.
  - (d) expose students to ridicule on contempt and affect their self-esteem.
  - (e) entail verbal abuse and aggression, indecent gestures and obscene behavior.
4. The Principal of a College, the Head of the Department or an Institution, the Authorities of college, or University Hostel or Halls or residence shall take immediate action on any information of the occurrence of ragging.
5. Not with standing anything in Clause (4) above, the Proctor may also suo moto enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident
6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of ragging incident.
7. If the Principal of the College or Head of the department of Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonable/practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.

8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry; his/her decision shall be final.
9. On receipt of a report under Clause (5) or (6) or a determination by the relevant authority under Clause (7) disclosing occurrence of ragging incident described in Clause 3 (a), (b), and (c). that the Vice-Chancellor shall direct or order restitution of a student or students for a specific number of years.
10. The Vice-Chancellor may in other cases of ragging order or direct that any student or students be expelled or not to be a stated, period admitted to a course of study and results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
11. In case where students who have obtained degrees or diplomas of Delhi University are found guilty under this Ordinance, appropriate action will be taken under status 15 or withdrawal of degrees or diploma conferred by the University.
12. For the Purpose of this Ordinance, abetment of ragging will also amount to ragging.
13. All institutions. within the Delhi University system shall be obligated to carry out instructions/ directions issued under this Ordinance, and to give aid and assistance to the Vice-Chancellor or achieve the effective implementation of the ordinance.

**UGC Regulation on curbing the menace of ragging higher educational institution under Section 26(1)(G)of the University Grants Commission Act 1956**

Following measures are taken by the institution to prevent ragging.

1. Written notice expressing that ragging is totally prohibited in institution.
2. Those who found guilty of ragging/abetting ragging, actively or passively or being part of a conspiracy to promote ragging is liable to be punished in accordance with these regulations as well as under the provisions of any penal law for the time being in force.
3. Members of Anti ragging committee at the college and the university are following:

**Disciplinary Resource Committee. (DRC) R.A.K. College of Nursing**

**S.No. Name**

1.	Mrs. Santosh Mehta (Principal in-charge) (Associate Professor)	Member
2.	Dr. (Mrs.) Harinderjeet Goyal, (Associate Professor)	Member
3.	Dr. (Mrs.) Molly Babu, (Assistant Professor)	Chairperson (DRC)
4.	Mrs. Sharda Rastogi (Assistant Professor)	Member
5.	Mrs. Sarita Shokandha (Tutor)	Member
6.	Mrs. Madhumita Dey (Tutor)	Member
7.	Mrs. R. Sivakami (Nutritionist)	Member
8.	Mrs. Mitali Biswas (Tutor)	Member
9.	Mrs. Anugrah Milton (Tutor)	Member
10.	Mrs. S. Geetha Rajkumar (Tutor)	Member
11.	Mrs. Geeta Safi (Tutor)	Member
12.	Mrs. D. Shanti Sankar (Clinical Instructor)	Member
13.	Mrs. Dipti Luthra Arora	Member
14.	Mrs. Ritu Rani	Member
15.	Mrs. Rakhi Mittal (Home Sister)	Member
16.	Mrs. Shallika Grewal (Home Sister)	Member

Phone No. of Joint Control Room, University of Delhi 27667221  
Anti-ragging Help Line 1800-180-5522  
e-mail [helpline@antiragging.net](mailto:helpline@antiragging.net)

4. The applicant should prepare and submit the following:
  - (a) An affidavit by the student (Refer on Annex. I, page 35).
  - (b) An affidavit by the parent / guardian (Refer on Annex.II, page 37)

The above content of Annexure I and Annexure II should be typed/ printed on a stamp paper of ₹ 10 each, which should be submitted only after admission on the day of Registration to the effect that student / parent has read and understood the prohibition of these regulation and is aware of the prohibition of ragging and the punishment prescribed, both under penal laws as well as under these regulations.

#### **Ordinance XV.D**

##### **Prohibition of the Punishment for Sexual Harassment**

In accordance with the “Policy on Sexual Harassment ordinance XV (D): Prohibition of the Punishment for Sexual Harassment” of University of Delhi, a College Complaints Committee consisting of the following members, has been formulated in the College for dealing with cases of sexual harassment :

1. **Mrs. Sunita Patney,** : College faculty (Chairperson)  
Assistant Professor
2. **Mrs. Sharda Rastog,** : College faculty  
Assistant Professor
3. **Mr. Pradeep Sharma,** : College staff (Group ‘C’)  
PA to Principal
4. **Mrs. Aruna Baggan, (Aya)** : College staff (Group ‘C’)
5. **Ms. Chinky, M.N. (Prev.)** : Postgraduate student
6. **Ms. Beulah Joy B.Sc. (H) Nsg.** : Undergraduate student
7. **Ms. Christine** : Undergraduate student  
B.Sc. (Hon) Nursing
8. **Mrs. Raminder Kalra** : Outside member  
Principal, Holy Family  
College of Nursing.
9. **Mrs. Rashmi Mishra** : Outside member  
Principal  
Kendriya Vidyalaya  
Andrews Ganj

Any female staff or student of the College if having any complaint of sexual harassment may report to any of the above mentioned

members of the College Complaint Committee.

**FACULTY OF RAJKUMARI AMRIT KAUR COLLEGE OF NURSING**

- Principal (in-charge) : Mrs Santosh Mehta  
(Associate Professor) : M.Phil Nursing, M. Nursing  
: M.Com(H), (UK), R.N.R.M.
- Vice-Principal : Vacant
- Medical Officer : Dr. Lakshya Kumar, MD (Medicine)
- Associate Professor : Dr. (Mrs.) Harinderjeet Goyal,  
Ph. D. (Nursing) M. Phil Nursing,  
M. Nursing, R.N.R.M
- Assistant Professor 1. Dr. (Mrs.) Molly Babu,  
Ph.D. (Nursing) M. Nursing, R.N.R.M  
2. Mrs. Sunita Patney,  
M. Nursing, R.N.R.M.  
3. Mrs. Sharda Rastogi,  
M. Nursing, R.N.R.M.
- Nutritionist : 1. Mrs. R. Shivakami, M. Phil, M.Sc.,  
P.G. Dip., C.M., M.B.A. (HRM)
- Tutors : 1. Mrs. Sarita Shokandha,  
M. Nursing, R.N.R.M.  
2. Mrs. Monika Sharma,  
B.Sc. (Hons) Nursing, R.N.R.M.  
3. Mrs. Madhumita Dey,  
M. Nursing, R.N.R.M.  
4. Mrs. Mitali Biswas,  
M. Nursing, R.N.R.M.  
5. Mrs. Anugrah Milton,  
M. Nursing, R.N.R.M.  
7. Mrs. S. Geetha Rajkumar,  
M. Nursing, R.N.R.M.  
8. Mrs. Usha Phulara,  
M. Nursing, R.N.R.M.  
9. Mrs. Geeta Saifi,

- B.Sc. (Hons), Nursing,  
M. Nursing, R.N.R.M.
- Clinical Instructors : 1. Mrs. Neelam Narula,  
M. Nursing, R.N.R.M.
2. Mrs. Shilpa Kapoor, B.Sc. (Hons.)  
Nursing, R.N.R.M. (On Study Leave)
  3. Mrs. Simmi Abha Ekka, B.Sc. (Hons)  
Nursing, R.N.R.M. (On Study Leave)
  4. Mrs. Jyoti Singh, B.Sc. (Hons.) Nursing,  
R.N.S.M. (On Study Leave)
  5. Mrs. Kalpana Maurya, B.Sc. (Hons)  
Nursing, R.N.R.M.
  6. Mrs. Poonam, B.Sc. (Hons) Nursing,  
R.N.R.M.
  7. Mrs. Tumpa Roy, B.Sc. Nursing,  
R.N.R.M.
  8. Mrs. D. Shanti Sankar, B.Sc. Nursing,  
R.N.R.M.
  9. Mrs. Rita Laishram, B.Sc. Nursing, R.N.R.M.
  10. Mrs. Namrata Sharma, M. Nursing, R.N.R.M.
  11. Mrs. Jisha Shrivastava, B.Sc.(Hons) Nursing,  
P.G. Dip (DM) MBA (HCS), R.N.R.M.
  12. Mrs. Rekha Kotnala B.Sc.Nursing, R.N.R.M.  
(pursuing M.Sc. Nursing)
  13. Mrs. Usha Shantal, B.Sc. (Hons) Nursing,  
R.N.R.M.
  14. Miss Sushma Kumari,  
M.Sc. (Oncological Nursing) R.N.R.M.
  15. Mrs. Archana Maju, B.Sc.(Hons) Nursing,  
R.N.R.M.
  16. Mrs. Dipti Luthra Arora, B.Sc.(Hons) Nursing,  
R.N.R.M.
  17. Mrs. Ritu Rani, B.Sc Nursing, R.N.R.M.

18. Mrs. Ruby Anand, B.Sc. (Hons.) Nursing,  
R.N.R.M.

**LIBRARY**

Library and Information Assistant : Mrs. Sunita Heer, M. Lib.,  
MA Sociology  
Senior Library Attendent : Sh. Harjeet Singh, C. Lib.,

**OFFICE**

Administrative Officer : Vacant  
Office Superintendent : Shri Govind Singh Mehta

**HOSTEL**

Hostel Superintendent : Vacant  
Home Sister : Mrs Rakhi Mittal  
: M.Sc. (Foods & Nutrition)  
: B.Ed., P.G. Dip.  
(Computer Application)  
Home Sister : Mrs. Shallika Grewal,  
B.Sc. (Hospitality and  
Hotel Administration)

**Annexure I**

**AFFIDAVIT BY THE STUDENT**

I, \_\_\_\_\_ (*fullname of student with admission registration/enrolment member*) s/o, d/o, Mr./Mrs./Ms. \_\_\_\_\_ having been admitted to \_\_\_\_\_ (*name of the institution*) have received 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.

- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, presued 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.
- 4) I hereby solemnly affirm and undertake that:
  - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) I will not participate in or abet or propagat through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) 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.
- 6) 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.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent

Name:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ (Place) on the \_\_\_\_\_ (day)  
of \_\_\_\_\_ (month), 2017

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the *(day)* of  
*(month)*, *(year)* after reading the contents of this affidavit.

OATTH COMMISSIONER

## Annexure II

### AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms. \_\_\_\_\_ (*full name of parent/guardian*) father/mother/guarding of, (*full name of student with admission/registration/enrollment number*) having been admitted to (name of the institution) \_\_\_\_\_ have received a copy of the 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, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also. In particular, presued 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 quality of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that :
  - a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 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 Regulations.
- 5) 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 me under any penal law or any law for the time being in force.
- 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 of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the delcaration is found to be untured, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day \_\_\_\_\_ of month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent

Name :

Address :

Telephone/Mobile No.:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ (Place) on the \_\_\_\_\_ (day)  
of \_\_\_\_\_ (month), 2017

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the *(day)* of  
*(month)*, *(year)* after reading the contents of this affidavit.

OATH COMMISSIONER



