

# Diploma in General Nursing & Midwifery 2024



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## CORRESPONDENCE DETAILS:

**The Registrar**

**Christian Medical College**

**Ludhiana-141008, Punjab (India)**

Tele : 0161 - 5010809

E-mail : [registrar@cmcludhiana.in](mailto:registrar@cmcludhiana.in)

Website : [www.cmcludhiana.in](http://www.cmcludhiana.in)

## OFFICE WORKING HOURS

### REGISTRAR'S OFFICE

<b>Monday to Friday</b>	:	8.00 a.m. - 1.00 p.m.
	:	2.00 p.m. - 5.00 p.m.
<b>Saturday</b>	:	8.00 a.m. - 1.00 p.m.
<b>Sunday &amp; Holidays</b>	:	Closed

### COLLEGE OF NURSING OFFICE

<b>Monday to Friday</b>	:	8.00 a.m. - 5.00 p.m.
<b>Saturday</b>	:	8.00 a.m. - 1.00 p.m.
<b>Sunday &amp; Holidays</b>	:	Closed

## General Nursing & Midwifery Admission - 2024 TENTATIVE ADMISSION CALENDAR\*

Prospectus available from	19.04.2024
Last date for receipt of Application Form with enclosures	03.06.2024
Admit Card to be collected personally from the Registrar's Office	11.06.2024
Admission Written Test	11.06.2024
Declaration of the Result on or before	18.06.2024
Counselling ; Scrutiny of original certificates and testimonials & Submission of Fees	Will be notified later
Medical Examination & Orientation	Will be notified later
Classes start from	Will be notified later
Second Counselling	Will be notified later

\*(Above dates are subject to change if needed)

Contact: registrar@cmcludhiana.in

Phone No. 0161-5010809

## CHRISTIAN MEDICAL COLLEGE, LUDHIANA, PUNJAB

According to the Constitution of the Christian Medical College Ludhiana Society (Regd.), the Christian Medical College, Ludhiana is an educational and research institution of all India character established and run by the minority Christian Community. Its primary aim is to educate and train Christian men and women as health professionals, in the spirit of Jesus Christ for the healing ministry of the Church in India. However, like many other Christian educational institutions, this college also offers its educational facilities to young men and women professing other faiths also.

Through education in this College, the Christian Church seeks to make a significant contribution to the health standards of all communities of our Nation with special emphasis on health care in the rural areas. Medical Missionary work was started in Ludhiana in the year 1881 by the Greenfield sisters - Miss Martha Rose and Miss Kay Greenfield. This pioneering medical work by the Greenfield sisters was the precursor of the Medical Training and Health care Service Programme of the present Christian Medical College, Ludhiana. Dr. Edith Mary Brown joined them in 1893.

In 1894, the North India School of Medicine for Christian Women was started by Dr. Edith Mary Brown and her colleagues with the object of training Indian nationals, particularly the women to serve in the field of Medical Education and Health Care Services, emphasizing integration of training and health care services.

Nursing training was started in 1889 by the Greenfield Sisters. The school became well – known for the nursing care it provided and for its services to needy patients, particularly after 1894 when the school of medicine for Christian Women was started.

The General Nursing Programme began in 1936. In 1953 the MBBS course started in Christian Medical College, Ludhiana, admitting both men and women students, and the nursing programme was upgraded accordingly. The School of Nursing was upgraded to College of Nursing in 1973 with 18 students admitted to the B.Sc. Nursing course. The first batch of B.Sc. Nursing students graduated in April 1977.

Since the Nursing standard is maintained at a high level, the results of examination have always been excellent. In response to changing society, the nursing practice has changed from mere

Apprenticeship to a professional education to foster nursing as a professional career attractive and desirable to young people on an equal basis with any other career.

The College of Nursing degree programme is affiliated with Baba Farid University of Health Sciences, Kotkapura Road, Faridkot-151203. The registration is done by Punjab Nurses Registration Council. This programme is recognized by Indian Nursing Council

The College of Nursing is situated on a large campus on Brown Road, not far from the Ludhiana Railway Station. The Campus has residential quarters for the staff and hostels for Nursing Students.

**The Management of the affairs of the Christian Medical College is vested in a Governing Body which consists of:**

Nine Term Governors, elected by the Governing Body.

Three General Co-opted members from among local citizens, Representatives of the Member Bodies (Co-operating) Christian Bodies & Associated Christian Bodies.

Representatives of Overseas Fellowships.

Director of Research and Medical Education, Government of Punjab, or his/her nominee.

Director of Health Services, Government of Punjab, or his / her nominee.

Director General of Health Services, Govt. of India or his / her nominee.

The Nursing Advisor, Government of India or his / her nominee.

Nine ex-officio and six elected staff members.

**OFFICERS OF THE GOVERNING BODY, 2024**

Chairman : Dr. Sudhir Joseph  
 Vice Chairman : Bishop P.K. Samantaroy  
 Director and Secretary of the CMCL Society : Dr. William Bhatti  
 Treasurer : Dr. Rajiv Choudhrie

**COLLEGE OF NURSING ADMINISTRATION**

Principal : Dr. Usha Singh  
 Vice-Principal : Prof. (Mrs.) Balqis Victor  
 Vice-Principal : Prof.(Mrs.) Harjit  
 Registrar : Dr. Ajay Kumar

**ADMISSION GENERAL NURSING & MIDWIFERY**

**G. N. M 2024**

Admission to General Nursing & Midwifery (GNM) program (3 years) is made according to the rules & regulations of Punjab Nurses Registration Council, Indian Nursing Council of the Government as may be applicable. These are subject to alterations, amendments and modifications as may be considered necessary from time to time by the authorities concerned. Each year 50 students of Indian Nationality are admitted to the College. All admissions are made on merit in each category.

Distribution of Seats	
Category	Number of Seats
1. Punjab Christian Minority (Female)	20
2. Punjab Christian Minority (Male)	04
3. Non-Punjab Christian Minority (Female)	10
4. Non-Punjab Christian Minority (Male)	02
5. Female Open General	07
6. Male Open General	01
7. SC/ST Punjab (Female)	03
8. BC - Punjab (Female)	01
9. College Sponsored	02

**50**

Filling of Vacant Seats				
Vacancy in category	Will be filled first from	Then	Then	Then
1	2	3	4	5
2	1	4	3	5
3	4	1	2	6
4	3	2	1	6
5	6	1	2	3
6	5	3	4	1
7	8	1	3	5
8	7	1	3	5
9	3	4	1	2

All applicants from each category will be considered on merit based on their performance in the admission written test and will be considered on overall merit among all applicants in the same category.

All admissions to the General Nursing & Midwifery course are provisional subject to the approval of Punjab Nurses Registration Council, Mohali.

**Financial Assistance, if requested for, will be given to needy students after the execution of an appropriate agreement on stamp paper. Candidates may contact the Office of the Registrar with details of family income.**

### **COLLEGE SPONSORED CATEGORY**

Children of permanent staff of CMCL Society are considered under this Category. The applicants and their parents must fulfill the following conditions by 01.06.2024 till 01:00 PM.

1. There has been no misconduct on the part of the staff member during his/her period of service and has been confirmed as a member of the staff for five years and is currently employed in CMC, Ludhiana.
2. If died in service following five years as a confirmed member of the staff.
3. If retired, has retired only by reason of superannuation after completing five years as a confirmed member of the staff.

Children of permanent staff will be required to submit a certificate from the appointing authority of CMC, Ludhiana in support of the permanent appointment and date of confirmation of father/mother. Children of permanent staff applying in the above group shall sign an undertaking and an agreement to serve CMC Ludhiana Society for a period of two years after graduation. The applicant must submit the undertaking at the time of admission (format to be collected from the Registrar's Office), and service agreement at the time of scrutiny of original certificates and other documents.

### **REQUIREMENTS**

#### **Age:**

Applicants for admission must be at least 17 years of age on 31<sup>st</sup> December 2024 and not more than 35 years of age. .

The date of Birth being shown on the Matriculation certificate/Higher Secondary certificate/equivalent is acceptable.

### **ACADEMICS**

In order to be eligible to apply for admission to the first year General Nursing & Midwifery course, an applicant must have passed 10+2 class or its equivalent with Science (Physics, Chemistry & Biology) or Arts with English and aggregate of 40% marks.

#### **CHRISTIAN APPLICANTS:**

- 1) All Christian applicants must provide Photostat copies of the following certificates along with the application:
  - a) Baptism Certificate
  - b) Confirmation Certificate (if applicable)
  - c) Church Membership, with date and denomination of the Church with address
- 2) **All candidates applying under Christian categories (1 to 4) must pass a Bible test also. Any applicant under Christian Category who does not pass (obtain 30% marks) in the Bible test will be considered in the APPROPRIATE open category.**

### **PHOTOGRAPHS**

Each applicant must provide four copies each of recent passport and stamp size photographs, taken in a studio, which must clearly show full face, head, and shoulder only.

1. One photograph should be pasted on the Application Form.
2. Two photographs should have the applicant's name written clearly in English on the back of each photograph. Photographs not utilized will not be returned to the applicant.

#### **RESIDENCE/DOMICILE CERTIFICATE**

Applicants shall need a certificate of Residence/Domicile in India. Such certificate is obtained according to prescribed rules in each State / Territory in India and issued by the competent authority with designation and seal of office, State/ Territorial wise.

#### **SCHEDULED CASTE/TRIBE**

Applicants applying under SC/ST category shall need a certificate belonging to a recognized Scheduled Caste/Tribe, from the

Deputy Commissioner / G.A. to Deputy Commissioner / S.D.O. (Civil) of the District/Sub-Division to which she belongs to with the seal of the court and stamp of the office. This category of applicants is allowed 5% concession in the qualifying exam.

### **BACKWARD CLASS**

An applicant of this category needs a certificate of belonging to a recognized Backward Class from the Deputy Commissioner/G.A. to Deputy Commissioner / S.D.O. (Civil) of the District/Sub-Division to which she belongs to with the seal of the court and stamp of the office.

### **HOW TO APPLY**

Prospectus and Application Form etc. for General Nursing & Midwifery program can be downloaded from 19.04.2024 to 03.06.2024 from [www.cmcludhiana.in](http://www.cmcludhiana.in). The draft should include application fee amount and be made payable to “**Christian Medical College Ludhiana Society**” drawn on any scheduled bank, payable at Ludhiana. Money Order, Postal Order and Cheques are **not** acceptable.

Applicant should send the Application form with draft to the Registrar, Christian Medical College, Ludhiana-141 008, Punjab

Last date of receipt of application along with enclosures in the Registrar’s Office is 03.06.2024 by 5:00 P.M.

### **APPLICATION FEE FOR General Nursing & Midwifery COURSE**

The application fee is Rs.1600/- (Rupees One Thousand Six Hundred only) to be paid in Bank Demand Draft payable to **Christian Medical College, Ludhiana Society** drawn on any scheduled bank, payable at Ludhiana.

**The Application Fee Once Paid is not refundable.**

### **HOW TO SUBMIT APPLICATION**

A complete application contains the following:

1. Application form completed in block letters with a photograph attached and signed by the applicant.
2. Bank Demand Draft for application fee Rs.1600/-.(Rs. Sixteen hundred only) can be downloaded from [www.cmcludhiana.in](http://www.cmcludhiana.in).

3. Two copies of recent passport size photographs of the applicant and Four Stamp size photographs, full face, head and shoulders only. Applicant’s name should be written clearly in English on the back of each photograph not on front.

### **Photocopies of:-**

1. Matriculation / 10<sup>th</sup> Class or equivalent certificate showing date of birth.
2. 12<sup>th</sup> Class certificate and Detailed Marks Card.
3. Residence / Domicile Certificate.
4. Scheduled Caste / Scheduled Tribe / Backward Class Certificate (if applicable)
5. Baptism Certificate, Confirmation Certificate (if applicable) Church Membership. (For Christian Candidates only)
6. Copy of Aadhar card.

Place application form and all the enclosures in the envelope provided and submit the sealed envelope to the Office of the Registrar by hand / courier or sent by registered post/speed post to the **Registrar, Christian Medical College, Ludhiana- 141 008, Punjab.**

If the application is submitted to the Registrar’s Office by hand or courier service, a receipt should be obtained from the office of the Registrar.

**Proof of Posting will not be accepted as proof of delivery or receipt.** No alterations can be made to any of the information provided on the application form once it has been submitted.

**The last date of submission of the completed application form, along with enclosures to the Registrar, Christian Medical College, Ludhiana is 03.06.2024. The application will not be accepted after 03.06.2024 by 5:00 P.M.**

### **HALL TICKET**

Hall Ticket should be collected personally by the Applicants whose completed application along with full application fee has been received by the office of the Registrar, on or before 03.06.2024 as per schedule given below from the Registrar’s Office.

**11.06.2024** - 09:00 AM to 10:00 A M

The Hall Ticket shall contain the timetable for the Admission Test, the address of the centre and relevant information. It will have the name and application number, and passport size photograph of the applicant. The photograph will be rubber stamped by the Registrar, Christian Medical College, Ludhiana.

## **EXAMINATION**

### **ADMISSION TEST**

This test consists of 100 questions of 1 mark each. These will be of objective type, multiple choice and short answer type questions. There is no negative marking.

Questions will be from the following subjects.

- a) English
- b) Physics, Chemistry, Biology and Mathematics (10<sup>th</sup> standard)
- c) General Aptitude & Awareness

The test will be held in College of Nursing, Christian Medical College, Ludhiana on 11.06.2024.

**Cut-off score:** 30% marks in the Admission Written Test. The Bible Test for Christian Applicants will follow the main test, in the same venue. Pass marks for the Bible Test is 30%; candidates who fail the bible test will be shifted to the appropriate open categories. (Note: Bible test marks are not considered for merit preparation).

**Written Test: 11.06.2024 from 11:00 am to 1:00 pm**

**Bible Test: 11.06.2024 from 1:00pm to 1:30 pm**

### **AT THE EXAMINATION CENTRE**

At the examination centre, the applicant must present his/her Admit Card bearing his/her application number and his/her passport size photograph rubber stamped by the Registrar, Christian Medical College, Ludhiana.

The applicant must take his/her allotted seat in the Examination Room at the time given in the Admit Card otherwise the applicant may not be allowed to take the examination.

Please note that the applicants appearing for the admission written test must bear their traveling expenses and make their own arrangements for accommodation.

## **DECLARATION OF RESULT**

The results of the Admission Test will be put up on the Notice Board of Registrar, Christian Medical College, Ludhiana on or before 18.06.2024 with merit list of applicants in all categories.

### **Tie Break:**

In case of two or more candidates obtaining equal marks in the complete entrance examination, their inter se merit will be determined in order of preference as under:

- i. Marks obtained in AWT in Physics, Chemistry, Biology and Mathematics
- ii. Marks obtained in AWT in Biology
- iii. Marks obtained in AWT in English
- iv. Age of the candidate in favour of the older candidate

## **DECLARATION FORM**

The Declaration Form is an undertaking signed by only the applicants admitted to the course. The declaration form covers College/ Hostel rules, payment of fees and other relevant admission information, etc. and must be signed by Parent/ Guardian and the applicant and submitted at the time of scrutiny of original certificates and testimonials.

## **SCRUTINY OF ORIGINAL CERTIFICATES AND TESTIMONIALS**

Scrutiny of original certificates, testimonials etc. of the applicants, category-wise will be as per the schedule below in the office of the Registrar.

(Detailed schedule to be displayed later)

Applicants will be called for counseling as per their rank in their respective category. Counseling will end when all seats in a particular category are filled up.

The applicants must bring all relevant original certificates and testimonials must be present in time of scrutiny to avail admission.

Applicants whose original certificates and testimonials etc. are not found to be in order will not be considered for admission. Applicants will have to bear their own traveling expenses for this purpose.

### **GNM FEES IN DETAIL - 2024**

#### **A. College Fees and other Fees**

Fees to be paid at the time of admission to General Nursing & Midwifery 2024 – 2025

##### **FIRST YEAR**

<b>TUITION FEE</b>	<b>36000/-</b>
<b>OTHER FEE</b>	
Magazine	500
S.B.A. & student amalgamated fund	1,600
Establishment Fund	10,000
Field trip	4,000
Library fee	9,000
SSHS (Health care)	5,500
Admission fee	5,000
Security deposit (Refundable)	5,000
SNA & TNAI	2,800
INC-PNRC Affiliation Fee	150
<b>Total</b>	<b>79,550</b>

Hostel fee as applicable:

Rs. 24,000/-\* per year only for girls in MC Hostel. Students are responsible for their examination fees, travelling and accommodation expenses. In addition, hostellers are required to pay Rs. 1,500 per month for the use of extra electricity appliances/air cooler, etc.

**\*The Management reserves the right to revise the college fees, hostel fees and any other fees from time to time and these will be effective from the dates as may be decided.**

College fee must be deposited immediately by **Demand Draft only**

after scrutiny and verification of documents.

If the seat is not claimed by payment of full tuition fees and other fees (as applicable) along with submission of certificates and testimonials etc. in original immediately, the offer shall be withdrawn, and the seat will be offered to the next applicant in order of merit. Payment of tuition & other fees including residential fees must be in the form of Bank Demand Draft only payable to '**Christian Medical College Ludhiana Society**' drawn on any scheduled Bank at Ludhiana.

Applicants will have to bear their own traveling expenses.

**The fee may change from time to time as decided by PNRC. Students are responsible for their examination fees, traveling and accommodation expenses if the center is not In Ludhiana.**

**If a student fails in two or more subjects (theory/practical) and stays back in the college to continue the studies of the year for which he / she is repeating shall be charged college fee, residential fee and electricity charges for the additional period spent in the college & hostel as per rules.**

### **GUIDELINES FOR PAYMENT OF FEES**

1. College fees must be paid in full by the dates stated in the prospectus. Any students whose fees together with the fine imposed are still unpaid a calendar month after the required date, will be suspended from attending lectures or clinic or other classes until the fees have been paid.
2. All students residing in the hostel will pay mess fees monthly before the 10th of every month.
3. All second year and third year students should pay annual charges & tuition fee before 7<sup>th</sup> October of every year.
4. PNRC fees, examination fees, books and other personal expenses are responsibility of the students.
5. **Fee dues and other charges if not paid by the specified date will incur a fine, as per rules.**
6. **The mess fee varies from time to time depending on the cost of essential commodities and other expenses.**
7. Any student whose mess bills are not paid for two months; he/she will not be allowed to attend classes until the unpaid bills are cleared.
8. Payment of fee is to be made by Bank demand draft only. Draft will be made payable to '**Christian Medical College Ludhiana Society**'.

on any scheduled Bank at Ludhiana and be sent to the Finance Officer, Christian Medical College, Ludhiana-141 008, Punjab.

## REFUND RULES

Generally, no refund of fee is permitted on account of withdrawal/absence from college or other reasons once a student is admitted to any course of study. A refund claim may, however, be admitted on merit after due consideration of the request by the institution.

1. Any time after admission till the last date of admission (30-09-2024\* as per the INC Notification - 04 of 2024 dated 01.02.2024 for GNM), total refund after deducting admission fee and other administrative charges.
2. On the last date of admission as per PNRC/INC, full fees except the admission fees and any other expenses incurred by the institution towards the candidate, will be refunded, provided the seat is filled. **In the event the seat in question remains vacant, the candidate will be required to pay the fees for the entire duration of the course.**

SECURITY DEPOSIT is refundable only after completion of the course.

All refunds will be processed by the Finance Officer based on the recommendation from the Registrar & Principal. A refund will be made after the candidate has surrendered the original fee receipt and the dues clearance certificate.

(\*Punjab Nurses Registration Council, Mohali)

## UNIFORM & BEDDING

1. Complete Bedding
2. For girls White trouser and Shirt, Black Leather Shoes, and black cardigan. For boys Navy Blue Pants, White Shirt, Black Leather Shoes, and Black V. Neck cardigan.

## ACCOMMODATION IN HOSTEL

Accommodation is available for girl students. The rooms will be allotted by the Warden of the Hostel. Students should come prepared with bedding and other personal requirements. The

Students must follow the hostel rules and regulations; failure to do so will lead to disciplinary action as per rules.

## MEDICAL EXAMINATION

Medical examination of the newly admitted provisional students will be held as per schedule notified later. **ANY APPLICANT FOUND MEDICALLY UNFIT WILL NOT BE ALLOWED TO CONTINUE THEIR STUDIES IN THE COLLEGE.**

## REJECTION AND DISQUALIFICATION

An application will be rejected if:

1. Application form duly filled in along with necessary enclosures not received on or before 03.06.2024.
2. Application form incompletely/wrongly filled in.
3. Certificates and testimonials found to be inaccurate or false.
4. Failing to take the Admission Written Test.
5. Failing to be present for scrutiny of certificates and testimonials etc. on the due date and time.
6. Failing to submit the college and other fees by the due date.
7. Educational and other requirements of Punjab Nurses Registration Council, of the Government, Indian Nursing Council and of the College are not fulfilled.

It is to be clearly understood that submission of complete application for admission does not in itself confer a right to be called for admission written test or to be called for checking of original certificates or admission to the college, and that the choice of applicants for selection and admission rests with the Selection Committee of the institution.

Any attempt by applicants or their friends or relatives, to canvass for admission or to bring influence to bear upon the administrative and/or other staff members shall render the applicants disqualified. The decision of the Selection Committee shall be final, and no correspondence will be entertained regarding the rejection or disqualification of any applicant.



## COURSE OF STUDY

Classes start date will be notified later. Students must be regular in attending classes to facilitate their admission to be approved and confirmed by the Punjab Nurses Registration Council, Mohali. If a student is found to be remaining absent from classes without permission from the Principal of this College of Nursing, it will be considered that the student is not willing to continue her studies in this college. In that case, admission of student may be cancelled.

### DURATION OF THE COURSE

The Diploma course in General Nursing and Midwifery shall be of three years duration.

The first 12 weeks the students will learn in Classes & demonstration room.

### COURSE OF INSTRUCTION

#### FIRST YEAR

Subjects	Theory (hours)	Practical (hours)
Bio Sciences	120	
- Anatomy and Physiology	90	
- Microbiology	30	
Behavioral Sciences	65	
- Psychology	45	
- Sociology	20	
Nursing Foundations	210	200 (lab) 680 (clinic)
- Fundamental of Nursing	190	22 weeks
- First Aid	20	
Community Health Nursing	180	320
- CHN-I	80	8 weeks
- Environment Hygiene	30	
- Health Education & Communication Skills	40	
- Nutrition	30	
English	30	
Computer Education	15 + 15	

Co-curricular activities 10

#### SECOND YEAR

Subjects	Theory (hours)	Practical (hours)
Medical/Surgical Nursing–I	120	860 (20 wks.)
Medical/Surgical Nursing–II	120	
Mental Health Nursing	70	320 (8wks)
Child Health Nursing	70	320 (8wks)
Co-curricular activities	20	

#### THIRD YEAR (Part -I)

Subjects	Theory (hours)	Practical (hours)
Midwifery & Gynecological Nursing	140	560 (14 wks)
Community Health Nursing–II	90	160 (4 wks)
Co-curricular activities	10	

#### THIRD YEAR (Part -II)(Integrated Supervised Internship)

Theory Subjects	Theory (hours)
Nursing Education	20
Introduction to Research and Statistics	30
Professional Trends & Adjustments	30
Nursing Administration & Ward Management	40
	<b>120</b>

Clinical Areas	Clinical Hours/Weeks*
Medical Surgical Nursing	288 (6)
Community Health Nursing	288 (6)
Child Health Nursing	96 (2)
Midwifery and Gynecological Nursing	384 (8)
Mental Health Nursing	96 (2)

#### Examination and Promotion :

The theoretical and practical training is given in the college of Nursing and Hospital in accordance with the Rules and Regulations of Indian Nursing Council. An internal selection examination is held prior to the state examinations. Board/State examinations are held at the end of 1st year, 2nd year and 3rd year on completion of requirements.

1. They shall have one regular examination followed by supplementary examination in a year.

2. If the candidate fails in more than two subjects in any year, they can be promoted to the next year.
3. A candidate can take any number of attempts on a condition that maximum period allowed is six years. However, all papers need to be cleared before appearing in the final examination.

### **Conferring Diploma:**

The diploma will be conferred on those who have successfully completed the prescribed course and bear a record of good behavior.

## **FACILITIES FOR STUDENTS**

### **Spiritual Life**

There is a chapel connected with the main hospital where regular services are held every morning. Students should make an effort to attend those. Bible study groups are held regularly.

### **Teaching Facilities**

There is a beautiful college building with all facilities, equipment, and well-qualified staff. The facilities of the Medical College and Hospital are available for the College of Nursing Students. Clinical practice at the bedside is compulsory right from the first year.

**Scholarships:** The following scholarships, financial aid/loan are dealt with the Scholarship Committee, College of Nursing and are available for needy students based on proof of parent's income.

### **Nursing Students Scholarships**

1. Friends of Ludhiana (CMC U.K. Board)
2. Mohinder Kable through Friends of Ludhiana, U.K.
3. Nazir Prem Hari Singh Scholarship
4. Canadian Vellore Ludhiana Committee, CANADA
5. Maude Reynolds Memorial Nursing Scholarship Fund (CMC U.S. Board)
6. Carol Dhaliwal Memorial Scholarship
7. Helen Flanagan Memorial Scholarship

### **Student Body Association**

Students' affairs and activities are coordinated by the Student Body Association at the college level, to which all students are expected to belong. The Executive body of the Association is elected by ballot after filling the nominations. Nominations are only invited alternately from G.N.M and B.Sc. Nursing students who have 75% of attendance in the class and practical. Their academic performance should be satisfactory. The body comprises Co-coordinators, President, Secretaries, and Treasurers. The Student Body Association, of which all undergraduate and postgraduate students are members, participates in co-curricular activities.

Socio-cultural events are planned at the beginning of the year and are carried out monthly by the Student Body Association. It also organizes a welcome of freshers' and farewell to the outgoing students. Religious and National important days are also celebrated i.e., Republic Day, Holi, Independence Day, Deepawali, Christmas etc.

### **Student Nurses Association**

The Student Nurses Association is a nationwide organization. On admission, membership is compulsory at local and national level. In this association, students are given more and more responsibilities to manage their affairs both at the state and national levels.

A wide variety of activities are encouraged at all levels for the Student Nurses Association members. The diversity of activities is derived from the professional, social, cultural, and recreational spheres. The activities are geared to strengthen co-curricular components.

A three to four days conference is held for Student Nurses Association members biennially. It provides a forum for the members to discuss and find solutions for various problems faced by the students. Student Nurses Association (SNA) organizes competitions i.e., project work, exhibitions, public speaking & writing, dances, music, painting, and sports & games etc. at

state and national level. Awards and prizes are given to the winners.

### **Staff and Students Health Service**

This service was initiated with the intention of bringing the medical care and supervision of staff, medical students, paramedical students, and student nurses under one service and with medical insurance where feasible. A central clinic is available in the hospital out - patient area. Routine examinations, including X-ray screening is carried out on all newcomers and immunization against various diseases is available. There is a ward unit allocated for those who need admission to hospital. A student who must undergo elective surgery should get it done during her vacation period and charges for the same will be as per the institutional rules. Attention is also given to physical fitness, environmental hygiene, mental health, and the prevention of tuberculosis. The general aim is to control and diminish the incidence of sickness and keep the students physically and mentally fit to face their life and study.

### **Community Outreach**

Community outreach is part of the curriculum. Students are posted in health camps at periphery and district levels. Urban and Rural Health services are also provided. Preventive, promotive, curative and rehabilitative aspects of health are taken care of.

### **Games and Athletics**

Annual interclass tournaments and sports are held in the month of October and all students are expected to participate in various games and athletics. Prizes are distributed to winners and the best athlete is announced. There are facilities for badminton and volleyball on the hostel lawns.

### **Recreation**

There is provision of a recreation room in the hostel, where students can watch television and there are also a few books. Students participate in dances, music, skits, mono-acting, fancy dresses, and other recreational activities held in the college.

## **LIBRARY**

The College of Nursing library consists of 6060 books and 1945 journals of nursing practice, basic and clinical sciences. It also has other general and recreational books. The library subscribes to 17 journals, both National and International, in addition to Textbooks.

The library service is available to the users for 11 hours (8:00 a.m. to 7:00 p.m.) from Monday to Friday and 5 hours (8:00 a.m. to 1:00 p.m.) on Saturday.

In addition, there is Christian Medical College library adjacent to M.C. Hostel. There is also a Panjab University Extension Library available at Ludhiana for staff and students.

## **Rules and Regulations of the College of Nursing**

1. Students must comply with rules and regulations.
2. All the students are required to be punctual and are not allowed to miss classes without genuine reason and without prior permission from the class teacher and Principal College of Nursing.
3. Ragging in any form is strictly prohibited and is punishable by fines, rustication, or expulsion from the college. Ragging is defined as any deliberate act that causes physical or mental harm or the threat of such harm to a fellow student, leading to distress of mind or spirit.
4. The missed time from the clinical experience due to absence will be made up. Sick leave in excess of 10 days must be made up. All make-up days will be completed every year before proceeding on vacation.
5. Vacation is granted by the college as per regulations of Baba Farid University of Health Sciences, Faridkot, Punjab. If a student avails more days without a genuine reason, the absence will be made up in a clinical practice. Sickness with a medical certificate signed and stamped by the Civil Surgeon or Medical Superintendent of Mission Hospital, will be accepted.

6. Any student having sickness while on leave must inform through fax and email.
7. College fees and tuition fee once paid is not refundable.
8. Each student is responsible to pay all the examination fees and other dues on time.
9. All students must be punctual for classes and clinical practice.
10. Attempts are made to keep up to-date books and journals. Students must observe the rules and regulations of the library. All students are expected to be in library every day whenever they are not in the clinical area to make good use of the facility.
11. Students are not allowed to have visitors in the college and in the hospital.
12. Students are not allowed to arrange their timings for clinical practice on their own.
13. Sickness should be reported by 8:00 a.m. to warden. "Sick leave form signed by the Medical Officer must be handed over to the Warden on duty."
14. No sick student is allowed to stay back in the hostel room during working hours without permission/Sick leave.
15. Students are expected to use the recreational facilities of games, bicycles and sports provided and are encouraged to develop hobbies.
16. Students should participate and take initiative for leadership in professional and social activities.
17. Ample provision for other than Christian religious observances is available in nearby Temples and Gurudwaras, and such group worship will not be permitted inside the institutional premises.
18. Use of Mobiles is not allowed in Classrooms and Clinical areas.
19. Maintain cleanliness of College and hostel.

## **RULES & REGULATIONS FOR HOSTEL NURSES HOSTEL (MARGARETTA CRAIG HOSTEL)**

The students may live in the Nurses Hostel located in the main hospital campus. Living in the hostel is a privilege which should be utilized carefully. This Hostel is a beautiful building with attractively furnished visitors' rooms, a recreation room and dining hall. Also, there are beautiful lawns and a playground around the building. The students must abide by the rules and regulations prescribed by the authorities and help in creating a home away fromhome.

In order to promote a well-balanced personality, the students are encouraged to participate in religious, social and professional activities. Provisions, such as sports and games are available.

Students are guided to use their leisure time creatively and effectively. Single cot accommodation with common mess facilities is provided. Each student is responsible for carrying out faithfully the following rules in order to safeguard herself and her fellow students.

1. Students are responsible for the care of furniture and for the cleanliness of their own rooms.
2. Consideration of others is essential for happy living. Every student should take responsibility for helping to keep the common room clean as well as the bathrooms, toilets, and washrooms.
3. When leaving their rooms, all students should check that lights and fans are switched off. No cooking is allowed in the room.
4. Students are urged to keep all their valuables and jewelry etc. at their homes. If there is any damage or loss the authorities will not be responsible.
5. Students are responsible to see that their rooms are properly locked when leaving them and the keys are safely kept.
6. All meals must be taken in the dining room and at the proper timings. No one is allowed to take away food, glasses, dishes, and furniture outside the dining room. Mess is compulsory for hostel inmates.

7. When a student is sick while off duty or on study day she must report to the warden on duty and collect a slip to go to Staff & Student Health Service or to the casualty immediately. If she is sick during the night hours, she should report at the hostel reception.
8. Students are responsible for their uniforms. Full uniform should always be worn, no student should be found in partial uniform. Jewelry such as earrings etc. is not allowed with uniform nor is painted fingernails. When off duty, the uniform should be removed.
9. Students are allowed to have visitors on Saturday and Sunday room 7.00 a.m. to 8.00 p.m. They can meet their visitors in the visiting room. No visitors are allowed in the students' room. Guest rooms on CMC Campus are available on payment.
10. Visiting the hospital during off duty is not permitted unless called from the ward or going for medical care, for which a permission slip will be taken from the warden. When students wish to visit friends or relatives, they should go during visiting hours only and get written permission to leave the hostel from the warden on duty. Students are expected to go to the hospital in uniform only.
11. The students are allowed to go out of hostel seven times in a month as follows:
  - a. Four hours each on four Saturdays and on two days off.
  - b. One night stay out of the hostel.
12. All students should report back in the hostel by 6.00 p.m. The Nursing Students who are off are allowed to attend religious meetings and other functions in the CMC premises after getting permission from the warden or assistant warden. The students' outing register must be used for the same.
13. Permission slip for one night stay will be granted once a month according to the permission from the parents who will state home address. These are filled in by the students between 11 a.m. to 12 noon from Monday to Friday each week, giving the full address of their parent's home where they are going. No slip will be issued on

- Saturday and Sunday. After being signed by the Vice Principal, College of nursing the students may collect permission slip from the warden on duty. The slip should be clearly and properly signed by the parents of the student and handed over immediately on return to the hostel. Also, care should be taken to report back by the stated time on the slip. If a student remains out of the hostel without permission disciplinary action will be taken as per the decision of the authorities.
14. When a student leaves the hostel on her day off or at the weekends or when allowed she must sign the register provided. The correct time of going and coming must be entered. No student is allowed to sign for anyone else.
15. Students using the library must sign the book provided. This is very necessary, particularly if needed to be called to the ward.
16. Students will neither visit staff nurses room nor are they allowed to have staff nurses in their rooms. Day scholars are not permitted inside the hostel.
17. All students must seek permission from the Principal before leaving the hostel for outstation.
18. Ample provision for other than Christian religious observances is available in nearby Temples and Gurudwaras, and such group worship will not be permitted inside the institutional premises.
19. Maintain cleanliness of the College and Hostel.
- 20 Formal dress code & proper grooming should be maintained.
  - For boys: Formal trousers, Shirts, No Jeans and T- Shirts Clean Shaved & Short- hair.
  - For girls: Salwar Suit, Long Kurta with Legging, no sleeveless Kurta, Top, Jeans, or Skirts allowed.
  - Make proper hair bun with net in Clinical areas and hair should be tied in Classes.

## **ALUMNI ASSOCIATION**

The Association is a channel for interchange of experience and ideas in nursing service / administration / education and research. Membership is given to the final year students. The life membership fee is Rs. 5000/- (Rupees Five Thousand only) to be paid by the students of final year class.

## **DISCIPLINARY ACTION**

Students may be terminated for disobedience of the rules and regulations prescribed by the authorities, or for misconduct or for giving wrong information on the health certificate or if there is no progress in study or take part in any movement to create any kind of disturbance in the College or Hospital or Hostel or attempt to stage a strike in the College or Hospital for any reason whatsoever, or instigate any other student to do so or participate in any other activity which according to Principal's opinion will undermine discipline or for unsatisfactory work and for serious misconduct in any way in the clinical area. A student using unfair means during tests or examination will be debarred from examination for five years.

Students are not allowed to incur debts. The institution will not be responsible for any such debts. The institution will not be responsible for any loss or damage from whatsoever cause, arising to any property belonging to students.

The principal is authorized to take appropriate action. which may include expulsion from the College or hostel as the case may be, in case a student indulges in misconduct, misbehavior, misdemeanor unbecoming of the profession and undermining the name of the institution.

## HEADS OF THE INSTITUTION

1894 – 1942 EDITH MARYBROWN, D.B.E., K.i.H., M.A. M.D., Principal  
1942 – 1948 AILEEN M.S. POLLOCK, F.R.C.S. Principal  
1948 – 1960 EILEEN R.B.SNOW, O.B.E., K.i.H., M.B.B.S. M.R.C.S.,  
L.R.C.P., Principal (Director and Principal from 1958-60)  
1960 – 1962 MELVIN A CASBERG, A.B., M.D., D.N.B., F.A.C.S.,  
Dip AM. Bd. SURGERY, LL.D. (Hon.), D.Sc. (Hon.)  
Director and Principal  
1962 – 1964 GUY.N.CONSTABLE, M.A., M.D.,  
Principal and Acting Director  
1964–1974 KENNETH M. SCOTT, A.B., M.D., F.A.C.S., Dip Am. Bd.,  
LL.D. (Hon.) Director  
1974 L.H. LOBO, M.B.B.S., M.S. Principal and Acting  
(June-Aug) Director  
1974 – 1982 K.N.NAMBUDRIPAD, B.Sc., M.B.B.S., F.R.C.S., M.S.  
(Neuro.) Director  
1982 – 1986 F.C. EGGLESTON, A.B., M.D., D.N.B., F.A.C.S.,  
D.A.B.S., D.A.B. Th. S., Director  
1986 – 1992 A.V. CHOUDHRIE, F.I.C.S., F.A.C.S., F.R.C.S.,  
F.R.C.S.E., Director  
1992 – 1993 RICHARD DANIEL, M.B.B.S., D.O.M.S., M.S.  
(Sept-Mar) F.A.C.S., Acting Director  
1993 – 1994 L.B.M. JOSEPH, M.B.B.S., M.S., Director  
1994 – 1998 RICHARD DANIEL, M.B.B.S., D.O.M.S., M.S.F.G.S.,  
F.A.C.S., Director  
1998 M. VERGHESE, M.B.B.S., M.S., MCh. (CTVS),  
(April-July) FIACS, Acting Director  
1998 – 2006 S.J.CHARLES, M.D., Director  
2006-2008 JOHN PRAMOD, Director  
2008-2018 ABRAHAM G. THOMAS, MS, MAMS, MCh, FRCS  
(Glasg), FICS, FAIS, FCAMS, Director  
2018 – till date WILLIAM BHATTI MS, MCh, Director

## PRINCIPALS OF THE NURSING COLLEGE

1973–1980 MISS ALEYAMMA ABRAHAM, B.Sc. Nsg., M.A.  
1980–1982 DR. LIONEL H. LOBO, M.B.B.S., M.S.  
1983–1993 DR. (MRS.) MARGARET DEAN, M.A., M.Sc., Nsg.,  
M.Ed. Ed.D.  
1993–1998 PROF.(MRS.) SHAMIM SAGAR, B.Sc. Nsg., M.N.  
1998–2006 PROF. (MRS.) PENNAMMA RANADIVE, B.Sc.  
Nsg., M.N.  
2006-2011 PROF. (MRS.) TRIZA JIWAN, B.Sc. Nursing M.Sc.  
Nursing  
2011- 2018 PROF. PONNAMMA R. SINGH, B.Sc. Nursing  
M.Sc. Nursing  
2018- 2021 DR.(MRS.) REENA JAIRUS B.Sc. Nursing, M.Sc.  
Nursing, Ph.D.  
2021 – till date DR. USHA SINGH, B.Sc. Nursing, M.Sc. Nursing,  
M.Sc. in Counseling & Family Therapy, Ph.D.

**CHURCH MEMBERSHIP CERTIFICATE**  
(Diploma in General Nursing & Midwifery)

Name of the Candidate:.....Date:.....  
Date of Birth:.....  
Father's Name:.....  
Mother's Name:.....  
Address:.....

This is to certify that, as per our church records,  
Mr./Ms..... is a member of our Church  
from.....till..... He/ She is a communicant/non-  
communicant member.

Name of the Church:.....  
Address of the Church:.....  
.....

Telephone No:..... Email address:.....

Name of the Presbyter\* Incharge of the Church:.....  
Address:.....  
Telephone No:.....Mobile No:.....  
E mail address:.....  
Head of the Church\*\*:.....  
Telephone No.....  
Head Office of the Church (Address).....  
.....

Signature of Presbyter\* Incharge of the Church  
with official seal & date

Verified the Signature & details of the Presbyter Incharge of the  
Church

Signature of Head of the Church\*\*:  
with official seal & date

\* Presbyter / Minister / Reverend / Pastor / Vicar

\*\* Bishop / Senior Presbyter / Senior Pastor / Senior Minister

(It is important to have both signatures with the particulars, otherwise  
it is not valid)

Edited by:  
**Dr. Usha Singh, Principal, CON**

**&**

**Dr. Ajay Kumar, Registrar**

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Ludhiana, Punjab, India.

and

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