



शैक्षणिक अनुभाग
Academic Section
अखिलभारतीयआयुर्विज्ञानसंस्थान (एम्स), कल्याणी
All India Institute of Medical Sciences (AIIMS), Kalyani
राष्ट्रीयराजमार्गनंबर-34 कनेक्टर, वसंतपुर, सगुना, कल्याणी, पश्चिमबंगाल, 741245
National Highway-34 Connector, Basantapur, Saguna, Kalyani, West Bengal 741245

No. AIIMS/KALYANI/ACADEMIC SECTION/2023/596

Dated: 23.02.2023

INFORMATION BROCHURE FOR SPOT ROUND OF COUNSELING FOR AIIMS KALYANI
MD COURSES FOR INI-CET PG JANUARY 2023 SESSION ON 27.02.2023

Seats available for spot round of counseling at AIIMS Kalyani:

Sl. No.	Course	Number of seats	Category*
1	MD Anatomy	2	UR
2	MD Physiology	2	UR
3	MD Biochemistry	2	UR
4	MD Pharmacology	1	UR
5	MD Microbiology	1	UR
6	MD Community Medicine & Family Medicine	2	UR

*All reserved seats were converted to general pool in Open round of INI-CET January 2023 counselling

Important

1. Candidates who have appeared in INI-CET PG for **January 2023** session held on **Sunday, the 13th November, 2022** and obtained following percentile will be deemed to be provisionally eligible (subject to other criteria) to participate in the Spot Round of Seat Allocation at AIIMS Kalyani: -

a) Unreserved (UR)/EWS - 50th percentile.

b) OBC, SC, ST, PwBD - 45th percentile.

2. All the provisionally eligible candidate (point 1) and who are not holding any seat by allocation and wish to participate in Open Round of Seat Allocation are mandatorily required to submit a demand draft deposit Rs.3.00 Lakh in favor of "AIIMS KALYANI INTERNAL RESOURCES ACCOUNT" during spot round of counseling. Account details are as follows:

Title Name - AIIMS KALYANI INTERNAL RESOURCES ACCOUNT

Account No-41277688529 IFS No- SBIN 0063963

Name of Bank- State Bank of India Branch – AIIMS, Kalyani Branch

This demand draft would be returned to the candidates if they fail to obtain a seat or if they join the allotted seat. The demand draft would not be returned in case any candidate does not join the seat even after being allocated the same within 27.02.2023 5 pm.

3. All candidates who have been allocated a seat in any previous round of seat allocation and have joined/reported on allocated seat as per procedure of joining/reporting & holding the seat ARE NOT ELIGIBLE FOR THE SPOT ROUND OF COUNSELING AT AIIMS KALYANI. Please take utmost care, read and understood above carefully before participating for open round.

4. All candidates who would be allocated a seat in spot round are required to joined allocated seat at allotted institute by 5 pm on 27.05.2023. If the candidate does not join the allocated seat, then the security deposited amount of Rs.3 Lakh will be forfeited and no correspondence will be entertained in this regard.
5. Candidates will be allowed to fill choices for any Subject/Specialty for which they want to appear for the counseling.

SCHEDULE OF SPOT ROUND OF SEAT ALLOCATION AT AIIMS KALYANI

1	Venue	Ground Floor, Administrative Building, AIIMS Kalyani
2	Physical Registration and SUBMISSION OF APPLICATION FORM, 3 LAKH INR DEMAND DRAFT AND ORIGINAL CERTIFICATES (Admit card issued by AIIMS, Date of Birth/ 10th / 12th certificate/ MBBS mark sheets 1st, 2nd and 3rd Professional Examinations , Permanent or Provisional Registration certificate of MBBS degree from NMC/ State Medical Council, Internship completion certificate, category certificate and PWBD Certificate) along with one set of photocopies for Spot Round of Seat Allocation	From: 27.02.2023 (Monday), 9.00 am to 12 noon.
3	Announcement of seat allocation of Spot Round	27.02.2023 (Monday) 1 pm.
4	Physical Acceptance of allocated seat	From: 27.02.2023 (Monday) 1 pm to 2 pm.
5	Joining the course	From: 27.02.2023 (Monday) 2 pm to 5 pm

- All disputes pertaining to the conduct of the examination by AIIMS and seat allocation will be subject to the jurisdiction of High Court of Kolkata only.
- For any doubts the candidates can get clarifications from academics@aiimskalyani.edu.in



5. E-mail Id (In capital letters)										
6. Phone/Cell No.1										
Phone/Cell No.2										
Land Line No.										

7. Date of Birth (Please attach document for evidence)	D	D	M	M	Y	Y	Y	Y	8. Nationality	
									9. Name of the State to which you belong	
									10. Gender (Male / Female)	

11. Category	UR	OBC	SC	ST
12. If Physically Challenged (OPH Category) Percentage Disability				

Details of work experience:

15. Please bring original and two sets of self - attested photocopies of related documents at the time walk in interview.
16. Details of security deposit of 3 lakh INR: Demand draft No. _____ Date: _____ Amount Rs3 lakh INR.
17. I hereby declare that entries made in this form as above are true and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect my candidature/ services are liable to be terminated without any notice. I _____ agree to abide by the terms and conditions of contractual appointment.

Place:

Date:

Signature of the Candidate

7. FEES (AIIMS, Kalyani)

Each candidate selected for admission will have to pay the following Course Duration Fees and dues:

		DURATION
1. Registration Fee	: Rs.25/-	
2. Tuition Fee		
i. MD/MS/MDS	: Rs.702/-	3 Years
3. Laboratory Fee		
i. MD/MS/MDS	: Rs.120/-	3 Years
4. Pot Money		
i. MD/MS/MDS	: Rs.720/-	3 Years
5. Hostel Rent		
NIL	NIL	
6. Electricity		
i. MD/MS/MDS	: Rs.240/-	3 Years
7. Gymkhana Fee		
i. MD/MS/MDS	: Rs.120/-	3 Years
	:	
	:	
8. Caution Money		
	(to be deposited by every student for the recovery of breakages or loss of Institute's equipment).	
9. Hostel Security	: Rs.1000/- (Refundable)	
TOTAL (excluding caution money)	: Rs. 2,927.00 / -	

(All Fees and dues payable at the time of admission)

Note: 1. The Hostel Security deposit (refundable) i.e. Rs.1000/-

Note: 2. Fees and other charges including hostel rent once paid shall not be refunded in any case and no correspondence will be entertained in this connection. However, the caution money will be refunded to those candidates who do not join the course. The caution money must be claimed within one year after completion of the course failing which it will be forfeited. All payment must be made in Demand Draft from any National Bank in favor of "AIIMS Kalyani Internal Resources Account" payable at Kalyani.

Appendix B: Proforma for Certificate for Other Backward Class (OBC)

PROFORMA FOR OTHER BACKWARD CLASS (OBC) CERTIFICATE

(Certificate to be Produced by other Backward Classes applying for Admission to Central Educational Institutions (CEIs), Under The Government of India)

This is to certify that Shri /Smt./Kum. _____
Son/Daughter of Shri/Smt. _____ of
Village/Town _____ District/Division _____ in the _____ State
belongs to the _____ Community which is recognized as a backward class under:

- (i) Resolution No. 12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary part I Section I No. 186 dated 13/09/93.
- (ii) Resolution No. 12011/9/94-BCC dated 19/10/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary part I Section I No. 163 dated 20/10/94.
- (iii) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary part I Section I dated 25/05/95.
- (iv) Resolution No. 12011/96/94-BCC dated 09/03/96.
- (v) Resolution No. 12011/44/94-BCC dated 06/12/96 published in the Gazette of India Extraordinary part I Section I No. 210 dated 11/12/96.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12011/88/99-BCC dated 06/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section 1 No. 210 dated 21/09/2000.
- (xii) Resolution No. 12015/09/2000-BCC dated 06/09/2001.
- (xiii) Resolution No. 12011/01/2001-BCC dated 19/06/2003.
- (xiv) Resolution No. 12011/04/2002-BCC dated 13/01/2004.
- (xv) Resolution No. 12011/09/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

Shri/Smt./Kum. _____ and/or his family ordinarily
reside(s) in the _____ District/Division of
_____ State.

This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Scheduled to the Government of India. Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt. (Res.) dated 09/03/2004 or the latest notification of the Government of India.

Dated:

District Magistrate/Competent Authority Seal

NOTE:

- a) The Term Ordinarily used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- b) The authorities competent to issue Caste Certificates are indicated below:
 - i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate.)
 - ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
 - iii) Revenue Officer not below the rank of Tehsildar.
 - iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.

FORM OF SC/ST CERTIFICATE PRESCRIBED

Form of certificate as prescribed in M.H.A., O.M., No. 42/21/49-N.G.S. dated the 28.1.1952, as revised in Dept. of Per-& A.R. letter No. 36012/6/76-Est. (S.CT), dated the 29.10.1977, to be produced by candidate belonging to a Scheduled Caste or a Scheduled Tribe in support of his/her claim.

CASTE CERTIFICATE

This is to certify that Shri/Smt./Kum.* son/daughter* of of village/town* in district/Division* of the State/Union Territory* belongs to the Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe* under:

- The Constitution (Scheduled Caste) Order, 1950
- The Constitution (Scheduled Tribe) Order, 1950
- The Constitution (Scheduled Caste) (Union Territories) Order, 1951
- The Constitution (Scheduled Tribe) (Union Territories) Order, 1951

% 1. (as amended by the Scheduled Caste and Scheduled Tribes Lists (Modification) Order, 1956, the Bombay Re-Organization Act, 1960, the Punjab Re-Organization Act, 1966, the State of Himachal Pradesh Act, 1970 the North Eastern Areas (Re-organization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act, 1976). The Constitution (Jammu and Kashmir) Scheduled Caste Order, 1956.

- The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959.
- The Constitution (Dadra and Nagar Haveli) Scheduled Caste Order, 1962.
- The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962.
- The Constitution (Pondicherry) Scheduled Caste Order, 1964
- The Constitution (Uttar Pradesh) (Scheduled Tribes) Order, 1967
- The Constitution (Goa, Daman & Diu) Scheduled Caste Order, 1968.
- The Constitution (Goa, Daman & Diu) Scheduled Tribes Order, 1968.
- The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- The Constitution (Sikkim) Scheduled Caste Order, 1978.
- The Constitution (Sikkim) Scheduled Tribes Order, 1978.

% 2. Applicable in the case of Scheduled Caste/Schedule Tribe persons who have migrated from one State/ Union Territory Administration:

This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribe certificate issued to Shri / Smt* father/mother of Shri/Smt/Kum* of village/town* in District/Division* of the State/Union Territory* who belongs to the caste/tribe which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* issued by the (name of prescribed authority) vide their No. date % 3. Shri*/Smt.*/Kum* and/or his/her* family ordinary reside(s) in village/town* of the State/Union Territory of.....

Signature.....

Place State/Union Territory

**Designation.....

Date

(With seal of Office)

- Please delete the words which are not applicable.
- Please quote specific Presidential Order.
- % Delete the paragraph which is not applicable.
- ** Should be signed by the Authorities empowered to issue Scheduled Caste/Scheduled Tribe certificates as specified above.

PROFORMA FOR ECONOMICALLY WEAKER SECTIONS (EWS) CERTIFICATE

Annexure-I

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____ Post Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her 'family**' is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

Signature with seal of Office _____

Name _____

Designation _____

Recent Passport size
attested photograph of
the applicant

*Note1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

G. Srinivasan

Contact Information

All communication with the Academic Section, AIIMS, Kalyani in relation to INI-CET January 2023 must be done through email to academics@aiimskalyani.edu.in .

Dean (Academic)

Academic Section

All India Institute of Medical Sciences Kalyani

NH - 34 Connector,

Basantapur, Saguna

West Bengal - 741245

www.aiimskalyani.edu.in

अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), कल्याणी
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National Highway -34 Connector, Basantapur, Saguna, Kalyani, West Bengal 741245

MD/ MS/ MDS Admission Checklist

The following documents is in respect of Miss./Mr. _____

Candidate ID: _____, Roll Number : _____, All India Rank No.: _____

Category: _____, submitted on: _____ at AIIMS, Kalyani.

Sl.No	Certificate / Demand Draft (V)	Submitted in Original/ Photocopy	Remarks (Mention the serial no of certificate)
1	Offer letter		
2	Allocation Letter		
3	Registration Slip		
4	Admit card issued by AIIMS		
5	Marks Sheets of MBBS/ BDS 1st, 2nd and 3rd Professional Part I & II Examinations		
6	Internship Completion Certificate/ Certificate from the Head of the Institution that the candidate will be completing the internship by <u>31st Jaunary 2023</u>		
7	Caste Certificate	OBC NCL /EWS certificate in Central Government format valid for the financial year SC/ ST certificate certificate in English/ Hindi clearly mentioning the Community	
8	Permanent/ Provisional Registration Certificate from MCI/DCI/ State Medical/ Dental Council		
9	Birth Certificate/ 10th / 12th Certificate		
10	Physical Disability Certificate from authorized medical board		

Demand draft details				
11	Bank Name	DD No.	Date of Issue	Valid up to

Candidate Name / Signature

AIIMS Authority Name / Signature

अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), कल्याणी
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National Highway -34 Connector, Basantapur, Saguna, Kalyani, West Bengal 741245

AFFIDAVIT BY THE STUDENT

(On Rs 10/- NON JUDICIAL STAMP PAPER)

I, _____

S/o, D/o of Mr./ Mrs,

Resident of,

Do hereby solemnly affirm and declare as under:

1. That I am a citizen of India.
2. That I have completed 17 years of age on _____/ will be completing 17 years of age on _____.
3. That I am joining as a student of MBBS at All India Institute of Medical Sciences (AIIMS) Kalyani.
4. That I have gone through the contents and fully understood the AIIMS, Regulation/Directives for Ragging and Anti-Ragging Measures in AIIMS Kalyani Office Order on curbing the menace of Ragging to be followed by all the students of AIIMS.
5. I hereby solemnly affirm that:
 - I will not indulge or involve myself in any untoward behavior or act that may come under the definition of ragging.
 - I will not participate in or abet or propagate ragging in any form.
 - I will not hurt anyone physically or psychologically or cause any other harm to any other student.
6. I have fully understood that if found indulging or guilty of any aspect of ragging within or outside AIIMS campus, I may be punished as per the provisions of the AIIMS Regulations/Directive mentioned above and / or as per the law in force and for which, I will be solely responsible and shall not claim any compensation.

Deponent Signature of Student

VERIFICATION: verified at _____ on this _____ day of _____ 2019.

That the above affidavit is true and correct.

Name:

Address & ContactNo:

Deponent Signature of Parent

अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), कल्याणी
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National Highway -34 Connector, Basantapur, Saguna, Kalyani, West Bengal 741245

AFFIDAVIT BY THE PARENT/GUARDIAN

(On Rs 10/- non judicial stamp paper)

I, _____
(full name of parent/ guardian) Father/Mother/Guardian of (Student Name) _____

Regd. No. _____ having been admitted to _____ have received a copy of the UGC Regulations on curbing the menace of ragging in higher educational institutions, 2009 (hereafter called the Regulations) carefully read and fully understood the provisions contained in the said Regulations.

I have in particular perused clause 3 of the regulations and I am aware as to what constitutes ragging.

I have also in particular perused clause 7 and clause 9.1 of the regulations and I am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/ she is found guilty of / or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

I hereby solemnly affirm and undertake that:

My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.

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.

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 my ward under any penal law or any law for the time being in force.

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 declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this the _____ (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 this the ____ (day) of ____ (month) _____ 2019.

Signature of Deponent

Solemnly affirmed and signed in my presence on this the ____ (day) of ____ (month) _____ 2019.

OATH COMMISSIONER

अखिल भारतीय आयुर्विज्ञान संस्थान, कल्याणी

All India Institute of Medical Sciences, Kalyani

(A statutory body under the aegis of Ministry H&FW, Govt. of India)

राष्ट्रीय राजमार्ग नंबर-34 कनेक्टर, वसंतपुर, सगुना, कल्याणी, पश्चिम बंगाल, 741245

National Highway -34 Connector, Basantapur, Saguna, Kalyani, West Bengal 741245

DECLARATION BY THE OBC (NCL) CANDIDATE

I _____ Son/ Daughter of _____ Village/ Town/ City
_____ District _____ State _____ hereby declare that I belong to
the community which is recognized as a backward class by the Government of India for the purpose of reservation
in service as per orders contained in the Department of Personnel and Training office memorandum number
36012/2293.Estt.(SCT) dated 08.09.1993.

It is also declared that I do not belong to persona/ section (creamy layer) mentioned in column 3 of the schedule to
the above referred office memorandum dated 08.09.1993.

Name: _____

Signature of the Candidate: _____

Address: _____

अखिल भारतीय आयुर्विज्ञान संस्थान, कल्याणी

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National Highway -34 Connector, Basantapur, Saguna, Kalyani, West Bengal 741245

UNDERTAKING BY THE STUDENT

I, _____ S/o, D/o
of Mr./Mrs _____ have
passed MBBS Entrance Examination held on _____ 2019.

I certify that all my **Original Certificates** (i.e. MBBS/ BDS pass certificate & marksheets, 10th Pass Certificate /Age proof, 12th Pass Certificate, 12th Marks Sheet and Scheduled Caste/Scheduled Tribe (SC/ST)/Other Backward Class (OBC) Certificate are authentic. If any found false, then my candidature may be treated withdrawn/cancelled at any time during the course.

Name: _____

Signature of the candidate: _____

Address: _____

अखिल भारतीय आयुर्विज्ञान संस्थान, कल्याणी

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Anti-ragging policy

As per direction of the Hon'ble Supreme Court of India, the Government has banned ragging completely in any form inside and outside of the campus and the Institute authorities are determined not to allow any form of the ragging. Therefore, at the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Director and several authorities of the AIIMS who may be vested with the authority to exercise discipline under the Acts, the Statutes, the Rules and the rules that have been framed there under by competent authorities of AIIMS.

Prohibition of and Punishment for Ragging:

1. Ragging in any form is strictly prohibited, within the premises of College/Department of Institution and any part of AIIMS and also outside the AIIMS Campus.
2. Any individual or collective act or practice or ragging constitute gross indiscipline shall be dealt with under this Rules.
3. Ragging for the purposes of this rules, 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 practice which:
 - a. Involve physical assault or threat or use of physical force
 - b. Violate the status, dignity and honour of women students
 - c. Violate the status; dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes
 - d. Expose students to ridicule and contempt and affect their self-esteem
 - e. Entail verbal abuse and aggression, indecent gesture and obscene behavior
4. The Director, Dean, Hostel Superintendent and Faculty of AIIMS shall take immediate action on any information of the occurrence of ragging.
5. Notwithstanding anything in Clause (4) above, the Dean or any other Faculty member/or authority may also suo moto enquire into any incident of ragging and make a report to the Director of the identity of those who have engaged and the nature of the incident.
6. The Dean may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
7. On the receipt of a report under clause (5) or (6) or a determination by the relevant authority disclosing the occurrence or ragging incidents described in the Clause 3(a), (b) and (c) the Director shall direct or order rustication of a student or students for a specific number of semester.
8. The Director may in other cases of ragging order or direct that any student or students be expelled or be not, for a stated period, admitted to a course of study as AIIMS, departmental examination for one or more semesters or that the result of the student or students concerned in the examination(s) in which they appeared be cancelled.
9. For the purpose of this Rules, abetment to ragging will also amount to ragging.
10. In case of any discrepancy between these rules and Government of India Policy, the GOI policy will prevail.

By Authority
Director/Dean AIIMS, Kalyani

अखिल भारतीय आयुर्विज्ञान संस्थान, कल्याणी

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DISCIPLINARY RULES FOR THE STUDENTS IN THE HOSTELS

The following rules shall apply to both MALE and FEMALE students residing in the hostels. Violation of any rule will make them liable to disciplinary action including expulsion from the hostels and also from institution.

1. Every student must remember that the hostel is the home of the student on the campus and therefore, he/she should behave himself/herself on the campus as well as outside in such a manner as to bring credit to him/her and to the institution.

2. A student once admitted in the hostel will continue to be a hostel inmate throughout the year unless otherwise debarred from the hostel on disciplinary grounds. In special circumstances, if the student wants to stay outside the hostel prior permission must be taken from the Dean's office. Unless they clear the dues, they shall not be allowed to take Professional Examinations. Further, he/she may be expelled from the halls of residence and/or messes.

3. The admission into hostel is valid up to commencement of academic programme.

4. Room furniture, electrical fittings etc., are required to be maintained by the students in good condition.

5. Residents shall occupy the rooms only after allotment is made by Hostel Superintendent. Change of room may be permitted in exceptional cases, provided it is deemed necessary/ justified by the Hostel Superintendent. Un-authorized occupation of any room or exchange of rooms shall be treated as serious violation of disciplinary rules of the hostels. Residents found guilty of such violation of the hostel rules shall be expelled from the hostels without any further enquiry.

6. No parent or guardian of a student is permitted to stay in the hostel.

7. Students shall not remain absent from their hostels during night between 8.30 PM to 7.00 AM without the prior permission of the Warden. In case of any emergency, they should take written permission from the Warden. The students are required to carry their identity cards with them when they move inside the campus.

8. Visitors are not permitted in the hostel after 7.30 PM. However, in special cases, prior permission of Hostel Superintendent must be obtained to stay beyond these hours.

9. Hostel Students shall not leave the headquarters without prior permission of the Warden. They shall have to apply for permission in writing in advance stating the reason for leaving and the address of destination. Hostel students who leave hostel without the application and prior permission from the concerned authorities shall be deemed to be missing and their parent/guardian or even the police authorities may be intimidated.

10. Any hostel student harbouring any un-authorized person(s) will be expelled from the hostel immediately.

11. The inmates of the hostel should not leave the hostel premises on holidays for the purpose of excursion or picnic without prior permission of the Hostel Superintendent. However, for any accident or fatality that may occur during picnic/ excursion, the responsibility does not lie with the Institute or Hostel Authorities.

12. No resident of the hostel is permitted to take any article/ utensils etc., outside the hostel/mess premises and even to his/her room.

13. No association of students on the basis of region, caste or creed is permitted.

14. No secret activities or meetings are permitted on the hostel premises. For holding any meeting in the hostel room or anywhere in the hostel area, prior written permission should be obtained from the Hostel Superintendent.

15. Residents shall refrain from any act, covert or overt that may destroy or disturb the peace and harmony among the residents and on the campus.

16. No hostel inmate shall take the law into his/her own hands. If any of the hostel inmates find that other students are indulging in any undesirable activity or causing inconvenience or physical injury to him/her or to the other hostel inmates, he/she should lodge a complaint in writing with the warden of concerned Hostel.

17. Keeping of lethal weapons like sticks, rods, chains etc., in the hostel rooms is strictly prohibited. 18. The hostel cannot be considered as the hiding place for miscreants. The police authorities may enter the campus and detain anyone depending upon the severity of the offence.

19. Ragging of any kind is an offence and the student found guilty will severely be punished as per

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राष्ट्रीय राजमार्ग नंबर-34 कनेक्टर, वसंतपुर, सगुना, कल्याणी, पश्चिम बंगाल, 741245

National Highway -34 Connector, Basantapur, Saguna, Kalyani, West Bengal 741245

G.O.I. rules. The students are advised not to indulge in such activities.

20. Students who have finished the course work but yet to pass some examination will not normally be given accommodation in the hostels. Similarly, students who have not been promoted to the next higher class and who are not for some reason attending classes during the given semester or academic year also will not be given accommodation in the hostels.

The proper framing of rule is required in this regard and it will be decided by the Competent Authority.

21. Hostel inmates who are found guilty of misconduct or guilty of infringement of any of the rules prescribed above shall be liable to fine, suspension, rustication or dismissal either from the hostels and/or from the Institute or both by the appropriate authority.

22. Accommodation in the hostel cannot be claimed as a matter of right. Students who disturb peace and violate the rules of the hostels on the campus will be expelled from the hostels.

23. The consumption or storage or supply of liquor or any sort of intoxicant is strictly prohibited and if found guilty, the offenders will be dealt with severely, including prosecution. Any kind of gambling is also prohibited.

24. Medical facilities are provided at the college dispensary for routine health problems.

25. In case a student falls sick, he/she should contact immediately to the Warden/ Hostel Superintendent.

26. Residents shall not get involved in arguments or otherwise interfere with the duties of the employees of the hostel. If there is any complaint or suggestion to be made, it shall be made to the warden / Hostel Superintendent.

27. A hostel student will be completely responsible for all his possessions including his/her Laptop/computer / Electronic gadgets, valuables items etc., the Institute / Hostel will not be responsible for any loss incurred.

28. No one should use the belongings of other students without their consent.

29. Boarders will be personally and collectively responsible for any loss/ damage to the properties and equipment and other fittings in the common halls. In case of damage to any buildings, furniture, apparatus or other property of the college, the loss caused to the institution shall be recovered directly from those identified persons. But, if persons who cause the damage are unknown, the cost of repairing it, as may be assessed by the hostel authorities, will be distributed equally among all the students of such groups as may be found responsible.

30. Students are advised not to keep valuables in the hostel rooms. They are advised to deposit extra cash in the bank or in the post office or at any other safe place under their own custody.

31. They should lock their rooms properly when they go out for their bath, mess, class etc., Each room mate must keep a key of the door lock of his/her room, particularly in the case of double/ triple seated rooms.

32. Each student shall use only one tube-light not exceeding 40 watts. Use of all un-authorized electrical appliances such as heaters etc., is strictly prohibited and these will be confiscated and the concerned student will be penalised. However, usage of computer and printer in the hostel room will be allowed with prior permission from the Warden/ Superintendent.

33. Fans and lights must be switched off when the students leave their rooms. Light must be switched off positively when they go to bed. In case, it is noticed that fans/ lights are on the locked room, a heavy penalty will be imposed for wasting the costly energy sources.

34. Every student residing in the hostel must dine in the hostel messes only. Individual / group cooking in rooms is forbidden. If found, they will be expelled from hostels or fined.

35. Playing music and videos etc., inside the rooms is strictly prohibited as it causes disturbances to the inmates. Any such complaint against boarders will be viewed very seriously and seizure of the gadgets will be made along with imposition of heavy fine.

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36. Every inmate of the hostel shall pay the mess bill and other charges before the stipulated date of every month, failing which fines will be imposed as per rules and regulations.

37. The room of any student in the hostel can be inspected at any time by the Warden or any authorised member of the Institute staff or district police officials. Inmates are advised to keep their ID Cards with them and show them on demand.

38. Block volunteers/ Mess volunteers will be selected on merit or as desired by Warden/ Hostel Superintendent from among the Block/ Mess Students to assist him/ her in the supervision of hostel block/ mess and in enforcing discipline. Every hostel inmate shall co-operate with him/her in the act of discharging his/ her duties.

39. Hostel inmates are requested to maintain their surroundings neat and clean.

40. Students should not break open or try to break open the occupied/ vacant rooms of the hostels.

Any damage done to the hostel properly will have to be borne by the concerned student if identified or by all the residents of the hostel.

41. Inmates should not use fire crackers on any occasion inside the hostel or within the premises of the hostel without prior permission from the Competent Authority.

42. Inmates are prohibited from writing slogans, or any writings obscene drawings on the hostel walls and rooms. Heavy penalties will be imposed on students/ group of students indulging in such writings. 43. All the hostellers are to note that electrical/ carpentry/ plumbing complaints should be given in writing to Warden In charge (Maintenance) or written in the complaint register available in the hostel office. In case the complaint is not attended to or there is any difficulty, the students can contact the Chief Warden.

44. Female visitors and girl students are not permitted to visit the Boys Hostel any time and in special circumstances, prior permission is required from the competent authority.

45. Pets are not allowed in the hostel premises.

46. There is a CCTV surveillance at the entrance of hostel.

FOR WOMEN STUDENTS:

- Male visitors (visitors mean parents/ Guardians) are not permitted any time into the Women's Hostel.
- In the case of the women's hostel, Lady visitors are not permitted after 7.30 PM.
- All Girl students must be present in their rooms before 7.30 PM. Girl students must take prior permission from the concerned Warden/ Chief warden for leaving the campus in case of urgent necessities only. They must enter their movements in the Register provided while going out and reporting in (after obtaining permission from the concerned Warden). Students leaving the hostel without prior permission will be viewed very seriously and will invite expulsion from the rooms and or from the Institute.
- Consent from the parents and local guardian may be taken.