

**HAND BOOK FOR M.D. (Hom).2010-2013**

**NATIONAL INSTITUTE OF HOMOEOPATHY**  
(An Autonomous Institution under Ministry of Health & Family Welfare,  
Department of AYUSH, Government of India.)

**AFFILIATED TO THE WEST BENGAL UNIVERSITY OF HEALTH  
SCIENCES, KOLKATA**



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# CONTENTS

Page No.

## Section-1

- 1.1 Introduction
- 1.2. Courses
- 1.3. Management  
Governing Body  
Standing Finance Committee
- 1.4 Campus

## Section-2

Administration

## Section-3

- 3.1 Hospital Services
- 3.2 Special Clinics
- 3.3 Hospital Management
- 3.4 Research Activities
- 3.5 Dept. of Research
- 3.6 Peripheral Clinics

## Section-4

- 4.1 Library & Information Services
- 4.2 Publication

## Section-5

Seminars

## Section-6

- 6.1 Teaching Faculty
- 6.2 Teaching Faculty
- 6.3 Teaching Activity
- 6.4 Seminar and Work shop

## Section-7

- 7.1 About MD (Hom)
- 7.2 Guides for MD (Hom) as informed by WBUHS

## Section-8

Rules for Admission to MD. (Hom.) Courses:

## Section-9

- 9.1 Condition of Admission
- 9.2 Private Practice/Part time job
- 9.3 Institute Regulation
- 9.4 Attendance
- 9.5 Cancellation of studentship
- 9.6 Training
- 9.7 Stipend

## Section-10

Fees, deposits and other payment

## Section-11

Discipline and Duties  
Hostel  
Annexure-1  
Management structure of NIH

**SECTION – 1:**  
**1.1 INTRODUCTION.**

The National Institute of Homoeopathy was established on 10<sup>th</sup> December 1975 in Kolkata, as a Central Government autonomous institution of national importance, under the Ministry of Health & Family Welfare. All Central Government rules with regard to service matter are applicable at the NIH mutatis mutandis. The institute has comprehensive facilities for teaching, research and patient care. The Institute aims at the following points:

1. To develop patterns of teaching in Undergraduate and Postgraduate education , so as to demonstrate a high standard of medical education in homoeopathy to achieve competitive excellence;
2. To bring together as may be, in one place educational facilities of the highest order for the training of personnel in homoeopathy and;
3. To attain self-sufficiency in Undergraduate and Postgraduate Medical Education in homoeopathy to meet the country's needs for competent homoeopathic physicians and homoeopathic medical teachers;
4. Serving the society through education, empowering the youth to develop high levels of intelligence, emotional and spiritual quotient through scientific and professional knowledge thereby creating unlimited opportunities;
5. Outstanding patient care by providing service to the suffering individuals and providing better opportunity for learning the clinical aspects of homoeopathy;
6. Developing qualitative research in homoeopathy by which the students will develop an insight in further progress of the system of homoeopathy;
7. The growth of this science with professional and social support that is appropriately positioned to take on the burden of disease amongst the rural and the

tribal poor, the urban slum and the under privileged,  
the diseased in the mind and in the body .

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## 1.2 COURSES

The Institute is conducting the Degree Course in Homoeopathy viz., Bachelor of Homoeopathic Medicine and Surgery (B.H.M.S.) and Post-Graduate Course viz., Doctor of Medicine in Homoeopathy [M.D (Hom)] courses. These courses are recognized by the Central Council of Homoeopathy. The Institute is affiliated to The West Bengal University of Health Sciences, Kolkata for both these courses.

## 1.3 MANAGEMENT

. The Chief Executive Officer of the Institute is the Director. A Governing Body constituted by the Department of AYUSH, Ministry of Health & Family Welfare, Govt. of India, controls the functions of the Institute. The President of the Governing Body is the Hon'ble Union Minister of Health & Family Welfare, Govt. of India. The regular activities of the Institute are monitored by the Department of AYUSH, Ministry of Health & Family Welfare, on behalf of the Governing Body.

## GOVERNING BODY

- |    |   |                       |
|----|---|-----------------------|
| a) | Union Minister of Health & Family Welfare/Union Minister of State for Health & Family Welfare dealing with Indian Systems of Medicine & Homoeopathy/Union Deputy Minister of Health & Family Welfare dealing with Indian Systems of Medicine & Homoeopathy. | <b>President</b>      |
| b) | Minister of Health & Family Welfare, Govt. of West Bengal   | <b>Vice-President</b> |
| c) | Secretary, Department of AYUSH, Govt. of India  | <b>Member</b>         |
| d) | Secretary, Department of Finance, Govt. of West Bengal  | <b>Member</b>         |
| e) | Secretary/Joint Secretary in charge of ISM & H, Govt. of West Bengal.   | <b>Member</b>         |

- |    |  |                         |
|----|--|-------------------------|
| f) | Joint Secretary, Department of AYUSH, Govt. of India   | <b>Member</b>           |
| g) | Joint Secretary & Financial Adviser to the Govt. of India, Ministry of Health & Family Welfare   | <b>Member</b>           |
| h) | Vice-Chancellor of the University  | <b>Member</b>           |
| i) | Three members to be nominated by the Govt. of India for a period of three years from amongst eminent Homoeopaths attached to the Homoeopathic Medical College or Research Institution or Organization. | <b>Member</b>           |
| j) | Three members to be nominated by the Govt. of India for a period of three years from amongst eminent Homoeopathic Practitioners who have contributed to the development of Homoeopathy.                | <b>Member</b>           |
| k) | Adviser (Homoeopathy), Govt. of India  | <b>Member</b>           |
| l) | Director, National Institute of Homoeopathy, Kolkata.  | <b>Member-Secretary</b> |

#### **STANDING FINANCE COMMITTEE**

- |    |  |                 |
|----|--|-----------------|
| a) | Joint Secretary, Department of AYUSH, Govt. of India   | <b>Chairman</b> |
| b) | Joint Secretary & Financial Adviser to the Govt. of India, Ministry of Health & Family Welfare.  | <b>Member</b>   |
| c) | Secretary, Dept. of Finance, Govt. of West Bengal  | <b>Member</b>   |
| d) | Secretary, Dept. of Health & Family Welfare/Director of Homoeopathy, Govt. of West Bengal.       | <b>Member</b>   |
| e) | Two experts in Homoeopathy amongst the members of Governing Body to be nominated by the Chairman | <b>Member</b>   |

- |    |  |                         |
|----|--|-------------------------|
| f) | One member of the faculty of NIH not below the rank of Professor to be nominated by the Director of the Institute. | <b>Member</b>           |
| g) | Director, National Institute of Homoeopathy, Kolkata.  | <b>Member-Secretary</b> |

### **1.4 CAMPUS**

The National Institute of Homoeopathy is located in one of the most planned and developed area of Salt Lake in the city of Kolkata. It is functioning in its own campus, situated on a plot of land measuring about 16 acres at Block-GE, Sector-III, Salt Lake ,Kolkata -700 106, with total floor space of about 1.6 lakh sq.mts. Construction of a new academic block with all facilities is in progress .A well-built hospital is also within the campus. The hospital is being expanded from its present bed strength of 100 to 250.

For undergraduate students Boys' hostel [(UG) (300 accommodation)], Girls' hostel (112 accommodation) and an auditorium with more than 500 seating capacity are available in the campus. Quarters for Residential Medical Officers are also available in the campus.

The residential campus of the Institute is located on a plot of land measuring about 10 acres at JC block, Salt Lake, Kolkata-700098 which is in close vicinity to the main campus .An International Hostel with all modern facilities for accommodating students from abroad, separate PG hostels for gents and ladies are under construction and 24 residential quarters for the employees of the Institute is also available in the same campus. Presently arrangement has been made by the Institute for accommodating MD (Hom) students in a separate campus nearby the Institute by hiring quarters from another Govt. agency.

A Herb Garden stretched over a land area of 25 acres at Kalyani (about 60 km. from Kolkata) is maintained by the Institute which has been envisaged for acclimatizing exotic species of plants, which are generally imported, in order to save foreign exchange and to build a repository of authentic specimens of medicinal plants for use by students and researchers.

## **SECTION – 2**

### **2.1 ADMINISTRATIVE SET UP**

- |                            |   |                    |
|----------------------------|---|--------------------|
| 1. Director                | : | Dr Eswara Das.     |
| 2. Administrative Officer  | : | Sri Subrata Hazra. |
| 3. Academic in-charge (UG) | : | Dr Gautam Ash.     |
| 4. Academic in-charge (PG) | : | Dr Prasanta Rath.  |

5. Office Superintendent : Sri Shyamalendu Bhowmick.  
6. Accounts Officer : Sri Barid Baran Chatterjee  
(officiating)

### **SECTION 3**

#### **3.1 HOSPITAL SERVICES**

Hospital is meant for medical services to the people, but this hospital is also in service to the graduate, post-graduate and research scholars for their clinical study, training and practice. Hospital is part and parcel of this academic institute.

##### **3.1.1 OUT PATIENT DEPARTMENT**

The out-patients and in-patients departments of the Institute provide medical care to the patients at nominal cost. The departments of Materia Medica, Organon of Medicine & Homoeopathic Philosophy and Repertory, clinics of other departments like Surgery, Obstetrics & Gynaecology, Medicine, Ophthalmology, ENT, Paediatrics, Dentistry and Dermatology are also in service. These are supported by investigation facilities through Clinical Pathology, Radiology, Ultrasonography, ECG and Biochemistry investigations.

##### **3.1.2 IN-PATIENT DEPARTMENT**

The Institute is presently providing indoor facilities through 100 bedded hospitals among which 10 beds are earmarked for Surgery and 10 for Maternity. As this is an academic institution, patients suffering from different ailments are admitted for treatment purpose as well as for clinical training to the undergraduate and postgraduate students.

The Institute has an operation theatre. Apparatus/instrument, such as pulse oxymeter, diathermy, endoscopic machine, instrument for laparoscopic surgery, Eco- Cardiogram ,TMT machine, portable ECG and portable X-ray etc., have been introduced in the operation theatre. The Institute has a labour room and also undertakes antenatal and postnatal care to the mother and child. Six bedded Paediatrics unit has been maintained.

#### **3.2 SPECIAL CLINICS**

Geriatrics	Cancer
Physical Medicine	Eye
Maternal Clinics	Dental
Paediatrics	Skin

### 3.3 HOSPITAL MANAGEMENT

1	Dr. S. Ghosh.	Dy. Medical Superintendent	B. Sc., DMS
2	Dr. U. K. Mondal.	RMO	DMS, Dip. NIH, MD (Hom)
3.	Dr. C. R. Manna.	RMO	DMS, Dip. NIH, MD (Hom)
4	Dr. Lalith Singh	RMO	BHMS, MD (Hom)
5	Dr. T. Austin Jose	RMO	BHMS, MD (Hom)
6	Dr. P. Das. -	MO	DMS, Dip. NIH
7.	Dr. P. Sharma	MO	BHMS, MD (Hom)
8.	Dr. T. K. Sarkar	MO	B.Sc., BHMS, MD (Hom)

### 3.4 RESEARCH ACTIVITIES

The Research Wing of the Institute is conducting Clinical Research on the following:-

- a. Thyroid Diseases
- b. Allergic Rhinitis
- c. Psoriasis
- d. Spondylosis
- e. Cancer

### 3.5 DEPARTMENT OF RESEARCH

1	Dr. P.K. Mishra	ARO (Medical)	DMS, Dip. NIH
2.	Dr. D. N. Kalyani	ARO (Medical)	B.Sc., DMS, Dip. NIH. MD (Hom)
3.	Dr. B. Samanta	ARO (Medical)	DMS

### 3.6 PERIPHERAL MEDICAL SERVICES

Every year the Institute sends a medical team to Gangasagar Mela during Makar Sankranti in South 24 Parganas district (W.B.) to provide Homoeopathic treatment on the spot to ailing pilgrims from all over the country. One peripheral OPD at Kalyani in Nadia District (WB) once in a week.

## SECTION 4

### 4.1 LIBRARY & INFORMATION SERVICES

Library & Information Service Division was established in 1978 to act as an aid for the development of research and training in Homoeopathy. It has the



necessary infrastructure and facilities including electronic information systems to meet the requirement of all students/researchers/faculty members of the Institute and enthusiasts from outside also. Internet service facility is also available in this division. Selective Dissemination (SDI) service, Reprography, Binding, Photography, Ideography etc., are provided. At present the Library & Information Service Division is headed by DR (Mrs.) G. Gnana Sekari, B.Sc, B.lib.Sc, MA, MLIS, PhD as LIO.

The book collection of the library is currently 20,544 inclusive books of Book Bank. Homoeopathic Text books 10,544, Allied text others 7440 and reference homoeopathic books are 652 and allied books are 992. The number of books available in the Book Bank is 2,560. There are some rare homoeopathic books numbering nearly 75, some of them published in the nineteenth century. There are nearly 1102 bound journals. The Institute subscribes 57 periodicals regularly. And complementary journals-30. The Institute is provided with LAN facility along with Broadband Internet connection. Through this, the services rendered by different departments were improved, and now it is possible to share the same with outside world.

## 4.2 PUBLICATION

The Institute publishes a quarterly bulletin on subscription basis incorporating scientific articles by the faculty members, post-graduate trainees, interneers and distinguished guest authors. The bulletin has the International Scientific Serial Number (ISSN 0972-6276).

## SECTION 5

### 5.1 SEMINARS AND WORKSHOPS

A well equipped Seminar Hall is available for holding seminars and clinical workshops. The different departments are conducting regular weekly seminars on important topics and clinical case presentations where the post graduate trainees, interneer and faculty members take active participation. Times to time special seminars/workshops are being conducted where some eminent teachers/homoeopaths from different parts of country present their views and share their experiences with the postgraduate trainees and faculty members.

### 5.2 TEACHING FACULTY

Sl.No	Subject	Faculty Member	Designation	Qualification
1.	<b>Anatomy</b>	Dr.Gautam Ash	Reader	BHMS,MD(Hom)
2.	<b>Physiology &amp; Biochemistry</b>	Dr.S.K.Ghosh Mondal	Professor	DMS,Dip.NIH, B.Sc ,MD(Hom)
3.		Dr A.K.Choudhury	Reader	MBBS,MD

4.	<b>Homoeopathic Pharmacy</b>	Dr. Dilip Panakkada	Professor	B.Sc, BHMS, MD(Hom)
5.		Dr. Gitasri Pal	Reader	BHMS, MD (Hom)
6.		Dr Manoharan Raja	Lecturer	BHMS,MD(Hom)
7.	<b>Organon of Medicine &amp; Homoeopathic Philosophy</b>	Dr.L.M.Khan	Professor	MD(Hom)
8.		Dr. Subhas Singh	Reader,	BHMS, MD (Hom.)
9.		Dr Indrani Chakravarty	Lecturer	BHMS, MD (Hom)
10.	<b>Materia Medica</b>	Dr. S. K. Bhattacharyya	Professor	DMS Dip. NIH, M.D. (Hom.)
11.		Dr. S.Z.Khan	Professor.	DMS, Dip. NIH, MD (Hom.)
12.		Dr. Abhijit Chattopadhyay	Professor	BHMS, M.D. (Hom.)
13.		Dr. Udayan Chatterjee	Reader.	DMS, Dip. NIH. MD (Hom)
14.		Dr. Usha Uchat	Reader	B.H.M.S. MD(Hom)
15.	<b>Pathology</b>	Dr S.P. Maity	Reader	DMS,MD(Hom)
16.	<b>Forensic Medicine &amp; Toxicology</b>	Dr S.K. Nanda	Professor	BHMS,MBA, MD(Hom)
17.		Dr Avijit Shee Burman	Reader	BHMS,MD(Hom)
18.	<b>Practice of Medicine</b>	Dr Debasis Basu	Professor	MBBS, PhD(Med)
19.		Dr Gautam Pal	Lecturer	BHMS,MD(Hom)
20.	<b>Community Medicine</b>	Dr Prasanta Rath	Lecturer	BHMS,MD(Hom)
21.	<b>Case Taking &amp; Repertory</b>	Dr Eswara Das	Director,	DMS ,Dip NIH, MD (Hom)
22.	<b>Paediatrics</b>	Dr S.Adhikary	Professor	DMS ,Dip NIH, MD(Hom)
23.	<b>Obstetrics &amp; Gynaecology</b>	Dr O.P. Mishra	Lecturer	BHMS, MD(Hom)
24.	<b>Surgery</b>	Dr M.C. Jhunjhunwala	Professorr	MBBS, MS

### **5.3 SEMINARS AND WORKSHOP**

A well – equipped Seminar Hall is available for holding seminars and clinical workshops. The different departments are conducting regular weekly seminars both on important topics and clinical case presentations where the post graduate trainees, internee and faculty members have active participation. Time

to time special seminars/workshops is being conducted where some eminent teachers/homoeopaths from different parts of country present their views and share their experiences with the post graduate trainees & faculty members.

## SECTION – 6

### **6.1. ABOUT M.D. (HOM.)**

M.D. (Hom.) is a full – time regular course of three years duration & residential course under The West Bengal University of Health Sciences. It is regulated by the Central Council of Homoeopathy. Details of the subject & NO Of seats are as under:-

Sl.No	Subject	No of Seats
1	<b>Homoeopathic Materia Medica</b>	09
2	<b>Organon of Medicine and Homoeopathic Philosophy</b>	09
3	<b>Case Taking &amp; Repertory</b>	09
4	<b>Practice of Medicine</b>	03
5	<b>Paediatrics</b>	03
6	<b>Homoeopathic Pharmacy</b>	03

Total number of seats are 36, out of these 02 (two) seats are reserved for candidates of Bay of Bengal Initiative for Multi Sectoral Technical & Economic Co-operation (BIMSTEC) countries nominated by Indian Council for Cultural Relations, Ministry of External Affairs, Azad Bhavan, Indraprastha Estate, New Delhi. The Institute follows Central Reservation policy and the seats shall be allotted on 200% Roster.

### **6.2 GUIDES FOR M.D. (HOM.)**

**As per CCH approved list of Examiners/Guides The West Bengal University of Health Sciences communicated to this institute vide letter no. OG/UHS/Hom/PG/699/2008 dated 31<sup>st</sup> July, 2008**

## SECTION – 7

### **RULES FOR ADMISSION TO M.D. (Hom.) COURSES:**

Please see The West Bengal University of Health Sciences **Website:**  
[www.thewbuhs.org](http://www.thewbuhs.org)

## SECTION 8

### 8.1. CONDITION OF ADMISSION

8.1.1. The Director, National Institute of Homoeopathy, Kolkata, shall verify the correctness of documents. On his satisfaction he shall direct the candidates to deposit all required fees etc., immediately.

8.1.2. . The original certificates submitted shall not be returned to the candidates till the course is completed.

### Certificates and Documents to be submitted at the time of admission to the National Institute of Homoeopathy:

1. Nationality Certificates or Photocopy of the valid passport/ Domicile Certificate / Birth Certificate duly attested by Dean /Principal of previous institution attended;
2. WBPGHAT Admit Card / University selection letter;
3. SSLC /Xth standard pass certificate and mark sheet;;
4. Conduct certificate from the head of the institute last attended;
5. Transfer (College Leaving) Certificate from the institute last attended;
6. First to Final Mark sheets of the qualifying Examination;
7. Passing / Degree Certificate of qualifying examinations;
8. Internship Completion Certificate;
9. Attempt certificates of all examination from head of the institute last attended;
10. Caste certificate (**if applicable**);
11. Caste validity certificate (**if applicable**);
12. Non Creamy layer certificate valid up to 31/3/2010 for DT/VJ, NT-1, NT-2, NT-3, OBC (**if applicable**);
13. Valid Registration Certificate from Council;
14. Migration certificate issued by the respective University, (**if applicable**);
15. Self Educational GAP (if the GAP is more than six months after completion; of internship / qualifying degree). Affidavit by student (**if applicable**);
16. Medical Fitness Certificate/Physically Handicapped Certificate;

17. Undertaking for not having taken admission to PG Course in earlier occasions;
18. Three passport size coloured photographs and three stamp sized photographs duly attested;
19. Any other relevant document.

Note-The above certificates and testimonials ( two sets of copies) duly attested by a Gazetted Officer / Head Master /Principal of the institute last attended to be submitted at the time of admission.

8.1.3. Candidates selected to various courses shall be whole time students. Service holders will have to apply for study leave and are required to produce the orders where in such leave has been sanctioned to them, from the competent authority within three months after joining the course.

## 8.2 PRIVATE PRACTICE/PART TIME EMPLOYMENT

**. No post graduate student shall do any kind of private practice , or consultation practice and shall not accept any part-time employment or join any other course in any other teaching institution during his/her post graduate studies at NIH. If any one is found during the course indulging in private practice/ undertaking any part time employment or joined any other course, he/she has to face the disciplinary action as decided by the Director, NIH, even upto termination of his/her studentship.**

## 8.3 INSTITUTE REGULATION

8.3.1 Candidates are required to follow the rules and regulations of the Institute and should also abide by the regulations of the University and they shall not make any correspondence individually or collectively with higher authority directly without prior permission of HOD/Director. They should obey the instruction of Academic in-charge/Deputy Medical Superintend/ other faculty members during their training along with instruction of their respective HODs and other Departmental Heads/in-charge.

8.3.2 English shall be the medium of instruction and examination. The period of training of Doctor of Medicine in Homoeopathy [MD (Hom)] shall be of 3 years (full time) duration in the department concerned.

8.4 LEAVE-The postgraduates are eligible for 08 days of casual leave and 15 days leave on medical ground in an academic year. The balance of leave in a year, if any, shall not be carried forward to next academic year. Availing the

leave cannot be treated as matter of right. The No of leave is basis for modification/change and such modification/change should be applicable to all concerned

8.5 . Since the PG seats are limited in NIH, the candidates who have already obtained MD (Hom) qualification from The West Bengal University of Health Sciences or any other University of India recognized by the HCC Act, 1973 shall not be eligible for admission in the MD (Hom) course in the Institute.

#### **8.6 ATTENDANCE**

Eighty percent of attendance is compulsory. If the attendance is less than 80 % the stipend will be deducted proportionately. Strict adherence to the internet utilization policy is binding to all students. Strict adherence to the rules of signing the daily attendance both in academic section and hospital section is must. Anybody found violating the rules or doing any malpractice shall be dealt severe punishment as decided by the authority. All candidates must be punctual in attending OPD and IPD duties as assigned by the Institute authority.

#### **8.7 CANCELLATION OF STUDENTSHIP**

The Director NIH ,Kolkata may at any time before completion of the post graduate course either by his own motion or on the application of any person after due and proper enquiry and after giving the person one week time from the date of the receipt of the show cause notice to submit written explanation and or a personal hearing, order the cancellation of admission to the post graduate course if in his opinion such candidates had furnished false or incorrect information to this Institution at the time of admission or in the documents attached or involved in any activity that affect the image/reputation of the Institute or any misconduct with seniors/staff/patients.

#### **8.8. TRAINING**

8.8.1. The training will be based on the Homoeopathy (Post Graduate Degree Course) M.D. (Hom), Regulation, as amended from time to time issued by the Central Council of Homoeopathy and the Syllabus adopted by The West Bengal University of Health Sciences, Kolkata.

8.8.2. Clinical exposure will be arranged at the various OPD and IPD setups of the N.I.H. Post Graduate Trainees will be given intensive training in classical

practical knowledge along with critical study of the subject concerned. They have to acquire knowledge about the methods and techniques of research work done in the respective fields and take part in various seminars, group discussions, clinical meetings etc. in the institute

8.8.3. The trainees also have to work regularly both in IPD & OPD under the supervision of the head of the dept. Guide of the concerned subject and also in rural areas as and when required by the institute during all the three years of the course. They will be assigned duties other than this as and when required by the head of department. Guide of the concerned subject with the approval of Director, NIH.

8.8.4 Guided discussion session/exposition/seminars where sensitivity training, training in the use of language & logic, communication skills and application of clinical experience would be the focus.

8.8.5 All rules prescribed by the Central Council of Homoeopathy and The West Bengal University of Health Sciences, Kolkata with respect to the Dissertation project-based study as well as internal evaluation etc. will be strictly adhered to.

8.8.6. Library work is to be performed under guidance. Strict adherence to the Library rules and library utilization policy is binding to all students.

8.8.7. The programme derives its unique nature from the close integration of the principles and practice of Homoeopathy.

8.8.7. Periodic and final evaluation is a distinctive feature of the program.

## **8.9. STIPEND**

(i). Stipend may be paid by the Institute as per the order of the Central Govt., department of AYUSH from time to time, to the students who are regular in attendance and show good progress every month in their academic pursuit.

Candidates who come from service shall not be paid stipend if they draw leave salary or salary.

(i) The stipend is payable after verification of attendance and on recommendation of satisfactory progress by the Head of the Department and Academic in-charge/Hospital authority.

(ii) Students are discouraged from discontinuing the course any time after the commencement of the same. Every PGT on admission will execute a bond (Notarised) on non judicial stamp paper of Rs. 100/ in the form specified in Annexure-I abiding to study and complete the course and that in case

she/he fails or leaves the course or if her /his admission is cancelled by the Institute before completion for any reason she/he will have to pay Rs 1, 00,000/- (Rupees one lakh only) and return the total amount of stipend received by her /him from the institute.

## SECTION –9

### FEES, DEPOSITS AND OTHER PAYMENT:

All the selected candidates are required to pay the admission fee, tuition fees, deposits etc as per rule in force. All selected candidates shall pay the following fee in the form of crossed demand draft drawn on any **Bank** in favour of Director, National Institute of Homoeopathy, payable at **Kolkata** on the day of admission. The fee once paid shall not be refunded under any circumstances. Details of fees to be paid as follows:-

Details of fees	Amount payable at the beginning of each session (in Rs.)				
	1 <sup>st</sup> year MD(Hom)	2 <sup>nd</sup> year MD(Hom)	3 <sup>rd</sup> year MD(Hom)		
Admission Fees	2,000.00	-	-		
Caution Deposit	10,000.00	-	-		
Bulletin fee (for three years)	600.00	-	-		
<b>Payable Yearly</b>					
Tuition fees (@ Rs2, 000/- per month	24,000.00	24,000.00	24,000.00		
Library	1,200.00	1,200.00	1,200.00		
Departmental fees inclusive of Computer & Internet etc.	2,500.00	2,500.00	2,500.00		
Hostel Rent @ Rs1,000.00 per month	12,000.00	12,000.00	12,000.00		
<b>Total</b>	<b>52,300.00</b>	<b>39,700.00</b>	<b>39,700.00</b>		



## **Notes:**

1. The above fees are liable for revision and such revision shall be made applicable for all. The authorities have the right to modify/increase the fees from time to time.
2. The Mess expenses and establishment charges as levied by the Hostel Committee constituted from amongst the students are to be borne by the inmates of the Hostel apart from the above fees.
3. The fees and other charges including hostel rent once paid shall not be refunded even if a student leaves the Institute for any reason. No correspondence in this matter shall be entertained.
4. In case of a student, who leaves the course in the middle or after the completion of the course, the balance of caution money, if any, after deduction of the charges due, shall be refunded. For those who complete the course, the refund shall be made on completion of course, subject to clearance.
5. The prescribed fees to be paid at the beginning of every academic year. Failure to pay the annual fees before the stipulated date shall invite penalty.
6. The caution deposit will be refunded to the students without interest on request when he/she finally leaves the institute after studies. Students are advised to preserve their deposit receipts carefully for cancellation against the refund of the deposit money.

## **SECTION –11**

### **11.1. DISCIPLINE AND DUTIES:**

1. Students are expected to behave with dignity and decorum and in conformity with the discipline of the Institution.
2. Students are required to dress decently and present themselves neat and tidy. When the students are on duty they should be in apron.
3. Ragging in any form is strictly prohibited in the Institute. Ragging is a cognizable and punishable offence. Broadly speaking Ragging is: “Any disorderly conduct whether by words spoken or written or by an act which the effect of teasing, treating or handling with rudeness any other student, Indulging in rowdy or in disciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of

shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student. As per order of the Hon'ble Supreme Court of India, [Writ Petition (Civil) No.656 of 1998 passed and order in 2001], any one indulging in ragging individually or collectively is likely to be punished appropriately which punishment may include expulsion from the institution, suspension from the institution or classes for a limited period or fine with public apology. **The punishment- may also take the shape of: (i) withholding scholarships or other benefits (ii) debarring from representation in events (iii) withhold results (iv) suspension or expulsion from hostel or mess and the like. If there be any legislation governing ragging or any provisions in the Statute/Ordinances they should be brought to the notice of the students/parents seeking admissions.** College leaving /course completion certificate issued by the institution should have an entry apart from that of general conduct and behaviour whether the student had participated in and in particular was punished for ragging.”

4. No student shall indulge in any act of sexual harassment of any women. Sexual harassment means and includes such unwelcome sexually determined behaviour (whether directly or by implications) as behaviors (.whether directly or by implication) as:-
- (i) Physical contacts and advances;
  - (ii) A demand or request for sexual favours;
  - (iii) Sexually –coloured remarks;
  - (iv) Showing pornography;
  - (v) Any other unwelcome physical, verbal or non- verbal conduct of sexual nature.

**A student found guilty of sexual harassment shall be liable to receive the following penalties:**

- (i) Warning
- (ii) Written apology
- (iii) Bond of good behaviour
- (iv) Debarring entry into a hostel/campus
- (v) Suspension for a specified period of time
- (vi) Withholding results
- (vii) Debarring from examinations
- (viii) Expulsion
- (ix) Denial of admission

5. Students shall refrain from disfiguring walls and furniture, misbehaviour unbecoming of members of the medical profession.
6. They shall strive at all costs to preserve the ethos of the Institution and promote its image and status by their behaviour and conduct.
7. Any breach of discipline shall be suitably dealt with. Serious lapses of discipline and character shall render the student's name liable to be struck off from the roll of the Institute. If, in the opinion of the Director, a student is not likely to be benefited by his continuing in the Institute or if her/his continuance is considered to be detrimental to the best interest of the Institution, the Authority may order such a student to leave the Institution. No fees paid by the students will be refunded. The Director's decision in this regard shall be final.
8. The Institute reserves the right to discharge any student whose progress in studies or conduct is not found satisfactory or for any other cause, during the period of training.
9. Every student is required to familiarize herself/himself with the rules laid down in the prospectus and also formulated and announced by the Authority from time to time.
10. Students should not absent themselves from duty/classes, other academic and clinical activities and examination without the prior permission of the Director. Such absence without leave may lead to loss of term.
11. Smoking, consuming of liquor and taking any habit forming drugs is strictly prohibited in all parts of Institute/ the hospital campus and in hostels.
12. No Society, Union or Association of the student shall be formed in the Institute and no outsider shall be invited to address a meeting without the specific permission of the Director.
13. Post Graduate students are expected to volunteer themselves for Drug Proving. They should do so under the supervision of senior faculty members of respective departments.
14. They will be assigned to function as a guide in clinical meetings and journal clubs under the supervision of senior faculty members of respective department.

- 15.They shall train themselves academically to be able to deliver lectures under the supervision of departmental heads.
16. Students are not permitted to attend classes other than their own without the special permission of faculty concerned.
- 17.It is imperative for a Post Graduate student to take active part in Medical camps organized on holidays, Research projects/Community health/Drug proving and contribution of articles to Institute bulletin.
- 18.They can be called any time of the day and night to attend cases, which require immediate medical care.
- 19.The hostel has its own rules and regulations which should be strictly adhered to.
- 20.In all matters, whether covered or not in the existing rules, the decision of the Authority of this Institute shall be final.
- 21.The rules are subject to change in accordance with the decision of the Institute from time to time, the authority of NIH reserves the rights of making any addition to or omission from or alteration in the above rules and regulation including fee structure without prior notice.
- 22.For all legal matter/ disputes arising out of provisions of this prospectus the court of Jurisdiction will be that of KOLKATA only.
23. Strict adherence to the internet utilization policy is binding to all students
- 24.**WARNING:** -In case any candidate is found to have supplied false information or certificate etc .or is found to have concealed or withheld some information in his/her at the time of admission to this Institute and found signing for some others attendance or arranging someone to sign on behalf of him/her in the attendance register in his/her absence, then he/she shall be **debarred from admission/continuing her/his studentship to this Institute. Any other action that may be considered appropriate by the Director of the Institute may also be taken against her/him which may include criminal prosecution also.**

## 11.2 HOSTEL

The PG hostel is under construction. However the Institute has made temporarily arrangement for accommodation of PG scholars.

- (i) Allotment of seats will be made available only on availability basis. Institute reserve the right to refuse hostel accommodation to any candidate.
- (ii) Every candidate gets admitted to the Institute hostel should make an application in duplicate at the beginning of the academic year in the prescribed application form available with the Hotel in-charge.
- (iii) All out-station candidates, at the time of admission will be required to furnish particulars (name/address/contact phone number(s) of their local guardians to whom Institute shall contact in case of emergency. Students joining the Institute from outside States/ Union Territories will be given preference in allotment. The allotment to the local candidates will be considered on the merit basis, in each case by the Institute authority.
- (iv) Hostel inmates must maintain the notified hostel/mess timings; must not use heater/tape recorder/electrical devices; must not cook; must not have costly items in their possession; must not consume alcoholic beverages/ do not smoke in the hostel/hospital premises or use any addicting agent by any route whatsoever. They shall also have to abide by any other orders issued by the authority of this Institute in regards to hostel rules from time to time. .
- (v) The Hostel In-charge shall allot the seats to the students (depending on the size of the room) as per her/his discretion. No objection from the boarders to this effect shall be entertained. In the event of any dispute/problem the decision of the authority shall be final.
- (vi) Indulgence to any misconduct, violence or raging collectively or individually in any form will render themselves liable to cancellation of their allotment as well as disciplinary action as deemed fit.
- (vii) Students are responsible for cleanliness of their rooms. Before leaving for classes/duty they will ensure that rooms are kept neat and clean and all switches of lights, fans are switched off.

Students will not throw litter in the areas surrounding the hostel. Waste materials will be thrown in the waste bins placed inside the hostel for this purpose.

- (viii) No change of room shall be allowed before 6 months of its allotment.
- (ix) Residents shall be responsible for the furniture and other fixtures of the room. In case of damage/loss, a penalty would be imposed as assessed by the Hostel I/C.
- (x) No electrical /civil alternation in the room is allowed.
- (xi) Subletting of the room is not allowed. In case of subletting, the allotment of the room shall be cancelled forth with and at the same time a penal rent of Rs.200/- per day will be charged for the candidate from date of allotment
- (xii) Guests are not allowed to stay inside the campus. No student shall bring guests to her/his room. Guests are only allowed to visit the students during specified visiting hours which shall be notified from time to time.
- (xiii) Registers shall be maintained in the visitors' room. All particulars of the guests and visitors shall be entered in the register including names, addresses and purpose of visit. Institute authority will carry out surprise checks to ascertain that no visitors/parents have entered the hostel.
- (xiv) A hostel committee shall be framed each year from time to time where a monitor shall be selected by all boarders. One representative from each batch selected by the concerned batch shall be member of the committee and deal the entire matter of hostel mess and their problems in consultation with hostel in-charge.
- (xv) The residents are required to vacate the Hostel accommodation within seven days of the completion of their course term failing which Rs.200/- per day as penal rent for unauthorized occupation of hostel accommodation. At the same time, the room will be got vacated / unseated by the Hostel Authority / Security Staff during the unauthorized stay.
- (xvi) The boarders shall not remain outside the hostel after 9 pm. In case anyone has to go outside or has come to hostel beyond 9 pm she/he has to make an entry in the register kept with the security mentioning the cause of delay/or cause of going out.
- (xvii) Ladies' hostel is out of bounds for all male students. No male students shall visit the Ladies' hostel. Female students are not permitted to visit the Gents' hostel.

- (xviii) Any student who has been found guilty of violating these rules and regulations will be liable to punishment to the extent of termination of their studentship of this Institute.
- (xix) In all matters related to hostels, whether covered or not in the existing rules, the decision of the NIH authority shall be final.
- (xx) The NIH Authority reserves the rights of making any addition to or omission from or alteration in the above hostel rules and regulation without prior notice which shall be made applicable for all residents of the hostels.

## ANNEXURE-I

### BOND BY STUDENT

[To be executed by all the candidates provisionally selected for admission to MD (Hom) Course (Session 2010-2013) on Rs.100/- Non-Judicial Stamp Paper; notarised]

**Know All Men that I,.....aged.....S/O,D/O,W/O  
 .....Resident of.....PS.....  
 District.....State of.....provisionally .selected for  
 postgraduate Degree in MD (Hom) Course 2010-2013 in subject  
 .....at National Institute of Homoeopathy, Block-GE, Sector-III,  
 Salt Lake, Kolkata,700 106 on the..... Day of..... , do hereby  
 undertake to complete the said course as per the requirement of the  
 University/Institute. In the event of my leaving the studies in between at  
 any point during the course without completion of the course I bind myself  
 to National Institute of Homoeopathy, Kolkata, for payment to the National  
 Institute of Homoeopathy of a sum of Rs.1, 00,000/- (Rupees one lakh  
 only) over and above refund of the entire amount received as stipend up to  
 that date.**

**Date:  
 Station:**

**Signature of the candidate**

**Signed by the above bounden in presence of:**

**WITNESS**

**1. Signature:**

**Name and address in full**

**2. Signature:**

**SURETIES**

**1. Signature:**

**Name and address in full**

**2. Signature:**

**Name and address in full**

**Name and address in full**

**N.B: Sureties should be preferably two permanent Gazetted officers or individuals having landed properties in their name or individuals in full time permanent service with PAN.**

## **PROFORMA**

Application for hostel accommodation at National

Institute of Homoeopathy, Kolkata

(Ladies'/Gents')

To

**The Hostel In- Charge,**

National Institute of Homoeopathy,

Block – GE, Sector- III, Salt Lake,

Kolkata – 700 106

(Sub: Application for hostel accommodation at National Institute of Homoeopathy, Kolkata)

Sir/Madam,

I would like to inform you that I have been provisionally selected and admitted in the MD(Hom) Course, Session - 2010-13 in this Institute. Therefore, I request you to kindly provide me an accommodation in the Ladies'/Gent's Hostel. My particulars are given below for your kind consideration.

1. Name of the applicant:
2. Date of Birth:  
(Christian era in figure and word)
3. Age as on date:
4. Religion:
5. Session:
6. Blood Group:
7. Name of the Father/Guardian:
8. Permanent Address With Telephone No:

Affix recent  
passport size  
photograph &  
sign across.



9. Address for Correspondence:

Telephone/email/ mobile No.

10. Name of Local Guardian:

11. Address of Local Guardian with Pho. No:

I, -----aged-----yrs.-----  
s/o,d/o,w/o, Mr.....resident of -----  
-----PS-----District-----  
-----State-----PIN-----  
of-----provisionally selected and admitted in MD  
(Hom) course for the session 2010-2013 at National Institute of Homoeopathy, Block-GE,  
Sector-III, Salt Lake, Kolkata-700 106 do hereby declare that the information furnished  
above is true to the best of my knowledge and belief. I also promise to abide by the rules &  
regulations of the Hostel, which may be modified from time to time by the authorities.

Place & Date:

Signature of the Applicant

---

(For office use only)

Received on: .....

Issued on Room No.: .....

Loan Note Sent on: .....

Loan sanction on: .....

Furniture Issued Date: .....

Hostel Boy's/Girl's.....

Signature of inventory holder: .....

Clearance issued on: .....

Signature of Hostel In-Charge

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# NATIONAL INSTITUTE OF HOMOEOPATHY

## ORGANIZATION CHART



### NATIONAL INSTITUTE OF HOMOEOPATHY MINISTRY OF HEALTH & FAMILY WELFARE DEPARTMENT OF AYUSH ORGANIZATION CHART

