



EASTERN COALFIELDS LIMITED
(A Subsidiary of Coal India Limited)
School of Nursing, CentralHospital,Kalla
P.O. Kalla C.H., Asansol, Dt. Burdwan
Pin – 713340

**NOTICE FOR ADMISSION TO 3 YEARS 6 MONTHS DIPLOMA COURSE
IN GENERAL NURSING & MIDWIFERY OFFERED BY SCHOOL OF NURSING,
CENTRALHOSPITAL, KALLA COMMENCIING FROM SEPTEMBER,2014.**

(Recognised by Indian Nursing Council, New Delhi)
& West Bengal Nursing Council

CORRIGENDUM(DATED: 06-08-2014)

**CORRIDENDUM NOTICEFOR ADMISSION TO 3 YEARS 6
MONTHSDIPLOMA COURSE IN GENERAL NURSING & MIDWIFERY OFFERED
BYSCHOLL OF NURS,JING CNENTRAL HOSPITAL , KALLA COMMENCIING
FROM SEPTEMBER, 2014.**

Nodal Officer
School of Nursing , C.H. KALLA



EASTERN COALFIELDS LIMITED
(A Subsidiary of Coal India Limited)
School of Nursing, Central Hospital, Kalla
P.O. Kalla C.H., Asansol, Dt. Burdwan
Pin – 713340

**NOTICE FOR ADMISSION TO 03 YEARS 06 MONTHS DIPLOMA COURSE IN
A GENERAL NURSING & MIDWIFERY OFFERED BY SCHOOL OF
NURSING, CENTRAL HOSPITAL, KALLA COMMENCING FROM SEPT. 2014.**

**(Recognised by Indian Nursing Council, New Delhi)
& West Bengal Nursing Council**

Applications are invited from eligible unmarried female candidates being citizen of India for admission to 03 years 06 months General Nursing & Midwifery Course (GNM) Offered by School of Nursing , Central Hospital, Kalla, ECL P.O. Kalla C.H., Asansol, Dist. Burdwan(W.B.), Pin – 713340 commencing from September, 2014. The candidates for this purpose must be between the age of 17 to 23 years as on 1st September, 2014. Upper age limit is relaxed by 05 years for SC/ST candidates & 03 years for O.B..C. Candidate The candidate must have passed 10 + 2 / H.S. or equivalent examination in Science with Biology as one of the subject from a recognised Board / Council / University. The minimum eligible marks in total in the qualifying examination should be 45% for General candidate & 40% for ST/SC candidates.

The candidate must be physically & mentally fit at the time of admission and has to undergo medical examination before admission.

The course is fully residential and the medium of instruction will be in English. The 03 years 06 months is inclusive of 06 months mandatory internship.

Completed application form, duly filled in alongwith a Demand Draft (non refundable) of Rs.200.00 drawn in favour of “EASTERN COALFIELDS LIMITED” payable at “ASANSOL” addressed to the Nodal Officer, School of Nursing, Central Hospital, Kalla, ECL, P.O. Kalla C.H., Asansol, Dist. Burwan(W.B.), Pin 713340 should reach latest by 20th August, 2014 through Regd. Post / Speed Post only. The authorities will not be responsible about postal delay. Applications received after 20th August, 2014 will not be taken into consideration.

The envelope containing application should superscribe at the top of the envelope as “Application for G.N.M.-014”.

Name of the all eligible applicants will be displayed in the official website of ECL (www.estercoal.gov.in) & they will be called for a written test on 24th August, 2014(SUNDAY) at 11.30 A.M. the questions will consists of Multiple Choice Questions and the answer will be given in O.M.R. sheet. The name of the selected candidates in order of merit will be displayed in the office website of Eastern Coalfields Limited(www.eastercoal.gov.in).

The applications has to enclose one 15 x 10 cm size self addressed stamped envelop along with the application.

**NODAL OFFICER
SCHOOL OF NURSING/CH, KALLA**



Eastern Coalfields Limited

(A subsidiary of Coal India Limited)

PROSPECTUS

For admission in General Nursing & Midwifery Course

Session: Commencing from September, 2014

School Of Nursing
Central Hospital Kalla, Asansol
PO : C H Kalla, Asansol
Dist : Burdwan, Pin 713340

Phone no : 0341-2271907

Fax No :0341-2271907

e_mail ID : centralhospitalkalla@gmail.com

General :

Eastern Coalfields Limited, a subsidiary of Coal India Limited is a P.S.U. of Govt. of India with Headquarters at Sanctoria. P.O. Dishergarh, Dist. Burdwan, Pin- 713333. The company is primarily engaged in mining & selling of coal through its mines situated in the States of West Bengal & Jharkhand . It has over 72 thousand employees on 2013.

Medical Facilities :

To provide medical treatment to employees and their dependents, the company have 02 main hospitals, 10 regional hospitals and 19 dispensaries . The company also provides medical and health care to surrounding population through its CSR programme and also provide health care and medical facilities to retired employees and their spouses.

Of the two main hospitals, the Central Hospital, Kalla is situated at Asansol. This is a 450 bedded hospital founded on 7th December, 1951 by the Ministry of Health and Family Welfare, Govt. of India which subsequently came under Administrative control of ECL from 1985. At present the hospital provides medical services to the employees and their dependents of Eastern Coalfields Limited free of cost and also local residents at subsidized rates. ***This hospital is ISO 9001:2000 certified hospital in respect of Diagnostic, Curative, Rehabilitative and Preventive Health Care Services & considered as one of the premier institutions in the field of health care in this region.***

School of Nursing :

Since 1966, a School of Nursing was attached to Central Hospital, Kalla which provided Diploma in GNM to eligible candidates. This School of Nursing was one of the oldest Nursing Schools of West Bengal and had a glorious past. The 1st batch was admitted in the year 1966. The last (36th) batch was admitted in the year 1997 and passed out in the year 2000. After that the School was closed from 2001 to 2013 for inadvertent reasons & the same is now being reopened.

1) Name of the Course : 'A' Grade Diploma in General Nursing and Midwifery.

The course is recognized by Indian Nursing Council, New Delhi and West Bengal Nursing Council, Kolkata.

2) Duration of Course : The course is of 03 years 06 months duration including 06 months Internship. However, Community Health Nursing is integrated throughout the 03 years 06 months curriculum-both theory as well as field practice.

3) General Objective of the Course :- The candidate completing this course are expected to demonstrate awareness of health care and skills required in the nursing process in the provision of health care and to nurse the patients. They are expected to :-

- i) Assess the needs of individual families and communities throughout life, from birth to death.
- ii) Take appropriate action to meet their needs through competent safe nursing care and to help people to attain and maintain their best possible level of health in all aspects.
- iii) Work with other members of the health team and communities in prevention of illness and to evaluate effectiveness of nursing and health care activities.

4) Submission of Duly Completed Application Forms: The duly completed and signed application form must reach the “Nodal Officer, School of Nursing, Central Hospital Kalla, Asansol, PO CH Kalla, Dt Burdwan, WB -713340’ on or before 20/08/2014 by Speed Post or Registered Post Only. The authority will not be held responsible for any postal delay. Applications will not be accepted by hand. Incomplete application forms will be rejected and no correspondence will be made in this regard. The Application Form must be accompanied with self attested photocopies of :-

- a) Pass Certificate and Mark Sheet of qualifying examination (10+2)
- b) Pass Certificate of Class X along with Admit Card for verification of Date of Birth
- c) Valid SC/ST/OBC Certificate issued by Competent Authority as per government rule.
- d) 02 copies of pass port size Photograph.

5) Eligibility Criteria:

- i. Must be a citizen of India
- ii. Admission to this course is strictly limited to unmarried female candidates only
- iii. Age limit: between 17 and 23 years of age as on 01/09/2014 with relaxation of 05 years for ST/SC candidates & 03 years of O.B.C. Candidates.
- iv. Educational qualifications: Must have passed 10+2 / Intermediate / HS or equivalent Examination, preferably in Science with biology as one of the subjects with minimum of 45% marks (40% for SC/ST/OBC candidates) from a recognised Board/Council/University.
- v. Candidates must be physically and mentally fit at the time of admission and during the duration of the whole course. Getting married during the duration of the course will not be allowed.
- vi. The selection procedure for candidates in different reservation quotas (SC/ST/OBC) will be strictly followed as per existing rules.

The medium of instruction will be English.

6) Entrance Examination: (Total 80 marks) The eligible candidates will be called for an Entrance Examination on 24th August, 2014 (Sunday). The Examination will be of 02 (two) hour duration. The questions will be of multiple choice types based on General Science , General Knowledge and general English of 10+2 standard. There will be no negative marking. The medium of examination will be in English Only. There is no provision for re-examination / re-evaluation of the answer sheet. The answer sheet will be evaluated by OMR machine.

In case of non-receipt of Admit Card, the eligible candidate may contact the Nodal Officer with a current passport size photograph with all related documents, on 23.08.14 at his office for issue of provisional Admit Card .

The list of eligible candidates for written test with their role number will be displayed in official website i.e. www.easterncoal.gov.in and also admit cards will be sent to the candidates giving details of test centre and timing etc.

Criteria for selection: strictly on the basis of marks obtained in written test for respective category candidates.

Successful candidates will have to go through Medical Examination on 5th September 2014 at Central Hospital, Kalla, Asansol and only the medically and mentally fit candidates will be granted admission.

The admission session will commence from 10 am on 10th of September 2014. The candidates will have to furnish all relevant documents along with a Demand Draft for Rs 42,000/- (Rupees Forty Two Thousand Only) drawn in favour of '**Eastern Coalfields Limited**' payable at **Asansol**. Last date for submission of relevant documents and Demand Draft is 5 pm 12th September 2014 failing which the right of admission will automatically cease and the candidate next on the panel of successful candidates will be called for admission.

Note : Allowing a candidate to appear for the Entrance Examination / Interview does not guarantee right of admission. A candidate must satisfy all admission criteria. Candidates furnishing false information will be liable for legal proceedings (within jurisdiction of Asansol Court) and cancellation of admission without any notice.

7) Verification of original Certificates: The candidates must produce the following documents in original at the time of interview and during admission session:-

- a. Attested passport size photograph – 05 nos (black & white)
- b. Stamp size photograph - 02 nos (coloured)
- c. Admit Card and Mark sheet of Class X
- d. Mark sheet of qualifying examination
- e. SC/ST/OBC certificates issued by Competent Authority
- f. School / College Leaving Certificate

Non-submission of the above documents will make one liable for cancellation of admission. The original mark sheet of qualifying examination, SC/ST/OBC Certificates will be kept by the School authorities. No excuse will be entertained for non submission of original documents at the time of admission.

8) Travelling / Lodging Expenses : NO TA /DA will be paid to the candidates. Students appearing for the Entrance Examination / Interview / Medical Examination will have to make their own arrangements for transport and lodging at Asansol.

9) Fee Structure : The following is the Fee Structure for (GNM Course) :N.B. The fee structure is subject to review:

- a. **Admission Fee** : Rs 15,000/- (Payable once at the time of admission)
- b. **Development Fee** : Rs 5,000/- per annum
- c. **Tuition Fee** : Rs 12,000/- per annum
- d. **Caution Money Deposit** : Rs 10,000/- (refundable without interest)

A candidate selected for admission will have to deposit a Demand Draft for Rs 42,000/- in favour of **'Eastern Coalfields Limited'** payable at **ASANSOL** at the time of admission failing which the selection will automatically be cancelled. Additional fee will be charged for imparting computer training as per rule.

The annual fee (tuition & development) for the year 2015-16 and 2016-17 are to be deposited within 15th September of 2015 and 2016 respectively by Demand Draft. In case of default in payment of annual fee, the student will be debarred from appearing for the Council Examinations and a defaulter fine of Rs 500/- per calendar month will be levied. Prescribed examination fee fixed by West Bengal Nursing Council will have to be paid by the students at the time of Council Examinations.

10) Refund: In case a candidate wants to leave the school after admission, refund of tuition fee and caution deposit will be allowed within 15 days of admission. After that period no refund should be entertained.

11) Hostel Rules:

- a. GNM Course is purely residential, hence all students must stay in the hostel
- b. All the students must be in their rooms / mess after 7.30pm
- c. No one will be allowed to cook in their rooms
- d. Silence must be maintained in the hostel after 10pm
- e. All students must sleep on their bed provided by the institution.
- f. No visitor / guardian should enter the rooms of their wards
- g. Authorities may step into the rooms with the hostel supervisor / caretaker as and when required with due care to privacy of the student.
- h. Sanitary pads should be discarded in the dust bins
- i. Audio must not be played if objected by the roommates
- j. Ornaments must not be kept in the rooms

12) Mess Rules:

- a. Food to the students will be managed by outsourcing. Students have to coordinate with the contractor in running the mess by making committee for the same.
- b. Mess charges per month will be around Rs 3000/- per month (liable to change from time to time as per requirement)
- c. Mess charges have to be paid in advance.
- d. Mess will close at 9.30pm positively.
- e. Meals will be served in the mess only
- f. Dress code to be maintained strictly in the mess.
- g. Food cannot be taken to the rooms unless the student is sick
- h. Table manners must be maintained.
- i. Wastage of food is strictly prohibited
- j. Mess money is refundable if a student is on 15 days continuous leave. Prior intimation must be given to the mess in-charge
- k. Qualitative degradation in food supplied must be reported to the Hostel Supervisor.
- l. The following mess timing must be maintained.
 - i. Breakfast : 07.00 am to 08.00 am
 - ii. Lunch : 12.00 noon to 1.30 pm
 - iii. Tea : 05.00 pm to 05.30 pm
 - iv. Dinner : 08.00 pm to 09.00 pm

13) Rules for going out:

- a. Students may go out on Saturday afternoon and on Sunday for purchasing personal articles with due intimation & permission from the hostel authority.
- b. Students should sign in the 'Outgoing Register' before and after coming back to the hostel.
- c. Students should return to the hostel before 6.30pm during summer and before 6.00pm during winter seasons.
- d. Outstation leave permission will be allowed during vacation / festival. However in emergency, such leave may be granted on written request by parents / guardian of the students.
- e. In rare circumstances, outstation students will be allowed to leave the hostel on telephonic message from parents / guardian only if followed by written consent (by Speed Post / Registered Post). However it will be on the risk of the parents of the concerned ward. Parents must inform the hostel supervisor / caretaker over telephone that their ward has reached home.

14) Rules for uniform / belongings :

- i. All students must attend ward duties in neat and clean uniform
- ii. Wearing jewellery is strictly not allowed
- iii. Students should not leave the Hospital Campus in uniform
- iv. Bed sheets, pillow covers and curtains of hostel rooms must be kept clean

15) Rules for electrical appliance:

- a. Light and fan should be switched off before leaving the room
- b. Electrical appliance other than light and fan are not allowed inside a hostel room. A fine of Rs 100/- will be levied each time a student is caught using an appliance other than a fan or light.

16) Miscellaneous Rules :

- i. Students must be punctual in their class.
- ii. Absence from class may be permitted by the Principal for exceptional reasons only
- iii. Students not having adequate attendance in class will not be allowed to sit for the Council Examinations
- iv. Students may meet the visitors only during visiting hours only.
- v. Visiting Hours : Sunday (9 am to 5 pm)
- vi. School authority has the full right to prevent the student from meeting any stranger / person whose name and signature is not enlisted in the Hostel Form.
- vii. Any illness must be reported to the Hostel Supervisor / caretaker immediately by the student
- viii. Students are supposed to consume medicines prescribed by doctors only. Self medication is strictly prohibited.
- ix. In case a relative of the student is admitted to the hospital and the student wants to stay in the hospital during late hours, permission from the principal have to be obtained.
- x. All toilet fittings must be kept clean
- xi. Students must obey any call given by the School / Hostel Authorities
- xii. Students must behave properly with the patients and their attendants during their ward duties.

- xiii. All students are expected to participate in the sports and cultural programmes organised by the school from time to time
- xiv. Ragging in any form is strictly prohibited
- xv. Students will have to strictly abide by the rules and regulation framed by the School of Nursing / Hospital Administration. Any irregularities or indiscipline in any form shall be dealt with strictly and decision of the School of Nursing / Hospital Administration will be final and binding for all. In case of gross indiscipline, the name of the student may be struck off from the School roll and all deposit will be forfeited except the Caution Deposit.

17) Vacation and Holidays:

- a. Annual Vacation : 30 days
- b. Sick Leave : 10 days
- c. Holidays : 08 days (Eastern Coalfields Limited holidays)
- d. Preparatory Leave : 07 days prior to council examinations

18) No Job Liability: *Eastern Coalfields Limited and Central Hospital Kalla Management will NOT bear any liability for absorption of the passed-out students in company services. After completion of Internship, the students will be handed over the certificates whenever it is made available to the School Authorities by the West Bengal Nursing Council. An affidavit is to be submitted at the time of admission stating that the student will NOT claim for any job in Eastern Coalfields Limited or any subsidiaries of Coal India Limited after successful completion of the GNM course.*

19) Stipend : No stipend will be paid to the students during the period of the course.

20) Examination and Class Tests: All students must pass the Preliminary Test Selection (PTS) Examination likely to be held in the last week of December 2014 before being permitted to appear for the first Council Examination. The results of the PTS examination and the hospital selection tests prior to sending the students for the Council Examination shall be determined by the authorities of the institution. However, if any examinee fails to qualify in the first PTS examination conducted by the institution, a second chance will be given failing which her training in the institute shall be terminated.

The Council may hold Supplementary Examination after six months of the Annual Examination :

- a. If a student fails in one theory paper / practical, she may be allowed to proceed to the next year of study. She will have to appear for the supplementary examination to be held subsequently in the failed subject / practical. If she fails again, then she has to reappear in the next Annual Examination.
- b. If a student fails in two or more papers or practical, she will not be allowed to proceed to the next year classes. She shall appear for the Supplementary Examination in the failed subjects / practicals only, but shall be eligible for the next year's examination after one academic year from date of passing last examination.
- c. No candidate of category (a) shall be allowed to proceed to third year (higher class), unless she has passed in the subjects of the previous year (backlog of second year).
- d. If a student fails in one theory paper / practical examination of the third year, she may be allowed to proceed for internship. She will appear for Supplementary Examination held subsequently in the failed subject / practical.

- e. If a student fails in two or more papers / practical she will not be allowed to proceed for internship. She shall sit for Supplementary Examination in the failed subject / practical only.

21) Internship :

- a. A Student shall not be allowed to proceed for Internship until she clears 3rd year examinations.
- b. For reappearing for the 3rd year Annual Examination, she must have atleast 20% of instructional hours and 20% of the field experiences separately. The council practical examination will preferably be conducted as per instruction and guidelines from West Bengal Nursing Council.
- c. Diploma by council will be issued only after successful completion of Internship.

22) Extra Curricular Activities :

- a. All the students will have to participate in the cultural programmes, sports and indoor games organised by the School from time to time.
- b. Students may be sent to different speciality institutions for updating their knowledge and the expenses for such training will be borne by the students

23) Medical Facility:- The students will be extended OPD facilities free of cost and Indoor treatment facilities at subsidiaries rate at Central Hopital Kalla.

24) Important dates:

1	Date for notification of Prospectus & application Form through ECL official website	5 th August 2014
2	Last date for submission of completed Forms	20 th August 2014
3	Date of written Examination	24 th August 2014
4	Date for Medical Examination	9 th September 2014
5	Date for Admission	10 th September 2014
6	Last date for Admission	12 th September 2014
7	Date for Starting Classes	15 th September 2014

Note: The dates mentioned above may be modified in case of exigency. Candidates are requested to visit the website on regular basis for latest information or any modification etc.

For any Information, please contact 'Nodal Officer', School of Nursing, Central Hospital Kalla, Asansol, 713340 between 9 am & 5pm on working days. Phone No 9434797107, email id : mondalsuvan3@gmail.com

EASTERN COALFIELDS LIMITED

(A Subsidiary of Coal India Limited)

SCHOOL OF NURSING

CENTRAL HOSPITAL, KALLA, ASANSOL

Application Form No

Regd No.....

Application for Admission to Diploma in

GENERAL NURSING & MIDWIFERY COURSE

Last Date for submission of complete filled up application Form:- 20th
August, 2014

IMPORTANT NOTE:- Fill the Application Form carefully, Incomplete application form will summarily be rejected without any reference and admission if granted on false information furnished by the candidate will be Ipso-facto cancelled. Fill the space with Black/Blue Ink and in BLOCK letters only.

1. Name of the Candidate

2. Father's Name.....

3. Mother's Name.....

4. Guardian's Name.....

PASSPORT SIZE

PHOTOGRAPH

ATTESTED BY

GAZETTED

OFFICE

RELATION WITH THE CANDIDATE AND HIS/HER POSTAL ADDRESS

.....

Address for Correspondence.....

5. Telephone NO. Code.....No.....Mobile.....

6. e.mail I.D.....

7. Date of Birth – Date Month Year

Age as on September 1st, 2014 -Years Months

9. Nationality 10. State of Domicile

11.Mother Tongue

12.Category (General/SC/ST/OBC) 13. Physically Handicapped ? Yes/No

14.Are you UNMARRIED?

15. ACADEMIC RECORDS:

Exam Passed	Year	Board/University	Total Marks	Marks Obtained	% of Marks
Metric IX					
Inter XII/+2					
Bachelor					
Diploma					

15. DD No.....Date.....Drawn on the Bank.....Amount.....

DECLARATION BY THE CANDIDATE:

I declare that the entries and documents submitted in support of the information furnished by me in this Application Form are true in all respects and in case any entry or information or documents are found to be false, these will entail automatic cancellation of my admission besides rendering me liable to legal proceedings. I agree and consent that my admission to the School of Nursing of ECL, Central Hospital, Kalla, Asansol and my continuance on its roll are subject to the provisions of the rules, regulations and bye laws and instruction which may be issued from time to time by the School Authorities and the Hospital Administration.

Place : _____

Date : _____

Signature of the Candidate

DECLARATION BY THE FATHER /GUARDIAN OF THE CANDIDATE

I _____ FATHER/GUARDIAN of Miss

Declare that the entries made above by my ward/daughter are completely true and in case of any discrepancy found after admission, her name may be struck off the school roll. I assure that the payment of tuition fee will be as per schedule. I declare that she is unmarried and will remain so till the completion of the course , failing which I will withdraw her from the School myself and the School of Nursing, Central Hospital, Kalla , Asansol will be free to strike off her name from the School roll.

Father's /Guardian's Signature

CHECK LIST :-

Please check the following documents before mailing the Application Form:

1. Pasted Photograph duly been attested by a Gazetted Officer/Principal of School/College last attended by you.
2. Attested photocopy of Matriculation /Class-X Certificate
3. Attested photocopy of Marks –Sheet of Class XII/STD +2 /Intermediate
4. Attested Photocopy of SC/ST/OBC Certificate
5. Self addressed stamped envelop of 15 cm x 10 cms size.

In case if envelope is not affix with stamp Admit Card will be sent by ordinary post and Management will not be responsible for non-delivery /loss of the Admit Card

Please check whether all the entries have been made properly and declarations have been signed by you as well by your father /guardian on the proper place.

EASTERN COALFIELDS LIMITED
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SCHOOL OF NURSING
CENTRAL HOSPITAL, KALLA, ASANSOL

ADMIT CARD

APPLICATION FORM NO REGISTRATION NO ROLL NO

Entrance Test for Admission in General Nursing and Midwifery Course

Session : SEPTEMBER 2014-2015

Date : August 24th, 2014 (SUNDAY) Time: 9.00 A.M

Venue : SCHOOL OF NURSING, CENTRAL HOSPITAL, KALLA, ASANSOL

(TO BE FILLED IN BY THE CANDIDATE)

NAME _____

ADDRESS : _____

Passport
size
photograph
duly
attested

SIGNATURE OF THE CANDIDATE

Co-ordinator

SIGNATURE OF THE INVIGILATOR

IMPORTANT NOTES :

1. The candidate is advised to report at the Examination Centre 15 minutes before the schedule.
2. The Candidate will be permitted to enter the Examination Hall on the production of Admit Card
3. No Candidate will be allowed to enter the Examination Hall 30 minutes after the Commencement of Examination.

EASTERN COALFIELDS LIMITED
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SCHOOL OF NURSING
CENTRAL HOSPITAL, KALLA, ASANSOL

FORM FOR HOSTEL ACCOMMODATION

This form must be filled up and duly signed by Father / Guardian of the candidate and should be submitted along with completed Application Form at the time of admission

To
The Warden /Hostel Supervisor
Nurse's Hostel,
Central Hospital, Kalla, Asansol
P.O CH, Kalla, Pin-713340
Distt – Burdwan, West Bengal

Dear Madam,

Kindly make necessary arrangements for accommodation for my daughter / ward, Missin the hostel if she is selected for admission in General Nursing & Midwifery Course year 2014 -2015 in your School. I am herewith providing the necessary information in this regard :-

1 Name of the Student Ms:.....Date of Birth.....

2 Father's Name Mr :.....

3 Guardian's Name Mr:.....

4 Name and address of father/guardian of the student where correspondence can be made by the School authorities if so required :

.....

.....

.....Pin Code

Telephone No with STD Code.....Mobile No

Address for Telegram.....

.....

Telegraph Office.....Distt.....State.....

6 Leave Authorization letter may be signed by the following persons:-

SI NO	NAME	RELATION	SIGNATURE
1		Father/Mother	
2		Local Guardian	
3			

7. I hereby declare the following person as her local Guardian:-

Name	Address	Telephone Number	Signature

I, assure the school authorities that my Ward / Daughter Miss _____ will abide by the rules and regulation of the Institute and she will follow all the Instruction passed by the Hospital Administration and the school authorities from time to time . It will be my solemn duty to deposit the Annual Fee on the schedule date. I declare that in case my daughter /ward marries before the completion of the course, I will withdraw her from the School myself and the School Authorities will be at liberty to strike off her name from the School roll. I shall make myself available whenever the school authority will require my presence.

Address of father/Guardian:

SIGNATURE

.....

Name.....

.....

Date.....

.....

Place.....
