# PROSPECTUS

## FOR

## ADMISSION INTO

## BASIC B.Sc. NURSING COURSE

## IN

## GOVERNMENT

## &

## ONMRC RECOGNISED PRIVATE NURSING COLLEGES OF ODISHA

## FOR THE ACADEMIC SESSION 2019–20

**Approved by**

**Govt. in Health & Family Welfare Department**
**No.HFW-ME II-MISC-0123-2018- 22097/H&FW, Dated 04.09.2019**

**Cost of Application Form & Prospectus: Rs.500/- (Rupees Five Hundred) only**

Application Form & Prospectus for admission into 4 years Basic B.Sc. Nursing Course for the academic session **2019-20** are available in the official website of Directorate of Nursing, Odisha **"http://dohodisha.nic.in"**. Intending male and female candidates can apply online by depositing prescribed **Application fee** amounting **Rs. 500/-(Rupees Five Hundred only), excluding bank charges as applicable through Net Banking/ Card payments / Other payment modes (SBI Branch or NEFT / RTGS or UPI).**The facility for submission of On-line application is also available at the nearest centers i.e. CSC (Common Service Centre) at Gram Panchayat level /Community Health Centre (CHC) at Block level/CDM& PHO office at District level.

**For any query contact Telephone .No. – 0674-2393840 on working days during official hours (10 AM to 05.30 PM) .**

# **PREFACE**

Nursing is a rewarding career that offers a bright and satisfying future for young persons who have a desire to serve people with a caring attitude. As members of a modern health care team, nurses render a significant service in the care of the sick and in the prevention of illness and injury. Increasing numbers of trained nurses are needed to fill the responsible positions as experts in bedside nursing services, and as researchers seeking new and better ways of meeting the nursing needs of patients. Salary and conditions of service of nurses are attractive compared to those in other fields of employment with similar educational requirements. Nursing offers a challenge and opportunity to serve a fellow being. If you have the zeal and desire for nursing, you are invited to choose this noble profession.

In order to facilitate the admission at door step in remote areas and to bring clarity in the selection process, Govt. of Odisha has introduced submission of online application, selection & admission for Basic B.Sc. Nursing Course which is praiseworthy.

## I.    GENERAL INFORMATION

➤ Applications are invited for admission in Basic B.Sc. Nursing training course in all ONMRC recognized Government &Private Nursing Colleges for the year 2019-20.

➤ The duration of the training course is 4 years which includes theory and practical as per prescribed syllabus of Indian Nursing Council.

➤ Admission for all seats in government institutions & 85% Govt. quota seats in private Nursing institutions will be filled up through e-counselling process.

➤ Private Institutions shall fill up 15% seats under management quota as per the eligibility criteria of INC.

➤ The list of institutions recognised by ONMRC will be available in the official website of Directorate of Nursing (O): www.nursingodisha.nic.in for reference of the applicants for admission.

➤ All the ONMRC recognized institutions having university affiliation will be allowed for the admission process.

➤ Both Female and Male candidates are eligible to apply. (10% seats reserved for Male candidate).

## II.    SELECTION  COMMITTEE  MEMBERS :-

### The State Selection Committee shall consist of:-

| | | | |
|---|---|---|---|
| 1. | Director Nursing, Odisha | : | Chairperson |
| 2. | Addl. Director Nursing, Odisha | : | Vice-chairman |
| 3. | Dean &Principal, MKCG MCH, Berhampur | : | Member |
| 4. | Dean &Principal, VIMSAR, Burla | : | Member |
| 5. | Dean &Principal, SCBMCH, Cuttack | : | Member |
| 6. | Principal, College of Nursing, Berhampur | : | Member |
| 7. | Principal, College of Nursing, Cuttack | : | Member |
| 8. | Principal, College of Nursing, Burla | : | Member |
| 9. | Deputy Director of Nursing, Odisha | : | Convenor |
| 10. | Assistant Director of Nursing(Admn), Odisha | : | Member |
| 11. | Secretary, ON&MEB, Bhubaneswar | : | Member |
| 12. | Registrar, ONMC, Bhubaneswar | : | Member |
| 13. | Section Officer, Nursing Section, Odisha | : | Member Co-ordinator |

**The Nodal Selection Committee at District level shall consist of:-**

| | | | |
|---|---|---|---|
| 1. | CDM & PHO/ Director, Capital Hospital, BBSR | : | Chair Person |
| 2. | ADPHO(FW) | : | Nodal Officer |
| 3. | Principal Tutor | : | Convener |
| 4. | Senior Tutor (2 Nos.) | : | Member |
| 5. | District Public Health Nurse | : | Member |
| 6. | Matron / Asst. Matron/ Nursing Sister (Nominated by CDM&PHO) | : | Member |
| 7. | DPM | : | Member |

Selection process of Basic B. Sc. Nursing Course will be under the supervision of the Chairperson & Convener of State Selection Committee.

In case of any dispute in respect of the stipulation in this prospectus and admission of the students the interpretation and decision of the State Selection committee shall be final & binding.

In case of legal disputes the counter / P.W(C) will be filed by the convener of State Selection committee on behalf of Selection Committee/Govt.

## III.  ELIGIBILITY

### Candidate must:-

➢ Be of minimum 17 years of age as on 31.12.2019.

➢ Have passed 10+2 or equivalent examination with Science (Physics, Chemistry & Biology) from CHSE, Odisha or any other Board or Council or University equivalent thereof.

➢ Have passed 10+2 examination in Science (physics, chemistry & Biology) conducted by National Institute of Open School with 45% marks are also eligible to apply.

➢ Have passed in the subject of PCB & English individually and must have obtained a minimumof45%markstakentogetherinPCBatthequalifyingexaminationi.e.(10+2). Candidate's belongings to SC/ST, the marks obtained in PCB taken together in qualifying examination be 40% instead of 45 % as stated above. English is a compulsory subject in 10+2 for being eligible for admission to B.Sc. Nursing Course.

➢ Must have passed minimum  M.E. standard Odia for all Govt. Nursing Institutions and 85% Govt. quota seats in private Nursing Institutions recognized by ONMRC.

➢ Must be a domicile / permanent resident / native of Odisha but currently residing outside Odisha.( for all Govt. school of Nursing and 85% Govt quota seats in private nursing institutions recognized by ONMRC)

➢ Both female / male candidates (only 10% reservation for male candidates out of total seats) are eligible to apply.

- Physically handicapped having locomotor disability of lower limbs between 40% to 50% only will be taken in to consideration. Candidates are advised to obtain their handicapped certificate from the competent authority of the concerned district. Candidates having more than 50% lower locomotory disability / any other disability will not be eligible for PH category.

- Shall be medically fit for the course (Medical certificate format in annexure -V)

## IV. ADMISSION PROCEDURE

Candidates can apply for the Basic B.Sc Nursing Course online by applying in the appropriate application form available at website:**"http://dohodisha.nic.in"**on or before dt: **26.09.2019-11.45 PM** by depositing prescribed fee **Rs. 500/-(Rupees Five Hundred ) only , excluding bank charges as applicable after login using your Application ID & Password through SB Collect by Net Banking / Card payments / Other payment modes (SBI Branch or NEFT / RTGS or UPI).In case payment is to be made by choosing SBI Branch or NEFT/RTGS option please generate the Challan, print the same and visit any SBI Branch/non-SBI Bank branch respectively to pay. In case payment is to be made through NEFT please ensure to deposit the application fee at any non-SBI Bank branch on or before the last date i.e. 26.09.2019, otherwise the candidature of the applicant will be rejected.  Please note that the Bank charges are different for different payment modes & to be borne by the applicants themselves. The Application fee once deposited shall not be refunded under any circumstances. The applicants who will not pay the requisite application fees within the scheduled date, their applications are liable to be rejected.**

**To avoid any kind of inconvenience on last minute rush or unforeseen difficulties, candidates are advised to submit online form and payment without waiting for the last date.**

## The  e-counselling and admission Process involves the following steps:

**Step 1**

Online Registration.

**Step 2**

Online Choice Filling & Final Choice Locking .

**Step 3**

Publication of Applicant List for Document Verification.

**Step 4**

Publication of Provisional Merit List & 1st Round Seat Allotment.

**Step 5**

Depositing Part course Fee (1st Round).

**Step 6**

2nd Round Seat Allotment&Depositing Part course Fee.

**Step 7**

3rd Round Seat Allotment, Depositing Part course Fee & Reporting at the Institutions.
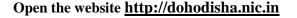
**N.B.:** The Candidates are requested to go through these steps one by one in details which are described below.

# Step 1: Online Registration

**Procedure for online Registration**

**Open the website http://dohodisha.nic.in**

⬇

**Click on "Apply Online" and then click on "Basic B.Sc. Nursing". The online application form will be displayed. Please go through the Instruction in detail before filling the application.**

⬇

**Fill the fields as per your record. The compulsory field with star mark (*) must be filled up. After completion of form click on "Continue".**

⬇

**Then the candidate will be directed to generate his /her own password. After completion of form click on "Confirm" or if you want modify your application then click on "Edit".**

⬇

**Then Application Number will be generated. Read the instruction properly. Login using your Application No. & Password . Then Click on "make Payment (Application fee )" link for payment .It will redirect you to the SB Collect portal & Fill the required details . Pay the application fee through Net Banking /Card payments / Other payment mode (SBI Branch or NEFT / RTGS or UPI ).**

⬇

**e-Receipt generated after successful payment to be kept for future reference. In case of challan payment keep the original Bank acknowledgement copy of the challan slip for the same purpose. Click on "Enter Application Fee Payment Details" fill the details as per the e-receipt /Challan slip. Produce the e-receipt / Challan slip at the Nodal Centre during document verification.**

⬇

**Click on "Print Application" to get the Print out copy of the Application form. Fill the choices for desired institutions, lock the choices and take the print out after final choice locking.**

**N.B:**

(a) **In case payment is made through NEFT please ensure to deposit the application fee at any non-SBI Bank branch on or before the last date i.e. 26.09.2019, otherwise your candidature will be rejected.**

(b) **Except for SBI Branch/NEFT options e-Receipt will be generated immediately after any successful payment. E-Receipt can also be regenerated from "Payment History" option of State Bank Collect at a later date. E-Receipt even can also be generated after all challan payments.**

(c) **Generation of e-Receipt indicates application fee payment to be successful.**

**Important Note:**
**Candidates are required to NOTE DOWN or REMEMBER their password to login in future. To maintain confidentiality of the password is the sole responsibility of the candidate and all care must be taken to protect its security. If due to any reason the password is forgotten or misplaced, she/he may reset the Password using "OTP" (One Time Password) which will be sent to the registered Mobile No. To reset the password "Procedure for Password RESET by the candidate using OTP" is available on Annexure-I.**

# Filling up online Application form

- ➢ The candidate has to fill up the following details in the Form:

  Personal Details, Address Details,choice for Nodal Centre, Academic details,Colour Photo (20- 50 KB in jpg/jpeg) & Signature (10-20 KB in jpg/jpeg), Aadhar Number.

- ➢ After filling the application form the candidate is requested to pay the requisite application fees amounting Rs: 500/-(Rupees Five hundred only), which is nonrefundable .Login using your Application No. & Password to make payment through SB Collect, **failing which the application form will liable to be rejected.**

- ➢ **After payment, click on "Enter application fee payment details" and fill the payment details like SB Collect No. , Bank Refference No. , Mobile No., Payment date, as mentioned in the e-receipt/ Bank acknowledgement copy of the challan slip.**

- ➢ The candidate is required to verify her/his personal details before submission of the Application Form as per documentary evidence. If the candidate entered any incorrect data then she/he may edit / correct the data. **The choice of Nodal Centre given by the candidate can not be edited after the last date of online submission of application form.**

- ➢ The Selection Committee is not responsible for any omission & commission in the submitted data and the consequences thereafter.

- ➢ In case of discrepancies, the candidate may bring it to the notice of the Principal Tutor / Nodal Officer of the Concerned Nodal Centre during the time of document verification.

- ➢ Help Centers {like (CSC, CHC, CDM& PHO) Office} will hand over a printed copy of the submitted Application Form (duly signed both by the candidate & officer in-charge of the center) to the candidate & retain the second copy for the official record.

# Step 2: Online Choice Filling &Final ChoiceLocking

- • **After completing the filling of online Application Form & successful payment of the Application Fees, the candidate shall fill the choices for desired institutions in his/her Applicant login ID.** The candidates are also requested to **go through the fee structure details & seat matrix details for the available seats while filling the choices**.

- • Candidate can also verify the institutions & details with intake capacity from the official website

of Directorate of Nursing (O) : www.nursingodisha.nic.in .

- The candidate shall give her/his choices in order of preference from the enlisted institutions as per her/his desire. Select as many choices of Institutions as possible on priority basis to have better option for allotment of a seat in the process. Always give best choice as first and follow in that sequence. Better preferred choice should be at upper level.

- The candidates are permitted to change / re-order (through move/swap options) their choices, delete earlier choices and add new choices as many **times till they finally lock their choices by using OTP (One Time Password).**

- After completing the choice filling and locking, click on "print locked choice" button to take a print out of Filled in Choice Slip for your reference. This printed copy is your personal document, no need to share it with others or to bring it to the Nodal centre.

- Candidates are advised to give maximum numbers of choices in order of preference.

- The Final Choice locking must be completed before Document Verification at the Nodal Centre.

- During Document Verification, the Nodal Centre must ensure that the choice locking process has already been completed by the candidate. If not, it is to be completed prior to the Document Verification by the candidate.

# Step 3: <u>Publication of Applicant List for Document Verification</u>

- Applicants are required to attend the assigned Nodal Center (Annexure - II) for verification of original documents on the scheduled date and time as notified on the official web-site.

- **Document verification is incomplete if the candidate has not given any choices**.

- During Document Verification the Nodal Centre must ensure that the choice locking process has already been completed by the candidate. If not it is to be completed prior to the Document Verification by the candidate.

- During document verification at the Nodal Centers the candidates are required to submit two sets(one set of original, other set of self-attested photo copy) of the following documents and original payment slip towards Application Fee. The Nodal Center has to return back the original documents except e-receipt to the candidate after due verification.

**Documents required for verification are as follows:**

1. Copy of the submitted online Application Form duly signed by the candidate or a copy received from the Help Centre.
2. Original 10<sup>th</sup> (HSCE) pass certificate and mark sheet issued by BSE Odisha or equivalent thereof.
3. Original 10+2 pass certificate and mark sheet issued by CHSE Odisha or equivalent thereof.
4. Original College Leaving Certificate / Transfer Certificate
   -If a candidate fails to submit the original College leaving certificate (C.L.C/TC) or

character /conduct certificate at the time of document verification, she may be admitted with an undertaking to submit the same before the Principal Tutor of the concerned ANMTC within 7(seven) days .

5. Original character /conduct certificate from the Head of the Institution last attended.

6. Domicile/ Residential / Nativity Certificate from competent authority. **(The validity of the resident certificate shall be 5 years as on last date of submission of online application form from the date of issue of the said certificate).**

7. Authentic certificate proof of passing Odia for candidates applying for Govt. Institutions & 85% of Govt. quota seats of Private Institutions.

**8.** Original caste certificate (in case of SC/ST candidate) issued by the competent authority**.**

9. Physically Handicapped certificate (in original) issued by the competent medical authority of the District (in case of Physically Handicapped candidates only).The percentage of disability, locomotor disability of lower limbs between 40% to 50% only will be taken into consideration. **Candidates having any other disability will only be eligible after production of genuine medical board certificate ( i.e. the Medical Board certifying that the applicant is eligible for perusing the Nursing Course ) .**

10. **Original e-receipt or Bank acknowledgement slipof**Rs.500/- (Rupees Five Hundred) only towards application fees which is non-refundable.

11. Two copy of self-attested recent passport size Colour photographs.

12. Original certificate from Rajya Sainik Board for the candidates applying for widow/children of Ex-Serviceman category only (Annexure- III).

13. Original Green Card (with all pages) issued by the Chief District Medical Officer, (In case of candidate claiming for the seat under green card quota). In case of discrepancy in Green Card with HSC Certificate regarding candidate's name , date of birth & his/her parents name, the candidate will submit an affidavit duly sworn in  before the executive magistrate.

14. The original Medical Fitness certificate issued by the Govt. Allopathic medical officer (Annexure – V).

15. Marriage declaration in the prescribed form applicable for married candidates (Annexure- VI).

**Note:**
- **In case the candidate fails to produce any original document as per the prospectus, her/his name will be deleted from the list.**
- **If any Candidate is found to have furnished  false information or certificate or is found to have withheld or concealed any material information in his/her application ,he /she will be debarred from admission process.**
- **If ineligibility of the candidate is detected at any stage during the publication of merit list / counselling / after admission,   his / her candidature or admission will be cancelled without any notice.**

# Course Fees

## For  Government Nursing Colleges

The following fees are to be deposited at the time of admission into **1st Year/ 2nd Year/ 3rd year / 4th year Basic B. Sc. Nursing Course.**

| Sl No. | Admission fees | 1st Year | 2nd Year | 3rd Year | 4th Year |
|---|---|---|---|---|---|
| 1 | Admission / Tuition fee | Rs.14000 | Rs.14000 | Rs.14000 | Rs.14000 |
| 2 | Caution Money (Refundable) | Rs.1000 | _ | _ | _ |
| 3 | University Athletic fee | Rs. 60 | Rs. 60 | Rs.60 | Rs.60 |
| 4 | University cultural fee | Rs.40 | Rs.40 | Rs.40 | Rs.40 |
| 5 | Youth Red cross fee | Rs.10 | Rs.10 | Rs.10 | Rs.10 |
| 6 | University Registration fee | Rs.100 | _ | _ | _ |
| 7 | University Recognition fee | Rs.100 | _ | _ | _ |
| 8 | Student    Aid fund (SAF) | Rs.1 | _ | _ | _ |
| 9 | Hostel Fee(Electricity charges) (Not applicable for Male students) | Rs.3000 | Rs.3000 | Rs.3000 | Rs.3000 |
| 10 | Water charges | Rs.180 | Rs.180 | Rs.180 | Rs.180 |
|  | **TOTAL** | **Rs.18,491** | **Rs.17,290** | **Rs.17,290** | **Rs.17,290** |

- **N.B.:- The mess charges will be paid separately by the candidate.**

## For 85% Govt. quota seats under Private institutions

| Sl. No | Unit | Fees for 2019-20 |
|---|---|---|
| 1. | Course fees / Admission Fees(including fees towards hospital for Clinical Training) | **Rs.42,000/- per annum** |
| | **Total** | **Rs.42,000/-** |

- **Charges for Lodging, Boarding, Transportation, etc. shall be paid separately by the candidate.**

- *NB: - If the candidate fails to deposit the requisite fees (part course fee) at the nodal centre on the notified date, the name of the candidate will be deleted from the counselling process.*

# Step 4:  Publication of Provisional Merit List &1st Round Seat Allotment

## a) Publication of Provisional Merit List

- Merit list shall be prepared on the basis of career marks.

- For calculating career marks, 50% of the aggregate marks secured in HSCE (10th or equivalent examination without extra optional) and 50% of the aggregate marks secured inPhysics, Chemistry, Biology in CHSE (10+2 or equivalent examination without extra optional) will be taken into consideration.

    > For example: (if in 10th examination 60% mark secured and in 10 +2 (Physics + Chemistry+ Biology = 50% of mark is secured then career marks will be 30 + 25 =55 marks)

- In case of more than one candidate having equal career marks, inter-se merit shall be taken into consideration as below in order of preference.

    a. **Total marks secured in Biology at the qualifying Examination**
    b. **English marks in 10+2 exam.**
    c. **Seniority in date of birth.**

## Reservation of Seats (from total seats) as per Orissa Reservation of Vacancies Act:

- 22.5% for ST

- 16.25% for SC

- 5% for Physically challenged

- 3% for Ex-servicemen

- 5% for Green card holder

- 10% seats of total no. of seats available in Govt. & ONMRC recognized Private institutions will be reserved for Male candidates.
- In case of non-availability of eligible Scheduled Caste candidates, Scheduled Tribe candidates can be selected in their place and vice versa subject to other eligibility criteria.
- In case of non-availability of eligible candidates from reserved categories, the seats will be filled up by the unreserved (UR) category candidates.

## b) 1st Round Seat Allotment

- The allotment of seat will be based on best fitment of the rank, choice and category/reservation of the candidate.

- The allotment of seats will be available on the official website: **http://dohodisha.nic.in** and **SMS alert** regarding allotment of seat will be sent to the registered Mobile No. of the candidates.

- The candidates are requested to download the allotment letter of 1st Round seat allotment by logging in to their **"Applicant Login".** Pay the requisite Part course fees & report at the Nodal

Centre with the e-receipt **/original Bank acknowledgement copy of the challan slip** towards part course fees.

- The process is **option-based up gradation system**. This allotment position will remain as such or he/she will be promoted to upper choice in next round of allotments, based on the option exercised by the candidate. (So, be careful while giving the choice and exercise option for up-gradation/no up gradation. Better preferred choice should be at upper level). **Candidates once exercised option in any round (1ˢᵗ /2ⁿᵈ ) for no upgradation (freeze) or up gradation (float) ,cannot be changed further under any circumstances.**

- Candidates not allotted any seat in 1ˢᵗ round are not required to do anything. They have to wait for 2ⁿᵈ & 3ʳᵈ Round allotment for any allotment.

- **Candidates are advised not to report at allotted Institution based upon this allotment at this stage.**

# Steps 5: <u>Depositing Part course fee for 1ˢᵗ Round Seat Allotment & Option for Float (upgradation) or Freeze( no upgradation) of allotted seat</u>

## a) <u>Depositing Part course fee for 1ˢᵗ Round Seat Allotment</u>

- The candidate who are allotted seats during 1ˢᵗ round seat allotment and wish to continue in the counselling process have to deposit the prescribed **Part Course Fees of Rs. 5000/- (Rupees Five Thousand) only excluding bank charges through SB Collect by logging in their Applicant login ID .**

  - ➤ **Login using your User ID & Password** .Then click on **Make Payments ( Part course fees)** for payment of **Rs. 5000/- (Rupees Five Thousand ) only excluding bank charges** as applicable using any of the payment modes viz. Net Banking /Card payment/ Other payment modes (SBI Branch or NEFT / RTGS or UPI ) after downloading the Intimation Letter. The part course fee once deposited shall not be refunded under any circumstances.

  - ➤ In case payment is made through **NEFT please ensure to deposit the fee at any non-SBI Bank branch on or before the last** date as advised, otherwise your candidature will be rejected.

  - ➤ **To avoid any kind of inconvenience on last minute rush or unforeseen difficulties, candidates are advised to make the online payment without waiting for the last date.**

- e-Receipt generated after successful payment to be kept for future reference and producing the same at the Nodal Centre within due date. In case of challan payment (SBI Branch/NEFT) keep the original Bank acknowledgement copy of the challan slip for the purpose.

- The Candidates will pay the Rest amount of the Total Course Fees during reporting / admission at

the Concerned Institutions.

- If a candidate who is allotted a seat but has not deposited part course fees within schedule time, then his/her case will not be entertained further. His/her allotment will be cancelled and the seat allotted to him/her will be considered as vacant seat for next round allotment.

- If a candidate is allotted a seat and has deposited part course fees, but does not report to nodal center in the schedule time, then his/her allotment will be cancelled and the seat allotted to him/her will be considered as vacant seat for next round allotment.

## b) <u>Option for Float (upgradation) or Freeze ( no upgradation) of allotted seat</u>

- Report at the assigned **Nodal Centre on scheduled date and time** with the **Allotment letter & the original e-Receipt /Bank acknowledgement copy of the challan slip towards payment of Part course fees and can opt. for up gradation (Float) / no up gradation (Freeze).**

  - ➢ **<u>Freeze</u> : -- Option for confirmation of allotted seat & no further up gradation.**
  - ➢ **<u>Float</u> : -- Option for up gradation & participation in the subsequent Rounds.**

- Therefore, a candidate who is satisfied with his/her 1st allotment and does not want up gradation should freeze his/her 1st allotment.

- If the candidate is not satisfied with the allotted institution of the 1<sup>st</sup> Round & wants to participate in 2<sup>nd</sup>&3<sup>rd</sup> Round Allotment process for up gradation of seat allotment, then he/she will select the "<u>Float option</u>".

- Candidates may <u>Freeze the current allotment or opt for Float (to be in the up-gradation process)</u>. Note that the option of freeze is not allowed in subsequent rounds of allotments.

  Example:- If a candidate will opt for freeze (no up gradation) in 1<sup>st</sup> round ,then he/she will not be considered for the 2<sup>nd</sup> & 3<sup>rd</sup> round. Likewise if a candidate opts for freeze in 2<sup>nd</sup> round then he/she will not be considered for 3<sup>rd</sup> round.

- The candidate has to submit his/her consent regarding the up gradation (float) / no up gradation (freeze) in the prescribed format available at the nodal centre after duly signed and the nodal centre will process it in the presence of the candidate.The nodal centre has to keep the original copy of the consent for official records.

- Information regarding her/his exercise (Freeze or Float) will be sent to her/his registered mobile no. The candidate cannot change the Freeze/Float option, once it is confirmed in the system.

- Once an allotted candidate has successfully reported at the Nodal Centres after part course fee deposition, there is no need for payment in further rounds. Only follow your up-gradation, if you

have exercised float option (to be in the up-gradation). Otherwise, wait till the reporting time to the allotted Institution/College (if opted for freeze).

- **Candidates are advised not to report at this stage to allotted Institution based upon this allotment.**

# Step 6: 2<sup>nd</sup> Round Seat Allottment& Deposition of Part Course Fees

- 2<sup>nd</sup> Round Seat Allottment will be available in the official website **"www.dohodisha.nic.in"** as per the scheduled date and time  and also will be intimated through SMS to the registered mobile number of the candidate.

- All the candidates those who have opted for Float option after 1<sup>st</sup> Round Allotment  are considered as In Process Candidates (Candidates do not freeze their option at Nodal Centre of both Allotment-I and Allotment-II) and are eligible for next Final seat allotment through up gradation process.

  - ➤ Such candidates may get seats at their higher choices / retain at the same allotted seat. They don't need to pay again.

  - ➤ If the candidate is satisfied with the allotted seat of the 2<sup>nd</sup> round and don't want to be in up-gradation then she/he has to opt for FREEZE (no up-gradation) by reporting at the concerned Nodal Centre alongwith the 2<sup>nd</sup> round allotment letter, within scheduled date.

  - ➤ If the candidate wants to be in up-gradation process then she/he has to only follow the up-gradation and no need to report at the Nodal Centre

- All newly allotted candidates have to follow step-4 (b) and step-5 to remain in the process and will be eligible for final round of seat allotment. Newly allotted candidates who do not follow step-4 and step-5 will not be considered for next round or final allotment. Their allotted seats will be treated as vacant seats for final round of allotment.

- Candidates not allotted any seat in 2<sup>nd</sup>  round are not required to do anything. They have to wait for 3<sup>rd</sup>  Round Seat Allottment for any allotment.

- Candidates are advised not to report at this stage to allotted Institution based upon this allotment.

# Steps 7: 3<sup>rd</sup> Round Seat Allotment& Deposition of Part Course Fees & Reporting at the Institutions

- The final seat allotment can be seen in the official website **www.dohodisha.nic.in** as per the scheduled date and time and also will be intimated through SMS to the registered mobile number of the candidate.

- This is the last and final Round.  Now at this stage, all candidates in the up-gradation (Float) / no up-gradation (Freeze) process, those who have previously got allotment, will get final allotment along with some newly allotted candidates. All those allotted candidates have to download the final allotment letter by logging in to their Applicant login ID.

- All the finally allotted candidates (except newly allotted candidates) are then required to report at

their corresponding allotted colleges with the final allotment letter, the part course fee deposit slip and all other requisite documents.

- Newly Allotted candidates have to follow step-5 (a) for deposition of part course fee and report at the Nodal centre accordingly to remain in the process. After this they have to report at their corresponding allotted colleges with the final allotment letter, the part course fee deposit slip and all other requisite documents.

- After completion of the 3rd Round the candidates has to report at the concerned institution for admission within the scheduled dates along with the reporting letter and all other supportive documents.

## Special Round Counselling

Keeping in view the cutoff date of admission process, Spot counseling will be done for the Govt. institutions only subject to vacancy in those institutions

## Important Informations For all the Institutions:

- The Private Institutions will fill the vacant seats of 85% Govt. quota seats from the common merit list , following ORV act and eligibility criteria of admission process . If vacancy arises then the rest vacant seats may be filled up at their own level by following the eligibility criteria fixed by INC.

- All the admission process is to be completed within the scheduled date.
- All the Govt. Nursing Institutions have to update the reporting status of the reported candidates within the scheduled dates.
- All the Institutions have to upload the student details in the Nursing admission portal (dohodisha.nic.in) within one month from the last date of admission. In case of any exceptional situation if technical difficulties for updating / uploading the required information / documents are experienced by any nursing institution, technical assistance will be provided by Directorate of Nursing, Odisha within the stipulated period, on receipt of proper justification of the exceptional situation from the concerned nursing institutions.

- Any kind of hard copies related to the student admission list will not be accepted or entertained. Nursing institutions can't admit new students, in place of the students who have discontinued from the course. Admission Process will be strictly adhered to the Name of the uploaded candidate only but not in the number of candidate.
- If any Candidate is found to have furnished  false information or certificate or is found to have withheld or concealed any material information in his/her application ,he /she will be debarred from admission process.

- If ineligibility of the candidate is detected at any stage during the publication of merit list / counselling / after admission,   his / her candidature or admission will be cancelled without any notice.

## V. POST ADMISSION

### A. HOSTEL ACCOMMODATION

➤ There is provision for hostel accommodation in the **Nursing Institutions** only for female candidates but for male candidates there is no such provision at Govt. institutions and they are required to stay outside in their own arrangement. **The hostel fees including electric charges will be excluded out of the total fees for male candidates in Govt. Institution**. In case of availability of such accommodation facility in any Govt. institution, the candidates have to pay the actual fees as mentioned in prospectus. Hostel provision for male candidates of Private Nursing Colleges is optional.

➤ Undertaking as per Annexure – IV will be submitted after admission in the Nursing Institution.

➤ Candidate may reside outside the hostel if permitted by the Director Nursing Odisha, only in exceptional circumstances (for Govt. institutions) keeping in view the genuineness of the case.

➤ The candidates shall abide by the Rules and Regulations of the concerned Institutions and Hostel, during the period of study.

➤ Candidates involved in unruly, undisciplined activities are liable for due punishment, by the concerned Principal Tutor under intimation to the Director of Nursing, Odisha, Bhubaneswar.

➤ In case of pregnant women will be allowed to prosecute the nursing course, on the following condition;
  - She may avail six months maternity leave during study period for welfare of the child but she can't appear the examination in that year.
  - After six months she will be eligible to appear the exam for prosecuting the same course and the course completion will be extended by six months

### B. UNIFORM

Selected candidates after admission have to wear specified uniform:

- Female candidates have to wear bottle green Saree / Salwar and Punjabi during field duty, and white colour Saree, Blouse / Salwar and Punjabi with white Coat during clinical duty.

- Male candidates have to wear bottle green trouser and shirt during field duty and white colour trouser and shirt with white coat during clinical duty.

### C. STIPEND AND SCHOLARSHIP

- Candidates admitted in Govt. College of Nursing will be paid stipend @Rs.2500/- P.M during internship.
- SC / ST candidates for admission into B.Sc. Nursing Course in private recognized institutions in the State will get Scholarship by NHM, Government of Odisha under Public-PrivatePartnership(PPP)schemetitled"SwasthyaSebikaNijuktiYojana"

**Subject to approval of competent authority /funding agency as under:-**

- Partial Scholarship as tuition fees to SC/ST candidates in Non-KBK districts for Basic B.Sc. Nursing. Per candidate @ Rs.15, 300/- per annum.

- Full Scholarship as tuition fees to SC/ST candidates in KBK + districts for Basic B.Sc Nursing. Per candidate @ Rs.50, 000/- per annum.

- Sponsored SC / ST candidates have to execute a bond with Government which will be provided during admission subject to provision of funds by the appropriate authority.
-
- In case of discontinuance from study on any ground, the stipend already received, will be recovered in full as per the provisions of the Agreement.

## D. VACATION& HOLIDAYS ( as per INC /University guidelines from time to time.

- As regards examination schedule for the nursing course of Basic B.sc Nursing, the concerned University will decide at their level. Preparatory leave for the examination – One week before the examination schedule fixed by the university.

## E. DISCIPLINE:

➢ **Students remaining absent beyond 15 days in addition to the prescribed leave will not be allowed to re-join, except on health ground and also in exceptional / unavoidable circumstances** ( Natural Calamities, Any accidental case, Tuberculosis, Heart disease, Renal disease, AIDS, Psychiatric disease)**. Re-joining the course will be decided by the Director Nursing Odisha.**

➢ The principal of the respective institution will report about the students detail to the Chairperson –Cum-Director of Nursing, Odisha in time.

➢ In other exceptional cases, Chairperson –Cum-Director of Nursing, Odisha will be empowered to decide.

➢ Candidates got admitted should abide by the Rules and Regulations of the College, Hostel & concerned University/examining body.

➢ The student should not indulge herself/himself in criminal offences. If found involved in such activities, she/he will be removed from the Training and the stipend received by her during training period will be recovered.

➢ Ragging in all forms in the Nursing Institution is strictly prohibited; The Institution has to take immediate appropriate **action in this** matter.

➢ As per direction of Hon'bleSupreme Court of India passed in slp (c) no.24295/2004, slp no.14356/2005, wpc no.173/2006 and slp (c) no.24296 – 24299/2004.if any incident of ragging comes to the notice of the authority, the concerned candidate shall be given liberty to explain and if her / his explanation is not found satisfactory, the authority would expel her / him from the institution.

➢ Affidavit (1) by the candidate (2) by the parent shall be taken as per the circularNo.22-1 O(Web)-INC (Part) dated 14th May 2013.

➢ No request for change of training institution after admission will be entertained.

**Procedure for Password RESET by students using OTP:**

1. Click on **Applicant Login**.
2. Click on **Forgot Password** link**.**
3. Choose the Course name (GNM).
4. Enter the **Application Number**.
5. Enter **Applicant Name**.
6. Enter **D.O.B (DD/MM/YYYY)**.
7. Enter the **Security Code**.
8. Click on **SUBMIT** button.
9. After clicking on SUBMIT button, if all the details entered are found correct**, OTP number** will be sent to the **registered mobile number** and the OTP Entry screen will appear.
10. Enter the OTP and click on **SUBMIT** button.
11. If OTP not delivered to the registered mobile number, then click on **Click Here to Resend** link.
12. If correct OTP entered by the candidate, then Password Reset screen will appear.
13. Enter the **New Password** and **Confirm New Password**.
14. Then Click on **SUBMIT** button.
15. If New Password and Confirm New Password entered are same, then the message "**Password Reset Successful**" will appear.
16. Click on OK button.

**List of Nodal Center**

| Sl. No. | Nodal Centre | Tagging District |
|---------|--------------|------------------|
| 1 | ANM TC, Balasore | Balasore, Bhadrak |
| 2 | ANM TC, Bolangir | Bolangir |
| 3 | ANM TC, Baripada | Baripada, Mayurbhanj |
| 4 | ANM TC, Bhawanipatna | Kalahandi, Nuapada |
| 5 | ANM TC, Berhampur | Gajapati |
| 6 | GNM TC, Berhampur | Ganjam |
| 7 | ANM TC, Daspalla | Nayagarh |
| 8 | ANM TC, Deogarh | Deogarh |
| 9 | ANM TC, Dhenkanal | Dhenkanal, Angul |
| 10 | ANM TC, Jaypore | Koraput, Malkangiri, Nabarangapur, Rayagada |
| 11 | ANM TC, Kendrapara | Kendrapara, Jajpur |
| 12 | GNM TC, Cuttack | Cuttack, Jagatsinghpur |
| 13 | ANM TC, Keonjhar | Keonjhar |
| 14 | ANM TC, Phulbani | Kandhamal |
| 15 | ANM TC, Puri | Puri |
| 16 | ANM TC, Sambalpur | Baragarh |
| 17 | GNM TC, Sambalpur | Sambalpur |
| 18 | ANM TC, Sundergarh | Sundergarh, Jharsuguda |
| 19 | ANM TC, Boudh | Boudh |
| 20 | ANM TC, Sonpur | Subarnapur |
| 21 | ANM TC, Bhubaneswar | Khurda |
| 22 | ANM TC, Bhubaneswar | Khurda |

## CERTIFICATE OF EX-SERVICEMAN FOR BASIC B.SC. NURSING COURSE 2019- 20

1.   Name of the Candidate                                                                :

2.   Full name of  Employee/Person                                             :

3.   Permanent address as per service records                      :

4.   Rank in Defence Service                                                          :

5.   Full name of the candidate                                                    :

6.   Relationship of the employee/person with the candidate  :

7.   Last place of Posting including details of Unit                 :

8.   Awards received if any                                              :


                                                **Signature of the Secretary, Rajya Sainik Board**

                                                    **Designation with Seal of Office**



**Full signature of**

**candidate's Parent:_____**

Date -


- **Candidate should ensure that they have submitted all relevant documents at Rajya Sainik Board and their name is recommended for EX Quota seats.**
- **Names recommended by Rajya Sainik Board will only be considered during allotment.**

# U N D E R T A K I N G

**(To be submitted by the selected candidates after admission in the respective Training Centre)**

I Sri/ Smt. (Name of the Local Guardian)------------------------------------------------------------,

Address:--------------------------------------------------------------------------------------------------

--------------------------------------------------------------------------------------------------------,

undertake to act as the Local Guardian of Miss / Smt. Daughter / Wife of Sri---------------------

…………………………………………………………………. during her period of study in the Nursing College.

I also undertake to act on behalf of the parents / husband of the said student during the period of study in the Nursing College-------------------------------------- for which I have been empowered by the parent / guardian / husband of the said student.

I further undertake to take custody of the above student as and when required by the school authorities and to ensure that she maintains the academic discipline and good conduct during the period of study in the aforesaid institution.

Place:                                              **Signature in full of the Local**
Date:                                                     **Guardian**

## ATTESTATION BY PARENT / HUSBAND / GUARDIAN

The above undertaking has been signed in my presence, I empower Sri/Smt.------------------------------------------------------------ to act as Local Guardian of my daughter / wife Miss / Smt.----------------------------------------------------during the period of her studentship in the Nursing college---------------------.

Place:                                        **Signature in full of the**
                                             **Parent/Guardian/Husband**

Date : 

                                           **Signature in full of the Student**

## CERTIFICATE OF PHYSICAL FITNESS IN RESPECT OF SELECTED CANDIDATES FOR ADMISSION INTO THE BASIC B.SC NURSING COURSE-2019-20.

Name of the Candidate in full _____

Age _____ Sex _____ Height _____ Weight _____

Heart _____ Eye _____ Teeth _____ Liver _____

Lungs _____ Spleen _____ Blood Pressure ____ Blood

Group _____

Please indicate if Pregnant _____ (In case of female candidate) Date

of L.M.P. _____ (In case of female candidate)

Previous Medical History, if any _____

**Personal Remarks of**

1. _____

2. _____

    I certify that I have examined the above named candidate and cannot discover that she /he has any diseases, constitutional weakness or bodily infirmity and I consider that the candidate is physically and mentally fit to undergo Basic B.sc Nursing Course under Health & F.W. Department.

## SIGNATURE OF THE CANDIDATE

**Signature & Seal of authorized Medical Officer (Govt. of Odisha)**

Designation –

Date -

## MARRIAGE DECLARATION FORM

(1) I , Sri/ Smt/ Kumari    declare as under:-

a) That I am unmarried /a widower/a widow

b) That I am married and have only one wife living
c) That I am married and my husband has no other living wife, to the best of knowledge.
d) That I am married to a person who has already one wife or more living. Application for grant of exemption is closed.

Recent colour passport photograph of the spouse duly attested

(2) The details of my spouse are :

a) Name: Sri/Smt. ---------------------------------------------
b) Date of Birth of the Spouse is ----------------------/------------------------/---------------------
c) Date of Marriage is :------------------------------/-----------------------------

I solemnly affirm that the above declaration is correct and I understand that the event of the declaration being found to be incorrect after my joining in Basic B.sc Nursing course for the academic session 2019-20, I shall be liable to be rejected of my candidature.

Date: ----------------------------

Signature (in full)

Name in CAPITAL Letters

Note:

- Please delete clauses which are not applicable.
- Applicable in case of clause ( i), (ii), (iii),and (iv) only.
- Please fill Sl No. 2 only if you are married.