

NIZAM'S INSTITUTE OF MEDICAL SCIENCES

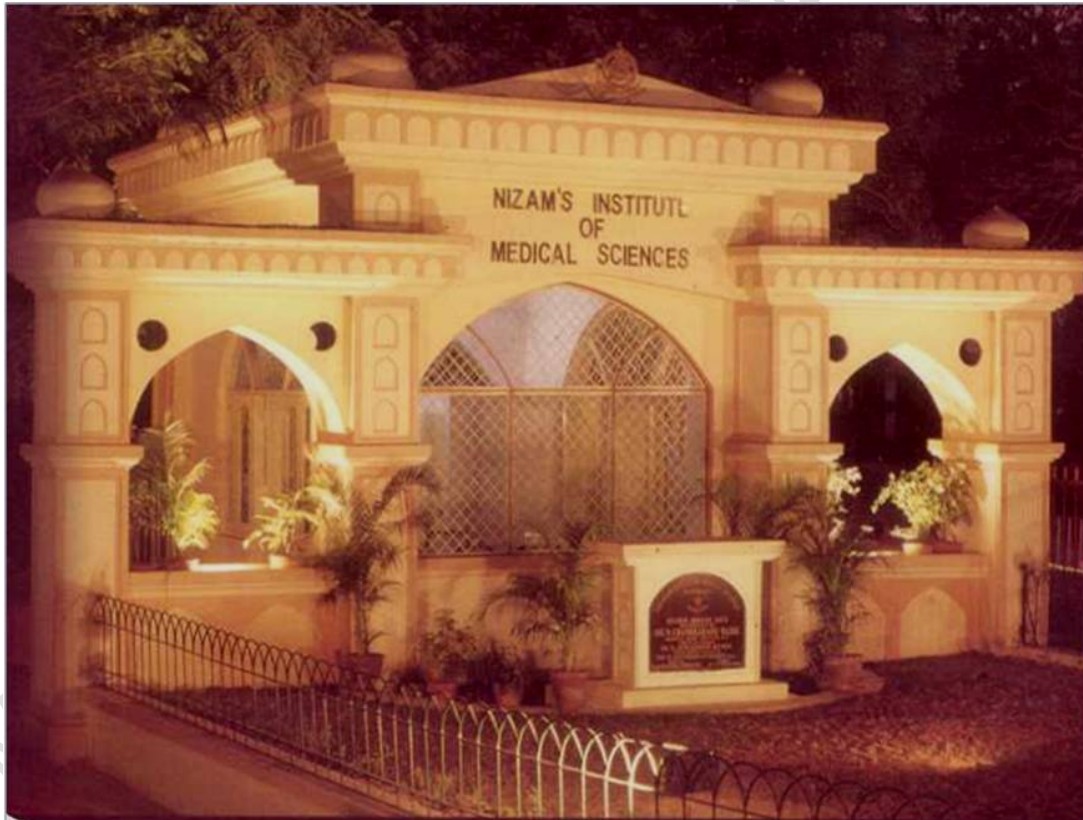
(A University Established Under the State Act)

PUNJAGUTTA, HYDERABAD-500 082 (TELANGANA STATE)



NIMSET- M.Sc. Program in Genetic Counselling-2023

**Prospectus for Admission into
Master of Science Program in Genetic Counselling Course for the year 2023**



Website: www.nims.edu.in

Table of contents:

	At a Glance	3
I	Notification	4
II	Number of seats, duration of course and entry qualification required	4
III	Age	4
IV	Application Procedure	4
V	Entrance Test	5
VI	Method of selection	7
VII	Admission Process	7
VIII	After Admission	8
IX	Final (Exit) Examination	9
X	Leave	9
XI	Break of study and re-admission	10
XII	Discontinuation of the course	10
XIII	Closure of Admission	10
XIV	Termination of training and dismissal	10
XV	Anti -Ragging Act	11
XVI	Sexual Harassment Act:	11
XVII	Powers of Dean	11
	Annexure I	12
	Annexure II	13
	Annexure III	15

AT A GLANCE

Availability of online application on website	27-06-2023
Last date for submission of online application	18-07-2023
Last date for submission of hard copy of online application along with all the documents prescribed at annexure-I	21-07-2023
Issue of Hall Tickets for eligible candidates through e-mail/ Login Account	08-08-2023
Date of entrance examination (Venue as indicated in the Hall Ticket)	11-08-2023
Display of provisional results of entrance examination	12-08-2023
Deadline for receiving request for manual re-evaluation of OMR answer sheet	14-08-2023 at 5:00 PM
Display of results, merit list and list of candidates selected provisionally for admission	Will be notified later
Date of admission, payment of fee and submission of original certificates and bond	Will be notified later
Commencement of classes	01-09-2023
Closure of admissions	31-10-2023

PLEASE NOTE:

Display of above list, where applicable, shall be made available on NIMS website www.nims.edu.in

<ul style="list-style-type: none"> • NO INDIVIDUAL CORRESPONDENCE WILL BE MADE FOR SELECTION/ADMISSION. CANDIDATES ARE REQUESTED TO FOLLOW THE INSTRUCTIONS/INFORMATION DISPLAYED AT NIMS WEBSITE www.nims.edu.in AS PER THE ABOVE SCHEDULED PROGRAMME.
<ul style="list-style-type: none"> • IF A CANDIDATE IN THE PROVISIONALLY SELECTED LIST FOR ADMISSION FAILS TO FULLFILL THE ADMISSION REQUIREMENTS IN DUE TIME HIS/HER SEAT WILL BE CANCELLED and AUTOMATICALLY BE ALLOTTED TO THE CANDIDATES NEXT IN THE MERIT LIST.
<ul style="list-style-type: none"> • IN CASE OF INSUFFICIENT NUMBER OF CANDIDATES, NIMS RESERVES RIGHT TO CANCEL THE ADMISSIONS.

I. Notification

Applications are invited from eligible candidates of Telangana State for admission into M.Sc. Program in Genetic Counselling course for the year 2023.

II. Number of seats, duration of course and entry qualification required:

Sl. No.	Course	No. of Seats	Duration of the course	Entry Qualification
1	Master of Science Program in Genetic Counselling	02	2 years (full time)	Candidates with B.Sc. in Life Sciences preferably degree in Nursing or Human Genetics or Human Biology or Medical Biotechnology or Molecular Biology with aggregate percentage of 55% and above OR B.Tech degree in Biotechnology or Genetic Engineering or Biomedical Engineering or Biological Sciences with aggregate percentage of 55% and above or MBBS degree recognized by Medical Council of India or BDS degree recognized by Dental Council of India.

III. Age

The candidates who have not completed 45 years as on 31.12.2023 are eligible to apply. The upper age limit is relaxable by 3 years in case of SC & ST candidates.

IV. Application Procedure

- The Online Application Registration, Notification and instructions to fill the application is available at NIMS website : www.nims.edu.in. (or) <https://www.nimsts.edu.in/Recruitment/hr/pisrecruitment/RecruitmentApplicantDeskAction.cnt> from 11.00 AM on 27/06/2023 till 5.00 PM of **18/07/2023** and last date for submission of hard copy of online application is 21/07/2023.

NOTE: The candidates are advised to read carefully the **prospectus/ instructions** before proceeding to fill the application form in NIMS website: www.nims.edu.in.

- Incomplete online and hand-written application forms are liable to be rejected.
- The registration and processing fee Rs.5,000/- (Bank Transaction charges extra) for OC and BC candidates and Rs.4,000/- (Bank Transaction charges extra) for SC/ST candidates should be remitted through payment gateway using UPI or Credit Card or Debit Card issued by the banks in India or through Internet banking. Application fee is not refundable even if the application is summarily rejected.**

4. The hard copy duly signed of the online application by the candidate shall be submitted in person or by Indian post to The Associate Dean, Academic-2, 2nd floor, Old OPD Block, Nizam's Institute of Medical Sciences, Hyderabad 500 082 on or before 5.00 PM of 21/07/2023 along with all the documents mentioned in the Annexure-I.
5. The online application will not be considered without submission of hard copy of the same (online application) along with the required documents/certificates as prescribed.
6. The applications received after the prescribed date and time shall not be considered. The Institute will not be responsible for non-receipt of application or delay in postal transit.
7. An acknowledgement will be sent to the respective candidate by sms / e-mail or to the login account after receipt of the hard copy of Application. Those who have not received acknowledgement of the application shall contact the office of Associate Dean, Academic -2 Section (Phone No.040-23489189) within one week from the date of submission of hard copy of application. No further correspondence shall be entertained in this matter after prescribed time.
8. The applications of in-service candidates should be forwarded by the appointing authority. The in-service candidates are required to submit Service Certificate and No Objection Certificate in original from the Appointing Authority at the time of submission of application. All candidates who are employees in the State of Telangana and Central Government under takings, Public Sector Corporations, Local Bodies, Universities and other similar quasi-public Institutions should submit their hard copy of the applications along with No Objection Certificate from the appointing authority. The selected candidates should submit relieving order along with original certificates at the time of admission.
9. In case of insufficient number of candidates, NIMS reserves right to cancel the entrance examination/admissions.

V. Entrance Test

1. There shall be a common entrance test for 100 marks consisting of 100 multiple choice questions (MCQs) to be answered in 120 minutes (2 hours).
2. The syllabus for Entrance Test shall cover Life Sciences and Basic Genetics. 60% of questions from Basic Genetics (Section-A) and 40% from Life Sciences/ Research Methodology (Section B). It will include (but is not limited to) the following topics:
 - (a) Cell biology and division: structure and function of cell & its organelles, mitosis, meiosis etc.,.
 - (b) Cytogenetics: Chromosomes, basic laboratory techniques etc.,.

- (c) Molecular genetics: DNA, RNA, transcription, translation, basic laboratory techniques like PCR etc.,
 - (d) Research Methodology
 - (e) Population genetics: Screening for genetic diseases, Hardy Weinberg law etc.,
 - (f) Psychosocial and ethical issues in Medicine.
3. The minimum qualifying marks to be eligible is 50% in the entrance test.
 4. The entrance test shall be conducted at the venue, date and time specified by the institute.
 5. Hall tickets needs to be downloaded from NIMS Website: www.nims.edu.in by logging with registration number and password on the prescribed date. The NIMS is not responsible for not obtaining web based Hall Tickets. No correspondence in any other matter shall be made. No candidate will be allowed to appear for the entrance examination unless he/she hold the Hall Ticket.
 6. Candidates appearing for entrance test will not be paid any traveling allowance.
 7. Candidates indulging in malpractice during the entrance examination will be disqualified and their hall-tickets shall be confiscated. The marks of such candidates will not be displayed.
 8. The candidates shall qualify in entrance examination by securing 50% of 100 marks. Candidates are requested to follow the information displayed at NIMS website: www.nims.edu.in.
 9. For in-service candidates who are pursuing studies and who cannot submit the original certificates at the time of admission have to bring Xerox copies of the original certificates duly attested by the controlling authorities of the institutions where they are working or studying. They shall also produce a certificate from the institution that they have no objection to the candidate's admission to the M.Sc. Program in Genetic Counselling course and in the event of selection of the candidate to the course he / she shall be relieved immediately. Failure to submit original certificates shall render the candidate ineligible for admission/Selection.
 10. Candidate should return question booklet along with answered OMR sheet to the invigilator at the end of examination. OMR answer sheets of the candidates not complying with instructions or resorting to malpractice of any kind will not be evaluated.
 10. All requests for re-counting have to be made within the stipulated time along with the copy of the hall ticket and payment of Rs.1,500/- (Rupees one thousand and five hundred only) by paying cash in the NIMS cash counter in person. Request for re-counting of the OMR answer sheet of the entrance examination shall not be entertained beyond the time and date as stipulated by the institute. Request for re-counting must be submitted to the Associate Dean, Academic 2, 2nd floor, Old OPD Block, NIMS, Hyderabad 500 082.

VI. Method of Selection

- a. Selection will be made based on the performance of the candidates at the entrance examination .
- b. In case of **equality of marks** in entrance examination, the following criteria shall be adopted in order of merit for fixing the merit of the candidates:
 - a) The total marks obtained in the Basic Genetics Section
 - b) older in the age
- c. The selection shall be based on the merit taking into consideration of the marks obtained in entrance examination. They shall have to come for admission on the date notified. Candidates have to report for admission in person with hall-ticket, bond (Annexure-II) and other required documents (Annexure III) as per admission prospectus. Non-attendance to the admission shall render the candidate forfeiting his/her admission. No request for postponing the date of admission or request to appear at an earlier date shall be entertained. In the event a candidate fails to report for the admission at the date and time specified, the seat shall be offered to the next merit candidate as per the admission prospectus.

VII. Admission Process

- a. The selected candidates shall join the course by the prescribed date, in case the selected candidate does not report by the date, the next candidate in the order of merit will be selected in his/her place, no extension time will be entertained.
- b. Candidates who are selected for admission have to submit the Original Certificates at the time of admission and undergo medical examination. After the medical fitness is cleared, the prescribed fee has to be paid by the candidate. Failure to submit the required certificates or the payment of above fee shall render the candidate forfeit the seat and such seat shall be allotted to the next candidate in the merit list.
- c. Each provisionally selected student will be subjected to a medical examination. The medical fitness will be decided by the Medical Board appointed by the Institute. The decision of the Medical Board shall be final. This is treated as completion of the admission process. In case, the candidate medically unfit,
 - i) he/she shall pay the medical examination fee to the Institute,
 - ii) After payment of medical examination fee of Rs.4,050/- (Rupees four thousand and fifty only),
 - iii) original certificates submitted by the candidate at the time admission shall be returned.
- d. **Fee structure:**

1	Admission Fee	One Time	Rs.5,000/-	Non Refundable
2	Security Deposit	One Time	Rs.1,000/-	Refundable
	Description	Periodicity	1st year	2nd year
3	Tuition Fee	Annual	Rs.1,02,500	Rs.1,02,500/-
4	Library Fee	Annual	Rs.1,000/-	Rs.1,000/-
5	Examination Fee	Annual	Rs.1,500/-	Rs. 4,000/-
			Rs.1,11,000/-	Rs.1,07,500/-

- Second year fee of Rs.1,07,500/- (Rupees one lakh seven thousand and five hundred only) shall be paid at the commencement of the 2nd year classes.
 - Candidates sponsored by the Government of Telangana are also required to pay the above fees. Non-payment of tuition fee will entail discontinuation of the course.
 - The admission, tuition and other fee once paid by the candidate is not refundable under any circumstances.
- e. All the candidates joining the course shall execute a bond for an amount of Rs.1,00,000/- (Rupees one lakh only) at the time of admission on a non- judicial stamped paper of Rs.100/- value along with two sureties (Parents/Guardian) to ensure completion of the prescribed period of training or in default to pay the bond amount and shall also have to refund the amount if any received as stipend up to that date to NIMS . The format of the bond to be executed may be seen in Annexure-II.
- f. The original certificates submitted by the candidates shall not be returned to the candidates till they complete their course of study and appear for the final examination or on fulfilling condition (5) above.
- g. In all matters relating to selection and admission, the decision of the Institute shall be final and binding on the candidates and selection cannot be questioned after admissions are closed.
6. No individual correspondence regarding entrance examination/ selection/ admission for the course will be made to the candidates. Candidates are requested to follow the schedule as prescribed in admission prospectus and any information displayed at NIMS notice board/website: www.nims.edu.in.

VIII. After admission

- a. The selected candidates shall join the course by the date prescribed. In case the selected candidate does not report by the date, the next candidate in the order of merit will be selected in his/her place. No extension of time will be entertained.
- b. The admission stands closed by the prescribed date and the course shall commence from the notified date. Due to unforeseen reasons if a seat falls vacant within the period of closure of admissions, the candidate next in order of merit as per rules will be considered for admission.
- c. The students shall maintain strict discipline during the period of study/ training programme, in terms of conduct rules of the NIMS. Violation of the conduct rules will result in the cancellation of the admission of the candidate apart from invoking the terms and conditions of the bond. The candidate shall not resort to any strikes during the period of their study in dereliction of their duties or air their views criticising the policies of the Institute either before the print or Electronic Media or anywhere.
- d. All the candidates joining the course shall be full time students during the course period. The candidate shall be eligible to appear in the institute examination only upon attainment of 80% of attendance in each academic year. In case a candidate falls short

of eligibility for the examination, he/she shall have to appear in the next examination after attainment of eligibility of 80% attendance.

- e. The candidate shall be full time student. No student is allowed to do any private practice or consultation.
- f. The candidate shall not register for any other Degree/Diploma and continue the studies concurrently while doing the present course.
- g. The Institute reserves the right to change the schedule after due notification.
- h. Duties and responsibilities of students joining M.Sc. Program in Genetic Counselling course shall be fixed by the Institute from time to time. They will be required to pursue such works as may be needed in the legitimate interest of patient care in the hospital.
- i. All selected candidates must maintain a logbook recording their day-to-day academic activities, which are to be submitted to the Dean through Proper Channel once in six months.
- j. All students shall adhere to the institutional rules and violation of rules will be viewed seriously.
- k. Candidates found to be ineligible at any stage of examination will not be permitted to appear in the examination. In an unlikely event of any ineligible candidate appearing and/or being successful in the examination, the results of such a candidate shall be cancelled and/or are deemed to be cancelled.
- l. Institute is not responsible for any unforeseen events preventing the candidate from reaching for entrance examination and the candidate will be considered absent under such circumstances.
- m. Any attempt on the part of the candidate to influence directly or indirectly by any means will be treated as disqualification.

IX. Final (exit) examination:

- a. Minimum pass marks shall be 40% in each of the Theory and Practical papers separately and 50% aggregate for passing the course.
- b. A candidate must have minimum of 80% attendance (irrespective of the kind of absence) in both theory and practical examination.
- c. A candidate has to pass in theory and practical exam separately in each of the paper.
- d. If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and Practical)
- e. The number of attempts will be five (one exit exam and four attempts in the next two years).

X. Leave

- a. All candidates are eligible for 30 days of vacation including preparatory holidays and they are also eligible for public holidays declared by the institute. The candidates are eligible for sick leave for 14 days as recommended by the Medical Officer of the Institute.

- b. If a candidate is absent for more than 30 days without sanction of leave, he/ she shall be deemed to have discontinued the course and the bond amount and the stipend if any paid shall be recovered as per the rules. Minimum of 80% attendance is compulsory to be eligible to appear for examinations.
- c. The candidates shall undergo extra training for the period covered by the absence and continue the training until the next examination.
- d. Women students can avail maternity leave up to 180 days only once in their course of study and the study period will be extended to the extent of Maternity Leave availed. The candidate shall not be eligible to appear in the Institute examination till the completion of study period (Duration of Course).
- e. The leaves of the students shall maintained by the concerned department.

XI. Break of Study and Readmission

- i) If a student is absent continuously for a period of 91 days or more but less than one year, the student can seek permission for re-admission into the course. Candidate shall apply in the prescribed format by paying requisite fee in favor of "Director NIMS" payable at Hyderabad and forwarded with the recommendation of the Dean to the Executive Registrar, Nizam's Institute of Medical Sciences.
- ii) Discontinuation of the course for more than one year will lead to cancellation of the seat and re-admission into the course is not permitted.

XII. Discontinuation of the course

Candidates are permitted to discontinue the course, if illness certified by the Medical Board of the Institute. Bond conditions shall not apply in this case.

XIII. Closure of admission

The admissions stand closed by the prescribed date and the course shall commence from the notified date. Due to unforeseen reasons if a seat falls vacant within the period of closure of admissions, the candidate next in order of merit as per rules will be considered for admission. The duration of the course shall be calculated from the date of commencement of the course without any reference to the date of joining of any individual.

XIV. Termination of training and dismissal

A candidate admitted to the course shall be liable for dismissal at any time before the completion of the course on account of negligence, failure to attend the prescribed studies and duties, insubordination, misconduct or any other offences amounting to moral turpitude on the part of the candidate which in the opinion of the Head of the Institute makes in undesirable to continue the candidate in the Institute.

XV. Anti Ragging Act

Ragging is prohibited in the Educational Institutions as per the Andhra Pradesh Prohibition of Ragging Act No.26 of 1997, dated 21-08-1997 or any guidelines issued by either of Government of Telangana State or Government of India and any amendments made from time to time.

If any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the institution.

XVI. Sexual Harassment Act:

To provide protection against sexual harassment of women at workplace and for the prevention and Redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto under the Act shall be applicable during the course period under the Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal Act 2013).

If any incident of sexual harassment is brought to the notice of the authorities of the Institute, suitable action will be taken.

XVII. Powers of Dean

Notwithstanding anything contained in these rules, the Dean NIMS may at any time before completion of the course either on his own motion or on the application of any person after due and proper enquiry and after giving the person two weeks' time from the date of receipt of the show cause notice to submit the written explanation and on personal hearing, order the cancellation of a admission to the course. If in his opinion such candidate had furnished incorrect particulars/false information in the application or in the documents attached thereto or in the statement made either before the authority in charge of admission or the Dean or any other manner. Against any such order of the Dean, the appeal shall lie with the Director, Nizam's Institute of Medical Sciences, Hyderabad.

These rules are subject to change in accordance with the decisions of the Institute taken from time to time.

**Sd/-
DIRECTOR**

ANNEXURE – I

List of documents along with hardcopy of online application, duly signed and submit in a sealed cover by post or in person:

1. Attested copy of Marks memos of B.Sc. /B.Tech/ MBBS /BDS
2. Attested copy of Provisional/Final Degree Certificate of B.Sc. /B. Tech/ MBBS/BDS
3. Attested copy of Study & Conduct certificates for 7 years i.e. from 9th class to B.Sc. /B. Tech/ MBBS/BDS issued by the Principal of the college.
4. Attested copy of 10th class marks memo
5. Attested copy of Transfer/Migration certificate of B.Sc. /B.Tech/ MBBS/BDS
6. Service Certificate and No objection certificate from the appointing authority in original (in the case of in-service candidates).

NOTE: The candidates are required to submit self attested clearly visible Xerox copies of all certificates.

Please Note the following:

- Application will be summarily rejected if any of the above documents are not enclosed.
- Any candidate found submitting false certificate will be prosecuted as per the law.
- Do not fold the application
- Do not staple or tag application with other documents

ANNEXURE – II

SPECIMEN FORM OF BOND TO BE EXECUTED BY A CANDIDATE
JOINING M.Sc. PROGRAM IN MEDICAL GENETICS COURSE, WITH SURITIES
(On Non Judicial Stamped paper Rs.100/-)

This Bond is executed on this ___ day of _____ 2023 by Mr./Ms. _____ S/o/D/o _____ R/o _____ hereinafter called as "STUDENT" in favour of the Executive Registrar, Nizam's Institute of Medical Sciences (NIMS), Punjagutta, Hyderabad hereinafter called as the "NIMS".

WHEREAS the said student selected for the course of M.Sc. Program in Genetic Counselling in the NIMS for the academic year 2023.

WHEREAS the NIMS Institute has prescribed/stipulated the condition in admission prospectus that the student selected for course have to execute bond for Rs.1,00,000/-(Rupees one lakh only) in favour of the Executive Registrar, NIMS promising that he/she will complete the course. In case of cancellation/discontinuance of the said course by the student will be liable to pay the said bond amount and if any amounts received from the NIMS by way of stipend etc.

WHEREAS the student selected has agreed to the said conditions and executing this bond. The bond will come into force from date of admission.

This Bond is executed in the presence of the following witness.

Witness: 1)

(full name & address)

2)

(full name & address)

(Student)

We, the Parents/Guardians,

1) _____ S/o _____ R/o _____

working as _____

2) _____ S/o _____ R/o _____

working as _____ hereby stand as sureties to the Bond executed by Mr./Ms. _____ in favour of Executive Registrar, NIMS, Punjagutta, Hyderabad . We undertake the liability of the above bond amount to an extent of bond amount as well as the stipend if any received by the student / executor of the Bond. If the student / executor of the

said bond fail to discharge her obligations under the said bond, we will pay the said amount as and when the NIMS demand.

The Sureties are signed this bond in the presence of the following witness on this day____
of _____2023.

Witness:1

Surities:1 Name & Full address

Witness:2

Surities:2 Name & Full address

Note:

The following documents of the sureties(parents/Guardian) are required to submit along with Bond:

- a) Copy of Pan Card
- b) Copy of Aadhar Card

M.Sc. Program in Genetic Counselling-2023

ANNEXURE – III

LIST OF CERTIFICATES (ALL ORIGINALS) TO BE SUBMITTED AT TIME OF ADMISSION

1. Hall Ticket
2. Marks memos of B.Sc. /B.Tech/ MBBS/BDS
3. Provisional/Final Degree Certificate of B.Sc. /B.Tech/ MBBS/BDS
4. Study & Conduct certificate of B.Sc. /B.Tech/ MBBS/BDS course issued by the Principal of the college where last studied.
5. Bonafide and conduct certificates for 7 years (9th Class to B.Sc. /B.Tech/ MBBS/BDS) from the Heads of Institutions.
6. 10th class marks memo
7. Transfer/Migration certificate of B.Sc. /B.Tech/ MBBS/BDS
8. No objection certificate in Original from the appointing authority (in case of in-service candidates)
9. Fees to be paid as per clause VII(4) under the heading of “Admission”
10. Bond on a non-judicial stamped paper worth Rs.100/- value as per the pro-forma given in Annexure-II to the effect that he/she will complete the prescribed period of course or in default to pay the bond amount to the NIMS.

IMPORTANT NOTE:

1. No individual correspondence will be made for selection/admission. Candidates are requested to follow the instructions/information displayed at NIMS notice board/website: www.nims.edu.in as per the scheduled programme.
2. The hard copy of applications can be submitted in person or by Indian post preferably . NIMS is not responsible for any postal delay for the receipt of the completed application after the prescribed closing date.
3. For enquiries contact:
Academic-2
2nd floor, Old OPD block, NIMS
Phone No:040-23489189
4. For clarifications mail to: nimsadat@gmail.com
5. Candidates are requested to visit the website regularly for any updates.