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# **PROSPECTUS 2017**

**POSTGRADUATE COLLEGE OF NURSING (PGCN)  
HAYATABAD PESHAWAR  
GOVERNMENT OF KHYBER PAKHTUNKHWA**

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## **MESSAGE FROM THE SECRETARY HEALTH**

It is a ground reality that all walks of life in general and health professions in particular; both globally and nationally are in a state of accelerating changes; nursing education is no exception to it. We are developing and moving towards newer educational activities based on the nursing knowledge, evidence based practice and technological advancement.

Nurses today must retain the special vision of what they are doing and the difference they can make by their input in the healthcare system. Professionally they can be an effective support in addressing all the health concerns of the community.

Today the nursing education has shifted from diploma to degree programmes throughout the world and also in our country for the purpose of preparing nurses who are qualified and competent enough to meet the challenges of tomorrow. This step forward by Postgraduate College of Nursing Peshawar in the shape of starting Post RN BSN (2 years) and Generic BSN (4 years); will open a new era of professional development for Nursing in Khyber Pakhtunkhwa. Nurses must be able to combine competence with care and critical thinking; they must address physical, psychological and spiritual needs of clients. Community nurse must look beyond the condition and see the “Man as Individual with distinctive needs”. Moreover, these graduate nurses will be in position to carry out research for evidence based practice, be active part of preventive, curative and rehabilitative services and hence will be the vital contributors to health care system in our province.

To produce competent nurses, we need good administration, efficient faculty and conducive learning environment which will nurture nursing profession. This initiative is highly appreciable because it will enhance quality care of the patients. .

I have my best wishes and prayers for the success of the good work you are doing.

**Secretary Health**

**Health Department  
Government of KP, Peshawar**

## **MESSAGE FROM THE PRINCIPAL POSTGRADUATE COLLEGE OF NURSING**

It gives me immense pleasure to welcome you all at Postgraduate Nursing College (PGCN) Peshawar, established in March 1988. Since the time of its establishment the PGCN is offering almost 10 different specialties in relevant nursing fields. As it is obvious that every discipline in the world experiences a state of continuous change in order to meet the challenges of the time, and the same notion is true and pivotal for the nursing profession just because it deals with health of individuals and improve their quality of life.

As we believe, that nurses are the backbone of any healthcare organization therefore we provide quality and cost effective nursing education in conducive learning environment. Considering the current dynamic challenges in health care system, the PGCN took a move in the form of a transition in nursing education programmes, by upgrading nursing education from diplomas to degree programme. The college is presently offering Post RN BSN (2 Years) and Generic BSN (4 Years) degree programme which will provide an opportunity to nurses in order to meet the current national and international standards in nursing profession.

I am hopeful that our students will avail this opportunity with a great zeal and enthusiasm. I have my best wishes and prayers for your success and fruitful educational journey.

**Mrs. Mutahira Shaheen**

**PRINCIPAL  
Postgraduate College of Nursing  
Hayatabad Peshawar**

## **SECTION-I:**

### **INTRODUCTION TO THE COLLEGE**

The Postgraduate College of Nursing Khyber Pakhtunkhwa was established in March 1988. It was engaged in partnership with school of Nursing & Midwifery, University of Sheffield (UK) for twelve long years. Under this partnership programme, the curricula of 13 specialty diploma courses of one year duration were developed. Initially, it started functioning at the School of Nursing, Khyber Teaching Hospital (KTH) Peshawar. The present building of Postgraduate College of Nursing was inaugurated on 31<sup>st</sup> August, 1999 funded by Ministry of Women Development & Youth Affairs Government of Pakistan and then taken over by the Government of KP in July, 1999. Since 2012, this college also initiated two degree programmes; 2 year Post RN BSN and 4 years Generic BSN degree programmes.

This College is equipped with all the latest teaching learning resources, enthusiastic faculty and supporting staff. The Postgraduate College of Nursing is a platform for nurses to achieve the desired outcomes for higher education. The students of PGCN also provided with the opportunity to learn clinical skills in three tertiary care hospitals; Khyber Teaching Hospital, Hayatabad Medical Complex, and Lady Reading Hospital.

### **PHILOSOPHY**

People are individuals of innate worth and dignity. They have physical, psychological, spiritual, and social needs, and they have right to maintain the highest level of health and quality of life. The graduates of this college will enable them to prevent from disease and achieve optimum health. People acquiring health care facility have different cultural backgrounds. Our graduates will be able to provide them culturally appropriate care.

### **VISION**

The Postgraduate Nursing College is committed to be a center of excellence for nursing education, training, research and leadership at local, national and international levels.

### **MISSION**

Postgraduate College of Nursing is pioneer in higher nursing education. It has updated library, well equipped skills lab and qualified human resource. Its mission is to produce nurse professionals, nurse educators, leaders, administrators, advocates, and researchers through offering Post RN BSN (2 Years) and Generic BSN (4 Years) degree programmes and also post basic (1 year) specialties.

## **OBJECTIVES OF THE COLLEGE**

1. To provide education and training for a lifelong learning continuum, enabling individuals to realize their full potential and satisfy the needs of a wide range of health and social care professionals locally, regionally and internationally.
2. To produce nurses who can provide safe and culturally appropriate care to the patients, families and communities.
3. To facilitate and supervise students' learning in skills performance.
4. To facilitate safe, holistic and effective patient/family centered care through use of evidence-based practice to promote and maintain health, prevent disease, and manage illnesses.
5. To enhance therapeutic communication skills and build character, professional ethics and moral values.
6. To equip nursing graduates for ready adaptation to technological advances in healthcare delivery system.
7. To provide guidance to students for research activity and continue to build collaborative research links locally, nationally and internationally.
8. To enhance leadership and management skills in order to improve the quality of nursing care.
9. To pay particular attention in maintaining the high quality standards required by the Professional Statutory Bodies.

## **SECTION-II**

### **ACADEMIC PROGRAMMES AND STRUCTURE OF NURSING EDUCATIONAL PROGRAMMES**

The college is presently offering the following three programmes:

- a) **POST RN BSN DEGREE PROGRAMME OF 2-YEARS (4-SEMESTERS)**
- b) **BACHELOR OF SCIENCE NURSING (GENERIC BS NURSING) DEGREE PROGRAMME OF 4 YEARS (8 SEMESTERS)**
- c) **POST BASIC DIPLOMA IN NURSING SPECIALTIES (1 YEAR)**

#### **INTRODUCTION TO POST RN BSN DEGREE PROGRAMME OF 02-YEARS:**

This programme is designed for registered nurses working in the Provincial Health Department, Khyber Pakhtunkhwa, to enhance their nursing education. Further, this programme will enhance their teaching skills, leadership & management, and research in the field of nursing. Graduates of this programme will have the educational foundation, to pursue advanced study such as the master's degree and PhD in nursing.

## SEATS DISTRIBUTION:

There are 22 seats on open merit with the ratio of 11 Female and 11 Male seats

**TABLE-I: DETAILS OF TOTAL SEATS FOR ADMISSION IN POST RN BSN PROGRAMME AT POSTGRADUATE COLLEGE OF NURSING UNDER THE PHSA NETWORK:**

Category Number	Area of Domicile	Category of Seats	Nature of Selection	Total Seats	Remarks
1	Khyber Pakhtunkhwa	For eligible female candidates	Open Merit	09	<u>1.</u> Any seat remaining vacant from FATA and / or disabled quota shall be shifted to open merit seats for female candidates from Khyber Pakhtunkhwa <u>2.</u> Disabled candidates will compete on Merit for the relevant category of seats and in case of selection on merit, will be adjusted accordingly by the Selection Committee*. <u>3.</u> Candidates from Special Gender will compete on Merit for the relevant category of seats and in case of selection on merit, will be adjusted accordingly by the Selection Committee*.
2	Khyber Pakhtunkhwa	For eligible male candidates	Open Merit	11	
3	FATA	For eligible female or male candidates	Open Merit	1	
4	Khyber Pakhtunkhwa and FATA	For eligible male or female candidates	Open Merit amongst the eligible disabled male or female candidates	1	
<b>Total Seats</b>				<b>22</b>	

### EXPLANATORY NOTE FOR TABLE-1:

1. If FATA candidates are not available in Category-3, the remaining vacant seats will be shifted to candidates from Category-1.
2. Seat remaining vacant from Category-4, despite observing all conditions above, will be shifted to the Category-1 of open merit for candidates from Khyber Pakhtunkhwa.
3. In case of tie, or otherwise, regarding seats for admission of Disabled candidates falling on merit, the Selection Committee shall make a final decision to adjust them accordingly.

4. Disabled candidates will compete on merit for the relevant category of seats and in case of selection on merit, will be adjusted accordingly by the provided fitness certificate of Medical Board/ MS at Police and Services Hospital, Peshawar.

## **BASIC ELIGIBILITY AND COMPETENCE CRITERIA FOR ADMISSION TO POST RN BSN PROGRAMME**

Candidate to be eligible for the admission shall fulfill the following criteria:

### **BASIC ACADEMIC REQUIREMENTS FOR POST RN BSN PROGRAMME**

1. Matric with Science (including biology) as HEC requirements and
2. Diploma in Nursing and
3. Diploma in Midwifery (any Post Basic Specialty for male in lieu of midwifery)

### **GENERAL ELIGIBILITY**

1. **Experience:** 2 years clinical experience Certificate (Post experience of midwifery/specialty)
2. **PNC Registration:** Valid registration with all entries of professional qualifications
3. **Gender Ratio:** Female 50% and Male 50%
4. **NOC** from DGHS KP
5. **Age limits:** 19-45 years at the time of closing date of application
6. **Domicile:** Khyber Pakhtunkhwa / FATA only

### **MERIT COMPILATION AND WEIGHTAGE FORMULA**

50% Marks will be given to Entry Test through National Testing Services (NTS) Pakistan + 25% to General Nursing Diploma + 25% to Midwifery diploma (for Female) or any specialty diploma (for male in lieu of Midwifery)

Note: Candidate must provide attested copies of DMCs (General Nursing Diploma, Midwifery diploma, specialty diploma).

### **EXAMINATIONS RULES:**

For Degree programmes: The examination rules and regulations of KMU shall apply which are available on the KMU Website: [www.kmu.edu.pk](http://www.kmu.edu.pk)

### **PROGRAMME STRUCTURE:**

#### **Curriculum Overview for 2 Year Post RN BSN**

<b>Year 1: Semester-1</b>			
<b>S. #</b>	<b>Course Title</b>	<b>Marks</b>	<b>Credits</b>
1.	Advance concept in Nursing I (theory and Practical)	200	6
2.	Health Assessment (theory and Practical)	100	3
3.	Integrated Sciences I(Microbiology and Physiology)	100	3
4.	Professional development	100	3
5.	Social Sciences (Sociology and Physiology)	100	2
6.	English	100	2
7.	Computer in Nursing	50	1
	<b>TOTAL</b>	<b>750</b>	<b>20</b>

<b>Year 1: Semester –II</b>			
<b>S. #</b>	<b>Course Title</b>	<b>Marks</b>	<b>Credits</b>
1.	Advance Concept in Nursing II (theory and Practical)	200	6
2.	Community Health Nursing	100	5
3.	Integrated Sciences II (Physics and Chemistry)	100	3
4.	Epidemiology	100	2
5.	Introduction to Management	100	2
6.	Fundamental of counseling and guidance	100	2
7.	English II	100	2
	<b>TOTAL</b>	<b>800</b>	<b>22</b>

<b>Year 2: Semester III</b>			
<b>S.#</b>	<b>Course Title</b>	<b>Marks</b>	<b>Credits</b>
1.	Advance concept in Nursing III (Theory and Practical)	200	6
2.	Nursing Research	100	3
3.	Biostatistics	100	3
4.	Psychology of learning	100	3
5.	Principal and methods of teaching	100	2
6.	Clinical Teaching and clinical supervision	100	3
7.	English III	100	2
	<b>TOTAL</b>	<b>800</b>	<b>22</b>

<b>Year 2, Semester IV (Senior Electives)</b>			
<b>S. NO</b>	<b>SUBJECTS</b>	<b>Max: marks</b>	<b>Credits</b>
1.	Curriculum planning & Development	<b>100</b>	<b>2</b>
2.	Administration in Nursing educational program	<b>100</b>	<b>2</b>
3.	Principles and method of evaluation	<b>100</b>	<b>2</b>
4.	English – IV	<b>100</b>	<b>2</b>
5.	Practicum (in nursing education)	<b>200</b>	<b>12</b>
	<b>Total</b>	<b>600</b>	<b>20</b>

**20 weeks study hours, 02 weeks examination, 6 weeks for theory, 14 weeks for practicum** Formula: The calculations are done according to the following criteria 6 hours/day, 6 days/weeks= 36 hours/week.

**INTRODUCTION TO BACHELOR OF SCIENCE IN NURSING (GENERIC BS NURSING)  
DEGREE PROGRAMME OF 4 YEARS**

Keeping in mind the importance of higher education and paradigm shift of diploma programme to degree programme, which is a great endeavor of the Pakistan Nursing Council and Government of KP. This programme is designed to prepare nurses who can provide evidence-based care. This will also built their critical thinking and decision making skills regarding patient care. This programme will also build their leadership & management skills. This programme will also build the capacity of students in disease prevention and health promotion in hospital as well as at community. Graduates of this programme will have the educational foundation to pursue advanced study such as the master's degree and Ph.D. likewise; we also have a future plan for the post MSN to upgrade the education nurses.

**SEATS DISTRIBUTION:**

There are 25 seats on open merit with ratio of 22 Female and 03 Male seats.

**Table-II: DETAILS OF TOTAL SEATS FOR ADMISSION IN GENERIC BSN PROGRAMME AT POSTGRADUATE COLLEGE OF NURSING UNDER THE PHSA NETWORK:**

Category Number	Area of Domicile	Category of Seats	Nature of Selection	Total Seats	Remarks
1	Khyber Pakhtunkhwa	For Fresh eligible female candidates	Open Merit from KP	20	<p><u>1.</u> Any seat remaining vacant from FATA and / or disabled quota shall be shifted to open merit seats for female candidates from Khyber Pakhtunkhwa</p> <p><u>2.</u> Disabled candidates will compete on Merit for the relevant category of seats and in case of selection on merit, will be adjusted accordingly by the Selection Committee*.</p> <p><u>3.</u> Fresh FATA seats will be distributed equally amongst male and female candidates</p>
2	Khyber Pakhtunkhwa	For Fresh eligible male candidates	Open Merit from KP	02	
3	FATA	For Fresh eligible female or male Candidates	Open Merit from FATA	02	
4	Khyber Pakhtunkhwa and FATA	For Fresh eligible female or male Candidates	Open Merit amongst the eligible disabled fresh female candidates	01	
<b>Total Seats</b>				<b>25</b>	

## **EXPLANATORY NOTE FOR TABLE-II:**

1. If candidates from FATA are not available in Category-3, the remaining vacant seats will be shifted to candidates from Category-1.
2. Seat remaining vacant from Category-4, despite observing all conditions above, will be shifted to the Category-1 of open merit for candidates from Khyber Pakhtunkhwa.
3. In case of tie, or otherwise, regarding seats for admission of Disabled candidates falling on merit, the Selection Committee shall make a final decision to adjust them accordingly.

## **BASIC ELIGIBILITY AND COMPETENCY CRITERIA FOR ADMISSION TO BSN PROGRAMME**

Candidate to be eligible for the admission shall fulfill the following criteria:

### **BASIC ACADEMIC REQUIREMENTS FOR BSN PROGRAMME**

- **Qualification: F.Sc.** (Pre-Medical) with 50% marks minimum (Physics, Chemistry & Biology as compulsory subjects)

### **GENERAL ELIGIBILITY**

1. Age limits 17-25 years at the time of closing date of applications.
2. Genders both male and female (Ratio: Females 90% and Males 10 %)

### **ENTRY TEST**

- Every eligible applicant shall have to appear in an entry test through NTS-Pakistan, of F.Sc pre-medical or equivalent qualification (Physics, Chemistry & Biology as compulsory subjects).
- Domicile Khyber Pakhtunkhwa / FATA only

### **MERIT COMPILATION AND WEIGHTAGE FORMULA**

50 % Marks of Entry Test (NTS) + 40% to Higher Secondary School Certificate (F.Sc. Pre-Medical) or equivalent qualification + 10 % to Matric (Science with biology) for first division at least 60% marks

### **EXAMINATIONS RULES:**

For Degree Programmes: The examination rules and regulations of KMU shall apply which are available on the KMU Website: [www.kmu.edu.pk](http://www.kmu.edu.pk)

## PROGRAMME STRUCTURE FOR (4 YEARS BS NURSING)

### Syllabus Overview (8 –Semesters)

<b>Year 1: Semester I</b>					
<b>S. NO</b>	<b>Course Title</b>	<b>Theory</b>	<b>Clinical</b>	<b>Skills/lab</b>	<b>Total Credit</b>
1.	Fundamental of Nursing I	2.00		2.00	4.00
2.	Microbiology	2.50		0.50	3.00
3.	Anatomy and Physiology I	3.00			3.00
4.	Biochemistry	2.00		1.00	3.00
5.	English I	2.00			2.00
6.	Computer Skills			1.00	1.00
	<b>TOTAL</b>				<b>16.00</b>

<b>Year 1: Semester II</b>					
<b>S. NO</b>	<b>Course Title</b>	<b>Theory</b>	<b>Clinical</b>	<b>Skills/Lab</b>	<b>Total credits</b>
1.	Fundamental of nursing II	2.00	1.00	1.00	4.00
2.	Anatomy and Physiology II	3.00			3.00
3.	Community Health Nursing I	2.00	1.00		3.00
4.	Applied Nutrition	1.00			1.00
5.	English II	2.00			2.00
6.	Islamiat	2.00			2.00
7.	Pak .Studies	2.00			2.00
	<b>TOTAL</b>				<b>17.00</b>

<b>Year 2: Semester III</b>					
<b>S. NO</b>	<b>Course Title</b>	<b>Theory</b>	<b>Clinical</b>	<b>Skills/Lab</b>	<b>Total credits</b>
1.	Adult Health nursing I	4.00	3.00	1.00	8.00
2.	Pathophysiology I	1.75		0.25	2.00
3.	Health Assessment I	1.00		1.00	2.00
4.	Pharmacology I	2.00			2.00
5.	Mathematics	1.00			1.00
6.	English III	2.00			2.00
	<b>TOTAL</b>				<b>17.00</b>

<b>Year 2, Semester IV</b>					
<b>S. No</b>	<b>Course Title</b>	<b>Theory</b>	<b>Clinical</b>	<b>Skills/Lab</b>	<b>Total Credits</b>
1.	Adult Health Nursing II	4.00	3.00	1.00	8.00
2.	Pathophysiology II	2.75		0.25	3.00
3.	Health Assessment II	1.00		1.00	2.00
4.	Pharmacology II	2.00			2.00
5.	Nursing Ethics	1.00			1.00
6.	English IV	2.00			2.00
7.	Developmental Psychology	2.00		2.00	2.00
	<b>TOTAL</b>				<b>20.00</b>

<b>Year 3: Semester V</b>					
<b>S. No</b>	<b>Course Title</b>	<b>Theory</b>	<b>Clinical</b>	<b>Skills/Lab</b>	<b>Total Credits</b>
1.	Pediatric nursing	3.00	3.00	1.00	7.00
2.	Community Health Nursing II	2.50	2.50	1.00	6.00
3.	Teaching Learning : principle and Practices	3.00			3.00
4.	English V	2.00			2.00
	<b>TOTAL</b>				<b>18.00</b>

<b>Year 3: Semester VI</b>					
<b>S. No</b>	<b>Course Title</b>	<b>Theory</b>	<b>Clinical</b>	<b>Skills/Lab</b>	<b>Total Credits</b>
1.	Mental Health Nursing	3.00	3.00		6.00
2.	Introduction to Biostatistics	2.50		0.50	3.00
3.	Behavioral Psychology	3.00			3.00
4.	Epidemiology	2.00			2.00
5.	English VI	2.00			2.00
6.	Culture ,Health and Society	2.00			2.00
	<b>TOTAL</b>				<b>18.00</b>

<b>Year 4: Semester VII</b>					
<b>S. No</b>	<b>Course Title</b>	<b>Theory</b>	<b>Clinical</b>	<b>Skills/Lab</b>	<b>Total Credits</b>
1.	Critical care Nursing	2.50	4.00	0.50	7.00
2.	Introduction to Nursing theories	2.00			2.00
3.	Leadership and Management	2.00	1.00		3.00
4.	Nursing Research	3.00			3.00
5.	English VII	2.00			2.00
	<b>TOTAL</b>				<b>17.00</b>

<b>Year 4: Semester VIII</b>					
<b>S. No</b>	<b>Course Title</b>	<b>Theory</b>	<b>Clinical</b>	<b>Skills/Lab</b>	<b>Total Credits</b>
1.	Community health Nursing III	2.00	3.00		5.00
2.	Nursing Seminar Role Transition	2.00			2.00
3.	Clinical Practicum		4.00	1.00	5.00
	<b>TOTAL</b>				<b>12.00</b>

## FEE STRUCTURE FOR POST RN & BS NURSING DEGREE PROGRAMMES

S. NO	ITEM	AMOUNT
1.	Admission Fee	Rs.1,500 Per Programme
2.	Tuition fee	Rs.4,000 per semester
3.	Recreation fund	Rs. 500 Per semester
4.	Library funds	Rs. 250 Per semester
5.	Nursing skill lab/Science Lab fund	Rs.250 per semester
7.	Security fund (Refundable)	Rs.1000 per programme
8.	Internal Examination fee	Rs. 500 Per semester
9.	College Development fund	Rs. 500 Per semester
	<b>TOTAL COLLEGE DUES:</b>	<b>Rs. 8500/-</b>

S. No	ITEM	AMOUNT
1.	PNC Enrollment Fee (Subject to PNC Policy)	500 per Programme
2.	KMU Registration fee (Subject to KMU Policy)	1800 Per Programme
3.	Affiliation Retention fee (KMU) (Subjected to KMU Policy)	1000 Per Year
4.	KMU Final Examination fee (Rs. 850 /Paper ) (Subjected to KMU Policy) 07 Papers x 850= 5,950 *Any additional amount for exam charged from the student if there are less than 7 papers in a semester than the extra amount charged by student, will be refund.	Rs. 5,950/.
	<b>STATUTORY BODIES /UNIVERSITY DUES</b>	<b>Rs. 9,250 For 1<sup>st</sup> Semester</b>

**NOTE:** Only tuition fee/security will be refunded in case of withdrawal of admission by the student within one month of admission. However admission fee is not refundable under any circumstances.

### CONSOLIDATED FEE STRUCTURE OF THE DEGREE PROGRAMMES

DETAILS			PROGRAMME							
S. No	Year	Semester	Post RN BSN (2 YEARS )				BS NURSING (4 YEARS)			
			SEMESTER FEE (IN PAK Rs.)				SEMESTER FEE (IN PAK Rs.)			
			Subjects	College Fee	PNC/ KMU Fee	Total Dues	Subject s	College Fee	PNC/ KMU Fee	Total Dues
1.	I	I	7	8,500	9,250	17,750	6	8,500	8,400	16,900
2.		II	7	6000	5,950	11,950	7	6000	5,950	11,950
3.	II	III	7	6000	6,950	12,950	6	6000	6,100	12,100
4.		IV	4	6000	3,400	9,400	7	6000	5,950	11,950
5.	III	V	-	-	-		4	6000	4,400	10,400
6.		VI	-	-	-		6	6000	5,100	11,100
7.	IV	VII	-	-	-		5	6000	5,250	11,250
8.		VIII	-	-	-		2	6000	1,700	7,700
10.	<b>Total</b>			<b>26,500</b>	<b>25,550</b>			<b>50,500</b>	<b>42,850</b>	
11.	Grand Total			<b>Rs. 52,050</b>			<b>Rs. 93,350</b>			

## INTRODUCTION TO POST BASIC DIPLOMA IN NURSING SPECIALTIES (1 YEAR)

The college offers one year specialty courses in ICU, CCU, Psychiatric Nursing, Pediatrics Nursing and Operation Theater Nursing accredited with the Nursing Examination Board (NEB) Peshawar. This programme is offered for both private and public sector candidates.

**TABLE-III: DETAILS OF TOTAL SEATS FOR ADMISSION POSTGRADUATE COLLEGE OF NURSING FOR FIVE SPECIALTIES UNDER THE PHSA NETWORK:**

Category Number	Area of Domicile	Category of Seats	Nature of Selection	Total Seats	Remarks
1	Khyber Pakhtunkhwa	For eligible male and / or female candidates	Open Merit	12 seats per specialty training	<b>1.</b> Subject to conditions, the seats in all Categories shall be distributed among male and female candidates.  <b>2.</b> Disabled candidates will compete on Merit for the relevant category of seats and in case of selection on merit, will be adjusted accordingly by the Selection Committee*.
2	FATA	For eligible candidates	Open Merit	2 per specialty	
3	Khyber Pakhtunkhwa and FATA	For Disabled Persons (Fresh candidates)	Open Merit amongst the eligible disabled fresh candidates	1 per specialty	
<b>Total Seats</b>				<b>75</b>	

### EXPLANATORY NOTE FOR TABLE-III:

1. If candidates from FATA are not available in Category-3, the remaining vacant seats will be shifted to Category-1.
2. Seats remaining vacant from Category-3, despite observing all conditions above, will be shifted to the Category-1 of open merit for candidates from Khyber Pakhtunkhwa.
3. In case of tie, or otherwise, regarding seats for admission of Disabled candidates falling on merit, the Selection Committee shall make a final decision to adjust them accordingly.

**SEATS DISTRIBUTION:**

- Number of seats for each specialty is 15.

**BASIC ELIGIBILITY AND COMPETENCY CRITERIA FOR ADMISSION TO POST BASIC DIPLOMA IN NURSING SPECIALITIES (ONE YEAR)**

Candidate to be eligible for the admission shall fulfill the following criteria:

**BASIC ACADEMIC REQUIREMENTS FOR POST BASIC DIPLOMA IN NURSING SPECIALITIES (ONE YEAR)**

1. Diploma in General Nursing registered with PNC

**GENERAL ELIGIBILITY**

1. Valid registration with Pakistan Nursing Council (with all entries of professional qualifications)
2. Age limits 19-45 years at the time of closing date of application.
3. Genders both male and female
4. Domicile Khyber Pakhtunkhwa / FATA only
5. In-service candidate shall apply through proper channel.

**ENTRY TEST**

Every eligible applicant will have to appear in an entry test through NTS-Pakistan.

**MERIT COMPILATION AND WEIGHTAGE FORMULA**

50% marks will be given to National Testing Services (NTS)+ 50% to General Nursing Diploma 3 years registered with PNC.

**EXAMINATIONS RULES:**

- For Diploma/Specialty Programme: Nursing Examination Board, Khyber Pakhtunkhwa (NEB-KP) rules will be followed.

## PROGRAMME STRUCTURE FOR POST BASIC SPECIALITY PROGRAMME (ONE YEAR)

### Module-I

S. No	Course Title
1.	Advance Concept in Nursing (ACN)
2.	Anatomy and Physiology
3.	Pathophysiology
4.	Health Assessment
5.	English

### Module-II

S. No	Course Title
1.	Epidemiology in Nursing
2.	Biostatistics in Nursing
3.	Nursing Research
4.	Pharmacology
5.	ACN Skills/ OSCE

## SYLLABUS OVERVIEW OF 01 YEAR POST BASIC DIPLOMA/SPECIALTY PROGRAMME

S. NO	SUBJECTS	MARKS	EXAMINATION
1.	Advance Concept in Nursing (ACN)	100	NEB-KP Peshawar will conduct the final examination (80% and 20% internal evaluation)
2.	Anatomy and Physiology	100	
3.	Pathophysiology	100	
4.	ACN Skills/ OSCE	100	
5.	Health Assessment	Internal Evaluation	
6.	Epidemiology in Nursing		
7.	Biostatistics in Nursing		
8.	Nursing Research		
9.	Pharmacology		
10.	English		

## FEE STRUCTURE FOR POST BASIC DIPLOMA/SPECIALTY PROGRAMME:

S. NO	ITEM	AMOUNT
1.	Admission Fee	Rs.1,500/- for full Programme
2.	Tuition fee	Rs. 8,000/- for full Programme
3.	Recreation fund	Rs. 1000/- for full Programme
4.	Library funds	Rs. 250/- for full Programme
5.	Nursing skill lab/Science Lab fund	Rs. 250/- for full Programme
7.	Security fund (Refundable)	Rs.1000/- for full programme
8.	Internal Examination fee	Rs. 250/- for full programme
	College Development Fund	Rs. 1000/- for full programme
	<b>TOTAL COLLEGE FEE:</b>	<b>Rs. 13250/-</b>
1.	PNC Enrolment Fee (Subjected to PNC Policy)	500/ for full Programme
2.	NEB Registration fee (Subjected to NEB Policy)	1000/- for full Programme
4.	NEB Final Examination fee (Rs.1600 /Paper )	
	● 03 Theory Papers	4800
	● 01 practical/OSCE	1600
	● DMC fee	500
	<b>TOTAL</b>	<b>8400</b>
	<b>STATUTORY BODIES FEE</b>	<b>Rs. 8400/-</b> for full programme
	<b>GRAND TOTAL DUES</b>	<b>21, 650/-</b> for full Programme

**Note: Given Fee figures may slightly vary as notified by the Principal and Affiliating Bodies accordingly.**

## **TEACHING METHODOLOGY FOR THE EDUCATIONAL PROGRAMMES**

### **TEACHING LEARNING RESOURCES**

- Lecture Theatres
- Auditorium
- Library
- Nursing Skills Laboratory
- Science Laboratory
- Learning Resource Centre (LRC)
- Field trips as per curriculum needs
- Visits to various professional organizations

### **CLINICAL AFFILIATION**

- Khyber Teaching Hospital, Peshawar
- Hayatabad Medical Complex, Peshawar
- Lady Reading Hospital, Peshawar
- Community Health Centre Nahqai, Peshawar

## **SECTION-III**

### **MANDATORY NTS TEST:**

As per instructions from the Health Department, Government of Khyber Pakhtunkhwa, appearing in the National Testing Service Test Pakistan (NTS-Pakistan) for Postgraduate College of Nursing admissions is mandatory pre-condition for becoming eligible to take admissions in any of the three training programmes offered in Postgraduate College of Nursing Hayatabad, Peshawar.

Any candidate failing to appear in the NTS screening test on the given date, time and venue due to any reason, whatsoever, shall not be considered for admission.

### **ADMISSION GUIDELINES:**

#### **General Guidelines:**

1. Admissions will be offered to the public through an advertisement in national press from the National Testing Service- Pakistan (NTS) and all or any of the following official website/s:
  - 1.1. Provincial Health Services Academy:  
[www.phsa.edu.pk](http://www.phsa.edu.pk)
  - 1.2. National Testing Service- Pakistan:  
[www.nts.org.pk](http://www.nts.org.pk)
2. This Prospectus for 2017-18 will be uploaded in PDF format, to the above mentioned official website/s.
3. All the interested candidates are advised to download and carefully study the full Prospectus before applying for any of the degree or diploma programme.
4. The dates for NTS Screening Test shall be communicated to candidates through official website/s mentioned above, as well as through Short Messaging Service (SMS) by the NTS Pakistan on the mobile numbers provided by the candidates in their application forms. In view of this, all the applicants are advised to frequently visit the above mentioned official website/s and also keep their mobile phones in good working order to avoid missing of SMS.
5. The candidate should give at least two valid mobile numbers which must be active and contactable.
6. For technical reasons, safety of receiving SMS and minimizing the risk of non-receipt of the SMS the candidates are advised not to provide any service changed (portable) mobile phone numbers in the application form.
7. The NTS Screening Test shall be a one-time mandatory activity which shall not be repeated and any candidate missing the NTS Screening Test due to any reason/s, whatsoever, shall not be eligible for admission.
8. After Interview, final merit and selection lists will be compiled based on interview committee's recommendations.
9. Admission granted by the Selection Committee shall be provisional and shall not mean any commitment or entail any legal liability till its conformation by the Selection Committee of Postgraduate College of Nursing Peshawar.
10. In case of any doubt or undefined validity of any academic qualification as equivalent to a recognized examination the provisional admission will be subject to the

verification, recognition or equivalence certification of the relevant educational qualification by the concerned body /institution.

11. In case of any ambiguity that may arise in the process of selection, the decision of the Selection committees shall be final.
12. The merit list, selected candidates lists and other related correspondence will be displayed on notice board of Postgraduate College of Nursing, Peshawar and on NTS website i.e. [www.nts.org.pk](http://www.nts.org.pk) and will not be communicated to anyone in person, through any other means.
13. During the training programmes, no candidate will be allowed to take admission in any other course or appear in any examination without prior permission from the Principal PGCN.
14. If any candidate fails to appear either in NTS Test or before the Interview committee, his/her application will not be considered for further selection.
15. After provisional selection, if any of the particular(s) and /or documents submitted / information provided by the candidate is found incorrect or false or suppressed facts at any stage, his/her admission will be cancelled without any fee refunds and legal action will be taken against him/her.
16. Incomplete, improperly filled application forms in any respect, and tampered or overwritten documents shall not be acceptable.
17. FATA candidates with a valid domicile certificate and fulfilling all other criteria for admission to fresh seats shall apply on their reserved seats.
18. The disable candidates shall produce a valid disability certificate (where applicable) as per the rules of Government of Khyber Pakhtunkhwa.
19. PGCN follows merit based admission policy and it reserves the right to examine each applicant's suitability for the programme.

### **ADMISSION GUIDELINES FOR IN-SERVICE CANDIDATES**

1. In-service Candidates will apply through proper channel. However, they can send an advance copy of their application directly to the NTS Pakistan as per procedure already explained in relevant section.
2. The case submitted through proper channel along with No Objection Certificate from the competent authority must reach the DG PHSA before the date fixed for the interview; otherwise their application shall not be considered.
3. Regular Government servant will be considered as in-service candidate for admission.
4. In case of a tie preference will be given to candidate having more public service experience in relevant discipline.
5. Candidates with a valid domicile certificate of FATA and fulfilling all other criteria for admission to in-service seats shall apply on their reserved seats.

### **ADMISSION GUIDELINES AND SELECTION CRITERIA FOR CANDIDATE WITH PHYSICAL DISABILITY**

The candidate with physical disability falling on merit may apply to other categories in addition to the seats reserved for disabled persons, with the following conditions;

1. Valid disability certificate as per the rules of the Government of Khyber Pakhtunkhwa.
2. Extent of disability and the fitness of such disabled person for admission shall be assessed and certified by the standing Medical Board.
3. The disability shall be of a permanent nature and not temporary due to illnesses e.g. fracture etc.
4. Disabled person should be mentally fit and physically able to carry out his/her studies and can perform professional duties after qualifying the relevant course.
5. A severely disabled person (movements, eyesight and hearing etc.) is ineligible for admission into the relevant nursing programmes.

### **INTERVIEW CRITERIA:**

The interview shall not be given any weightage of marks in the merit list, but its purpose will be to physically verify the person, his/her general physical and mental status as well as to examine his/her credentials to tentatively determine his/her fitness for admission to a postgraduate college of nursing training institute.

In case of any doubt about the person, fitness or credentials of a candidate, the selection/interview committee may take appropriate action, whatever the case may be.

*Any candidate, who does not appear before the interview committee on due date, time and venue because of any reason, whatsoever, shall not be considered for admission and the interview shall not be re-arranged for any such candidate/s.*

### **MERIT LIST & SELECTION OF CANDIDATES FOR ADMISSION:**

After completion of the interviews and compilation of the final relevant Merit Lists, the list of selected candidates shall be prepared on the basis of merit.

After approval by the Selection Committee, the list of selected candidates shall be uploaded on the official websites of [www.phsa.edu.pk](http://www.phsa.edu.pk).

For further convenience of candidates, the same lists will also be simultaneously displayed at a prominent place in postgraduate college of nursing.

The offer of admission so awarded to selected candidates shall expire after five working days after the day of uploading of the final list and the offer of admission on the official website of PHSa i.e. [www.phsa.edu.pk](http://www.phsa.edu.pk) and the selected candidates not reporting for admission shall lose their right of admission, which shall then be offered to next candidate/s on merit as per selection procedure on merit basis.

The offer of admission shall be a one-time offer and shall not be repeated and / or revalidated for the same admission of the selected candidates not availing the offer of admission within the stipulated time frame shall be forfeited.

In case any seats remain unoccupied by the selected candidates in the first final merit and selection list, the offer of admission to such candidates shall stand cancelled as elaborated earlier, and if required, a second merit and selection list may be prepared from the relevant merit list of the already interviewed remaining candidates on basis of the same merit of selection. The list, if required to be issued, shall be uploaded on the same official websites by

giving a similar five days' time frame after the day of uploading of list, for the next candidates to report for admission to the PGCN.

**IMPORTANT NOTE:**

In view of the foregoing, the candidates are advised:

1. To frequently keep on visiting both the above mentioned website(s) to avoid missing the opportunity of admission; and
2. To very carefully fill the application form to ensure about the relevant programme.

**This is IMPORTANT because change/alteration/addition/deletion in application form(s) shall Not be Allowed afterwards, once the application form is submitted to the NTS-Pakistan, for the purpose of admission.**

## **SECTION-IV**

### **LIBRARY RULES**

Library facilities are available for the students. Rules for borrowing books are divided into the following categories:

**I-Reference book like encyclopedias, dictionaries etc.**

**II-Periodicals**

**III-Professional books**

1. A card known as "Library card" shall be issued to each student permitted to borrow books from the library. Such cards shall be strictly non-transferable and shall have to be presented at the time of using library facility.
2. Books falling in category (I) and (II) above must not be taken out of the library without special written permission. One book will be lent for the duration of the course and two additional books can be borrowed for 15 days only. The period can be extended for further 15 days on physical presentation of the book. However, in special cases the books shall be allowed for more than one month at a stretch. Books lent are liable to be returned before the expiry of the periods.
3. Request for renewal of a book should be made before its due date. It will be reissued provided that no one else has demanded it.
4. Borrowers and readers are advised to inspect the books at the time of issuance and to call the attention of the librarian to any defect or damage.
5. A book lost/damaged will have to be replaced by the borrower.
6. Late fee of Rs.5/- per day/ volume will be charged from the students if books are not returned within the prescribed period.
7. The principal will have the discretion to write off the late fee to borrower.
8. At the time of annual stock taking the library shall remain open but the borrowing privileges will remain suspended for the period of stocktaking. All books on loan with the borrowers, irrespective of the date of their return must be deposited in the library before the date notified for this purpose.
9. Audio and videotapes shall be treated as reserved and are not meant for issue to borrowers. These can be borrowed by the instructor for playing to the class and to be returned to the library soon afterwards.
10. The librarian / In-charge Library shall have the right to refuse entry to the library of any person who is not member of the library or a member who is under suspension, if instructed by competent authority.
11. Any case of indiscipline including stealing will be reported to the Principal concerned.

### **COLLEGE RULES AND REGULATIONS**

Every enrolled student must follow the below mentioned rules and regulations of the College.

- a) Every enrolled student must provide prescribed affidavit on non-judicial paper of Rs. 50/-.
- b) 85% attendance in theory is mandatory to sit in examination.
- c) Attendance of the students will be recorded on biometric system.
- d) 100% attendance is necessary on clinical trainings.
- e) Student absent from clinical training sessions must have to make-up the missed clinical training session(s).
- f) Students must follow the prescribed dress code.
- g) Student must display their ID card while present on the campus and/or during clinical sessions.

- h) In case of illness, medical certificate of a Government Hospital must be submitted along with application.
- i) The prescribed rules and regulations of the hostel must be followed.
- j) Student will not be allowed to sit in the examination unless he/she has cleared all the dues.
- k) No political activities are allowed in college, hostel or in the clinical area.
- l) Socially unacceptable activities/ behavior and raging in any form are prohibited.
- m) College has zero tolerance towards plagiarism.
- n) Students have to submit all the written assignments in soft form through email.
- o) In case of late submission of assignment 2% marks per day will be deducted and after 3 days assignment shall not be accepted.
- p) PGCN Peshawar has zero tolerance towards any physical abuse, harassment and any misconduct with the faculty members. Any student found guilty shall be treated as per prescribed rules.
- q) Other government rules and regulations notified by administration from time to time will be applicable accordingly.
- r) Students who appear in re-sit exam will be granted only 60% of the total marks, at the most.
- s) No hostel facilities shall be provided to male students.

**HOSTEL CHARGES ONLY FOR POST RN /SPECIALTY DIPLOMA STUDENTS FOR ONE YEAR**

DESCRIPTION	FEE	REMARKS
Hostel Fee	Rs. 6000/- per year	To be deposited in Government Treasury
Hostel Security	Rs. 2000/-	Refundable
<b>Total</b>	<b>Rs. 8000/-</b>	

**Explanatory Note for Table:**

1. The selected candidates will deposit their complete college/hostel fee at the time of admission in the authorized bank.
2. Mess charges are to be charged as per policy of the concerned institution.
3. Only security will be refunded in case of withdrawal of admission by the student within one month of admission. However admission fee is not refundable under any circumstances.
4. Students of Generic BSN will submit security of Rs.2000/- only.

## HOSTEL RULES

1. No student shall be allowed to use electric and gas heaters and Air Conditioner, etc. in the hostel rooms.
2. Female students are eligible for hostel accommodation. However, when accommodation is limited, the decision will be taken on merit however, preference will be given to the students coming from far-flung areas.
3. The students are required to bring their bedding (pillow cover, bed sheet, blanket etc.) according to the season at the time of joining the institute. The Institute provides furniture only.
4. To promote and maintain congenial atmosphere in the hostel, boarders are required to observe the following rules strictly:
  - a. Boarders shall not engage in any activity subversive to law and order.
  - b. Boarders shall have to abide by the instructions issued by the Admin/Warden from time to time.
5. Admission in the hostel is valid for the term of the course only. The hostel will be vacated during vacations until specially permitted. The hostel will be vacated by the boarder when required due to emergency or in consequence of any disciplinary action.
6. Un-authorized stay is not allowed and shall amount to trespass under the law.
7. The boarder room and their personal belongings are liable to frequent inspection by the Warden/ Principal.
8. All the boarders are required to perform additional duties pertaining to the running of the hostel as and when assigned by the Warden.
9. In case of any breach of conduct, the student concerned and the accomplices shall be liable to disciplinary actions as explained elsewhere in this prospectus.
10. The boarder shall be responsible for cleanliness of their allotted room. Strict cleanliness shall be maintained. Paint, fixtures and appliances shall neither be damaged nor mishandled. Any damage made to the room fixture and furniture shall be paid by the boarder.
11. Chalking on the walls, windows and doors of hostel premises, rooms, toilets and dining hall is forbidden. Defaulters shall be liable to disciplinary actions as explained elsewhere in this prospectus.
12. No guest will be allowed to visit the rooms or stay for the night. The boarder shall meet their guests in the meeting room. The guest shall leave the hostel and Institute premises by the sunset, failing which the host is liable to a fine of Rs. 200/-. If students repeatedly failed to comply with the rules, they will face strict disciplinary action, which may amount to expulsion from the College.
13. Guest must have to show their original CNIC on the gate at the time of visit.
14. Playing of musical instruments and record players is prohibited in hostel premises.
15. Hostel timings as notified by the administration, in routine, shall be strictly observed. Defaulters shall be dealt with severely.
16. No boarder shall remain outside the hostel without permission and shall return to the hostel before sunset.
17. Daily physical round will be made by warden at night and in case any boarder is found absent, a written report will be submitted to the Principal for taking strict action against the defaulter.
18. Prior permission i.e. night pass shall be issued by the Warden for relevant night(s) in emergency cases only, failing which the boarder shall be liable to disciplinary action.
19. The students shall be responsible to take care of their valuables. Hostel and Institute administration shall not be responsible for any loss.
20. Students' room can be changed on the order of the Warden/ Principal without any consent.

21. All the boarders residing in the PGCN hostel will have to vacate their rooms within three days after final examination.

### **PGCN DISCIPLINARY AND CONDUCT RULES**

In these rules unless there is anything repugnant to context otherwise the following expression shall have the meaning as assigned to them herein.

- a. “Student” means a student on the roll of the Postgraduate College of Nursing Peshawar.
- b. “Indiscipline” means any act, which disturbs the smooth running and good order of the institute or hostel.
- c. “Expulsion” means cancellation of admission of the student debarring him/her from the admission at least for one session or for good.
- d. “Rustication” means removal of student from the roll of the institute for one or more calendar years or the remainder of the current years in which the order is passed and barring the students to appear in final examination.

### **GENERAL CONDUCT**

All students will present themselves with dignity befitting their status as mature, professional and responsible citizens.

1. Students in all settings on campus and clinical areas are expected to observe the prescribed dress code.

2. Students individually or as a group, will obtain written approval before organizing or assisting in Organizing demonstrations, rallies or picketing on campus.

3. All political, ethnic, religious and social activities held in the campus must have prior written Authorization from the institute.

4. Students will ensure that their actions do not endanger or threaten the health, safety or wellbeing of themselves and/or another person.

5. Students will refrain from any behavior which can be interpreted by others as harassment.

6. Students will obtain written authorization before making public statements, communication or correspondence with the press or other media for mass communication.

7. Students will refrain from any activity which is subversive of discipline and may constitute misconduct.

In case of violation of the Institution's code of conduct disciplinary action will be taken. However, nothing will preclude the institute from requiring any student or parent or both to execute a bond, assurance or an undertaking to support desired conduct throughout his/her stay at the institute

8. **Federal/Provincial Laws and Ordinances:** Violation of a Federal/Provincial law or ordinance will be dealt accordingly under such laws.

9. **Gender Mixing:** Students are strictly reminded to follow the accepted social and cultural norms of the society. Undue intimacy and unacceptable proximity, openly or in isolated areas will not be tolerated.

10. **Littering:** It is the responsibility of all to keep the Campus premises clean and tidy. Therefore, no littering or trash should be carelessly thrown or left on the Campus premises. The designated waste boxes should be used for the purpose.

11. **Sports:** All individuals and teams involved in sport are expected to show ethical, appropriate, polite and fair behavior towards their opponents, team-mates, officials at times while participating in a game or athletic event.

## **ACTS OF INDISCIPLINE/MISCONDUCT**

The following will be treated as acts of breach of discipline.

1. Insolence, uses of hot expression or indulgence in quarrels, disturbance of tranquility.
  2. Violation of instructions of the teachers and authorities regarding academic activities or social behavior of students.
  3. Inciting violence or use of force or any damage to public property.
  4. Carrying, possessing or keeping in custody any arms, ammunition or any other lethal weapon or device dangerous to life within the premises of the Institute or Hostels.
  5. Organizing a strike or to make an attempt to organize or participation in a strike or to use pressure on teachers against the lawful authority or obstruct enforcement/implementation of rules and regulation.
  6. Handing/possession or uses of Intoxicants in any form are prohibited by law.
  7. Possession or distribution of any material preaching opinion and ideas repugnant to the basic injunctions of Islam.
  8. Participation in any political activity or seeking membership of any political party/political student's' body.
  9. **Theft.** Theft, or attempted theft, of property, belongings or services on Institute premises or at occasion of Institute-sponsored activities or at the premises of the affiliated hospitals.
  10. **Damage to Property or its Destruction.** Intentionally or recklessly destroying or damaging, or attempting to destroy or damage, Institute property or the property of others on Institute premises or at Institute -sponsored activities or at the premises of the affiliated hospitals.
  11. **Harassment.** Meaning in following: -
    - i. Passing remarks, placing visual or written material, aimed at a specific person or group with the intention of causing harm to the person or group; and/or, creating an environment which limits a student's educational opportunity.
    - ii. Making unwanted verbal or physical advances or explicit derogatory statements toward individuals, which cause them discomfort or humiliation or which interferes with their educational opportunity.
    - iii. Physical assault.
  12. **Gambling.** Unauthorized and/or illegal exchange of money favors or services as a result of an organized or unorganized game or competition.
  13. **Smoking.** Smoking is prohibited on institute premises as per the Government policy.
- Note:** - Personal hearing will be permitted on the request of student after receiving final warning to the three-member committee constituted by the Principal.
14. Disciplinary Offence will be liable to one or more of the following steps taken by the disciplinary committee comprising of the faculty members.

## **PUNISHMENT OR PENALTIES FOR ACTS OF INDISCIPLINE/ MISCONDUCT:**

Punishment or penalty for acts of indiscipline shall be in accordance to the gravity of the case and may lead to imposition of any one or more of the following penalties:

### **A. Minor Penalties:**

1. **Warning in writing:** Warning Notice in writing to the offender student in writing, with a copy through Registered Postal Mail to his/her parents/guardian, that continuation or repetition of indiscipline or misconduct may lead to further disciplinary action that may later on end in award of a Major Penalty at any stage of his/her education/training.
2. **Probation:** The offender student may be kept under probation for a specific period, under written intimation to his/her parents/guardian through Registered Postal Mail, during which the student shall be under observation and in case of no improvement or repeated act(s) of indiscipline or misconduct, may be subjected to any appropriate penalty by the Principal without any further investigation/s or procedure, which may include a Major Penalty as elaborated elsewhere, at any stage of his/her education/training.
3. **Fine:** Principal may impose a fine up to a maximum of Rs.5,000/-, to be deposited into the student funds in official bank account of the concerned Institute.
4. **Suspension from the Hostel:** The Principal may bar a student from residing in the Hostel for a specific period under written intimation to his/her parents/guardian through Registered Postal Mail, at the sole risk and cost of the student at any stage of his/her education/ training.
5. **Removal of privileges:** The Principal may cancel any privileges enjoyed by the student.

#### **B. Major Penalties:**

- 1) **Permanent Expulsion from Hostel:** The Principal may permanently expel a student from residing in the hostel under written intimation to his/her parents/guardian through Registered Postal Mail, at the sole risk and cost of the student at any stage of his/her education/ training.
- 2) **Temporary Expulsion / Rustication:** The Principal may expel any student from the Institute for a specific period up to one semester at any stage of his/her education/training.
- 3) **Fine:** Principal may impose a fine up to a maximum of Rs.10,000/-, to be deposited into the student fund in official bank account of the concerned Institute.
- 4) **Permanent Expulsion / Rustication:** The Principal may permanently expel / rusticate any student from the Institute at any stage of his/her education / training.

#### **RE-ADMISSION**

1. If a student on the rolls remains absent from her/his class continuously for 14 days or more without a reasonable cause, his name will be liable to be struck off the rolls of the Institute. Such students may be re-admitted only in case the Admission Committee is satisfied that the absence was not willful or was due to circumstances beyond human control, provided such an application is submitted within 15 days after the order of the removal of student from rolls. Re-admission fee of Rs. 2000/-shall be charged and credited to the institution's Fund.
2. Student can avail this opportunity only once. None of the student will be allowed readmission twice.

In all cases where these rules are silent or where there is difference of opinion about their interpretation, the instructions of the Director General PHSA shall be final, provided they are not inconsistent with other regulations.

### **DISCIPLINARY COMMITTEE OF PGCN:**

The College (PGCN) shall notify a Disciplinary Committee comprising one Chairperson and two members from the teaching staff. The terms of reference (ToR) of this Committee shall be as under:

1. To oversee the overall situation of general discipline and conduct of the students at the college, hospital & hostel; and
2. To investigate/inquire the cases/incidences of indiscipline and misconduct among the students; and
3. To recommend appropriate action to the Principal as per relevant rules, policies, values and socio-cultural norms.

### **ATTENDANCE/ LEAVE RULES AND EXAMINATION RULES:**

1. Full day attendance in the theory, practical and On-the-job training is essential to be counted as presence for the whole day. A fine of Rs. 50 will be charged for each absentee.
2. Clinical student's attendants during trainings will be observed through a card that will be signed by the concerned unit's focal person and will be verified by the Principal.
3. Attendance in classes is mandatory, minimum attendance in a course required shall be 85%. Any student who does not meet the minimum attendance will not be allowed to appear in the Exam.
4. If a student fails to attend any lecture during the first four weeks after the commencement of the semester as per announced schedule, his/her admission shall stand cancelled automatically without any notification.
5. Leave applications are not accounted for the purpose of attendance but are necessary for information about health/whereabouts of the students. Application should be submitted at least two days before availing the leave to the student's affairs section of the office.
6. A student whose record shows continuous absence for two weeks from the course without any intimation is liable to have his/her name struck off the roll without any notice.
7. For medical leave M.S of the concerned Hospitals will countersign the medical certificates etc. Certificate from private clinic / hospital will not be entertained.

## **UNIFORM POLICY FOR DEGREE PROGRAMMES**

### **POST RN BSN 2 YEARS DEGREE PROGRAMME**

#### **Male Students:**

White shirt with full sleeves, Grey Pants, black shoes, white socks, and gray sweater in winter

#### **Female Students:**

Plain Maroon Shirt with full sleeves, White Shalwar, White Dupatta/white Scarf, over coat, black shoes, and white socks.

## **Generic BSN Degree Programme**

### **Male Students:**

White shirt with shoulder and have 1 blue strip on shoulder presenting 1<sup>st</sup> year, 2 strip for 2<sup>nd</sup> year, and so on, navy blue Pants, black shoes, white socks, and navy blue sweater in winter

**Note:** Uniform on clinical area as per PNC recommendations.

### **Post Basic Diploma Students:**

#### **Male Students:**

White shirt, Black Pants, black shoes, white socks, and Navy blue sweater in winter

#### **Female Students:**

Plain Purple Shirt with full sleeves, White Shalwar, White Dupatta/white Scarf, over coat, black shoes, and white socks, maroon sweater.

**Note:** Uniform on clinical area as per PNC recommendation.

## **RECREATIONAL ACTIVITIES:**

Recreational activities will be arranged in and out of the campus by the student recreational committee with the help and supervision of respective faculty members.

## **FEE REFUND POLICY:**

If a student admitted in the college wants to cancel his/her admission 10% of total will be deducted /week. After four week no refund can be claimed.

## **INTERVIEW & SELECTION COMMITTEE:**

1.	Principal College of Nursing	Chairperson
2.	Coordinator of concerned programme	Secretary/Member
3.	Representative of PHSA	Member
4.	Representative from the DG Health Services	Member

## **TORs: (Term of References)**

- i. To verify physical attendance of candidates, checking of all required documents, eligibility criteria, age, and experience i.e. length of service of the applicants appearing in interview etc & proposing necessary correction/s in the record and/or merit list, if required.
- ii. Selection committee will be responsible for the admission process and final selection of the candidates.
- iii. Selection committee's recommendations will be final.