

PROSPECTUS

Two Years Diploma Courses in Paramedical Technologies & Allied Health Sciences Session 2022-24 & onward.

FOR

**Zulfiqar Ali Bhutto Postgraduate Paramedical Institute
Peshawar**

**Paramedical Institute of Medical Technologies
Abbottabad**

**Paramedical Institute of Medical Technologies
Dera Ismail Khan**

**Paramedical Institute of Medical Technologies
Swat**



**PROVINCIAL HEALTH SERVICES ACADEMY
HEALTH DEPARTMENT
GOVERNMENT OF KHYBER PAKHTUNKHWA**

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MESSAGE FROM THE MINISTER HEALTH, KHYBER PAKHTUNKHWA

Government of Khyber Pakhtunkhwa acknowledges the important role of Paramedical staff in healthcare service delivery system. Provision of quality Health Services is not possible without the availability of skilled staff at primary, secondary and tertiary level health care facilities.

Government of Khyber Pakhtunkhwa is committed to ensure the availability of trained and skilled paramedical staff in the province at all levels. For this purpose, the Provincial Health Department will provide every possible support to all Paramedical Institutes in public sector to impart and ensure quality education and training in various disciplines of allied health sciences.

It is hoped that the public sector paramedical training institutes shall produce professionals of high quality with appropriate behavioral skills and understanding to deal with the health problems and needs of people at a human level, which is not possible without abiding by the norms of professional ethics and discipline.

**Taimur Saleem Khan Jhagra
Minister Finance/Health
Govt. of Khyber Pakhtunkhwa**

MESSAGE FROM THE SECRETARY HEALTH, KHYBER PAKHTUNKHWA

The Government of Khyber Pakhtunkhwa is fully cognizant of the fact that well-trained and skilled allied health professionals are important part of the healthcare workforce. By providing high quality education and use of advanced training techniques through qualified faculty in a conducive training and learning environment to the students of all the paramedical training institutes of the province.

The Provincial Health Services Academy (PHSA) Network is playing crucial and appreciable role in enhancing capacity of healthcare delivery system by producing allied health professionals for the healthcare delivery system in the province and elsewhere. The Network is also focusing on improving the quality of education and training for the Allied Health Professionals including Paramedics.

Our aim is to produce well trained and skilled personnel to fulfill the needs of the healthcare delivery system with the best outcome indicators.

**Amir Sultan Tareen
Secretary Health
Govt. of Khyber Pakhtunkhwa**

MESSAGE FROM THE DIRECTOR GENERAL, PROVINCIAL HEALTH SERVICES ACADEMY NETWORK

The Provincial Health Services Academy (PHSA) is playing integral part in enhancing and strengthening health workforce.

The Academy runs courses in various paramedics' disciplines in PGPI Peshawar and three Paramedical Institutes in Swat, Abbottabad & D.I. Khan in addition to leadership and Management cadre training, Graduate and Post graduate nursing education etc.

The PHSA and PGPI are working to revisit and upgrade the curriculum making it responsive to the needs of 21th century. Thereby not only responding to modern challenges at home but creating employment opportunities for this very skilled human resource in the global market. The results of this paradigm shift in training would soon be visible in healthcare quality and enhanced satisfaction of the patients and clients.

**Dr. Fahim Hussain
Director General
Provincial Health Services Academy**

SECTION - I INTRODUCTION

PROVINCIAL HEALTH SERVICES ACADEMY



Capacity building of the provincial health department in service delivery and governance of the health sector were one of the major areas of health sector reforms agenda in 1990s, when World Bank funded Family Health Project was launched in 1992.

Provincial Health Development Center (PHDC) and Divisional Health Development Centers (DHDCs) were established in the province for in-service training for all cadres of staff in health department.

To sustain the capacity building initiative of Family Health Project, after it's winding up in December 1999, the PHDC was raised to the status of first ever Provincial Health Services Academy (PHSA) in Pakistan which was later on granted the status of Attached Department under the administrative control of Health Department, Khyber Pakhtunkhwa.

The main responsibilities of PHSA, *inter alia*, include pre-services education and training of paramedics, nurses and Lady Health Visitors (LHV Midwives), in-service and refresher trainings of Doctors and other cadres of staff of Health Department in addition to acting as technical and assistance arm of the Health Department in relation to training and capacity building of human resource.

For this purpose, the PHSA is currently running a network of 24 institutions comprising one Postgraduate College of Nursing, ten Schools of Nursing, one Postgraduate Paramedical Institute, three Paramedical Institutes of Medical Technologies, and four Public Health Schools for LHVs training and five Divisional

Health Development Centers spread across the province along with the main Provincial Health Services Academy itself.

All the paramedical diploma training courses under the PHSA network are affiliated with Khyber Pakhtunkhwa Medical Faculty Peshawar for the purpose of examination and award of diploma.

Under the authority of Notification No.SO (Reg)1-124 Dated 26th August 2002 and vide No.SOH(MTI)/2-1-General/2022 Dated: 23 May 2022 issued by the Health Department, Government of Khyber Pakhtunkhwa, all public sector hospitals in the province, including teaching hospitals and District Headquarters Hospitals are affiliated with the relevant paramedical training institutes under the PHSA Network for imparting clinical / practical training to the paramedical students through their staff which acts as teaching faculty in their respective discipline of medical technologies.

GOVERNMENT OF NWFP
HEALTH DEPARTMENT.

Dated Peshawar the 26th August, 2002.

NOTIFICATION

No.SO(Reg)1-124/ Government of NWFP is pleased to direct the Chief Executives and Medical Superintendents of all the Teaching and District Headquarter Hospitals particularly Govt. LRH, KTH HMC, KCD Ayub Teaching Hospital Abbottabad, Saidu Group of Hospitals Swat and DHQ Hospital/Teaching Hospital DIKhan to provide all the available teaching resources in terms of teaching staff and facilities for the practical/on the job training to the students of PGPI at LRH Peshawar Paramedical Institute of Medical Technologist (PIMTs) Abbottabad, Swat and DIKhan. Provision and facilitation of paramedical training is mandatory for the teaching staff of concerned teaching and DHQ Hospitals.

Secretary Health

Endst No SO(Reg)1-124/

C.C

1. Chief Executives and Medical Superintendents LRH, KTH, HMC, Peshawar and Ayub Teaching Hospital Abbottabad.
2. Principal, Khyber College of Dentistry, Peshawar.
3. Principals KMC Peshawar, AMC Abbottabad, GMC DIKhan and SMC Swat.
4. Medical Superintendents Saidu Group of Hospitals Swat, DHQ Hospital DIKhan.
5. Director Provincial Health Services Academy NWFP Peshawar.
6. Vice Principals PGPI at LRH, PIMTs Swat, Abbottabad and DIKhan.

(NAZIR A. AWAN)
SECTION OFFICER (REG)

26/8/02



GOVERNMENT OF KHYBER PAKHTUNKHWA
HEALTH DEPARTMENT

Dated Peshawar the 23rd May, 2022

NOTIFICATION

No.SOH(MTI)2-1/General/2022: The Competent Authority is pleased to direct all Hospital Directors of the Medical Teaching Institutions (MTI), all DHO's & all MS's in Khyber Pakhtunkhwa to continue / allow training program of students of the paramedical institutions as per already existing arrangement to ensure effective training of the paramedics of the government institutions (copy attached).

Secretary to Govt. of Khyber Pakhtunkhwa
Health Department

Endst. of even No. & date.

Copy of the above is forwarded to the:-

1. All the Hospital Director of MTI's in Khyber Pakhtunkhwa.
2. All the DHO's in Khyber Pakhtunkhwa.
3. All the MS's of DHQ Teaching Hospitals in Khyber Pakhtunkhwa.
4. PS to Minister for Health, Govt. of Khyber Pakhtunkhwa, Peshawar.
5. PS to Secretary Health Khyber Pakhtunkhwa, Peshawar
6. PS to Special Secretary (B&D)(E) Health Department, Peshawar.
7. PA to Additional Secretary (MTI) Health Department, Peshawar.

Section Officer-MTI

ZULFIQAR ALI BHUTTO POSTGRADUATE PARAMEDICAL INSTITUTE (ZAB PGPI), PESHAWAR



ZAB PGPI is housed in a grand, state of the art, purpose built premises adjacent to PHSA at a convenient location, just off the Northern Bypass interchange at Motorway M1, Peshawar. All the required facilities including well equipped and air conditioned class rooms, laboratories, demonstration rooms, museum, library, auditorium, examination halls, Masjid and canteen are available along with transport facilities. For the ease of students and faculty, a separate Administration Block provides enough space not only for the offices of teaching faculty and administrative staff but also for the counseling of individual students and tutorials for the groups along with ample space for recreation and meetings.

For the convenience of students, separate hostel facilities are available for male and female student with 120 capacity for each gender.

AFFILIATED HOSPITALS FOR PRACTICAL TRAINING

1. Medical Teaching Institution, Government Lady Reading Hospital Peshawar.
2. Medical Teaching Institution, Government Khyber Teaching Hospital Peshawar including Khyber College of Dentistry Peshawar.
3. Medical Teaching Institution, Government Hayatabad Medical Complex Peshawar including the Institute for Kidney Diseases.

PARAMEDICAL INSTITUTE OF MEDICAL TECHNOLOGIES, ABBOTTABAD.



The Institute is located in pleasant atmosphere of Abbottabad valley, housed in a grand and very conveniently accessible building inside the premises of Ayub Teaching Hospital, Abbottabad.

All the required facilities including well equipped class rooms, demonstration rooms, museum, library, auditorium, examination halls and canteen are available. Masjid of Ayub Teaching Hospital is available at a few minutes walking distance. For the ease of students and faculty, the Institute provides enough space not only for the offices of teaching faculty and administrative staff but also for the counseling of individual students and group tutorials. However, currently the hostel facility is not available for the paramedical students. Subject to the availability of space few female students of the PIMT may be accommodated in the public health school, Abbottabad along with LHV students, at their own risk and costs.

Paramedical Institute of Medical Technologies Abbottabad was established in 1995 and has experience of training 17 batches of paramedical diploma courses. Each batch comprised more than 80 students.

AFFILIATED HOSPITALS FOR PRACTICAL TRAINING

1. Medical Teaching Institution, Ayub Teaching Hospital, Abbottabad.
2. Benazir Bhutto Shaheed District Headquarters Teaching Hospital, Abbottabad.

PARAMEDIC INSTITUTE OF MEDICAL TECHNOLOGIES, DERA ISMAIL KHAN



The Paramedical Institute of Medical Technology (PIMT) is located in Dera Township near the Mufti Mahmood Memorial Teaching Hospital, D.I.Khan.

The Institute has a spacious building spread over a vast area of 40 Kanals. All the required facilities including class rooms, demonstration rooms, museum, library, auditorium/examination hall are available along with transport facilities. Laboratories of the affiliated hospitals are being used for training of paramedical students also. For the ease of students and faculty, a separate Administration Block provides enough space not only for the offices of teaching faculty and administrative staff but also for the counseling of individual students and tutorials for the groups along with ample space for recreation and meetings.

Paramedical Institute of Medical Technologies D.I Khan was established in 1999. For the convenience of students, hostel facilities are available for about 120 male students. Subject to availability of space a limited number of female students may be provided accommodation in the hostel of nursing school, situated in the premises of Mufti Mahmood Memorial Teaching Hospital, D.I.Khan, at their own risk and costs.

AFFILIATED HOSPITALS FOR PRACTICAL TRAINING

1. Medical Teaching Institution, District Headquarters Hospital, D.I.Khan.
2. Medical Teaching Institution, Mufti Mahmood Memorial Teaching Hospital, D.I.Khan.

PARAMEDICAL INSTITUTE OF MEDICAL TECHNOLOGIES, SWAT



Paramedical Institute Swat was established in 1981 for Paramedical teaching and training. It has been conducting various Certificate level training courses until 1998. During 1999, the Paramedical Institute Swat was upgraded to Paramedical Institute of Medical Technologies (PIMT) and started two year diploma level courses. So far 16 batches of two year paramedical diploma courses have been trained successfully.

On 23rd April, 2014, the Chief of Army Staff **General Raheel Sharif**, along with His Excellency **Mr. Abdullah Al Bashir** the Ambassador of UAE and **Mr. Abdullah Al Ghafeli** Director (UPAP) inaugurated the new building of the Institute, constructed by FWO in collaboration with Government of United Arab Emirates and handed it over to the PIMT Swat administration on 2nd May, 2014.

All the required facilities including well equipped class rooms, laboratories, demonstration rooms, museum, library, auditorium/examination hall and Masjid are available along with transport facilities. For the ease of students and faculty, a separate Administration Block provides enough space not only for the offices of teaching faculty and administrative staff but also for the counseling of individual students and tutorials for the groups along with ample space for recreation and meetings.

For the convenience of students, separate hostel facilities are available for about 80 male and 70 female students.

AFFILIATED HOSPITALS FOR PRACTICAL TRAINING.

1. Medical Teaching Institution, Saidu Group of Teaching Hospitals, Swat.
2. Nawaz Sharif Kidney Hospital, Swat.

SECTION-II

SEATS DISTRIBUTION, ELIGIBILITY AND SELECTION CRITERIA

Table-1: Details of Total Seats for Admission in All Paramedical Training Institutes under the PHSA Network:

Category Number	Area of Domicile	Category of Seats	Nature of Selection	Total Seats	Remarks
1	Khyber Pakhtunkhwa	For Fresh eligible candidates	District wise quota	392	<p>1. Subject to conditions, the seats in all Categories shall be distributed among male and female candidates on 50:50 bases.</p> <p>2. 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*.</p> <p>3. Disabled Persons seats: 02 seats in each Paramedical Institute</p>
2	Khyber Pakhtunkhwa	For In-service candidates including disabled in-service candidates	Open Merit amongst the in-service eligible candidates from KP in their relevant technologies	167	
3	Khyber Pakhtunkhwa	For Disabled Persons	Open Merit amongst the eligible disabled fresh candidates, for each paramedical institute	08	
4	Khyber Pakhtunkhwa	Health Department employees' Children Quota	Open Merit for eligible fresh candidates amongst the children of the staff of Government Institutions and offices of Health Department Khyber Pakhtunkhwa, including but not limited to Medical Teaching Institutions and PHSA Network, for each paramedical institute	<p>Total = 33seats</p> <p>Distribution of quota:</p> <p>Children of Paramedics staff of Health Department (Including MTIs government employees) = 12</p> <p>Children of Nurses of Health Department (Including MTIs government employees) = 01</p> <p>Children of Ministerial and I.T staff of Health Directorate including sub offices (Including MTIs government employees) = 04</p>	<p>1. Institute-wise distribution of these quota seats will be as under:</p> <p>i) Children of Paramedics of Health Department: 03 seats in each Paramedical Institute</p> <p>ii) Children of Nurse of Health Department: 01 in ZAB PGPI (open for catchment area of all paramedical institutes).</p> <p>iii) Children of Ministerial and I.T staff of Health Directorate including sub offices: 01 seats in each Paramedical Institute.</p> <p>iv) Children of Class-IV Employees: 01 seats in each Paramedical Institute.</p>

Category Number	Area of Domicile	Category of Seats	Nature of Selection	Total Seats	Remarks
				<p>Children of Class-IV staff of Health Department (Including MTIs government employees)=04</p> <p>PHSA Network Staff = 08</p> <p>Doctors of Health Department (Including MTIs government employees) =04</p>	<p>v) Children of PHSA Network Employees: 02 seats in each Paramedical Institute</p> <p>vi) Children of Doctors of Health Department: 01 in each paramedical institute. These seats will be filled through open merit competition amongst the eligible candidates irrespective of gender and technologies.</p> <p>2. Definition of PHSA Network staff: All serving cadres posted at PHSA network at the time of relevant paramedical diploma course admission.</p>
5	Khyber Pakhtunkhwa	Minority of Khyber Pakhtunkhwa	Minority seats reserved having Domicile of Khyber Pakhtunkhwa and Merged Districts	08 seats (@2% of the open merit seats)	02 for each Paramedical institute
6	Khyber Pakhtunkhwa	Candidates of Frontier Core for Peshawar Region	Selection through Frontier Core for Peshawar Region fulfilling the minimum eligibility criteria	20	Reserved seats for Frontier Core Peshawar Region are for ZAB PGPI Peshawar only
Total Seats				628	

Explanatory Note for Table-1:

1. If seats allocated to either gender are not filled due to any reason, these will be filled through the available gender within the same category/district.
2. If In-Service candidates in Category-2 are not available of the respective institute, then their seats will be offered to fresh candidates of Category-1. These vacant seats will be distributed equally amongst the catchment area districts of the concerned institutes.

3. The candidates in Category-3 may also apply for Category-1 and/or Category-4, as the case may be, through a single application form.
4. The candidates in Category-4 may also apply both for Category-1 or Category-3 as the case may be, through a single application form.
5. The candidates in Category-6 may also apply for Category-1 or Category-3
6. Seats remaining vacant from any Sub-Category of Category-4, despite observing all conditions above, will be shifted to the Category-1.
7. Seats remaining vacant from Category-5, despite observing all conditions above, will be shifted to the Category-1.
8. Any seats finally remaining vacant from Category-2 to Category-6, despite observing all conditions above, will be shifted to the Category-1. These vacant seats will be distributed equally amongst the catchment area districts of the concerned institutes.
9. In case of tie, or otherwise, regarding seats for admission of Special Gender persons (Transgender) falling on merit, the Selection Committee shall make a final decision to adjust them accordingly. The decision of the committee shall be final.
10. In-service candidate means all regular Government employees of the Health department of the provincial Government serving as PHC & Clinical Technicians fulfilling the eligibility criteria as laid down in this prospectus.
11. All candidates other than those mentioned in the Para at no;9 above will be considered as Fresh Candidates.

CATCHMENT AREA FOR EACH INSTITUTE:

Catchment area of each institute is as under (students with domicile of the concerned district will be enrolled in the concerned institution);

1. ZAB-PGPI, PESHAWAR

Peshawar, Mardan, Charsadda, Nowshera, Kohat, Swabi, Karak, Khyber, Mohmand, Hangu, Orakzai and Kurram

2. PIMT, D.I.KHAN.

D.I.Khan, Bannu, LakkiMarwat, Tank, North Waziristan and South Waziristan.

3. PIMT, SWAT.

Swat, Shangla, Malakand, Bunir, Upper Dir, Lower Dir, Upper Chitral, Lower Chitral and Bajour.

4. PIMT, ABBOTTABAD.

Abbottabad, Haripur, Mansehra, Batagram, Upper Kohistan, Lower Kohistan, Kolai Pallas and Tor Ghar,

NOTE: Applicants belonging from Sub Divisions (i.e. Erstwhile FR) shall apply on their relevant district quota.

DISTRICT WISE SEAT DISTRIBUTION

Table-2:

S/No	District/agency	Population as per 2017 census	Seats as per 2017 census
1.	Upper Chitral	169240	3
2.	Lower Chitral	278122	5
3.	Upper Dir	946,421	10
4.	Lower Dir	1,435,917	15
5.	Bunir	897,319	9
6.	Swat	2,309,570	23
7.	Shangla	757,810	8
8.	Malakand	720,295	8
9.	Upper Kohistan	306,337	5
10.	Lower Kohistan	202,913	3
11.	Kolai Pallas	275,461	4
12.	Batagram	476,612	7
13.	Mansehra	1,556,460	16
14.	Abbottabad.	1,332,912	15
15.	Haripur	1,003,031	12
16.	Mardan	2,373,061	25
17.	Swabi	1,624,616	17
18.	Charsadda	1,616,198	17
19.	Peshawar	4,333,770	44
20.	Nowshera	1,518,540	16
21.	Kohat	1,112,452	12
22.	Hangu	518,798	6
23.	Karak	706,299	8
24.	Bannu	1,211,006	14
25.	Lakki Marwat	902,541	11
26.	D I Khan	1,695,688	17
27.	Tank	428,274	6
28.	Tor Ghar	171,395	4
29.	Bajour	1,093,684	10
30.	Mohmand	466,984	6
31.	Khyber	986,973	10
32.	Kurram	619,553	7
33.	Orakzai	254,356	4
34.	North Waziristan	543,254	7
35.	South Waziristan	674,065	8
	TOTAL	35,519,927	392

Source:

<http://www.pbs.gov.pk/content/block-wise-provisional-summary-results-6th-population-housing-census-2017-january-03-2018>

NOTE: Applicants belonging from Sub Divisions (i.e. Erstwhile FR) shall apply on their relevant district quota.

INSTITUTE-WISE DISTRIBUTION OF SEATS FOR VARIOUS TECHNOLOGIES

Table-3: ZAB PGPI PESHAWAR

S. #	Technology	Fresh	In-service	Employee Children/Disabled/Minority	Frontier Core Reserve Seats Peshawar Region	Total
1.	Anesthesia	18	06	01	02	27
2.	Cardiology	18	06	01	02	27
3.	Dental	19	05	01	01	26
4.	Dialysis/ Nephrology	08	04	00	00	12
5.	Gastroenterology	06	04	00	00	10
6.	Health	31	06	03	05	45
7.	Ophthalmology/Otolaryngology	04	02	00	01	7
8.	Pathology	16	04	02	03	25
9.	Pharmacy	12	04	01	00	17
10.	Physiotherapy	02	02	00	01	5
11.	Pulmonology	04	02	00	00	6
12.	Radiology	14	04	01	02	21
13.	Surgical	17	04	02	03	26
14.	Audiology.	03	00	01	00	4
	Total	172	53	13	20	258

Table-4:PIMT ABBOTTABAD

S. #	Technology	Fresh	In-service	Employee Children/Disabled/Minority	Total
1.	Anesthesia	07	04	01	12
2.	Cardiology	07	04	01	12
3.	Dental	07	04	01	12
4.	Dialysis/Nephrology	06	04	01	11
5.	Health	13	04	03	20
6.	Ophthalmology/Otolaryngology	02	02	00	4
7.	Pathology	05	03	02	10
8.	Pharmacy	06	04	01	11
9.	Physiotherapy	02	02	00	4
10.	Pulmonology	02	02	00	4
11.	Radiology	04	03	01	8
12.	Surgical	04	03	01	8
13.	Audiology	01	01	00	2
	Total	66	40	12	118

Table-5:**PIMT D.I.KHAN**

S. #	Technology	Fresh	In-service	Employee Children/ Disabled/Minority	Total
1.	Anesthesia	06	04	01	11
2.	Cardiology	06	04	01	11
3.	Dental	06	04	01	11
4.	Dialysis/Nephrology	04	04	01	9
5.	Health	13	08	03	24
6.	Ophthalmology/ Otolaryngology	02	02	00	4
7.	Pathology	06	03	01	10
8.	Pharmacy	06	03	01	10
9.	Physiotherapy	02	02	00	4
10.	Radiology	05	04	02	11
11.	Surgical	06	04	01	11
12.	Audiology	01	01	00	2
	Total	63	43	12	118

Table-6:**PIMT SWAT**

S. #	Technology	Fresh	In-service	Employee Children/ Disabled/Minority	Total
1.	Anesthesia	08	03	01	12
2.	Cardiology	08	03	01	12
3.	Dental	06	03	01	10
4.	Dialysis/Nephrology	06	02	01	9
5.	Health	18	04	04	26
6.	Ophthalmology/ Otolaryngology	02	02	00	4
7.	Pathology	08	03	01	12
8.	Pharmacy	16	02	01	19
9.	Physiotherapy	02	02	00	4
10.	Radiology	08	03	01	12
11.	Surgical	08	03	01	12
12.	Audiology	01	01	00	2
	Total	91	31	12	134

Note: Students of Audiology Technology of PIMT Swat, Abbottabad and D.I Khan will complete 1st and 2nd semester at their respective institutes, however for 3rd and

4th semester they will be shifted to ZAB PGPI, Peshawar for clinical training. However, if any institute has the facility of the clinical training, then they can continue their remaining training in his/her own institute.

MANDATORY ELIGIBILITY CRITERIA FOR FRESH AND IN-SERVICE

CANDIDATES:

A candidate eligible to apply for admission shall be the one who fulfills all of the following criteria:

1. General Eligibility:

1.1 **Nationality:** Pakistani Nationals only.

1.2 **Domicile:**

1.2.1 Khyber Pakhtunkhwa as elaborated in Table-1 of section on seats distribution in this Prospectus.

1.3 **Gender:** Male, Female and Special Gender.

1.4 **Age Limits:**

1.4.1 **Fresh Candidates:** Maximum age limit Thirty (30) Years; to be reckoned on closing date of application.

1.4.2 **In-Service Candidates:** In-service (Regular Civil Servant) candidate age limit is Forty five (45) Years (to be reckoned on closing date of application).

2. Educational Qualification:

Basic qualification is Matric with science or equivalent qualification with at least fifty percent (50%) marks of total obtainable marks (specifically Biology as one compulsory subject).

10% weightage will be given to F.Sc premedical or equivalent qualification with at least 50% marks of total obtainable marks.

Selection / merit will be made on the basis of percentage of Matric marks 90% and F.Sc 10% weightage (if applicable).

Note: - Additional twenty (20) marks will be added to the marks obtained in SSC, for Hafiz Quran (The criteria for Hafiz Quran are Hifz Test as well as a certificate from registered Deeni Madrassa).

Explanatory Notes regarding Eligibility Criteria:

1. Any candidate having passed SSC or equivalent examination without Biology as a subject **shall not** be eligible to apply for admission.
2. Any candidate having higher qualification (e.g. F.Sc or equivalent, whatsoever the case may be) but having lesser than 50% of the obtainable marks in the SSC or equivalent examination, shall not be eligible to apply for admission.
3. F.Sc (Pre-Medical) or equivalent higher qualification is not a mandatory requirement for admission but shall be granted weightage in the form of marks, as explained in the relevant section on selection criteria.
4. Any case processed for, or granted admission, erroneously or otherwise, of a candidate ineligible on the basis of irrelevant / fake documents or false information as detailed elsewhere shall;
 - a) Not confer him/her any right of admission and shall be treated as void ab initio and shall be cancelled forthwith.
 - b) Be treated as fraud on the part of such Applicant / Candidate / Student and will be preceded accordingly under the law.

- c) Be cancelled at any stage of his/her training / education if proved fraudulent, at the sole risk and cost of such Applicant/candidate/student.
- d) Be liable to recovery of all expenditure made by the government / Institute / hospital on the admission and education / training of such fraudulent Applicant / -Candidate / Student.
- e) Have his/ her Diploma cancelled by the concerned quarters (if already awarded) along with recommendation of further lawful action against such student.

All the cancellations in the above mentioned cases of unlawful admissions shall be executed by the concerned Principal of the institute and the information must be share with DG PHSA.

PROCEDURE FOR SELECTION

The admissions into Diploma Courses at Paramedical Training Institutes shall be made on merit cum district quota/categories cum choice of technology. Details of this system are as follows:

1. Merit Compilation and Weightage Formula.

Merit shall be compiled on the following weightage formula:

- 1.1 The total marks for merit shall be tailored to 100.
- 1.2 Out of the total of 100 marks, a maximum weightage of up to 90% shall be given to marks obtained by the otherwise eligible candidate in the Secondary School Certificate examination, or equivalent, with science subjects including Biology, subject to the condition that the total marks obtained by the candidate in the SSC (with Biology) or equivalent examination must not be lesser than 50% of the total obtainable marks in the said examination; and
- 1.3 Out of the total of 100 marks, a maximum weightage of up to 10% shall be given to marks obtained by the candidate in the F. Sc. (Pre-Medical) or equivalent examination, subject to the condition that the total marks obtained by the candidate in the F. Sc. (Pre-Medical) or equivalent examination must not be lesser than 50% of the total obtainable marks in the said examination.

Explanatory Notes for Merit Compilation:

- 1. A candidate having lesser than 50% marks in SSC in science subjects (with Biology) or equivalent examination shall not be eligible to apply.
- 2. In case of a candidate having lesser than 50% of the total obtainable marks in the FSc. (Pre-Medical) or equivalent examination, no weightage shall be awarded in the merit calculation to such candidates and their merit shall be determined on the basis of marks obtained by them in the SSC (with Biology) or the equivalent examination.

2. Institution-wise Merit List Compilation:

Institution-wise merit lists for all technologies, based on academic merit and technology / district seats/categories of the candidates, will be prepared.

Under this system, the candidates will be provisionally allocated seats on merit cum choice of technology cum districts/categories, in different technologies at respective institute. This will be done in accordance with the availability of seats in the order of technology of choice of the candidate and districts seats falling on merit.

If a candidate falls on merit of his/her district/category, but has not opted for a technology he/she will not be offered admission in any technology even if vacant seats are available. In this case the offer of admission will be made to the next candidate on merit who has opted for training in that particular technology in the Institute, where seat is available.

Explanatory Notes for Technology Allotment

Technology shall be allotted on open merit for all categories/districts mentioned in Table-1 and Table-2 of this prospectus.

3. Interviews for Selection:

Keeping in view the number of applicants, an appropriate number of candidates on the Institutional merit list, but not more than 03 candidates for each seat from all categories/districts(as in Table-1 and Table-2), will be called to appear before the interview committee in the respective Paramedical Training Institutes.

The interview shall not be given any weightage of marks in the merit, but its sole purpose will be physical verification of the person, assessing the general composition and physical as well as mental status and scrutiny of his/her credentials (original documents) in-order to determine his/her preliminary fitness or otherwise for admission to a Paramedical Training Institute.

In case of any doubt about the person, fitness or credentials of a candidate, the interview committee may recommend an appropriate action to the Selection Committee.

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 despite falling on merit in the selection list and the interview shall not be re-arranged for any such candidate/s.

4. Final Merit List and Selection of Candidates for Admission:

After completion of the interviews and compilation of the final institutional Merit Lists, list of selected candidates shall be prepared on the bases of merit cum technology/district (as explained in relevant sections of this prospectus).

After approval by the Selection Committee, the list of selected candidates shall be uploaded on the official website of PHSA www.phsa.edu.pk. No separate call letters / offer letters for admission shall be issued to individual selected candidates.

For further convenience of candidates, the same lists will also be simultaneously displayed at a prominent place in all Paramedical Training Institutes of the PHSA network as per dates mentioned in floated advertisement.

The offer of admission so awarded to selected candidates shall expire within five working days after the date of uploading of the final lists on the official website www.phsa.edu.pk. The offer of admission shall be a one-time offer and shall not be repeated and / or revalidated for the same candidate for the same or other technology, if it is not availed by the selected candidate, within the stipulated time.

The selected candidates not reporting for admission shall lose their right of admission, which shall then be offered to next candidates, on merit cum choice of technology/district through the same official website, as per selection procedure.

In case any seats remain unoccupied by the selected candidates in the first final merit and selection list, a second selection list may be prepared from the already interviewed waiting candidates, on basis of the same merit cum choice of technology/district at respective institute.

The second list, if required to be issued, shall be uploaded on the same official website by giving five days' timeframe after the day of uploading of the list, for the candidates to report for admission to the concerned institutes.

Subject to situation, the process of issuing such lists may continue till the filling of all vacant seats by the selected candidates, but not later than 45 days or till the deadline for registration in view of guidelines issued by the Faculty of Paramedical and Allied Health Sciences, Khyber Pakhtunkhwa, whichever is earlier. Till the end the whole selection process will be done on merit only.

IMPORTANT NOTES:-

In view of the foregoing, the candidates are advised:

1. To frequently keep on visiting the above mentioned official website/concerned institute to avoid missing the opportunity of admission; and
2. To very carefully fill the application form to ensure about choices / prioritization of technologies/category, because these parameters shall be some of the main factors to decide the merit-based allocation of technology at respective institute.
3. To be very careful about choices of technology because any candidate who would have not listed a particular technology in the application form, shall not be considered for admission in that particular technology despite falling on merit.

This is IMPORTANT because change/alteration/addition/deletion in the choice/ prioritization of technology shall Not be Allowed afterwards, once the application form is submitted for the purpose of admission.

ADMISSION GUIDELINES:

General Guidelines:

1. Admissions will be offered to the public through an advertisement in national press and the following official website:
 - Provincial Health Services Academy:
www.phsa.edu.pk
2. Prospectus along with admission form can be obtained from the concerned Paramedical Institute at the rate of Rs. 500/- per prospectus/form.
3. In case the candidates need any clarification, they may contact the concerned institution.
4. Category wise final institutional selection merit list, for all technologies will be prepared after the interviews. The candidates will be offered seats on district/ category wise merit in different technologies.
5. The interview list of each institute will be displayed on the official website and concerned institute notice board as described in relevant section of this prospectus.
6. After Interview, final merit and selection lists will be compiled based on interview committee's recommendations.
7. Admission granted by the Institutional Selection Committee shall be provisional and shall not mean any commitment or entail any legal liability till its confirmation by the Khyber Pakhtunkhwa Faculty of Paramedical and Allied Health Sciences through registration.
8. 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.
9. The institutional merit list, selected candidates lists and other related correspondence will be displayed on notice board of relevant institute(s) and on PHSA website i.e. www.phsa.edu.pk and will not be communicated to anyone in person, through any other means.
10. During the diploma course, no candidate will be allowed to take admission in any other course or appear in any examination without prior permission from the concerned paramedic institute.
11. All the applicants shall ensure the following documents enclosed with application form to be submitted to the concerned institute.
 - 11.1 Attested photocopies of SSC / FSc. (Pre-Medical) certificates along with detailed marks certificates of both examinations.
 - 11.2 Attested photocopy of Domicile Certificate
 - 11.3 Attested photocopy of CNIC or Form-B of the applicant.
 - 11.4 Attested photocopy of Father/Guardian CNIC
 - 11.5 Character certificate from educational institution last attended by the applicant.
 - 11.6 Three recent passport size photographs with blue background, duly attested.
 - 11.7 Valid disability certificate (where applicable)
 - 11.8 Service Certificate (for In-service applicants)
 - 11.9 Father/Mother Service Certificate in original (For employees children)

- 11.10 Hafiz-Quran Certificate (where applicable)
12. 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.
 13. Incomplete, improperly filled application forms in any respect, and tampered or overwritten documents shall not be acceptable.
 14. Each applicant can apply to all technologies offered at respective institute, through a single application form with priorities of technologies. Options once given in the application form will be considered final and shall not be changed/added/deleted after submission.
 15. If a candidate has opted for one or more technology(ies) and seat within that/those specific technology(ies) are not available, he/she will not be offered admission in that technology or any other available technology.
 16. In-service candidates will avail only one chance for admission, during their entire regular Government service.
 17. Both male and female candidates will be offered fifty percent (50 %) seats each, in all disciplines.
 18. If candidates of desired gender is/ are not available for admission on reserved seats in a particular category/district, then such vacant seat(s) will be offered to candidates of available gender in the same category/district.
 19. Additional twenty (20) marks will be added to the marks obtained in SSC, for Hafiz Quran (The criteria for Hafiz Quran are HifzTest as well as a certificate from registered Deeni Madrassa).
 20. Government servants other than those working as Clinical Technicians in Provincial Health department shall be considered as fresh candidate.
 21. Affidavit (to be filled on a stamp paper of Rs. 100) shall be produced after provisional selection of the candidate has been made (please see specimen of the affidavit on last page of this prospectus).

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 concerned institute 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 Principal of the concerned institute before the date fixed for Interview; otherwise their application shall not be considered.
3. Regular Govt. servant, serving only in their relevant discipline (technology) will be considered as in-service candidate for admission, in that specific technology.
4. In case of a tie preference will be given to candidate having more public service experience in relevant discipline.
5. All In-service candidates are eligible to apply in their own discipline only, with the following exceptions :
 - 5.1 Previously Dispenser, EPI Technicians, Leprosy Technician and Malaria Supervisors(& now PHC Technicians etc.) with matric science (including biology) having passed dispenser certificate level course

from Medical Faculty can apply for Health, Physiotherapy, Gastroenterology, Pulmonology and Dialysis technologies only.

- 5.2 Previously Malaria Microscopic Technician (& now Clinical Technicians etc.)having Matriculation with Science (including biology having passed certificate level course in pathology/lab from Medical Faculty can apply for Pathology Technology.
- 5.3 Out of the in-service quota 50 % seats will be allocated to male and female in-service candidates in all disciplines and any seat falling vacant will be filled through available gender. However, in case the in-service seats fall vacant such seats will be offered to fresh candidates on open merit (50% Male and 50% Female), equally distributed amongst the catchment area districts as elaborated in the relevant section of the prospectus.
- 5.4 All those in-service persons who have previously availed admission as in-service candidate shall not be eligible to apply again.

ADMISSION GUIDELINES AND SELECTION CRITERIA FOR CANDIDATE WITH PHYSICAL DISABILITY.

The candidate with physical disability may apply against the regular seats in categories 1&3 (Table-1) as well as against the reserved seats 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 in diploma course for a technology shall be assessed and certified by the standing Medical Board.
3. In case a candidate is declared unfit for admission in a particular course of studies, she/he may be considered in other technology course, she/he might have opted for. In case of not opting for any such course in the application form, the candidate will be dropped from admission.
4. The disability shall be of a permanent nature and not temporary due to illnesses e.g. fracture etc.
5. Disabled person should be mentally fit and physically able to carry out his/her studies and can perform professional duties after qualifying two years paramedics' diploma course.
6. A severely disabled person (movements, eyesight and hearing etc.) is ineligible for admission into the paramedics' diploma course.

HOW TO APPLY?

Keeping the instructions of advertisement and this prospectus in view, all applicants shall apply through filling all relevant information in a single application form for respective institute accordingly as follows:

Selection of Technology

Each applicant shall apply to at least one technology. In case the applicant selects more than one technology in application, he/she shall have to prioritize the selection accordingly.

MIGRATION PROCEDURE

- a. Migration will be done as per situation subject to availability of vacant seat in relevant technology and NOC from both concerned institutes principals.
- b. Mutual migration is allowed providing that both having same technology.
- c. Rs.10000/- will be deposited as migration fee to the recipient Institute.
- d. No student is allowed to migrate from Private Paramedical Institute to Government Paramedical Institute and vice versa under any circumstances.
- e. All such cases of migration will be allowed after approval of the Director General Provincial Health Services Academy, Health Department Peshawar.

CHANGE OF TECHNOLOGY PROCEDURE

The Principal of concern institute may offer the students one time opportunity for change of technology subject to the availability of vacant seat in the relevant technology, before registration by the Khyber Pakhtunkhwa Faculty of Paramedical and Allied Health Sciences.

DURATION OF TRAINING

The total duration of the training shall be two years divided into four (04) semesters of six months each.

ADMISSION CONDUCTION:

The admissions will be conducted twice a year (Spring & Fall).

INTERVIEW / SELECTION COMMITTEE:

The Interview/selection committee for the selection of candidates for admission to Diploma Course shall comprise the following:

- | | |
|---|-------------------------|
| 1. Principal of the concerned institute | Chairperson |
| 2. Vice Principal/S.Instructor of the concerned institute | Member/Secretary |
| 3. Representative of PHSA | Member |
| 4. Representative of Provincial Paramedics Association | Member |
| 5. Co-opted Member | Member |

TORs: (Terms of References).

- To verify physical attendance of candidates, checking of all required original 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.
- To ensure the selection of students as per approved eligibility and merit criteria.

Note: Selection/waiting lists will be issued after final approval of Director General PHSA.

ADMISSION FEE FOR TWO YEARS COURSE.

Table-7:

S/No	DESCRIPTION.	FEE.	REMARKS.	UTILIZATION.
Government Dues				
1.	Admission fees	1000	Non – refundable	Government Treasurer
2.	Tuition fee Fresh/In-service	5000	Non – refundable	
		0		Institute related Dues
3.	Security Fee	2000	Refundable	For adjustment in penalties
4.	Computer fee	2400	Non-Refundable	Computer Lab./ IT System development and maintenance
5.	Documents Verification Fee	800	Non-refundable	Payable to Boards of Intermediate and Secondary Education
6.	Library Books	2000	Non-refundable	Library and Books
7.	Magazine Fund	400	Non-refundable	For publication of institute annual magazine
8.	Study Tour	4000		Students Study Tours
9.	Sport Recreation	2000	Non-refundable	For sports, cultural and literary activities, etc.
10.	POL Charges	12000	Non-refundable	For Pick & Drop to hospital for clinical duties & field visits as per syllabus/course
11.	Internal Evaluation fee	1500	Non-refundable	For printing materials and stationery for exam and test related expenses
12.	Miscellaneous Charges	2000	Non-refundable	For all those necessary dues wherein there is no specific budget head.
	Total (In Rupees)	35100		

Table-8: HOSTEL CHARGES FOR TWO YEARS.

DESCRIPTION	FEE	REMARKS
Hostel Charges	7200	To be deposited in Government Treasurer
Security	2000	Refundable
Total (In Rupees)	9200	

NOTE: Student fund will be utilized as per guidelines issued by Director General Provincial Health Services Academy, Health Department Government of Khyber Pakhtunkhwa Peshawar

- Hostel facility is not available at PIMT Abbottabad
- Hostel facility will be allotted on merit basis; however students from far flung areas shall be given preference.
- The selected candidates will deposit their complete fee at the time of admission in the authorized bank account of the concerned institute.
- Mess charges are to be charged as per policy of the concerned institution.
- In case of withdrawal of admission by any student within 45 days of depositing of admission fee, all fees except admission fee will be refunded to both hostel boarder and day scholars. After 45th day of depositing of admission fee by the student, only security fee will be refunded to both hostel boarder and day scholars.
- Registration and Examination Fee will be charged as per actual payment to KP Medical Faculty.

SECTION-III

INSTITUTES DISCIPLINARY AND CONDUCT RULES

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

1. "Student" means a student on the roll of the paramedical institute.
2. "Indiscipline" means any act, which disturbs the smooth running and good order of the institute or hostel.
3. "Expulsion" means cancellation of admission of the student debarring him/her from the admission at least for one session or for good.
4. "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 are expected to dress in a simple and decent manner.
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/events 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 or another person.
5. Students will refrain from any behavior which can be interpreted by others as harassment.
6. Student will obtain written authorization before making public statements, communication or correspondence with the press or other media for mass communication.
7. Student 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

- 11.1 All individuals and teams involved in sports are expected to participate showing sportsmanship, respect, consideration and appreciation towards their opponents, team-mates, officials and Institute staff at all times.
- 11.2 Under no circumstances should a student react in a violent manner nor use any form of foul or abusive language, whether it is directed at a member of staff, match official, opponent, playing colleague, team official or spectator.

Individuals signing the player registration form are agreeing to abide by this code of conduct and will accept that any deviation from these rules will result in disciplinary action being taken by the Institute.

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. Handling/possession or use of Intoxicants or eatable 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 or services on Institute premises or at Institute-sponsored activities.
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.
11. **Harassment.** Meaning in following: -
 - 11.1 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.
 - 11.2 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.
 - 11.3 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 in the premises of the institute as per government policy.
14. Personal hearing will be permitted on the request of student after receiving final warning to the three-member committee constituted by the Principal.
15. Disciplinary Offence will be liable to one or more of the following steps taken by the disciplinary committee comprising of the faculty members.

DISCIPLINARY COMMITTEE OF INSTITUTES:

Each Institute shall notify a Disciplinary Committee of the Institute comprising one Chairperson and two members from the teaching staff. The ToRs of this Committee shall be as under:

1. To oversee the overall situation of general discipline and conduct of the students at the institute, 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.

Director General PHSA shall be the final appellate authority in case of any disciplinary action taken by the Principal against a student of the Institute. The appeal, if any, should reach the office of appellate authority within two weeks of the action/decision taken by the concerned Principal.

Punishment or Penalties for Acts of Indiscipline/Misconduct:

Punishment or penalty for acts of indiscipline shall be in accordance with 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 accused student will be given, with a copy through Registered Postal Mail to his/her parents/guardian. 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, underwritten 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. **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.
4. **Removal of privileges.** The Principal may cancel any privilege/s 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) **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 his/her class continuously for 14 days or more without a reasonable cause, his/her name will be liable to be struck off the rolls of the Institute. In case of struck off, the applicant can apply to Concerned Principal of the institute for re-admission. The Principal shall forward the application to Director General Provincial Health Services Academy, Health Department Peshawar being appellant authority with his/her comments. In case the authorities concerned are 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, shall be re-admitted. 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 that they are not inconsistent with other regulations.

ATTENDANCE/ LEAVE RULES AND EXAMINATION RULES:

1. Full day attendance in the theory, practical and clinical 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 attendance 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 are mandatory, minimum attendance in a course required shall be 75%. Any student who does not meet the minimum attendance will not be allowed to appear in the Faculty exams.
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 such casual leave to the student's affairs section after recommendations of the concerned class in-charge.
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.

8. All rules and regulations of Faculty of Paramedical and Allied Health Sciences, Khyber Pakhtunkhwa related to paramedical training shall be binding upon all the candidates and students.

PROGRESS REPORT/ELIGIBILITY FOR APPEARING IN THE EXAMINATION

A candidate must fulfill the following criteria to make him/her eligible for the examination.

1. He/She must complete the prescribed course in the discipline (technology) in which he/she desires to appear in the examination.
2. He/She must acquire 75% attendance in all subjects including demonstration, practical/professional training.
3. Internal assessments shall be conducted with periodic interval. Marks obtained by the students in the internal assessment may be considered for fitness towards registration/ examination by the Faculty of Paramedical and Allied Health Sciences, Khyber Pakhtunkhwa.
4. He/She must bear a good character/conduct and abide by the rules of the Institute.
5. Where a candidate is barred from examination for any reason, enters the examination room and sits for the paper, his/her results in the paper shall be declared null and void.
6. For this purpose, the Institute shall maintain a thorough and up-to-date record of the academic progress of the students through Internal Assessment in the form of monthly tests, attendance, general attitude and behavior towards discipline/rules and regulation of the Institute.

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/person permitted to borrow books from the library. Such cards shall be non-transferable strictly 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 prescribed period.
 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 lending 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 the competent authority.
11. Any case of indiscipline including stealing of book etc. will be reported to the Principal concerned.

IDENTITY CARD

On admission, every student will be provided non-transferable identity card at the cost of Rs.150/. It carries a photograph duly signed by the Principal/Vice-Principal stating particulars of the student. The card must be kept by the student concerned and produced on demand.

UNIFORM

In order to maintain academic dignity and sanctity of the institution, students and staff of the Institute are required to wear decent dress, keeping in view the local cultural values. The dress restriction is not to impose any rigidity or regimentation but is in accordance with the spirit of discipline and punctuality which is the cardinal aspect of life style highly desired at the Institute. Purpose of Dress Code is to establish the basic guidelines for appropriate work dress that promotes a positive image of Institute and also allow maximum flexibility to maintain good morale, respect, cultural values and due consideration for safety while working at laboratories. To abide by the student dress code, student should not: -

- a) Wear tight or see-through dress.
 - b) Wear Shorts, or sleeve-less shirts.
 - c) Wear Tee-Shirts/dress bearing language or Art, which appears to be provocative or indecent and is likely to offend others.
 - d) Wear torn clothing.
 - e) Wear jogging or exercise clothing during classes.
 - f) Put on excessive makeup or wear expensive jewelry.
 - g) Wear untidy, gaudy or immodest dress in classrooms, cafeteria and Institute offices.
- All faculty members, administrative staff, support staff and students will be expected to monitor this code of conduct and report any such disregard or violations to head of the Institute either verbally or in writing for taking appropriate action/remedial measures.

- All the students must wear white Shalwar, Qameez and overall within the local and National Culture and tradition, along with the Institute ID Card properly displayed on it.
- For Female:
White Shalwar and Qameez on her own choice with white Dopatta with ribbons as per semester number overall and display card.
In winter, Navy-blue pullover/ blazer/sweater with white shawl (optional).

Any student found without uniform during Institute/hospital timings, will not be allowed to attend the class and will be marked absent.

ACRs/PER AND REFERENCES.

The Principal/Vice-Principal of the Institutes will write ACRs/PER of the in-service students.

HOSTEL RULES

All candidates are eligible for hostel accommodation. When accommodation is limited, the decision will be taken on merit, however, preference will be given to the students coming from far-flung areas.

To promote and maintain congenial atmosphere in the hostel, boarders are required to observe the following rules strictly:

1. Boarder shall not engage in any activity subversive to law and order.
2. They have to abide by the instructions issued by the Admin:/House Keeper from time to time.
3. No student shall be allowed to use electric heater and Air Conditioner, etc. in the hostel.
4. The students are required to bring their bedding according to the season at the time of joining the institute. The Institute provides furniture only.
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 students when required due to emergency or in consequence of any disciplinary action.
6. Un-authorized stay will 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 voluntary 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 will be expelled from the hostel/Institute.
10. Strict cleanliness shall be maintained and paint, fixtures and appliances shall neither be damaged nor mishandled. The defaulters shall be made to pay the cost of the damaged items.
11. Chalking on the walls, windows and doors of hostel premises, rooms, toilets and dining hall is forbidden. Defaulters will be punished by imposing fines / expulsion from Institute. The students are responsible for cleanliness of their allotted rooms.
12. No guest will be allowed to visit the rooms or stay for the night. The students will meet their guests in the meeting room. The guest must leave the hostel and Institute premises by 08:00 PM, If students fail to comply with the rules, they will face strict disciplinary action, which may amount to expulsion from the institute.
13. Playing of musical instruments and record players is prohibited in the hostel.

14. No resident shall remain outside the hostel after 08:00 PM in winter and 9:00 PM in summer. Hostel timings should be strictly observed, defaulters will be dealt with severely.
15. A resident desiring to stay outside the hostel for one or more nights must seek written permission from the warden failing which he / she shall be liable to disciplinary action.
16. The students will be responsible to take care of their valuables. In case of any losses there will be no responsibility on hostel and Institute administration.
17. Students' room can be changed on the order of the Warden/ Principal.

AFFIDAVIT

(To be submitted on Judicial Stamp Paper after selections)

I Mr. / Mrs. / Miss. _____ Son / Daughter/ Wife of _____ selected as in-service / fresh candidate in _____ Technology for two years diploma course session _____ in the ZAB PGPI Peshawar / PIMT Abbottabad / Swat /D.I khan solemnly declare that:

- i. I will abide by all the rules and regulations of the Institute and its hostel in force or as amended from time to time and will not claim for hostel facilities.
- ii. I will not indulge in any sort of political, linguistic and sectarian activities neither I will organize or become member of any political organization /student body.
- iii. I will not ask for any change in the training discipline (technology) to which I am assigned, at any stage of the course.
- iv. I will not object to any change in the duration of the said course, for any unforeseen reasons.
- v. I will forfeit my security in case I withdraw my admission or face expulsion from the institute on disciplinary grounds. Moreover, I will be bound to deposit Rs. 5,000/-as penalty to the Government.
- vi. If any of the document provided by me is found to be false/irrelevant at any stage, my admission will be liable to be cancelled without any show cause notice given to me.
- vii. I will face termination and will not go to court or other forum if found serving or having admission in other institutes/universities, during this course period.

Signature of the Candidate

Signature of Guardian

CNIC No. _____

Cell No. _____

Witness No.2	Witness No.1
Name _____	Name _____
CNIC No _____	CNIC No. _____
Address _____	Address _____

ATTESTED SIGNATURE:

By 1st Class Magistrate