



# **NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH AND MEDICAL SCIENCES, MAWDIANGDIANG, SHILLONG**

**(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)**



## **PROSPECTUS – M.Sc.Nursing COURSE** *Session: 2025-2026*





## AT A GLANCE

<b>Course: M.Sc.(Nursing)</b>	
<b>Session 2025-2026</b>	
Application form (Offline)/Prospectus will be available on NEIGRIHMS website <a href="http://www.neigrihms.gov.in">www.neigrihms.gov.in</a>	<b>2<sup>nd</sup> June, 2025 (Monday)</b>
Submission of Application form closes on	<b>30<sup>th</sup> June, 2025 (Monday)</b>
Date of issue of Admit Card (From Exam Cell, NEIGRIHMS)	<b>30<sup>th</sup> June, 2025 (Monday) onwards</b>
Date of issue of Duplicate Admit Card	<b>18<sup>th</sup> July to 19<sup>th</sup> July, 2025 (Friday - Saturday)</b>
<b>Date of Entrance Examination</b>	<b>20<sup>th</sup> July, 2025 (Sunday) (Offline)</b>
Expected date of the Result of the Entrance Test	<b>Within 72 hours of the conclusion of entrance test</b>
Counseling and admission	<b>29<sup>th</sup> July, 2025 (Tuesday) Reporting Time : 9 AM – 10 AM</b>
Commencement of the session	<b>4<sup>th</sup> August 2025 (Monday)</b>

### **IMPORTANT TELEPHONE NUMBERS:**

1. Office of Dean, NEIGRIHMS: +91364-2538029
2. Examination Cell: +91364-2539225 (Extn-225)
3. Email id: neigr.exams@gmail.com

**Prospectus and Application form is downloadable from the Institute website at [www.neigrihms.gov.in](http://www.neigrihms.gov.in)**

**Application Processing Fee is Rs. 1000/-**

**Link for payment of Application Processing Fee is available under <https://formbuilder.ccavenue.com/live/bank-of-baroda/neigrihms>**

***Note: Candidates are required to attach the printout payment receipt along with the Application Form.***

***\* NEIGRIHMS SHALL NOT BE RESPONSIBLE IF THERE IS ANY DELAY IN THE***

## 1. INTRODUCTION

The **North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences (NEIGRIHMS)**, Shillong is an autonomous Institution established by the Ministry of Health & Family Welfare, Government of India 1987 under the Meghalaya Registration Act 1983. The Institute has been projected on a modular system on four pillars of health programmes in our country so as to develop:-

- Medical Education and Human Resource Development by creating a Centre of Excellence for Medical and Nursing Education to generate Health manpower in Specialty, Super specialty in the field of Medicine, Nursing and allied profession.
- Excellence in Patient Care Services with State of the Art Technology.
- Establish an open Referral Hospital to provide Specialized Health Care to the people of North East India.
- Central Research organization with Primary and Advanced Research Facilities.
- The Institute shall look after the Regional needs and collaborate with other National and International agencies, Health Care Consultancy service in Regional and Central Health Schemes.
- The Institute has the mandate to take up the responsibility of an Apex Co-ordination Centre to guide the Health Care programmes of North Eastern States, North Eastern Council and also to co- ordinate with the Central Government plans and programmes of Health Care. Establishment of the College of Nursing in NEIGRIHMS is a step in this direction.

## 2. MISSION

To develop a center of excellence in the field of Nursing Education, Research and Patient Care so as to impart quality education leading to Master and Doctoral degree in Nursing for an internationally accredited Nursing professionals.

## 3. PHILOSOPHY OF THE COLLEGE

The College of Nursing, NEIGRIHMS, Shillong being an integral part of the Indian Nursing Council believes that -

- Post Graduate Programme is essential to prepare nurses to improve the quality of nursing education and practice in India.
- Post Graduate Programme in nursing builds upon and extends competence acquired at the graduate level. It emphasizes application of relevant theories into nursing practice education, administration and research.
- Post Graduate Programme prepares nurses for leadership position in nursing and health fields who can function as nurse specialists, consultants, educators, administrators, and researchers in a wide variety of professional settings in meeting the National health priorities and the changing needs of the society.
- Post Graduate Programme encourages accountability and commitment to life-long learning which foster improvement of quality care.

#### 4. PURPOSE

The aim of the postgraduate program in nursing is to prepare graduates to take up leadership position and assume responsibilities as nurse specialists, consultants, educators, administrators in a wide variety of professional settings.

#### 5. MAIN OBJECTIVES OF THE COLLEGE

On completion of the 2 year M.Sc. Nursing Programme, the graduate will be able to:-

- a. Practice as Nurse Clinician/Nurse Specialist and to utilize/ apply the concepts, theories and principles of nursing science for bedside and family care nursing, nursing supervision and nursing administration.
- b. Demonstrate Leadership qualities and function effectively as nurse educator and manager.
- c. Function as Nursing Teachers who can take up different responsibilities and demonstrate advance competence in practice of nursing at all levels.
- d. Demonstrate skills in conducting nursing research, interpreting and utilizing the findings from health related research.
- e. Demonstrate the ability to plan and effect change in nursing practice and in the health care delivery system.
- f. Establish collaborative relationship with members of other disciplines.
- g. Demonstrate interest in continued learning for personal and professional advancement.

**6. NAME OF THE COURSE:** M.Sc. Nursing

**7. DURATION OF THE COURSE:** 2 (two) years.

**8. AFFILIATION:** The Course is affiliated to North Eastern Hill University (NEHU), Shillong.

**9. TOTAL NUMBER OF SEATS:**

- 10 (ten) Seats annually.

#### 10. ADMISSION REQUIREMENT FOR FOREIGN STUDENTS

The following seats are available for foreign national candidates over and above the number of seats specified in Clause 9 of the Prospectus

SL.NO.	COURSE	SUPERNUMERARY SEATS FOR FOREIGN STUDENTS
1	M.Sc. Nursing	2

The Eligibility criteria for foreign candidates will be at par with the eligibility criteria for Indian candidates as specified in the Prospectus. However, foreign national candidates are exempted from appearing in the Entrance Examination. The foreign candidates are also required to take the print out online application and route their applications along with necessary documents **through Diplomatic Channel**. Application received directly will NOT be entertained.

**NOTE:** Hostel accommodation will be provided to the Candidates subject to availability of Hostel Room.

## 11. SEAT DISTRIBUTION

Name of the Course	All India Open (A)	NEIGRIHMS Alumni (B)	NEIGRIHMS Staff (C)	Total Seats (A+B+C)
M.Sc.(Nursing)	5 (50%)	3 (30%)	2 (20%)	10

### ➤ NEIGRIHMS Staff seat distribution – M.Sc. Nursing

Admission to 2 (two) seats for NEIGRIHMS Staff will be as per the Institute's Guidelines issued vide Notification No. NEIGR-Estt-I/38/2013/Vol.I/408-410 dated 31<sup>st</sup> December 2021 for M.Sc. Nursing and other courses.

## 12. SPECIALTY WISE SUBJECTS

Sl. No.	Specialty	No. of Seats
1.	Community Health Nursing	2
2.	Child Health (Paediatric) Nursing	2
3.	Medical Surgical Nursing: Sub-Specialty • <b>Critical Care Nursing</b>	2
4.	Obstetric & Gynaecological Nursing	4
<b>Total No. of Seats</b>		<b>10</b>

### Note:

1. Admission to all the 10 (Ten) Seats in M.Sc. (Nursing) course will be based **SOLELY on Merit** as per the result of the Entrance Examination.
2. Seats for specialty subjects offered may increase or decrease as per the administrative approval.
3. The seats shall be offered (to the candidates) as per the rank in the merit list of Entrance Examination.
4. If the seat, allotted for NEIGRIHMS Staff Category or NEIGRIHMS Alumni Category **remains unfilled** due to non availability of eligible candidates, the seat will be filled up by candidates from All India Open Category.

## 13. ELIGIBILITY CRITERIA FOR ADMISSION TO THE COURSE

- a. Candidates should have the minimum qualification of B.Sc. Hons. Nursing/B.Sc. Nursing/ Post Basic B.Sc. Nursing from an Institution recognized by the Indian Nursing Council with a minimum of 55 % aggregate marks.
- b. **Candidates with Post Basic B.Sc. (N) degree through distance education (IGNOU) may be considered only if the study centre is recognized by the Indian Nursing Council.**
- c. Candidates should be a Registered Nurse and Registered Midwife or equivalent with any State Nursing Council.
- d. B.Sc. Nursing graduates should have at least **one year experience after obtaining the degree of B.Sc./Post Basic** in a Hospital or in a College or School of Nursing or in Community Health setting and should have **Registration Certificate from the State Nursing Council.**
- e. Candidates should submit their experience certificate along with their application form.
- f. Bonafide students of College of Nursing, NEIGRIHMS (irrespective of domicile state) are eligible for admission to the seats reserved for NEIGRIHMS Alumni.

- g. Candidates with Post Basic B.Sc. Nursing should have at least a minimum of one year work experience prior or after Post Basic B.Sc. Nursing.
- h. **Internal candidates** from NEIGRIHMS should be registered with the Meghalaya State Nursing Council.
- i. Male candidates who did not opt for Midwifery in the B.Sc. Nursing course should be qualified in any other subjects as recommended by the Indian Nursing Council in lieu of Midwifery. Only those candidates who have studied Midwifery are eligible for admission to Obstetric and Gynaecological Nursing and Community Health Nursing speciality.
- j. Candidates shall be medically fit.
- k. In service candidates should obtain “**No Objection Certificate**” from the employer as per guidelines of the Institute.

*Note 1: Candidates having disability to the tune of 40% to 50% of lower extremity declared by authorized Medical Board of the State Govt. / Govt. of India or any other Competent Authority authorized in this regard by the Government having Nursing Expert as a member of the Board only to be considered.*

*Note 2: During the course of study, if a student applies for a job (Government or Private) and subsequently in the event of his/her appointment and joining the same, his/her studentship stands cancelled. Further, the Security Deposit will also be forfeited.*

**14. CENTRE FOR ENTRANCE EXAMINATION:** Will be allotted/ intimated in the Admit Card.

**15. PROCEDURE FOR APPLYING**

Prospectus and Application Form will be available in NEIGRIHMS website at [www.neigrihms.gov.in](http://www.neigrihms.gov.in) w.e.f 2<sup>nd</sup> June, 2025 (Monday) to 30<sup>th</sup> June 2025 (Monday).

**16. COMMENCEMENT OF THE COURSE:** 4<sup>th</sup> August, 2025 (Monday).

**Note: NO REQUEST FOR SENDING THE PROSPECTUS CUM APPLICATION FORM BY POST WILL BE ENTERTAINED.**

**17. SUBMISSION OF APPLICATION FORM AND PROCEDURE OF PAYMENT:**

- Duly completed application forms marked in an envelope SUPERSCRIBING as “M.Sc Nursing Application Form 2025” addressed to Examination Cell, Director’s Block, NEIGRIHMS P.O.– Mawdiangdiang, Shillong – 793018.
- a) Dropped in the Box placed outside the Examination Cell, Director’s Block NEIGRIHMS
- b) Sent by post addressed to “Examination Cell, NEIGRIHMS, Director’s Block, P.O–Mawdiangdiang, Shillong-793018.

**Note: Last date for submission of application forms on or before 30th June 2025 (Monday).**

**\* NEIGRIHMS shall not be responsible if there is any delay in the Postal Delivery.**

**a. Procedure of payment:-**

The prescribed amount of Application Processing Fee, i.e. Rs. 1000/- (One Thousand Only) is available in the link given below Link for payment of Application Processing Fee

<https://formbuilder.ccavenue.com/live/bank-of-baroda/neigrihms>

In the Remark column on the Payer Details, candidate needs to enter the details as: “**M.Sc Nursing Prospectus Application Fees for the Session 2025 – 2026**”

Candidates are required to submit the Printout Payment receipt along with the Application form and must keep a copy as proof of payment.

**NOTE: APPLICATIONS WILL BE ACCEPTED WITH THE PRINTOUT PAYMENT RECEIPT ONLY. NO OTHER MODE OF PAYMENT WILL BE ACCEPTED**

- a.* It will be the responsibility of the candidates to ensure that correct information is provided in the Application Form regarding Name, Date of Birth (DOB), Experience Certificate, No Objection Certificate, Address, Contact No, Email address, etc.
- b.* If at any stage, a candidate is found to have provided false information/certificate or is found to have withheld or concealed some information in his/her application form, he/she will be debarred from admission with immediate effect.
- c.* If ineligibility is detected at any stage, candidature/admission of the candidate will be cancelled without any notice.
- d.* The decision of the Director, NEIGRIHMS shall be final in the matter of selection of Candidates for admission to M.Sc.Nursing course and no appeal will be entertained in this regard.

#### **18. DOCUMENTS TO BE SUBMITTED FOR COUNSELING**

- i. One recent clear colour passport size photograph.
- ii. Photocopy of the High School/Secondary School Certificate issued by the Board/ University showing the date of birth of the applicant.
- iii. Photocopy of the marksheet/ transcript of the B.Sc.Hons.Nursing/ B.Sc.Nursing/ Post Basic B.Sc.Nursing examination to ascertain eligibility in qualifying examination.
- iv. Photocopy of Registration Certificate from State Nursing Council.
- v. Experience Certificate.
- vi. Employed Candidates : In case of employed candidates, he/ she must submit his/her copy of **No Objection Certificate** from the Employer.
- vii. Certificate of Disability from competent authority, in case of Person with Disability (PWDs).

#### **19. ISSUE OF ADMIT CARD**

Admit Card to the eligible candidates appearing for the Entrance Examination will be sent by Speed Post to the address provided in the Application form from **30<sup>th</sup> June, 2025 (Monday) onwards.**

- i) In case of non receipt of Admit Cards candidates can collect the Duplicate Admit Cards from Examination Cell, NEIGRIHMS **from 18th July to 19th July, 202 (Friday – Saturday) during office hours (9:30 AM to 04:00 PM on Friday & 9:30AM to 01:00 PM on Saturday )**

## 20. THE ENTRANCE EXAMINATION:

Entrance Examination will be conducted by NEIGRIHMS. All questions will be of objective type and in English language on the following subjects as detailed under:-

**Note: Question paper will consist of 100 questions of MCQs items with a single correct response out of four options. Each MCQ item with correct response shall be awarded 1 (one) mark.**

Subject	No. of Questions	Marks
Medical Surgical Nursing	17	17
Community Health Nursing	17	17
Obstetric Nursing	17	17
Child Health Nursing	17	17
Mental Health Nursing	17	17
Trends in Nursing	10	10
General Knowledge	5	5
Total	100	100

## 21. DECLARATION OF RESULT AND PROCEDURE FOR SELECTION

- i) Result of the Entrance Test will be declared within 3 days of completion of the Written Entrance Examination and will be displayed on the Institute's Notice Board, Director's Administrative Block and College of Nursing Notice Board, NEIGRIHMS, Mawdiangdiang, Shillong – 793018, Meghalaya. The Result will also be made available in the Institute's website at <http://www.neigrihms.gov.in>. No correspondence regarding results will be issued to individual candidate.
- ii) Candidates who are not selected will not be intimated separately and no correspondence on this subject will be entertained.
- iii) There will be no provision for rechecking of answer sheets or communication of marks obtained at the entrance examination.
- iv) List of candidates called for counseling will be made available in the Institute's website at <http://www.neigrihms.gov.in>.
- v) Candidates called for counseling will have to attend a Medical Examination at the Institute on the same day of counseling.
- vi) Candidates selected after counseling and Medical Examination shall have to pay the Admission fee/dues, etc. on the same day and get themselves admitted to the course, failing which his/her selection shall be treated as cancelled and seat will be offered to the next candidate on the waiting list in order of merit.
- vii) **Selected candidates who have been admitted but failed to join the course within a week after the commencement of the academic session shall automatically stand to forfeit their seat and no correspondence shall be entertained.**



- viii) All students admitted to the Institute will have to give an undertaking countersigned by parents/legal guardian, that he/she shall maintain good conduct, pay the requisite fees and other charges by the scheduled date, attend classes regularly and abide by the rules and regulations of the Institute failing which he/she is likely to be suspended or terminated as a student of the Institute.
- ix) Any dispute in regard to any matter referred to herein shall be subjected to the jurisdiction of the Honorable Courts of Shillong, Meghalaya only.

## 22. BASIS OF SELECTION

*The selection of candidates will be made strictly in order of merit of the candidates on the basis of marks obtained in the Entrance Examination.*

1. Merit list will be prepared for each category of candidate viz.
  - (a) General
  - (b) Candidates who have qualified B.Sc. Nursing course from NEIGRIHMS.
  - (c) Candidates who are staff of NEIGRIHMS.
2. In the matter of selection, the decision of the *Director, NEIGRIHMS, Shillong*, shall be final.

## 23. INTER-SE-MERIT

**If two or more candidates obtain equal marks in the entrance examination for admission to M.Sc. Nursing Course, then their inter-se-merit shall be determined on the basis of the following:-**

- a) A candidate who has more aggregate marks in qualifying exam – B.Sc. Nursing/ B.Sc. Nursing (Post-Basic) examination will rank senior to a candidate who has less aggregate marks.
- b) If the marks obtained in the examination are also the same, then a candidate senior in age shall rank senior to the candidate who is junior in age.
- c) If the age is same, the candidate securing more aggregate marks of PCBE in 10+2 will rank senior to a candidate who has less aggregate marks of PCBE in 10+2.

## 24. COUNSELING

- a. The Reporting Time of Counseling for Admission to M.Sc. (Nursing) is 9:00 A.M. No candidate will be permitted after 11:00 A.M.
- b. Candidates will be called for counseling strictly in order of Merit based on the marks obtained by them in the entrance examination. The number of candidates to be called for the Counseling will be **five times the total number of seats** to be filled in each category from candidates who fulfill the cut off points.
- c. The order of counseling will be strictly in order of merit based on the marks obtained by them in the entrance examination.
- d. Candidates are required to produce all original documents for verification at the time of counseling as detailed under Sl.18.
- e. **Admission will not be considered unless the candidate produces all the original documents** at the time of counseling.
- f. There will be no allocation of marks for the counseling. It will be conducted strictly on the basis of merit in the entrance examination.

- g. Candidates who fail to attend counseling on the notified date shall forfeit their claim for admission and placement in the waiting list. It is compulsory for the candidates to attend the Counseling session.

## **25. MEDICAL EXAMINATION**

Medical fitness will be a pre-condition for admission for all candidates. The candidates will be medically examined by a Medical Board constituted by the Institute for the purpose to determine their medical fitness. Candidates will not be admitted if found unfit during the Medical Examination on the stipulated date.

## **26. ADMISSION**

Selected candidates should pay the requisite fee etc. on the day of Counseling failing which her/ his selection shall be treated as cancelled and seat will be offered to the next candidate on the waiting list.

## **27. WAITING LIST**

If and when the seats become available, candidates from the Waiting List will be called for Admission to the course.

If required, the candidates on the waiting list will have to attend the counseling in the office of the Principal, College of Nursing NEIGRIHMS Shillong on the notified date & time.

## **28. JOINING TIME**

Selected candidates must join their respective courses on the date(s) intimated to them at the time of selection or communicated to them at the time of counseling. No extension in joining shall be granted. The selection of those candidates who fail to join by the stipulated date shall automatically stand cancelled and no correspondence shall be entertained. The Institute takes no responsibility of intimating for cancellation of seats.

In-service candidates joining M.Sc. Nursing shall submit their **relieving certificate** from their employer. Candidates who are likely to complete the required experience by last date of submission of application should submit their **experience certificate** from their employer at the time of Counseling. **No request for extension in joining shall be entertained.**

## **29. MIGRATION CERTIFICATE**

The candidates selected for the course shall have to furnish the migration certificate from the University from which they have passed their last examination at the time of their joining.

### 30. FEES AND OTHER DUES (PER ANNUM)

Sl. No.	College Fees	Amount (Rs.)	Remarks
1	Admission Fee (one time)	3,000/-	
2	Tuition Fee (Annual)	1,500/-	
3	Library Fee (Annual)	300/-	
4	Laboratory Fee (Annual)	300/-	
5	Games Fee (Annual)	300/-	
6	Amalgamated Fund (Annual)	400/-	
7	Student Welfare Fund (Annual)	100/-	
8	Examination Centre Fee	200/-	
9	Hostel Fee (Annual)	1,000/-	(for students who require Hostel accommodation only)
10	Hostel Security (refundable only on Completion of the course)	1,000/-	
11	Security Deposit (refundable only on Completion of the course)	15,000/-	
<b>Total</b>		<b>23,100/-</b>	

### 31. (A). MESS FEE

*Mess fee of Rs.10,950/- (Rupees Ten thousand nine hundred and fifty) @ 120/- per day as per current rate will have to be deposited by the students quarterly. The Mess fee for the 1<sup>st</sup> Quarter will have to be deposited at the time of admission and subsequently at the beginning of each quarter during the academic session by those admitted students who want to avail Hostel facilities subject to availability.*

**NOTE:** (A) In addition to the above fees, students will have to pay the University/ Examination and other fees as applicable from time to time as per NEHU rates.  
(B) Fees indicated above are subject to change including the Mess Fee.

### 31. PENALTY

**Course fee once deposited will not be refunded. The Security Deposit of the candidate (s) who leave the course mid way after joining will also be forfeited.**

### 32. LEGAL JURISDICTION

- All disputes pertaining to the conduct of the Entrance Examination and allotment of seats and impersonation, if any, detected shall fall within the jurisdiction of the Examination Centre's only. The Director, NEIGRIHMS shall be the legal person in whose name NEIGRIHMS may sue or may be sued.
- If any person(s) or Invigilator(s) engaged in the conduct of NEIGRIHMS Entrance Test is found acting in a manner that would result in the leakage in the Question Paper(s) or attempt to use or help in the use of unfair means in this Entrance Examination, he/she shall be liable to prosecution as per the relevant Acts and Rules.
- The disputes, if any, with regard to counseling and admission process after the Entrance Examination, etc. will be subject to the legal jurisdiction of Honorable Courts at Shillong, Meghalaya.

### 33. LIBRARY

The College of Nursing, NEIGRIHMS has its own Library with selected professional books and journals. Besides this, the Institute has a Central Library which is well-equipped and spacious with all the modern facilities.

### 34. STUDENT'S HEALTH

The services of NEIGRIHMS Hospital are available to the students at the time of illness.

### 35. INSTRUCTIONS TO BE FOLLOWED IN THE EXAMINATION HALL

- a. Entrance Examinations for admission to M.Sc. Nursing course will be held on an all India basis by the Institute at Shillong.
- b. Eligibility criteria for admission shall be as stated above.
- c. Written Entrance Examination will be held on the **20<sup>th</sup> July 2025 (Sunday)** and the venue will be intimated at the time of issue of Admit Card.
- d. The Entrance Examination will be conducted in **English language** only.
- e. Candidates are advised to bring along the photocopy of the Application Form or some Identification Proof.
- f. Candidates will appear in the written entrance examination at Shillong at their own expenses and no TA/DA is admissible to them for the purpose.
- g. No documents or enquiries shall be entertained at the Examination Centre. Candidates who appear for the Entrance Test should have an Admit Card issued by NEIGRIHMS in their possession. A candidate who does not possess the Admit Card issued by NEIGRIHMS shall not be admitted to the Examination Hall under any circumstances.
- h. The candidate should report at the Examination Centre one hour before commencement of examination. A seat with the candidate's Roll Number will be allotted to each candidate. Candidates must find out and occupy their allotted seats. If a candidate is found appearing in the Test from a seat or room other than the one allotted to him/ her, then his/ her candidature will stand cancelled.
- i. Candidates will not be allowed to enter the Examination Hall after 10:00 A.M. in the examination hall.
- j. **CANDIDATES ARE NOT ALLOWED TO CARRY ANY TEXTUAL MATERIAL, PRINTED OR WRITTEN, BITS OF PAPERS OR ANY OTHER MATERIAL EXCEPT THE ADMIT CARD WITHOUT ENVELOPE INSIDE THE EXAMINATION HALL.**
- k. Pens, calculators, rulers, log tables, geometry box, electronic digital watches with facilities of calculator, cellular phones, pagers or any electronic gadgets are not allowed inside the Examination Hall.
- l. **BLACK-BALL POINT PEN WILL BE PROVIDED IN THE HALL BY THE INVIGILATOR**

- m. ANY CANDIDATES FOUND TO BE IMPERSONATING WILL BE LIABLE FOR PROSECUTION AS PER THE RELEVANT ACTS AND RULES. AS PER INDIAN PENAL CODE
- n. Candidates who are unable to appear the Written Entrance Examination on the Scheduled Date for any reason, the examination shall not be conducted again by NEIGRIHMS under any circumstances.
- o. Candidates are requested to check and ensure that the Question Booklet contain as many number of pages as written on the top of the cover page. Candidates shall not remove any page(s) from the Answer Sheet / Question Booklet. If any page (s) is /are found missing, he /she will be considered as using UNFAIR MEANS and shall also be liable for criminal action.
- p. Before leaving the Examination Hall, Candidate should ensure that they have handed over the Answer Sheet / Question Booklet to the invigilators on duty. In case, the candidate does not hand over the Answer Sheet / Question Booklet and take away the same with him / her, this shall amount to use of unfair means practices and the matter will be dealt with accordingly.

### **36. UNFAIR MEANS:**

During the course of Examination, if any candidate is found indulging in any of the following, his/her result shall not be declared but shall be marked as **UNFAIR MEANS (U. F. M.)** and subsequently debarred permanently from taking the same examination in the future. The unfair means include:

- a) Having in possession papers, books, notes, electronic gadget or any other material or information relevant to the examination in the paper concerned.
- b) Giving or receiving assistance directly or indirectly of any kind or attempting to do so.
- c) Writing questions on the Admit card/answer on any material other than the answer book given by the Centre Supervisor for writing answers.
- d) Tearing of any page of the Question Booklet etc.
- e) Contacting or communicating with any person, other than the Examination Staff, during the examination time in the examination centre.
- f) Taking away the answer sheet/answer book out of the examination hall/room.
- g) Smuggling out Question Paper or its part or smuggling out answer books/answer sheet or part thereof.
- h) Threatening any of the officials connected with the conduct of the examination or threatening any of the candidates.
- i) Using or attempting to use any other undesirable method or means in connection with the examination.
- j). Candidates should ensure that they have handed over the Answer Sheet/ Question Booklet to the invigilators on duty before leaving the Examination Hall. In case, the candidate does not hand over the Answer Sheet/Question Booklet and take away the same with him/her, this shall amount to use of unfair means practices and his/her case shall be dealt with accordingly.
- k) The candidate must check and ensure that the question booklet contain as many number of pages as written on the top of the cover page: During the period of the examination candidate shall not remove any page(s) from the Test – Booklet/ Question Paper/Answer Book and if any page(s) is/are found missing from these, he/she/will be prosecuted against use of unfair means and shall also be liable for criminal action.
- l) The process of conduct of examination will be video-graphed.

### 37. ANTI RAGGING MEASURES

As per direction of the **Honourable Supreme Court of India**, the Government has banned ragging completely in any form inside and outside the campus and authorities are determined not to allow any form of ragging. Whosoever directly or indirectly commits, participates in, abet or instigates ragging within or outside NEIGRIHMS shall have an FIR lodged against him/her and he/she will be suspended or rusticated from the Institute and shall also be liable to be fined between **Rs. 25,000/- and Rs. 1 lakh**. In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission can be refused or he/she shall be expelled from the Institute. The punishment may also include suspension from attending the classes, withholding/withdrawing fellowship/scholarship and other financial benefits or withholding the result.

### 38. CODE OF CONDUCT FOR NEIGRIHMS STUDENTS

- I. All powers relating to discipline and disciplinary action are vested in the **Director**.
- II. The **Director** may delegate all such powers, as he/she deems proper to the **Dean/Principal** and to such other persons as he/she may specify on his behalf.
- III. Without prejudice to the generality of power to enforce discipline under the Rules. The following shall amount to acts of gross indiscipline:-
  - a) Physical assault or threat to use physical force against any member of the teaching or non-teaching staff of any Department/ Centre of NEIGRIHMS or any other persons within the premises.
  - b) Carrying, use or threat of use of any weapon.
  - c) Violation of the status, dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
  - d) Any practice, whether verbal or otherwise, derogatory to women.
  - e) Any attempt at bribing or corruption in any manner.
  - f) Willful destruction of institutional property.
  - g) Creating ill-will or intolerance on religious or communal grounds.
  - h) Causing disruption in any manner of the functioning of the NEIGRIHMS, Shillong.
- IV. In any case of ragging, the Director may in exercise of his/ her powers as per the aforesaid order on ragging direct that any student or students.
  - a) Be expelled.
  - b) Be, for a stated period: be not for a stated period, admitted to a course or courses of study in NEIGRIHMS.
  - c) Be fined with a sum of rupees that may be specified.
  - d) Be debarred from taking any examination(s).
  - e) Withhold the result of the student(s) concerned in the Examination(s) in which he/she or they have appeared or be cancelled.
  - f) Be prohibited for appearing or completing any examination for any unfair means like copying, taking notes, mobiles or any other electronic gadgets inside the Examination Halls.

- V. At the time of admission, every student shall be required to sign a declaration that, on admission, he/she submits himself /herself to the disciplinary jurisdiction of the Director and several authorities of the NEIGRIHMS who may be vested with the authority to exercise discipline under the Acts, the Statutes and the Rules that have been framed there under by competent authorities of NEIGRIHMS.

#### **39. ANTI SEXUAL HARASSMENT MONITORING COMMITTEE:**

A statutory committee, comprising of members from the teaching and non-teaching staff as well as students, looks into matters related to sexual harassment of students and staff in the college. Any person aggrieved in this matter may fearlessly approach the committee for a fair and concerned hearing and redressal.

#### **40. UNAUTHORIZED ABSENCE OF STUDENTS:**

Unauthorized absence for more than 10 days will be informed to the students and also parents or local guardians. Thereafter the action of cancellation of the registration of the concerned candidate will be decided by the Principal/Dean/Director, NEIGRIHMS. Scheduled vacations as per the Institute's protocol including central gazetted holidays will be permitted for the students. However, no other leave will be entertained except for medical leave.

#### **41. ELIGIBILITY FOR WRITING UNIVERSITY EXAMS**

80% of the attendance for theory and practical. However, 100% of attendance for practical is mandatory before the award of degree.

#### **42. HOSTEL**

Hostel accommodation will be provided to the Candidates subject to availability of Hostel Room.

#### **43. GUIDANCE AND COUNSELING**

Democratic atmosphere is maintained among the students and teachers. Student's personal problems are looked into and necessary counseling and guidance is given by the teachers. The students are free to approach the Principal or any faculty member for the same at any time.

### **WARNING**

- 1. In case, any candidate found to have supplied false information, certificate(s) etc. or is found to have concealed or withheld some information in her/ his application form, she/he shall be debarred from Admission or any other action that may be considered appropriate by the Director of the Institute may also be taken against her/him which includes criminal prosecution.***
- 2. Any attempt on the part of the Candidate to influence selection process, directly or indirectly will be treated as a "disqualification".***
- 3. Ragging is banned in NEIGRIHMS. If any incident of ragging comes to the notice of the authority, candidates will be expelled from the Institute.***

### **IMPORTANT NOTE**

1. NEIGRIHMS reserves the right to make changes in the information provided in this Prospectus based on directives from competent authorities. This cannot be quoted for any sanction.
2. Notwithstanding the information given in this Prospectus, NEIGRIHMS has the ultimate right to decide on any issue as per its Rules and Regulations.
3. For any up-to-date information including changes in the dateline, seat matrix, etc., CANDIDATES may check the Institute's website [www.neigrihms.gov.in](http://www.neigrihms.gov.in) from time to time.