

INTRODUCTION:

The School of Nursing, Central Hospital Dhanbad, came into existence 71 years back in the year 1951 for imparting teaching and patient care training to the nursing students. The School celebrated its Golden Jubilee in the Year 2001. This school is duly approved by Indian Nursing Council.

The main objective of this school is to impart Diploma in General Nursing and Midwifery and thereby to create awareness and skill in the nursing process in the provision of health care and nursing of patients. This school has a glorious past and it has credentials for producing several state level toppers at council examinations.

The school has a good library having collection of reference books, journals, regular text books, etc. Apart from this, facilities are there for indoor games viz. Badminton, Carrom, Chess, etc. A Common-Room is provided with T. V. Newspapers, etc.

Central Hospital, Dhanbad, is a 500 bedded Hospital of BCCL with modern facilities providing medical services to the employees of BCCL and their entitled dependants and also needy persons in & around Dhanbad. It has four ICUs, eight operation theatres and well established Dialysis unit, Surgery, Obst. & Gyn, Medicine, Orthopedics, Eye, ENT, Chest, Dental, Skin and V. D. Departments. Apart from these, it has well equipped Radiology Deptt. including CT Scan, Blood Bank, Pathology, and Physiotherapy Departments.

The School of Nursing is situated in Jagjivan Nagar of Dhanbad Town within the campus of Central Hospital, Dhanbad, which is 4 km from Dhanbad Rly. Station and about 3 km from Dhanbad Bus Depot. The town is well connected by Grand Chord line of E. Rly. The Mail/Express Trains originating from Howrah and passing on Grand Chord line stop at Dhanbad Rly. Station.

NAME OF THE COURSE:

- a. 'A' grade Diploma in General Nursing and Midwifery.
- b. There are total 30 seats in this institute which are further divided into 15 open seats and 15 management seats. (as per new Jharkhand State Rules)
- c. For abiding the new rules issued by state government of Jharkhand, admission process has been changed. Admission of candidates on open seats will be by JCECE Board (Jharkhand state).
- d. Management quota seats (15 seats) will also be filled by only those candidates who have qualified the DGNM Nursing Entrance Examination held on 13.08.23.
- e. The management quota seats will be first allotted to candidates who are domicile of Jharkhand state. If the seats remain vacant then will be awarded to other eligible candidate (non-domicile of Jharkhand).

DURATION OF COURSE : This course is of 3 years duration including 6 months Internship. However, Community Health Nursing is integrated throughout the 3 years curriculum – both theory as well as field practice.

GENERAL OBJECTIVES OF THE COURSE:

The candidates completing this course are expected to demonstrate awareness of health care and skills required in the Nursing process in the provision of health care and to nurse the patients. They are expected to –

- Assess the needs of individual families and communities throughout life, from birth to death.
- Take appropriate action to meet their needs through competent safe nursing care and to help people to attain and maintain their best possible level of health in all aspects.

- Work with other members of the health team and communities in prevention of illness and to evaluate effectiveness of nursing and health care activities.

PROSPECTUS AND APPLICATION FORM :

- Prospectus and Application form will be available at counter of School of Nursing Central Hospital Dhanbad from 18th September 2023 to 14th October 2023 during office hours from 09:00 AM to 05:00 PM, on production of Bank Draft for ₹ 150/- (Rupees One Hundred fifty only) at the counter.
- It may be obtained by post by sending a request letter along with a crossed Demand Draft for ₹ 195/- (₹ One Hundred ninety five only) in favour of BHARAT COKING COAL LIMITED or BCCL payable at DHANBAD. Please write your name on the back of the demand draft.
- The form will also be available on the BCCL web site www.bcclweb.in and it can be downloaded from BCCL web site up to 05:00 PM of 14.10.2023. Duly filled form should be submitted with the Bank Draft ₹ 150/- (₹ One Hundred fifty only) by registered post / Speed post only so as to reach by 5 PM of 31st October 2023.
- **D D issued after 15.10.2023 will not be considered and the form will be rejected.**
- **Demand Draft should be in favour of BHARAT COKING COAL LIMITED or BCCL payable at DHANBAD.**
- The request letter for issue of Prospectus and complete application Form with Bank draft should be sent to the address mentioned below:

I/c PRINCIPAL
School of Nursing,
Central Hospital, B. C. C. L.
P. O.: Jagjivan Nagar, Dhanbad - 826 003 (JHARKHAND).

SUBMISSION OF DULY FILLED APPLICATION FORM:

The completely filled application Form must be sent to the above address by Speed / Registered Post so as to reach by 05.00 PM of 31st October 2023. **Forms received after 31st October 2023 will not be entertained and the school management shall not be held responsible for any postal delay.** Applications will not be accepted by hand. Incomplete application forms will be rejected and no correspondence will be made in this regard. The application form must be accompanied with attested photo copies of following documents:

- a. Pass Certificate and Mark Sheet of qualifying examination.(Intermediate/10+2 Examination)
- b. Pass Certificate of Class X for verification of Date of Birth.
- c. Admit card issued by JCECE Board of DGNM nursing entrance examination 2023.

- d. Marksheet of the DGNM Nursing Entrance examination held on 13.08.2023 by JCECE Board.
- e. Domicile certificate of Jharkhand state (if applicable)
- f. In case of ST / SC / OBC (Non-creamy layer) candidate, the Caste Certificate must be issued by S. D. O. / Competent authority of same or higher rank.
- g. NCL (Non Creamy Layer) certificate for the OBC category should be issued after 31st March 2023.
- h. Candidates of Economic Weaker Section (EWS) have to attach attested photo copy of valid EWS certificate issued by competent authority with the application form.. The certificate should be issued after 31st March 2023.
- i. **If proper document (as mentioned above) supporting the category ST/SC/OBC (NCL) and EWS as specified by the candidate is not enclosed with the application form, the candidate will be considered in the unreserved category.**

ELIGIBILITY CRITERIA (for 15 Management Quota seats)

- i. Admission to this course is strictly limited to unmarried female candidates only.
- ii. Age limit: between 17 and 23 years as on 31.12.2023
- iii. **Educational qualification:**
 - a. 10+2/intermediate examination (science/commerce/arts stream) with English and must have obtained a minimum of **40% aggregate marks** in the qualifying examination (**10+2/intermediate**) and **40% in English subject separately** from any recognized board.
 - b. Candidates are also eligible from State Open School recognized by state government and National Institute of Open School (NIOS) recognized by Central Government. However, science is preferable.
 - c. 10+2 with English having 40% of marks in Vocational Stream Health care Science from a recognized CBSE board/center.
 - d. Registered ANM with pass mark.
 - e. Students qualified in 10+2 Arts or Science examination of Health Care Science – vocational stream only conducted by National Institute of Open School with 40% marks.
- iv. Candidate must have qualified the DGNM Nursing Entrance Examination held on 13.08.2023 conducted by JCECE Board (Jharkhand State).
- v. The qualifying marks of the DGNM nursing entrance examination for different categories will be as follows:

General	40%
OBC Annexure II	36.5%
EBC Annexure I	34%
SC/ST & female	32%
EWS	40%
Primitive tribes	30%

***Candidates obtaining aggregate marks in the nursing entrance examination with same or more than the qualifying marks as specified above will only be eligible for selection.**

- vi. Candidate must be a Citizen of India.
- vii. Candidates who are domicile of Jharkhand state will be preferred.
- viii. Candidate must be physically and mentally fit at the time of admission and during the whole course.
- ix. The reservation quota for SC/ST/OBC (Non creamy layer) and EWS will be strictly as per existing rules of Jharkhand Govt.

SELECTION PROCEDURE

- a) The selection of the candidates will be for 15 seats of management quota.
- b) Candidates who are domicile of Jharkhand state will be preferred. The seats will be first allotted to these candidates. If seats are left vacant then will be given to other eligible candidates.
- c) Selection will be based on the marks obtained by the eligible candidate in the DGNM Nursing Entrance Examination held on 13.08.2023 conducted by JCECE Board (Jharkhand state)
- d) The selection process will follow the prevailing reservation policy of the Jharkhand state.
- e) A merit list of 15 candidates will be prepared on the basis of aggregate marks obtained in the nursing entrance examination.
- f) In case of tie of marks, candidate with biology will be preferred then mathematics and then arts.
- g) In case of tie in two biology subject candidates then the one with higher number in biology will be preferred.
- h) In case there is tie in the marks of biology then the candidate with older age will be preferred.

VERIFICATION OF ORIGINAL DOCUMENTS & CERTIFICATES ON 04.09.2023.

List of successful candidates will be prepared according to the average marks obtained in qualifying DGNM Nursing entrance examination and will be published in BCCL web site and also on Notice Board of the school on 01.12.2023. Successful candidates have to appear for verification of original document on 07.12.2023 at 9 AM at Principal Office School of Nursing, Central Hospital Dhanbad.

Final result will be declared as soon as it is prepared and duly approved by the Competent Authority.

The selected candidates will have to go through Medical Examination on 12th & 13th December 2023 from 9 AM in Principal Office, School of Nursing of Central Hospital Dhanbad and only the candidates found physically & mentally fit in all respects will be given admission.

The admission will start at 10 AM from 14th December 2023. The candidates will have to furnish the relevant documents with a Bank Draft of ₹. 15, 500/- (₹. Fifteen thousand five hundred only) drawn in favour of BHARAT COKING COAL LIMITED or BCCL Payable at DHANBAD. The Bank Draft must be submitted by 15th December 2023 till 5 PM failing which the right of admission will automatically be ceased and the person next in the panel of successful candidates will be called for admission.

NOTE: Allowing a candidate to apply for the course does not guarantee right of admission. A candidate must satisfy the admission criteria. Candidate getting seat by furnishing false information will be liable for legal proceedings (within jurisdiction of Dhanbad Court) and cancellation of admission without any further notice.

The candidates must produce the following documents in Original at the time of documents verification and during admission session:

1. Attested Passport size Photographs – 02 Nos (Coloured)
2. Certificate of Passing Class- X / Matriculation for verification of date of birth.
3. Marks Sheet of Qualifying Examination.(10+2/INTERMEDIATE)
4. Admit card of DGNM Nursing Entrance Examination 2023 issued by JCECE Board.
5. Marksheet of DGNM Nursing Entrance Examination 2023 issued by JCECE Board.
6. Valid SC / ST / OBC, (Non-creamy layer) / EWS Certificate issued by Competent Authority [as mentioned previously]
7. School / College Leaving Certificate.
8. Non-submission of the above documents will make one liable for cancellation of admission .**The Original Marks-sheet of qualifying examination, SC / ST / OBC (NCL) / EWS Certificate and the CLC/SLC will be kept by the School authorities. No excuse will be entertained for non-submission of SLC / CLC at the time of admission.**
9. **No TA / DA will be paid to the candidates.**

FEES STRUCTURE:

The following is the Fee Structure for DGNM Course:

- | | | |
|--|---|--|
| a. Admission Fee | : | ₹. 5,000/- (Payable once at the time of admission) |
| b. Development Fee | : | ₹. 1,500/- each year. |
| c. Tuition Fee | : | ₹. 6,000/- each year. |
| d. Caution Money | : | ₹. 3,000/- (refundable without interest if the student does not make any damages in the school and duly certified by the Principal of the school and on submission of No dues Certificate) |
| e. Psychiatric Training (at RINPAS, Ranchi): | : | ₹. 2,000/- |

A candidate selected for admission will have to deposit a Bank Draft for ₹.15, 500/- at the time of admission failing which the selection will automatically be cancelled and the next

candidate in the selection list will be given the seat. No request will be entertained in this regard. Additional fee will be charged for imparting Computer Training.

The annual fee deposit (Tuition fee & Development fee) for the year 2024 – 2025 and 2025 - 2026 are to be made within 15th Sept. 2024 and 15th Sept.2025 respectively in the form of Bank Draft for ₹. 7,500/- drawn in favour of **BHARAT COKING COAL LIMITED** or **BCCL** payable at DHANBAD. In case of default in payment of such fee, student will be debarred from appearing at the Council Examinations and defaulter fine of ₹.500/-per calendar month will be levied. Prescribed examination fee fixed by Jharkhand Nurses Registration Council will be paid by the students at the time of Council Examinations.

REFUND:

In case a candidate wants to leave the School and claims for REFUND, the quantum of amount to be refunded will be :

- Within 15 days from the date of admission : ₹. 10,500/- only.
- From 16th day to within 30 days from the date of admission : ₹. 4,500/- only.
- 30 days & afterwards from the date admission : ₹. 3,000/- only.

(A) HOSTEL RULES:

1. All the students must stay in hostel as the course is purely residential.
(No hostel facility will be provided to the male students.)
2. All the students must be in their rooms / mess after 7.30 PM.
3. No one is allowed to cook in the rooms.
4. Silence must be maintained in the hostel after 10.00 PM.
5. All the students must sleep on the bed provided by the institution to them.
6. No visitor / guardian should enter the hostel rooms.
7. Authorities may step into the rooms with the hostel supervisor / caretaker as and when required.
8. Sanitary pads should be discarded in the dust-bins. Audios must not be played if objected by the room inmates. Heavy amount / ornaments must not be kept in the room.

(B) MESS RULES :

1. Students in group have to make their own arrangements for meals through cooperative / contractor etc.
2. All meals will be served in the mess only.
3. Students are to enter the mess in proper dress. Open hair and Nighties are not allowed.
4. The mess will close at 9.30PM positively.
5. The following mess timings must be maintained:
 - i. Breakfast : 07.00 AM to 08:30 AM
 - ii. Lunch : 12. 30 Noon to 2.00 PM
 - lii. Evening Tea : 05.00 PM to 06.00 PM
 - iv. Dinner : 7. 30 PM to 8.30 PM
6. Meals would not be taken to the rooms unless the student is sick.
7. Table manners must be maintained.
8. Outside food will not be allowed in the hostel. Student will have to pay full charge of mess every month & it will not be refundable in any condition.
9. Wastage of meals is strictly prohibited. Quantity of each serving must be consumed.
10. Qualitative degradation in meals if any, should be reported to the Hostel Supervisor / Warden.

(C) RULES FOR GOING OUT:

1. Students may go out on Sundays for purchasing personal articles with due intimation to hostel authority.
2. Students should sign in the 'Outgoing Register' before going out and after coming back to hostel.
3. Students must come back in hostel before 7. 00 PM during summer and before 6.30 PM during winter seasons.
4. Outstation leave will only be allowed during vacation / festival. However in emergency such leave may be granted on written request of the parents / guardian of the students.
5. In rare circumstances out station students are allowed to leave hostel on telephonic message only followed by written consent (by Regd. Post / Speed post), however it will be on the risk of the parents of Wards .Parents must inform the Hostel Supervisor / Caretaker telephonically that their ward reached home.

(D) RULES FOR UNIFORM / BELONGINGS :

1. All students must attend ward duties in neat and clean uniform.
2. Uniform should give a tidy look.

3. Wearing jewellery is strictly not allowed.
4. Students are not allowed in uniform outside hospital campus.
5. Bed sheets, pillow covers and curtains must be kept clean.

(E) RULES FOR ELECTRICAL APPLIANCES :

1. Electrical appliances other than lights and fans are not permitted and if found a fine of ₹. 100/- will be levied each time.
2. Light and fans should be switched off before leaving the room locked.

(F) MISCELLANEOUS RULES :

1. Students must be punctual in their class.
2. Absence from class may be permitted by the Principal for exceptional reasons only.
3. Students having less than 75% attendance will not be permitted to sit at Council examinations.
4. Students may meet the visitors only during visiting hours **September to March 4 PM to 6 PM & April to August 5 PM to 7 PM on Saturday & Sunday.**
5. Any illness must be reported to the Hostel Supervisor / Caretaker immediately by the student or any of her colleagues.
6. Students are supposed to take medicine prescribed by the doctors only. Self medication must be avoided.
7. In case a relative of a student is admitted in the hospital and the student wants to stay in ward during odd hours / night, permission must be sought from the Principal of the school.
8. School Authority has full right to stop meeting with any person whose name and signature is not maintained in the Hostel Form.
9. All toilet fittings should be kept clean.
10. Students must respond to the call given by the School or Hostel Authorities.
11. Students must behave properly with the patients and their attendants during their ward duties.
12. All students are expected to participate in the sports and cultural programs organized from time to time in school.
13. Ragging in any form is absolutely prohibited.
14. Students will have to strictly abide by the rules and regulations framed by the Hospital Administration. Any irregularity or indiscipline in any area shall be dealt with strictly and in any case the decision of Hospital Administration will be the final and binding for all. In case of gross indiscipline the name of the student may be struck off from the school roll and all the deposits will be forfeited including the caution money.

13. VACATION AND HOLIDAYS:

The following vacation / leave will be allowed for the students in a session:

- ❖ Annual Vacation : 30 days leave for 1st & 2nd year
Only 15 days for 3rd year (excluding internship period)
- ❖ Holidays : 08 days (BCCL Holidays)
- ❖ Preparatory Leave : 07 days (prior to council examinations)

NO JOB LIABILITIES:

Bharat Coking Coal Limited / Hospital Management of Central hospital, Dhanbad will not bear any liability for the absorption of the passed- out students in company services. After completion of internship, the students will be handed over the certificates whenever it is made available to the school Authorities by Jharkhand Nurses Registration Council. An Affidavit from Notary Public, Dhanbad court is to be submitted at the time of admission stating that she will not claim for any job in B.C.C.L. / Other subsidiaries of C.I.L. after successfully completion of the above course.

STIPEND:

Stipend at the rate of ₹.10,000/- Per Month will be paid to the students by B.C.C.L. Management during the period of internship for 06 months on 90% and above attendance only.

EXAMINATION AND CLASS TESTS:

1. All students must pass the Preliminary Test Selection (PTS) Examination likely to be held in the last week of December 2023, before being permitted to appear in the first Council Examination. The results of PTS Examination and other hospital selection tests prior to sending the students for the Council Examination shall be determined by the authorities of the institution. However, if any examinee fails to qualify in the first PTS Examination conducted by the institution a second chance will be given failing which her training in the institute shall be terminated. The hospital Administration will arrange to send the marks-sheet of internal assessment of the students to the parents/guardians to know the performance of their wards.
2. The Council may hold Supplementary Examination after six months of the Annual Examination:
 - a) If a student fails in one theory paper / practical, she may be allowed to proceed to the next year of study. She may appear for a Supplementary examination to be held subsequently in the failed subject / practical. If she fails to clear supplementary examination she shall be allowed to sit again along with next year Annual Examination.
 - b) If a student fails in two or more papers or practicals she will not be allowed to proceed to the next year classes. She shall sit for Supplementary examination in the failed subjects / practicals only but shall be eligible for the next year's examination after one academic year from the date of passing last examination.
 - c) No candidate of sub clause (a) above shall be allowed to proceed to third year (higher class), unless she has passed in the subjects of the previous years (backlog of the second year).
 - d) If a student fails in one theory paper / practical examination of third year she may be allowed to proceed for internship. She will sit at Supplementary examinations held subsequently in the failed subject / practical.

e) If a student fails in two or more papers / practicals she will not be allowed to proceed for internship. She shall sit for Supplementary examination in the failed subject / practicals only.

INTERNSHIP:

A student shall not be allowed to proceed for internship till she clears third year examinations.

- For reappearing at the examination the candidates must have at least 20% of the instructional hours and 20% of the field experiences separately. The council practical examination will preferably be conducted as per instructions and guidelines from Jharkhand Nurses Registration Council.
- Diploma by Council / Board will only issued after successful completion of Internship.
- Students may be sent to different specialist institutions for updating their knowledge and the expenses for such training will be born by them

EXTRA CURRICULAR ACTIVITIES :

All the students will have to participate in the cultural programs, sports and indoor games being organized from time to time.

FREE MEDICAL BCCL FACILITY:

The students will be extended OPD and Indoor treatment facilities free in Central Hospital, Dhanbad.

SCHEDULE:

1. Sale of application & Prospectus	18.09 2023 to 14.10.2023, from 9:00 AM to 05:00 PM during working days.
2. Last date of receiving application form along with fee through DD (if applicable) Speed Post / Register Post.	31 st October 2023 upto 5 PM
3. Display of list of provisionally Selected Candidates on Nursing School Notice Board and BCCL website	01 st December 2023
4. Verification of original certificates of provisionally selected candidates	07 th December 2023
5. Final result will be published and to be uploaded on BCCL website	09 th December 2023
6. Date of Medical Examination	12 th and 13 th December 2023 From 9 AM to 1PM
7. Date of admission	14 th to 15 ^h December 2023
8. Commencement of classes	01st January 2024

NOTE: FOR ANY INFORMATION PLEASE CONTACT OFFICE OF PRINCIPAL INCHARGE, SCHOOL OF NURSING, CENTRAL HOSPITAL, DHANBAD.

PHONE: (0326) 2203061/63/67 Extn, : 366.

Email: bcclschoolofnursing51@gmail.com

Web site:- www.bcclweb.in



APPLICATION FOR ADMISSION TO DIPLOMA IN GENERAL NURSING & MIDWIFERY
COURSE

Application no.....

Registration No.....

Last Date for Submission of complete filled up application form is **31st October 2023**

IMPORTANT NOTE: Fill up the application form carefully, Incomplete application form will be summarily rejected without any reference and admission if granted on false information furnished by the candidate will be ipso-facto cancelled. Fill the space with Black/ Blue ink and in BLOCK letters only.

Read the prospectus carefully before filling the form

1. Name of the Candidate:.....

2. Father's Name :.....

3. Mother's Name :.....

4. Guardian's Name :.....

Relation with the candidate and his/ her postal address:

Paste self
attested
photograph

.....
.....
.....
.....
.....
.....

5. Address for Correspondence:

.....
.....
.....

.....Pin:

6. Telephone No with STD Code:Mobile No:

.....

7. Date of Birth: Date: _____ Month: _____ Year: _____
8. Nationality:
9. State of Domicile:
11. _____ Category _____ (General/ _____ SC/ST/OBC
NCL/EWS):.....
12. Physically Handicapped: Yes / No
13. Are you MARRIED: Yes / No
14. Admit Card /Roll no by JCECEB for DGNM Nursing Entrance Examination:
.....

15. ACADEMIC RECORDS:

Exams Passed	Year	Board / University	Total Marks	Marks Obtained	% of Marks
10 th					
12 th					
DGNM entrance examination					
others					

DECLARATION BY THE CANDIDATE

I declare that the entries and documents submitted in support of the information furnished by me in this Application form are true in all respect and in case any entry or information or documents are found to be false, these will entail automatic cancellation of my admission besides rendering me liable to legal proceeding. I agree and consent that my admission to the School of Nursing of B.C.C.L, Central Hospital, Dhanbad and continuance on its roll are subject to the provisions of the rules, regulations and bye-laws and instructions which may be issued from time to time by the school authorities and the Hospital Administration.

Place:

Date:

Signature of the Candidate

DECLARATION BY THE FATHER/ GUARDIAN OF THE CANDIDATE

I Father/ Guardian of
Miss.....

Declare that the entries made above by my ward / daughter are completely true and in case of any discrepancy found after admission, her name may be struck off the school roll. I assure that the payment of tuition fee will be as per schedule. I declare that she is unmarried and will remain so till the completion of the course, failing which I will withdraw her from the school myself and the School of Nursing, Central Hospital, Dhanbad will be free to strike off her name from the school roll.

Father's / Guardian's Signature

Check List

Please check the following documents before mailing the application form:

- a. Photograph 02
- b. Self-attested Photo copy of Matriculation / Class-X Certificate.
- c. Self-attested photocopy of Marks-sheet of Class XII/ Std. +2 / Intermediate.
- d. Self attested photocopy of Admit card and Marksheet of DGNM Nursing Entrance examination held on 13.08.23 by JCECE Board
- e. Self-attested Photocopy of valid SC/ ST/ OBC, (NCL) / EWS certificate duly issued by S.D.O equivalent person /authorized competent authority and in case of OBC (NCL) / EWS category, the certificate should be issued after 31.03.2023.