



MAR SLEEVA COLLEGE OF NURSING PALAI

Cherpumkal P.O, Kottayam – 686 584

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The Mar Sleeva College of Nursing Palai is a Christian minority educational institution established, maintained and administered by the Palai Diocesan Medical Education Trust. The College of Nursing was started in the year 2005. Now an annual intake of 75 students for B.Sc. Nursing. The college is recognised by the Indian Nursing Council (I.N.C.) as well as the Kerala Nursing and Midwifery Council and is affiliated to the Kerala University of Health Sciences KUHS.

ADMISSION TO B.Sc. NURSING COURSE on N.R.I. CATEGORY SEATS

Academic Year 2024-25 - Prospectus & Instructions to the Applicants

1. Applications for admission to first year B.Sc. Nursing (Academic year 2024-25) in the 11 seats of NRI category at this college is being invited from candidates from the Christian community on the basis of this prospectus.
2. **Academic Eligibility:** To be eligible to apply for the B.Sc. Nursing course, the applicant must have completed and passed the **10 + 2 examination with 75% marks** under the Kerala State Higher Secondary Board (Kerala HSC) OR Central Board of Secondary Education (CBSE) OR Indian School Certificate Examination (ICSE) after a period of 12 years study, the last two years of study comprising of physics, Chemistry and Biology with English at a level not less than the core course for English as prescribed by the National Council for Educational Research and Training (NCERT).

Note: All applicants must have taken courses in **Biology, Physics and Chemistry** in addition to English in the High School Years (during their 10th, 11th and 12th). They should have secured at least 80 % marks in Biology, Physics, Chemistry and English at the Plus Two level.

Wherever alphabetical grades like A, B-, C+, etc. are used by the school, appropriate equivalence in terms of percentage like 90%, 75% and 60% should be made available.

Only students from high schools accredited by the respective State or the country and as such approved by the Association of Indian Universities and Kerala University of Health Sciences will be eligible for admission and **Equivalency/Eligibility Certificate** to this effect shall be produced.

3. **Age Requirements:** Applicants must be at least 17 years of age on 31st December 2024 (the date of birth being shown on the Matriculation or equivalent certificate).
4. **Eligibility for admission to N.R.I. Category Seats:** According to the GO(MS) No.243/ 2014/H&FWD dated 06.08.2014, "*An Applicant who depends upon his/her Father/ Mother / Brothers and Sisters (inclusive of first cousins) / Husband / Wife / Brothers and Sisters (inclusive of first cousins) of Father or Mother / Half Brother / Half Sister / Adopted Father or Adopted Mother who is working abroad*" will only be eligible to apply in the NRI category seats.
5. Copy of the following documents duly attested by a Gazetted Officer to prove the NRI status shall be submitted:
 - i. Employment certificate from the employer duly attested by the concerned embassy **OR** If self-employed, a statement to that effect duly attested by the concerned embassy.
 - ii. Copy of the relevant pages of the passport containing currently valid visa details duly attested by the concerned embassy.
 - iii. An affidavit/declaration (*find specimen format Annexure-1*) by the NRI relative. The Candidate shall produce the sworn affidavit from the sponsor in a stamp paper worth Rs. 200/-. The same shall also be notarized by the Notary Public, disclosing that the student is dependent of the sponsor and the all expenses i.e. tuition fee and special fee, of the candidate for the entire course period will be borne by the sponsor.
 - iv. Relationship Certificate to be issued by the Revenue Authorities to prove the relationship between the candidate & the NRI relative as per GO (MS) No.243/2014/H&FWD dated 06.08.2014.

6. **FEE STRUCTURE:** A selected applicants in NRI category is liable to pay the following fees:

	Item	1st Yr	2nd Yr	3rd Yr	4th Yr
a	The Annual Tuition Fee (NRI Category)	95,000	95,000	95,000	95,000
b	College Caution Deposit (Refundable)	10,000	0	0	0
c	Special Fees	23,300	19,300	19,300	19,300

Note: Apart from the schedule of fees given above, the students will be required to pay the proportionate administration/affiliation/examination fee, etc. payable to the University from time to time. Hostel & Mess fee will be charged separately.

7. **Scheme of Admission:**

- i. The application for NRI quota shall be invited by the College only through online on the website of our college “www.marsleevacollege.org”. No other mode of inviting application shall be entertained. The online application can be submitted from 02nd July 2024 till 20th July 2024.
- ii. Application Fee: Rs. 1200/- should be paid through online.
- iii. Schedule of publication of rank list, interview and admission will be intimated through the website.
- iv. The applicants must upload their photo and signature online.
- v. The print out of the application will be taken from the college website.
- vi. **The following certificates should be uploaded online along with the application.**
 - a) School Leaving Certificate (S.S.L.C.) of student establishing that the student has completed 17 years of age as on 31-12-2024.
 - b) HSCE or equivalent examination mark-sheet / pass certificate.
 - c) Proof for NRI status (**Ref. no. 5 above**).
 - d) A statement to show that the high school in which the student has studied has been accredited by the State/Country/University (**if applicable**).
 - e) Equivalence Certificate from Association of Indian Universities (**if applicable**).
 - f) Eligibility certificate from Kerala University of Health Sciences (**if applicable**).
- vii. All the documents are uploaded at the time of application. If documents attached are not legible or not fully as mentioned as prospectus (**Ref. no. 5 above**), the application will be rejected.

8. As per the regulations of the University and the Regulatory Council, admissions will have to be closed by 30th September of the year of admission. After closure of admissions, the seat, if vacated, cannot be filled up. Such seats will go vacant for the entire duration of the course. Therefore, those who leave the course after the closure of admissions will have to pay liquidated damages equivalent to the tuition fees for the remaining period of the course. Any complaints in this regard shall be subject to the legal and factual scrutiny and the decision of the ASC/FRC. The colleges shall return the Certificate and TC of these students, on execution of a bond by the student along with any of his/her Parents, undertaking to pay the amount that may be ordered by the ASC/FRC or the Court of Law.
9. All students who get selected should get themselves vaccinated against Hepatitis before admission. A certificate to the effect shall be produced at the time of admission or before commencement of the course.

10. Procedure for Selection, Allotment & Admission

- i. Rank list of all the applicants will be prepared and published on the website, www.marsleevacollege.org.
- ii. The rank list for B.Sc. Nursing will be prepared on the basis of the percentage of marks obtained in English, Physics, Chemistry and Biology in the second year examination - qualifying examination. The marks obtained for the qualifying exam will be subjected to normalisation process as explained below:
- iii. If the highest mark secured by the student of the Kerala State HSE, in Physics is 100 and the highest mark secured by a student of any other Board in the same subject is 90, both the highest marks will be considered to be equal to 100. If a student of the other board secures 60 marks in Physics when the highest mark in Physics in the same board is 90, the 60 marks will be considered to be equal to 66.66 marks as arrived at below: $100 \times 60 / 90 = 66.66\%$ Those candidates, who have appeared for the qualifying exam of any state other than Kerala, will be treated at par with those students who have passed the Higher Secondary Exam of this state.
- iv. In the case of a tie in the total marks, preference will be given based on the marks obtained for Biology. If there is still a tie, the marks in Chemistry, then Physics and then English will be counted. If a tie still exists, the age of the candidate will be taken into account, the elder will be preferred to the younger

- v. The provisional rank list will be published on the website as per the admission schedule.
- vi. If an applicant does not take admission on getting online allotment, she/he will lose all future claims for admission in the subsequent allotments.
- vii. The allotments will be made through common single window online. All allotments will be notified online only and **no personal intimation will be issued.**
- viii. An applicant who receives an online allotment will have to join the college within the notified date and time schedule by submitting the original documents and remitting the fees payable to the College as indicated in the prospectus. All fees shall be paid by using Online/DD in favor of the College.

11. Reporting at the College: While reporting for admission, all the relevant certificates / documents in original as listed below should be submitted to the institution:

- i. The relevant page of SSLC book / equivalent board certificate as proof of age and date of birth.
- ii. Certificate and Mark list of SSLC / 10th Std.
- iii. Certificate and Mark list of qualifying Examination (Plus Two / 12th Std).
- iv. The Community Certificate issued by the Revenue Authorities.
- v. Eligibility / Equivalency Certificate from Kerala University of Health Sciences / Directorate of HSE, Kerala & Indian Nursing Council (INC), wherever applicable.
- vi. Transfer Certificate (T.C.)
- vii. Course & Conduct Certificate.
- viii. Migration Certificate.
- ix. Physical Fitness Certificate (*find specimen format Annexure-2*)
- x. Nativity Certificate applicable.
- xi. Vaccination Certificate – Hepatitis B
- xii. Conduct certificate from the Head of Institution last studied in proof of clause (Prohibition of Ragging)
- xiii. Copy of Photo Id Proof (Aadhaar / Voters ID / Passport)
- xiv. Copy of online application form.
- xv. Copy of allotment order.
- xvi. Passport size photographs (8 Nos).
- xvii. Additionally, two sets of photocopies of all the certificates / documents attested by a Gazatted officers have to be submitted at the time of admission.

12. Ragging is strictly prohibited.

- a. If it is found during the admission or any time there after that the applicant has indulged in ragging in the past, admission may be refused or the student shall be expelled from the institution. Whoever commits, participate in, abets or propagate ragging within or outside the institution shall be suspended from the institution with immediate effect and the Principal shall report the matter to the civil/police authorities.
- b. Every student shall, at the time of admission, furnish a character certificate from the institute where from he/she has passed the qualifying Examination, which would mention the status of his/her behavioural pattern especially in terms as to whether he/she has displayed persistent violent, or aggressive behavior or any desire to harm others.
- c. Students and parents shall, at the time of admission, furnish an affidavit to the effect that the students will not indulge in any form of ragging

**National Anti Ragging Help Line: 1800-180-5522,
e-mail:helpline@antiragging.in**

13. Every student is required to adhere strictly to the Code of Conduct of the college.
14. Without prejudice to the directions of the Nursing Councils/Government/University, the decision of the management shall be final on all matters with regard to admission.

TENTATIVE ADMISSION SCHEDULE FOR B Sc NURSING

ACADEMIC YEAR 2024-2025

SL. No.	Event/ Particulars	Important Dates DD/MM/YYYY
01	Issue of Application Form begins	02/07/2024
02	Last date of submission of applications	20/07/2024
03	Publication of Rank list on website	22/07/2024
04	Publication of First Allotment List	24/07/2024
05	Date of joining and fee remittance	29/07/2024 to 31/07/2024
06	Publishing the Joining & Non-Joining candidate list	01/08/2024
07	Publication of Second Allotment List (if required)	Prior approval from the committee
08	Closing of Admission	30/09/2024

29/06/2024

Manager

Annexure – 1

To whosoever it may concern

I hereby declare that I am a Non-Resident Indian employed/residing at

_____ (*Here enter the details of*

foreign employment or residence). My passport No. is

_____ . I further declare that Shri / Kumari.

_____ (*name of applicant*) who is seeking

admission to Nursing course against NRI category is my

_____ (*specify the relationship with*

the applicant) and dependent on me for his/her education. I further declare that I

shall pay all the prescribed fees for the course of study in the college.

Place:

Signature of NRI Relative :

Date:

Name :

Address :

Annexure – 2

PHYSICAL FITNESS CERTIFICATE FOR ADMISSION TO PROFESSIONAL DEGREE COURSES

(To be filled up by a Medical Practitioner not below the rank of Asst. Surgeon)

I, Dr.after careful personal examination of the case do here by certify that Sri/Kumwhose signature is given above is found physically fit and suitable to undergo Professional Degree courses in B.Sc. Nursing/ B.Sc. MLT/ B.Sc. Perfusion Technology/ B.Sc. Optometry/ B.P.T/ B.A.S.L.P/ B.C.V.T/ B.Sc. MRT/ B.Sc. Dialysis Technology/B.Sc. RTT/ BMIT/ BNT(*Add course which is applicable /Strike out which is not Applicable*).

His/her height....., weight....., chest.....and vision

.....

Signature :

Name :

Place :

Reg.No. :

Date :

Designation :

(Office Seal)