

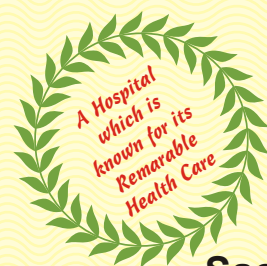


Sacred Heart Hospital



DEPARTMENTS

Medicine
Surgery
Obstetrics & Gynaecology
Paediatrics
Othopaedics
E.N.T
Dermatology
Cardiology
Psychiatry
Casualty
Out Patient
24 Hors Laboratory with
modern equipments
X-ray-500 MA & 20 MA Portable
24 hours Pharmacy
Centralized Sterilization Department
De- addiction Center
(for the alcoholics and drug addicts)
Diabetic Care Clinic On every Friday
Immunization Department



Sacred Heart Hospital, Tuticorin -628 002.

St. Ann's Collage Of Nursing

- S** Service with Devotion
- H** Hospitality with Kindness
- H** Healing with a Divine Touch

FACILITIES & SERVICES

E.C.G- Automatic
Ultrasound & Colour Doppler
P.F.T (Pulmaonary Function Test)
Echo Cardiogram
Cardio Tocogram
Laparoscopic Surgeries
Endoscopy - G.I & ENT
24 Hours Casualty /Emergency Services
Physiotherapy
2 A/C Well Equipped Labour Room
3 A/C Well Equipped Operation Theatre
A/C intensive Car Unit (ICU)
Ventilator -Adult & Paediatric
Intraocular Lens Surgery
Acupuncture Theraoy
A/C Neo-natal Intensive Care unit
(NICU) equipped with paed .
Ventilator, Warmer,Incubator, Diginfuse,
Phototherapy, etc.
Speach Therapy
T.B Clinic (Recognised by the government
as Microscopy & Treatment Center)
Free Ante -natal Check -up for
ANC mothers on every Thursday



ST.ANN'S COLLEGE OF NURSING

Recognized by Indian Nursing Council, (Code:2903182)
State Nursing Council and Tamilnadu Goverment G.O.(ms.) No.223
and is affiliated to Tamilnadu Dr. M.G.R .Medical University (Code.492)
Sacred Heart Hospital, Tuticorin -2. Ph : 0461 2361324



PROSPECTUS

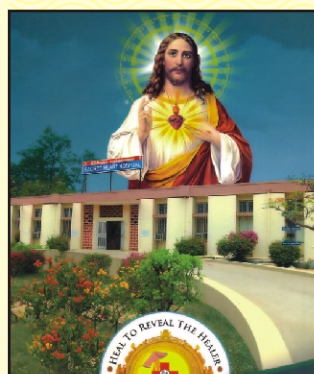


ST.ANN'S COLLEGE OF NURSING



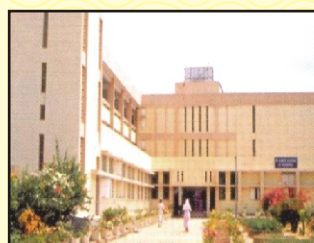
HISTORICAL BACKGROUND

The society of the sisters of St. Ann was founded by Rev. Fr. Wilhelm Meyer, in Luzern, Switzerland in the year 1909 in response to the crying needs of the time. It was founded to look after the expectant mothers, children, sick and the poor, thus fulfilling his vision and mission of revealing the compassionate love of Jesus. Built-fast and firm on the secure rock the will of God, the Society has ever since sought to discern the will of God expressed in the needs of the present time. The foundation of the Society in India was inaugurated on 28th December 1927. The society of the sisters of St. Ann renders service in medical, educational and social service ever since its inception. The motto is -"**For Love of God, serve the needy**". Prompted by the Holy Spirit, inwardly transformed by the merciful love of the Father and following the footsteps of Jesus, Fr.Wilhem Meyer (1870-1912) founded the society. The charism of the society is, "**Live to reveal the merciful love of God**".



SACRED HEART HOSPITAL (S.H.H-1960)

Sacred Heart Hospital is a charitable Institution, situated in **the historical place, Tuticorin, known as "Pearl City"**, in an area of 20.32 acres. Though close to the railway station and the bus stand... yet unaffected by the hustle of the town. Sacred Heart Hospital is the parent institution, started in 1960 as a small dispensary eventually became a general hospital of 250 bedded. It is a multi disciplinary general hospital with well established and equipped departments and facilities. The Hospital caters to 1, 25,461 population, mainly economically backward classes. Huge Industries like Sterilite, Tuticorin Port Trust, SPIC, Heavy Water Plant, BSNL, Ex-Service personnel are within the service.



ST. ANN'S SCHOOL OF NURSING

The St.Ann's School is housed in a spacious and sprawling campus with a refreshing environment and beautiful scenery. It provides an atmosphere conducive for rigorous training and learning programme. It was started in 1974 by the Sisters of St. Ann (Luzern) and is administered by St. Ann Society, Southern Province, Bangalore.



It is recognized by the Indian Nursing Council and State Nursing Council Tamilnadu. respectively It offers, three years and six months diploma course in General Nursing and Midwifery. 40 students are admitted every year for the course, irrespective of religion, caste, community and language.



ST. ANN'S COLLEGE OF NURSING

It was in response to the changing scenario in the field of Nursing.The management decided to establish a college of Nursing, which offers four years basic B.Sc Nursing programme in accordance with Indian Nursing Council syllabus.The college is affiliated to the TamilNadu Dr. M.G.R Medical University and is recognized by the TamilNadu nurses and midwives council and Indian Nursing council.

PHILOSOPHY

We believe that the basic function of St. Ann's College of Nursing is to :

- Adhere firmly to Christian ethical code, believing in the Sacredness of human life and the dignity of the person from the moment of conception until death.
- Believe that the basic education programme in Nursing should be geared to the learning needs of the student and the changing needs of community
- Educate the young women in the art, science and spirit of nursing.
- Assist the individual, family and community in recognizing, understanding and meeting the health needs through preventive, promotive, curative and rehabilitative services.
- Realise that human relationship, communication skills and a good knowledge in basic science and humanities are essential for the learning and practice of Nursing.
- Commit ourselves to help the student to develop pride in her profession and guide her with respect to the continuing of her education for a promising future.
- Accept that Nursing Education should be dynamic and be open to new ideas, keeping pace with the new scientific discoveries in the field of health and the new concepts being evolved in the behavioral sciences.

The motto -"**Serve and Shine**" in the Spirit of Christ, bringing healing to all.



VISION AND MISSION

The specific vision of the St. Ann's College of Nursing is inscribed in the motto **"SERVE AND SHINE"**

We aim that our student graduates are not mere nurses, but Florence Nightingale personified, where education is not only for a living but for life giving. The cross stands for the divine power which is the source and inspiration for all our endeavours and lamp call us to render whole hearted service to the other in order bring wholeness and well being.

AIMS

St. Ann's College of Nursing aims at imparting professional nursing education to aspiring young women according to the spirit of the Christian faith for the health care of the people. This college is open to all irrespective of religion, caste, or community. This institution endeavors to give its students not only professional training in nursing but also to instill in them a true spirit of service to the humanity so that they may emerge as fully developed mature women ready to serve the needy world.

We aim at developing nurses who

- Are motivated by the love of God and neighbour.
- Are able to render comprehensive nursing care to the sick and the injured with compassionate love and a cheerful heart.
- Are able to co-operate effectively and efficiently in the Programmes of Community Health and Preventive Medicine.
- Would live in their lives the motto of the College - **"Serve & Shine"**.

OBJECTIVES

St. Ann's College of Nursing therefore endeavors to:

- ❖ Have a broad concept of the fundamental principles of quality nursing care and demonstrate skill in providing nursing care to the people of all age groups based on principles of physical, biological and behavioral sciences in an institution or in community setting.
- ❖ Develop knowledge, skills, attitude and aptitude in giving comprehensive care to the clients who manifest physical, social and mental ailments.



- ❖ Co-operate with other members of health team in hospital or community in prevention of disease, promotion of health, restoration of health and rehabilitation.
- ❖ Demonstrate competence in nursing skills, techniques and participate cooperate and co-ordinate as a member of health care team in promotion, prevention and restoration of health.
- ❖ Develop skills in teaching formally and informally in the class-room setting, in clinical area and in the community field.
- ❖ Demonstrate communication and managerial skills.
- ❖ Develop and demonstrate benevolent leadership qualities of integrity, responsibility, and understanding and take right decision in various situations.
- ❖ Uphold moral, ethical and christian values and practice ethical values in personal and professional life.
- ❖ Recognize the need for continued learning and for personal and professional growth.

DESCRIPTION OF THE COURSE

The College of Nursing offers Bachelor of Science in Nursing Degree programme (B.Sc Nursing) and is affiliated to the Tamil Nadu Dr. M.G.R Medical University, Chennai. After the successful completion of the four years course as per the direction of the University, the students are eligible to receive B.Sc Nursing Degree certificate from the University, and are entitled to register as Nurse Midwives. Admission is subjected also to execution of Internship of service to the Institution or its branches on successful completion of this course. A bond of agreement to be signed by the candidate and the parents or the guardians.

ADMISSION CRITERIA

Eligibility for admission

- i) Candidates belonging to all categories for admission to the B.Sc./ Diploma course in nursing (basic) should have passed the qualifying examinations (Academic Stream) after period of 12 years of study with the following subjects of Physics, Chemistry and Biology or Botany and Zoology.
- ii) Every candidate before admission to the course shall submit to the Principal of the institution a certificate of medical fitness from an authorized medical officer that the candidate is physically fit to undergo the academic course.



iii) The minimum educational requirements shall be passing of higher Secondary School Certificate Examination (12 Years course).

(Or)

Senior School Certificate Examination (10+2), Pre-degree Examination (10+2).

(Or)

An equivalent with 12 years schooling from a recognized Board or University with Science (Physics, Chemistry, Biology and English) with minimum 60% aggregate marks (PCBE) for SC/ST candidates the minimum percentage of marks is 40%

- ✱ In case of illness or any handicap of which the candidate is suffering and which may be a hindrance in carrying out her nursing responsibilities, she may be discharged from the course. In case a candidate was treated prior to admission for such a disease condition and was not revealed at the time of admission she is liable to be discharged from the course.
- ✱ All students are expected to be in the hostel provided in the college campus. Boarding and Lodging fee as given in the fee structure are to be paid.
- ✱ If certificate is in a language other than English it has to be translated into English and attested by the principal of the School or College last attended.
- ✱ For all communication quote your application number given on the application form and if you need a reply enclose a self addressed stamped envelope.

SELECTION AND ADMISSION

- ✱ All the candidates fulfilling the entrance requirements will be intimated the date time and venue of the exam and interview by post written / personal.
- ✱ An entrance exam fee will be collected on the day of examination.
- ✱ The candidate will present the call letter at the examination hall. This is to be preserved also for the interview.
- ✱ Short listed candidates will be called for an interview.
- ✱ Original Certificates are to be produced at the time of interview.
- ✱ The selection will be based on the marks obtained in the qualifying examination and performance in the entrance exam and the interview.
- ✱ The selected candidates have to report to college and pay the fees as prescribed within the stipulated time, failure of which will result in the cancellation of admission.



- ✱ Fees once paid will not be refunded under any circumstances
- ✱ Candidates who do not receive the intimation of entrance exam and interview should consider themselves not selected. The college will not entertain any correspondence in this regard.
- ✱ Candidates will have to make their own arrangements for accommodation during interviews written / personal.
- ✱ Any recommendation, phone calls, or attempts to meet the authorities in connection with the admission will be regarded as disqualified.

AGE LIMIT FOR ADMISSION

Completion of 17 years at the time of admission or would complete the said age on or before 31st December for B.Sc. (Nursing) and 1st July for Diploma course.

ELIGIBILITY CERTIFICATE

The candidate who has passed any qualifying examinations other than the Higher Secondary Course Examination conducted by the Govt. of Tamil Nadu, before seeking admission to any one of the affiliated institutions shall obtain an Eligibility Certificate from the university by remitting the prescribed fees along with application form which shall be downloaded from the University website (www.tnmmu.ac.in)

Commencement of the course : 1st August

Medium of instruction : English

Duration of the course : Four Years

ADMISSION REQUIREMENTS

- ✱ Admission is open only for girls
- ✱ should be single
- ✱ should possess good health and moral character
- ✱ Good knowledge of English is essential
- ✱ The duly completed application form together with the following enclosures should reach the office of the principal on or before the notified date.
- ❖ *Attested copy of S.S.L.C. or any equivalent examination.*
- ❖ *Attested copy of the Intermediate Certificate or Higher Secondary Certificate.*
- ❖ *Conduct Certificate from the head of the Institution in which the candidate last studied.*
- ❖ *Attested copy of the Transfer Certificate from the Institution in which the candidate last studied.*



- ❖ *Baptism Certificate (if Christian).*
- ❖ *A covering letter in candidates own Handwriting.*
- ❖ *A letter from the Parent / Guardian permitting the candidate to pursue the course.*
- ❖ *Community Certificate.*
- ❖ *Migration Certificate (Only for non-locals)*
- ❖ *Eye & Dental Certificate*
- ❖ *Physical Fitness Certificate.*
- ❖ *5 Passport Size Photos.*
- ❖ *Self addressed stamped envelope.*
- ❖ *Income Certificate (Latest)*

PHYSICAL FACILITIES

The College/School is well equipped with physical facilities, excellent infrastructure within a new spacious gigantic two storied building and has well qualified personnel for training the students.

LABORATORY FACILITIES

The College has adequate laboratory facilities. All the laboratories are well equipped and furnished with required articles, Models, Specimens, Charts, Posters, Instruments, Computers, Laptops, LCD Projectors, OHPs, Slide Projectors, etc.

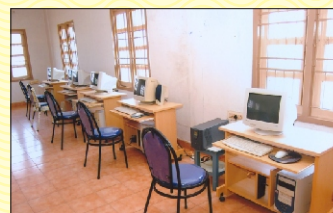
FUNDAMENTALS OF NURSING



M.C.H. LAB



COMPUTER LAB



C.H.N. LAB



ANATOMY LAB



NUTRITION LAB



LIBRARY: The College library is equipped with the latest editions in various disciplines, Periodicals and Journals of Nursing and Medicine both from India and abroad.



TRANSPORTATION

Adequate Transportation Facility available



PLAY GROUND :

A large and beautiful play ground is in the premises of the college.



HOSTEL : A well furnished Hostel with adequate facilities is provided. The Hostel mess provides a well balanced diet on payment of charges by dividing system.



STUDY, EXAMINATION AND EXTRA-CURRICULAR ACTIVITIES

STUDY:

1. Attendance at all examinations is compulsory, exemption is granted only on medical grounds. Since re-examination as a rule is not conducted, it is of great importance for the student to participate in the examination as fixed by the College/school.
2. Average performance throughout the Academic year is taken into consideration, before promoting a student.
3. A student may be debarred from any examination for any of the reasons given below:
 - a) Giving or taking dishonest help in the examination hall.
 - b) Non-payment of prescribed fees.
 - c) Suspension from the Institution caused by any unbecoming activity in the College/School.
4. No application for reconsideration of a detained case will be entertained, unless natural justice demands it.
5. Student's progress in study has to be monitored by the parents, by collecting the progress reports at least once in a term, especially after the Unit/ Term tests.
6. To facilitate the talents, the College / School promote various Clubs And associations like S.N.A., C.N.G.I. Science Club, Literary Association, and Fine Arts Club etc. The students should see the positive side of these arrangements and actively participate in the competition and other activities. Hence even a personal defeat can contribute to the positive development of one's personality.
7. Students should realize the educative value of picnics, educational tours, publication of College/School News Letter /Magazine and should take active interest in such activities

EXAMINATION

The candidates appear for theory and practical examination of University /Board at the end of each academic year.

The candidate will have to pay the examination fee as determined by the University / Board from time to time.



INTERNAL ASSESSMENT:

There will be internal assessment test in each subject conducted at prescribed times. The internal assessment carries 25% and 50% of weightage of total University /Board examination for theory and practical respectively. Passing in the Internal Assessment is the pre-requisite to appearing for the University /Board examination.

EXAMINATION AND GRADING

1. University examinations (written, oral and practical) will be conducted at the end of each academic year by the University /Board
2. Any candidate who has not obtained a minimum of 50% / 25% marks in the internal assessment shall not be allowed to appear for the University/ Board examination in any subject of that particular year of study.
3. Students, who pass all parts of examination on the first occasion of appearing, shall be ranked in order of proficiency. Students who pass in subsequent appearances shall be ranked only in second class.

ELIGIBILITY FOR ADMISSION TO EXAMINATION

COLLEGE OF NURSING

- i) The candidates will appear for all the examinations in theory and practical as per the scheme of examination for other candidates.

Candidates shall be eligible for the admission to the University / Board examination if the Principal of the College certifies that:

1. A candidate must have minimum of 80% attendance (Irrespective of the kind of absence) in theory and practical in each subject for appearing for examination.
2. A candidate must have 100% attendance in each of the practical areas before award of degree.
3. A candidate has to pass in theory and practical exam separately in each of the papers.
4. If a candidate fails in either theory or practical paper she has to re-appear for both the papers (Theory and practical).
5. Maximum number of attempts permitted for each paper is 3 including the first attempt.
6. The maximum period to complete the course successfully should not exceed 8 years.



II SCHOOL OF NURSING

1. A candidate must have completed not less than eleven months of the course.
2. Should have attended 75% of the formal instructions given on each subject and 75% of the clinical field experience in each area / subject separately during the academic year, however, the total clinical / field experience prescribed must be completed before the final University / Board examination and before the issue of diploma/Degree. (The diploma/Degree shall not be awarded to the candidate till she has completed the clinical / field requirements).
3. The overall performance of the candidate and her conduct during the entire academic year must be satisfactory.
4. The candidate has to pass in the internal assessment in each subject i.e., both in the teaching and practical(s) by securing 50% marks separately in theory and practical(s)
5. The record of practical experience should be completed. (The Principal shall send to the University/ board the internal assessment for each subject, i.e. both theory and practical(s) before the start of the examination along with the examination form).

SUPPLEMENTARY EXAMINATION

The University Board shall conduct supplementary examination within six months of the annual examination:

- a. If a candidate fails in one theory paper / practical, she may be allowed to proceed to the next year of study, she will sit for a supplementary examination held subsequently in the failed subject / practical. If she fails to clear supplementary examination she shall be allowed to sit again along with her next year annual examination.
- b. If a candidate fails in two or more papers or practicals she will not be allowed to proceed to the next year. 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 the last examination.
- c. No candidate of category (a) shall be allowed to proceed to third year (higher class), unless she has passed in the subjects of the previous year (Backlog to the second year).
- d. If a candidate fails in one theory paper / practical examination of third year, she may be allowed to proceed for internship. She will sit for supplementary examination 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 subjects / practicals only. A student shall not be allowed to proceed for internship till she clears third year examination.



NORMS REGARDING PERMISSIONS AND LEAVES:

Vacations are planned according to the University /Board rules. If the candidates are unable to return on time due to illness, the Principal should be intimated immediately by telephone e-mail followed by a written explanation. On return, they should submit a medical certificate issued by a registered medical practitioner stating full particulars of their illness and treatment. Normally, no other leave will be granted except the planned vacation. Candidates are not granted leave for social events in the family. In case a candidate absents herself from duty/class for any reasons and the Principal is not satisfied with the explanation regarding her absence, the student will be asked to make up for the number of days.

1. The permission of the Principal / Warden is required for the following:
 - a) To make a collection for any purpose whatsoever.
 - b) To arrange for a meeting, party, picnic, etc.
 - c) To leave the College / School premises during the working hours.
 - d) To join a Sports Meet or play in a tournament outside the college / school.
 - e) For a parent or visitor to meet a student or teacher during the working hours.
2.
 - a) No leave is sanctioned to a candidate except on previous written application from Parents or Guardians.
 - b) Absence without leave for one month continuously will justify the student's name being struck off the rolls.
 - c) For re-admission, if the candidate wants, she will be charged a re-admission fee. 75 % of attendance is required for promotion. Condonation of 10 percent may be given on medical reason or for any other serious and valid reason.

VACATION AND LEAVE

1. College of nursing	
Vacation	: 2 weeks
Gazetted holidays	: 3 weeks
Examination (Including preparatory)	: 4 weeks
2. School of nursing	
Annual Vacation	: 4 weeks
Sick Leave	: 10 days per annum
Preparatory Leave	: 1 week
Examination (Including preparatory)	: 4 weeks

Note: Sundays and gazetted holidays will be considered as holidays.



STUDENTS' DISCIPLINE

The rules of discipline in the College/School are in view of the self-discipline of each student and to educate the students in good behavior. Discipline is also necessary for the effective running of the Institution. It is important that the parents co-operate with the Management for the effective implementation of the disciplinary rules of the educational institution.

Nursing profession, which demands altruistic service from its members, expects self discipline at a personal level and general discipline in the campus. Therefore:

1. Regular attendance as well as punctuality is expected from the students at lectures, demonstrations, practical, field works and other such academic exercise as well as experiences. They are required to attend allotted working periods in each of the prescribed subjects.
2. They have to attend the classes regularly and punctually. If for some serious reasons the student is absent, she has to present the leave letter from the Parent or Guardian.
3. Students should be respectful and obedient in their dealings with the Principal and the teachers.
4. They should follow the rule of silence in the class and in the College / School premises, according to the norms of the Management.
5. They should also be courteous to fellow students and promote good relationship with one another.
6. They should not do acts of violence against one another. If there are differences or disputes among them, instead of undertaking any act of violence, they should inform the matter to the class teacher or to the Principal and find a peaceful solution to the problem.
7. Students are strictly forbidden to organize strikes or incite others to strike or to bring in external elements that can destroy the peace, harmony and effective running of the Institution.
8. Students are strictly forbidden to take part in any sort of political activities.
9. They shall abstain from any act which is likely to damage the reputation of the Institution.
10. Students have to observe habits of personal cleanliness and wear clean and respectable clothes.
11. Students should avoid unbecoming behaviours such as obscene gestures, use of vulgar language, and improper physical contact with other persons especially persons of the opposite sex, and bringing of pornographic materials to the College/School. Persons who undertake such activities are punishable by suspension and even dismissal from the College/School.



12. Strict discipline will be maintained in the College/School, hostel and hospital. Students are expected to comply with rules and regulations. They are liable to be dismissed for grave misconduct, insubordination, gross negligence and dereliction of duties and disloyalty to institution.
13. If a student is found to be unfit for the nursing profession or her progress is unsatisfactory, she will not be allowed to continue the training.
14. While the student is in the College/School the parental authority is delegated to the teacher and she represents the parent for guidance and direction.
15. It is necessary to give notice to the parents of the erring students before suspension is ordered. Suspension shall be followed by an enquiry and the parents are duly informed. If a student, even after repeated suspension does not reform, he may be expelled.

DISCIPLINARY MEASURES:

Students are expected to follow the rules and regulations of the College/School. If there is a significant violation of the rules of the College/ School by any student, the administration has the right to take action.

As a rule, the following steps are taken to discipline the students:

1. For minor violation of any rule, the class teacher corrects the students with a mild scolding and the warning not to repeat the mistake.
2. If a student or a group of students repeat the same mistake or commit a serious offence, they will be sent to the Principal who will correct them sternly.
3. In the absence of the class-teacher and the Principal, any teacher of the school is entitled to correct and even punish moderately, if the situation demands.
4. If a student commits a serious offence or if she repeatedly breaks the rules of the College/School, Principal will call to the Parents / Guardian of the student to her office and explain to them the gravity of the matter to the parents/Guardian and in their presence give a warning the student not to repeat the offence.
5. Before expelling a student from the College/ School, she should be given an opportunity to present her explanation to the case in question.



COURSE OF INSTRUCTION :

FIRST YEAR

1. English
2. Anatomy
3. Physiology
4. Biochemistry
5. Nursing Foundations
6. Microbiology
7. Introduction to Computers

SECOND YEAR

1. Sociology
2. Pharmacology
3. Pathology
4. Genetics
5. Medical - Surgical Nursing (Adult including Geriatrics)-I
6. Community Health Nursing - I
7. Communication and Educational Technology

THIRD YEAR

1. Medical Surgical Nursing (Adult including Geriatrics)-II
2. Child Health Nursing
3. Mental Health Nursing
4. Midwifery and Obstetrical Nursing

FOURTH YEAR

1. Midwifery and Obstetrical Nursing
2. Community Health Nursing - II
3. Nursing Research & Statistics
4. Management of Nursing Services and Education

CINTERNSHIP (INTEGRATED PRACTICE)

1. Midwifery and obstetrical Nursing
2. Community Health Nursing - II
3. Medical Surgical Nursing (Adult and Geriatric)
4. Child Health Nursing
5. Mental Health Nursing
6. Research Project



Note :

1. Internship means 8 hours of integrated clinical duties in which 2 weeks of evening and night shift duties are included.
2. Internship should be carried out as 8 hours per day @ 48 hours per week.
3. Students during internship will be supervised by nursing teachers.

STUDY

1. A language course if conducted in Regional languages (Tamil) which is compulsory for all new entrants who do not know the local language
2. All the students are required to speak only in English and in Local language with the patients and relatives in the hospital.
3. Students must be behaving with a sense of decorum and discipline in the College/School and its associated institutions. Ragging in any form is strictly prohibited. Strict disciplinary action, including dismissal from the college / school will be taken against those found to be guilty
4. Students are not allowed to go to one another's rooms. Silence shall be observed in the hostel between 9pm and 7 am and at all times considering the night duties and examinations.
5. Study is allowed in the Class room / study room only.

GENERAL RULES FOR STUDENTS IN THE HOSTEL

All the students must remain in the hostel to meet the requirements of the course both academic and clinical. During the stay, the students must strictly adhere to the Hostel rules.

ROOMS

1. Students should follow the rules and regulations of the Hostel and abide by the instructions given by the Hostel Warden. They are expected to clean their own room and keep it clean and always. For minor violation of any rule, the class teacher corrects the students with a mild scolding and the warning not to repeat the mistake.
2. The students are responsible for the furniture provided in the room. No nails should be driven into the walls. They should refrain from disfiguring walls and furniture and from other objectionable practices. All damages should be reported promptly to the Warden.
3. If a student / students causes damages to any of the college or Hospital property, it should be individually or collectively compensated.



STUDENT'S HEALTH

1. Students are expected to inform the Warden/Principal when they are ill and are not able to attend duty or class.
2. If on night duty, the students report to the Night Supervisor. If on day duty, they report to the Clinical Instructor/Principal/Warden
3. If a doctors is to be consulted, the Warden/Principal should be informed, and a clearance note obtained from her to get necessary drugs and services.
4. Students who are ill and do not require hospitalization will be admitted to the Sick room.
5. Students are requested to present the leave form along with medical certificate to the office before re-joining class or clinical.
6. Food should not be brought to the rooms from the dining room for oneself or for others. The Warden will arrange for food if students are ill and are resting in the hostel.
7. Other students should not visit the sick in the sick room after 9.00pm.
8. The students may avail themselves of 10 days of sick leave in a year on the basis of medical certificate and it should be compensated if it exceeds.

VALUABLES

1. Students are not allowed to keep jewels and other valuables with them in hostel.
2. Students are not allowed to wear chains, rings, bangles, anklets etc. When in uniform or when on duty.
3. Students themselves are responsible for their own belongings and are advised to keep them securely locked. The college/school/hospital authorities will not be responsible for any theft or loss of any valuable including jewels.

SPIRITUAL EXERCISES

1. Students are expected to take part in all the spiritual activities. All the Catholic students are encouraged to go for daily mass, rosary and other religious activities. Non-Catholics have full liberty to practice their own religious beliefs and convictions. There will be annual retreats and regular prayer services.
2. Religious sisters undergoing training are expected to make their retreat only during their vacation. No other special leave will be granted for this purpose.



VISITING HOURS

Students are not allowed to entertain visitors. relatives while on duty or during the time of their academic activities. They will not be called up from sleep, if on night duty.

1. Students are allowed to meet the visitors only on visitors 'day. Visitors are to be received only in the visitors room/area meant for it. No one is allowed to take the visitors to their living rooms.
2. Visitors allowed are parents, brothers, sisters and others whose names are given by the parents. No accommodation and foot will be provided for the visitors
3. Students on night duty will not be called to meet the visitors before 3.00pm.
4. Students will not be given permission to go to railway station or bus stand for meeting relatives and friends until the training is completed
5. Local students may be permitted to go home only on special occasions but with the written request from the parents/Guardians.
6. Students are to enter their names in the outgoing register as well as they are expected to get the signature on outgoing pass prior to their departure.

HOLIDAYS

1. Students are sent for holidays only with their parents/guardians. If the parent / guardian is unable to come she should produce a valid letter from the parent/guardian to this effect. This is too complied with even when the student wants to stay overnight or spend vacation anywhere else other than her own home.
2. Students going away from the hostel on Vacation must return to the hostel eight hours before the next working time and must report on return to the Warden /principal as well as sign in the book

POST & TELEPHONES

1. Letters may be mailed in the Mail box located inside the Campus. Incoming mail is distributed by the Warden.
2. Telephone apparatus is installed in the hostel for emergency purposes only. However messages given by the relatives will be passed on to them.
3. Use of Mobile phones is strictly prohibited.



BANK

Each student should open a bank account to keep her money.

MESS

1. Students will take food provided by the hostel mess only. Mess shall be paid by the 5th of every succeeding month.
2. No special demands or request will be entertained with regard to food.

DUTY

1. Students are to wear the prescribed uniform during clinical practice. They must be neat and tidy in their appearance. No ornaments or decorations will be allowed with uniform.
2. Students are not allowed to accept any gift in any form from the patients or their relatives.
3. Students are required to carry their identity cards, certified up-to date at all times.

SNA / TNI / ALUMNI

1. Membership in the Student Nurse Association is compulsory.
2. After the successful completion of the course, the students are expected to take membership in the Trained Nurses' association of India (TNAI).
3. All the students are expected to be members of the Alumni Association

MISCELLANEOUS

1. Students are not allowed to marry during their training and service contract periods.
2. Taking or administering any harmful drug not authorized by competent person is strictly forbidden. Any students found to have
3. All the students are expected to follow the instructions of the Management as and when prescribed.
4. The Management reserves to itself the right of amending; altering or deleting any of the provisions of the prospectus, and such decisions taken by the management shall be binding on everybody concerned.
5. T.V. may be used during permitted hours. Special programmes may be viewed only after securing prior permission from the Warden

