

C. COMMUNITY CERTIFICATE DETAILS

Community Belongs to :
Certificate No. :
Issued by :
Taluk :
Date :

D. DOCUMENTS TO BE PRODUCED AT THE TIME OF ADMISSION

1. Transfer Certificate from the institution last studied - Original + 4 Photo copies
2. HSC / Pre Degree /AISSCE / ISCE / Inter mediate or equivalent Mark Statements(s) Original+ 4 Photo copies
3. Eligibility Certificate obtained from the Tamil Nadu Dr. MGR Medical University, Chennai (for students who have passed their Qualifying Examination other than HSC Course Tamilnadu) - Original + 4 Photo copies)
4. Migration Certificate from the students who have passed from CBSE, ISCE & Pre Degree course & Other States.
5. Community Certificate - Original+ 4 photo copies
6. Passport size Photographs - 5 Copies
7. Copies of passport and VISA for NRI/ Foreign Nationals
8. Blood group Certificate - Original
9. Medical Fitness Certificate - Original
10. Nativity Certificate - Original
11. First Graduate Certificate for counselling Student* (Scholarship Request)
12. Income Certificate

FOR OFFICE USE ONLY

1. Date of Receipt :
2. Registration Number :
3. Date of Admission :
4. Course to which admitted :
5. Remarks



SREE ABIRAMI COLLEGE OF NURSING

(A Unit of Sree Abirami Charitable Trust)

Machegoundanpalayam, Seerapalayam Village, Eachanari Post, Coimbatore - 641 021.

Phone : 0422-2466698, 2466699 Mobile : 97509 72974, 97509 72964

STUDENT INFORMATION

Course : _____

Student Name : _____

Gender (M / F) : _____

Date of Birth : _____

Nationality : _____

Religion : _____

Community : OBC / BC / MBC / SC / ST / Others

Caste : _____

Permanent Address : _____

Present Address : _____

District : _____

State : _____

Country : _____

Pin Code : _____

CONTACT NUMBER

Father's No. : _____

Mother's No. : _____

Land Line No. : (With STD Code)

PARENT INFORMATION

Father's Name : _____

Qualification : _____

Occupation : _____

Annual Income : _____

Mother's Name : _____

Qualification : _____

Occupation : _____

Annual Income : _____

FOR IDENTITY CARD

Name : _____

Blood Group : _____

DOB : _____

Contact Number : _____

Address : _____

District : _____

State : _____

Pin Code : _____

Middle of the Box

Signature



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No. :

Year :

STUDENT'S HOSTEL APPLICATION FORM

1. Name (in BLOCK Letters) : _____

2. Date of Birth and Age : _____

3. Course : _____

4. Blood Group : _____

5. Name of the Father / Guardian : _____

6. Permanent Address : _____

Mobile No. : _____ Phone (with STD Code) : _____

7. Address of the Local Guardian : _____

Mobile No. : _____ Phone (with STD Code) : _____

8. Address for Communication : _____

Mobile No. : _____ Phone (with STD Code) : _____

9. Other Emergency Phone No. / Mobile No. _____

10. Preference of Food : Veg. / Non-Veg.

FOR OFFICE USE ONLY

Admitted to the Hostel on : _____

Payment Details : _____ Amount : _____

Receipt No. : _____ Date : _____

Signature of the Warden

9. Name of the Visitor and the relationship with the Student & Address

1.

2.

DECLARATION

I _____ the undersigned, student of _____ Course do hereby agree to confirm from this date, to the rules and regulations including those relating to the college / hostel laid down there after by the management / Principal of the college for the due maintenance of discipline. Also I have understood the Rules and Regulations relating to the College / Hostel and promise to abide by the same and also the decisions of the authorities in the matter of enforcing the same. I also agree that I will not join any agitation or any strike during my study /the period of service.

I hereby declare that all particulars given above are true and I will abide by the rules and regulations of the Hostel.

Date :

Parent's / Guardian's Signature

Signature of the Applicant



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RULES AND REGULATIONS FOR UG STUDENTS 2019-20

GENERAL RULES

1. Strict discipline should be maintained.
2. Students should be punctual for classes and clinical according to the schedule given.
3. The rooms and the surroundings should be kept clean and tidy.
4. Complete silence should be maintained in the college premises so as to ensure a peaceful atmosphere in the college.
5. Decent and dignified behavior is expected from the students always.
6. Communication should be ONLY IN ENGLISH.
7. Students are expected to check the NOTICE BOARD daily for any information.
8. Rewards/gifts of any kind should not be received at any time from the patients or patients' relatives.
9. Students who fall short of the required attendance will not be allowed to appear for the University examination.
10. Proper uniform must be worn as prescribed by the college.
11. Use of Mobile phones or any kind of electronic gadgets are strictly not allowed to be used. In case any student is found using electronic gadgets, the product will be ceased and will be added to the Class funds. Further action will be taken on the concerned person.
12. Smoking or consuming any form of intoxicant is strictly prohibited.
13. No student can involve in ragging, strike or any other antisocial activities. If any student is found to have involved in any kind of anti social behaviors, STRICT DISCIPLINARY ACTION WILL BE TAKEN AND EVEN BE TERMINATED.
14. Own vehicles cannot be used. Further, students should maintain strict discipline while using the college vehicle.
15. Fees and other dues should be promptly cleared before December of every year, Fine will be imposed for late payments.
16. Food should not be wasted.
17. Must avoid writing / scribbling on the walls, desks, benches, etc and causing damage to the property of the institution. Action will be taken against the particular candidate and if the miscreant is not found, the whole group will be held responsible.
18. Parents need to meet the class teacher periodically for being informed about the progress and conduct of the wards. Sessional exam marks will be sent to the parents and on receipt of it, parents should contact the Class Co-ordinator.
19. If a student has any psychological problem, he/she has to approach the Class Coordinator/Mentor and seek for help. Instead, suicidal threats or attempts are strictly discouraged.
20. Only unmarried students will be admitted. Further, no student will be permitted to get engaged or married till the completion of the course admitted.
21. All the fee receipts (copies) paid for the total course should be kept by the student and must submit them before receiving their certificates.
22. Student should be aware that the curriculum for the various courses is not rigid and that my son / daughter / ward will follow the syllabi for various courses in force at the time of his / her admission and that any revision or modification made in the syllabi during the course of his / her study in the institution will be binding on him/her.

DRESS CODE FOR THE COLLEGE

- **GIRLS** : can wear only regular chudidhars with sleeves and shawls pinned up properly. No modern outfits and tight fittings allowed.
- **BOYS** : can wear only Formal dress — full pant and shirt with black / brown shoes. T- Shirts, jeans, tight pants and modern outfits are not allowed. Must be clean — shave and hair cut short (no fancy hair styling allowed)

IN UNIFORM

1. Girls should put their hair up with a knot and are permitted to wear only small studs without hangings.
2. No extra jewellery allowed.
3. Not allowed to use nail polish, eyetex or fancy items.
4. Must wear shoes prescribed by the college.
5. Nails must be cut short.
6. An ordinary wrist watch with seconds to be worn at the left wrist.

RULES & REGULATIONS FOR THE HOSTEL

1. All the students should stay only in the hostel.
2. The room and the surroundings should be kept clean and tidy.
3. Attendance should be answered to their hostel incharge at the scheduled time both in the morning and evening.
4. Only limited luggage permitted to be kept in the hostel.
5. Study time must be strictly observed from 8pm to 11pm.
6. Cannot go out for any reason without permission of the Principal, Class Coordinator and hostel incharge.
7. Overnight stay outside the hostel will not be permitted.
8. Permitted to go out on Sundays for worship between 9am and 11 am. Any student found misusing the time, will not be permitted to go out for any reason.
9. Only chudidhars with sleeves and shawls to be worn while going out.
10. Permitted to go for shopping on second Saturdays for 2 hours and can go out only in groups. No student is permitted to visit her/his friends' or relatives' residence without prior permission.
11. Visitors are allowed to visit the students only on second Saturdays and Sundays between 7am-6pm.

Only those visitors authorized will be permitted to meet their wards. The authorized visitors are expected to bring the visitor's card, each time they visit.

Visitors are permitted to meet only their wards. No student can entertain the visitors of other students.
12. Students are permitted to make phone calls and receive calls only between 6pm and 7.30pm during week days. Only calls from or to parents are permitted.
13. Male students are not allowed to go to the girl's hostel and vice versa.
14. While students go home on vacation, parents should come and take their ward. If they want their wards to be sent alone, a letter should be given in advance by the parents in person and they should take up the whole responsibility for their wards' safety. When students go home on leave, they should inform the warden immediately on reaching home. They are expected to obtain signature of the parents mentioning their time of arrival at home and departure from home. The same to be submitted to the warden on return.
15. All the belongings should be kept under lock and key. Students should neither use nor keep any valuable thing or jewellery. The management is not responsible for any loss or robbery.
16. Water and electricity should be used sparingly.
17. If any student causes damage to any of the belongings of the hostel, severe punishment will be given and double the cost of the damage will have to be borne by the concerned student.
18. Each student must stay only in the allotted room. Further, shuffling of room allotment will be done periodically.

RULES AND REGULATIONS FOR LEAVE

Sanction of leave is at the discretion of the management. It cannot be claimed as a matter of right.

1. ● a) Annual leave (AL): AL of 1-3 weeks may be sanctioned to students only after the completion of log book requirements and based on their year of study.
Final year students are not eligible for AL.
 - b) Sick leave (SL): 10 days per year.
2. Students availing more than the above said leave will have to compensate each day of absence in a ratio of 1:3. Any leave taken without permission will not be considered and strict action will be taken on such students.
3. No extra ordinary leave will be given.
4. No student can avail leave without prior permission from the Principal, Class Co-ordinator and Warden.
5. In case any student seeks leave on emergency grounds he/she needs to obtain permission from the Principal through the Coordinator/Warden. Female students will be allowed only with an authorized guardian or a confidential person sent by their parents with the parents' visitor ID card and a requisition letter from the parents.(Only on emergency grounds)
6. Procedure for obtaining sick leave:
 - a) Sick leave will be sanctioned only by the Medical Officer at out parent hospital (SAH), after being examined.
 - b) Before consulting the Medical Officer, student should approach the Class Co-ordinator and obtain signature in the Health Record. After consulting, if SL is sanctioned, it must be got entered in the Health Record and reported back to the Class Co-ordinator.
7. Students may be granted permission to attend only his/her own brother's/sister's marriage provided that permission has been accorded by that student's parents in writing, enclosing that particular wedding card, well in advance (at least 2-3 weeks before). Permission will not be granted for cousin's/friend's wedding. Leave will not be sanctioned for more than 2 days.
8. Every second Saturday will be a holiday which is to be utilized for study purpose. No student will be permitted to go home.

I have read, and fully understood all the above conditions in the joint declaration and agree to abide by the same

Signature of the Parent/ Guardian :

Name of the Parent/ Guardian :

I have read and fully understood all the above conditions in the joint declaration and agree to abide by the same

Signature of the student :

Name of the Student :

Place : Coimbatore

Date :

DECLARATION BY THE STUDENT

NAME OF THE STUDENT :

COURSE :

BATCH :

I hereby solemnly confirm and declare that:

1. I carefully read through the rules and regulations of this Institution.
2. I have chosen this course out of my own interest and not under any compulsion.
3. I am subjected to the rules and regulations of this Institution in force from time to time.
4. I will not smoke or use alcohol or any sort of intoxicant. Further, I will not encourage/ support my fellow students using intoxicants.
5. I am fully aware of the existing ruling / UGC norms given on ragging. I will not indulge in any form of ragging within the college and hostel or outside during my entire academic course. "I will abide by the disciplinary action taken against me without making any appeal in case I am found / suspected / reported for using intoxicants or for having taken part in ragging or any such form."
6. I will not join agitation or any kind of strike during the entire course period.

7. I will regularly attend the classes/clinical as scheduled and will not take any leave which I am not eligible for.
8. I will neither possess nor use mobile phones/any sort of electronic gadgets during my entire course period here. On violating this I am aware that the particular device will be confiscated and I agree to pay a penalty (minimum – 10,000/-) as levied. Further I abide for the disciplinary action taken on me. I will not support other fellow students to use any kind of electronic gadgets and I will inform my authorities in case any student uses.
9. I will follow the right code of conduct as prescribed and will not violate them.
10. I am aware that I will not be allowed to appear for the university Examination, if I do not:
 - i. Put in minimum percentage of attendance required by the University
 - ii. Complete the theoretical and practical requirements
 - iii. Possess satisfactory conduct and progress in studies
 - iv. Get minimum of 50% of marks in the internal assessments.
11. If my progress in studies is uniformly poor, I am liable to be terminated from this Institution.
12. I will not cause breach to the name and fame of this institution.
13. I am subjected to the discretion of the management on violating the rules and regulations given.
14. This I declare in the most normal state of mind.

Signature of the Student with date

I accept and fully agree to the declaration made by my ward _____

Signature of the Parent with date

DECLARATION BY THE PARENT _____

1. I assure you that my son/daughter will abide to the rules and regulations set by the management without fail. He/She is subjected to the discretion of the management on violating the rules given.
2. I assure you that I have accepted to pay the prescribed fees before the month of December of each academic year. Further I will accept and pay if there is any revision of fees by the Government or University or other official body. I undertake to pay the fees within the due date fixed by the college, failing which I will pay the late fees/fine as fixed by the college.
3. I will make sure that my ward attends the classes/clinical regularly and I know that my ward will not be allowed to appear for the University Examination if he/she lacks to fulfill the requirements said.
4. I will not disturb my ward's studies by asking for any undue leave.
5. I assure that my son/daughter will not indulge in ragging, strike, or any kind of antisocial activities.
6. I will see to that my ward never uses mobile phones/any kind of electronic gadgets and I know that in case he/she possess or uses such products, heavy fine will be levied and action as deem fit would be taken on him/her.
7. I will take up the complete responsibility for my sons'/daughters' disciplined conduct and character and will never encourage/ support him/her for any kind of unwanted behavior.
8. I assure you that my ward will concentrate on his/her studies and I will regularly follow-up his/her progress.
9. In case my ward could not continue his/her studies, I will not claim for the fees paid to be refunded. Further, I will remit the total course fees.

I will extend my fullest co-operation with the management. I accept that the rules and regulations are only for the welfare of our children.

This I declare in most normal state of mind.

Signature of the Parent/Guardian with date