

Dr.Somervell Memorial C.S.I MEDICAL COLLEGE

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PROSPECTUS



**FOR ADMISSION
TO
MBBS 2020-21**



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Office Bearers

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All correspondence to be addressed to:-

The Principal

Dr.Somervell Memorial C.S.I Medical College, Karakonam
Thiruvananthapuram – 695 504, South Kerala.

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This Handbook brought out by the Dr.Somervell Memorial C.S.I. Medical College, Karakonam is intended to provide all the required information to the students seeking admission to the MBBS course in the Medical College.



Dr.Somervell Memorial C.S.I. Medical College, the only Medical College for 50 million people of the 24 Dioceses of the Church of South India spread all over the five southern states and Sri-Lanka, belongs to the South Kerala Medical Mission, one of the several departments of the South Kerala Diocese of the Church of the South India (CSI). The most important purpose behind the establishment of this college is to further the healing ministry of our church commenced by the missionaries more than a century ago and continued by those who served the Medical Mission so far, sacrificing all their personal comforts. They are our role models and inspiration that led us to embark upon the enormous venture of establishing a medical college. Our endeavor will always be to produce from this college morally upright, intellectually equipped and spiritually committed physicians and surgeons willing to serve humanity at large with a missionary zeal. We will do everything possible, curricular as well as extracurricular, to achieve this noble goal.

Many have tirelessly labored for the establishment of this college. It is my fervent prayer that all those who choose this institution for their professional study be blessed by God Almighty so that they become a great blessing to humanity.

Most.Rev.A.DharmarajRasalam
Moderator, CSI & Bishop – South Kerala Diocese &
Chairman
Dr.Somervell Memorial C.S.I. Medical College & Hospital
Karakonam



Office Bearers

1. Most Rt. Rev. A. Dharmaraj Rasalam	Moderator CSI, Bishop South Kerala Diocese CSI & Chairman Dr.S.M.C.S.I. Medical College & Hospital
2. Dr. P.K Rosebist	Secretary, Diocesan Council, South Kerala Diocese-CSI
3. Prof. Dr. B. Vimal Sukumar	Treasurer, CSI Synod & Finance Administrator, CSI South Kerala Diocese
4. Dr. P Stanly Johns	Secretary, South Kerala Medical Mission, Director Medical Board & Chief Medical Officer, Dr SMCSI Medical College & Hospital
5. Dr J Bennet Abraham, M.D.; M.B.A.	Director, Dr.S.M.C.S.I. Medical College & Hospital
6. Dr. Samson Nessian, M.S.	Principal, Dr.S.M.C.S.I. Medical College & Hospital
7. Dr. S. Babu Raj, MD; M.H.A	Medical Superintendent, Dr.S.M.C.S.I. Medical College & Hospital
8. Mr. S. Sam Manohar	Comptroller, Dr.S.M.C.S.I. Medical College & Hospital
9. Mr. G.P. Deva Prasad	Administrator cum General Superintendent, Dr.S.M.C.S.I. Medical College & Hospital
10. Rev. Deva Prasad	HOD, Chaplaincy Department; Dr.S.M.C.S.I. Medical College & Hospital



I. INTRODUCTION

Dr. Somervell Memorial CSI Medical College, established in 2002, attached to the century old Dr.Somervell Memorial Mission Hospital is situated in Kunnathukal village at Karakonam, Neyyattinkara in the southern border of the Trivandrum District of the State of Kerala. The Hospital, the Medical College and all other institutions attached to it is managed by the South Kerala Diocese of the Church of South India (SIUC). The South Kerala Medical Mission is a charitable society registered under the Travancore Cochin Literary, Scientific and Charitable Societies Registration Act XII of 1955. The office of the South Kerala Medical Mission is in the LMS Compound, Trivandrum 695 033, the Head Station of the C.S.I South Kerala Diocese which is one of the 24 Dioceses of Church of South India established in 1947 with its head quarters at Chennai. This is the only Medical College for CSI spread over the 5 Southern states of India and Srilanka.

The College is a self financing, affiliated to the Kerala University of Health Sciences, Thrissur having **Minority Status as per order No.489/2006 dated 21.06.2006 declared under section 2(g) of the National Commission for Medical Education Institution, New Delhi.**

Karakonam is 30 kilometers south (by Kanyakumari Road) from Trivandrum Central Railway Station, abutting the Vellarada Road from Trivandrum as well as Parassala. Dhanuvachapuram Railway station on the railway line between Trivandrum Central and Nagercoilis only 3 kms away from the college.

The healing Ministry of the church aims at producing highly competent medical graduates and postgraduates, possessing a high standard of professional skill. They should, in the days to come, be precious assets to our nation. We are committed to create in the campus the best possible atmosphere and infrastructure for quality medical education. Our aim is to strive at instilling our students with a spirit of sacrifice, compassion for the poor, love that nurture knows no limits, utmost humility in service and all Christian values needed for a meaningful and useful life of a doctor for which the founding fathers stood and sacrificed their lives to revive the closed and ailing mission hospitals of rural India, especially among the Tribals and thus strengthen the Healing Ministry of the Church.

II HISTORY OF THE MEDICAL COLLEGE HOSPITAL IN BRIEF:

The multi-specialty Hospital at Karakonam, as we see it today, has grown out of a very small dispensary established in 1894 as a community medical sub centre of the famous Neyyoor Hospital founded by Dr. Arthur Fells, a missionary doctor of Neyyoor sent by the London Missionary Society (LMS). The dispensary, though 45 kilometers away from Neyyoor, was visited once in a week by the doctors to render medical help to the poor, illiterate, ignorant and ignored villagers afflicted by epidemics like malaria, cholera and small pox. The first building built for the dispensary is still kept intact in the hospital compound.

In 1922, Dr. T.H. Somervell, who came as one of the members of the team that came to India for an Everest expedition and later on became a legend in the field of healing ministry and surgery, took over the Neyyoor Medical Mission. The Hospital and the Medical College are named after this great Surgeon.

After India became independent and the foreign missionaries left, the Neyyoor Medical Mission was managed by the erstwhile South Travancore Medical Mission of the South India United Church. (SIUC). In 1947, SIUC became part of the CSI. In 1959, following the linguistic reorganization of the states in India, the South Travancore Diocese



was bifurcated into the South Kerala and the Kanyakumari dioceses. The hospital at Karakonam, which came under the Kanyakumaridiocese was later taken over by the Medical Mission of the South Kerala Diocese in the year 1975, the year the veteran Dr.T.H Somervell passed away in England. This led to the naming of the small mission hospital as Somervell Memorial C.S.I Mission Hospital.

The Church of South India came into being in September 1947 as an integrated Church to bring a union of Anglican, Methodist, Presbyterian and the South India United Church in the four southern states of Tamil Nadu, Kerala, Karnataka and Andhra Pradesh. The Church of South India Trust Association was constituted as legal holding body of the movable and immovable properties of the Church of South India. The CSITA was registered in September 1947 under section 26 of the Indian Companies Act 1913 (new section 25 of the Indian Companies Act 1956) as a religious and charitable company which has no business character and with no profit motive. The properties of the Churches in Union have been transferred to CSITA. The CSITA has been exempted from Income Tax under Section 10-(23c) (v) of the Income Tax Act 1961, as it is recognized as a Charitable and Religious Organization by the Government of India.

III. THE HOSPITAL TODAY

Passing through ups and downs, the hospital grew rapidly from 1986. It has developed from a 6 bedded dispensary into a 650 bedded multi-specialty hospital by a team of doctors who truly strived very hard.

The hospital has a network of community-based activities, carried on through its Rural Primary Health Centers. Free cataract detection and surgery, cancer screening and awareness camps, implementation of State and National Health Programmes, etc., are some of the community based activities the Hospital and the Medical College are engaged in. This is how we carry on the missionary spirit that guided the founders to emancipate the poor and the needy from the bondage of poverty and disease.

IV. THE BEGINNING OF THE MEDICAL COLLEGE

The Government of Kerala, for the first time in its history, took a policy decision in 2001 to permit the private sector to start self financing professional Colleges. One of the pre requisites for sanctioning a Medical College was the availability of a hospital with at least three hundred beds. The Somervell Memorial Mission hospital, Karakonam satisfied this requirement. On the application of the Medical Mission of the South Kerala diocese, the Government of Kerala granted *Essentiality Certificate* and University of Kerala, after due inspection, issued the Consent of Affiliation and permitted the diocese to apply to the Medical Council of India for the *Letter of Intent*. Medical Council of India after inspection issued the *Letter of Intent on June 20,2002*. The land and infrastructure required as per the norms of the Medical Council of India were made ready within a short period of six months with absolute trust in God Almighty who made the impossible – possible. *The Letter of Permission* was issued by Ministry of Health and Family Welfare, New Delhi, on 13.11.2002 and the Letter of Permanent Recognition on 17th March, 2009. MS/MD in eleven subjects with a student intake of 21 seats started from the year 2012-13 and all the courses are recognized by the Govt. of India. Letter of Permission for enhancement of MBBS seats from 100 to 150 from 2016-17.

V. A vision for the future:



The founders of the SMCSI Medical College cherish a great dream about the future of this institution. Our desire and effort is to impart value-oriented quality medical education that will produce sincere and committed men and women ready to serve the poor people of rural India especially the tribals of our mission fields and our country where ever they are called to serve and thus be a witness to the healing ministry of the Church. The South Kerala Medical Mission has School of Nursing running General Nursing and Midwifery Course, College of Nursing for B.Sc. Nursing, M.Sc Nursing Courses, and various Diploma, Post Graduate Paramedical Courses & Post Graduate Medical and Surgical Courses in the campus. With the amenities now available and to be provided in the years to come, it is the hope and prayer of the founders that this Medical College, with its allied courses and the multi-specialty hospital will grow into an Institute of Medical Sciences and will earn fame as a great Medical Institution all over India and abroad.

We expect dedicated, selfless, sacrificial services from each and every member of the teaching staff, non-teaching staff, nursing staff, administrative staff, medical and nursing students, their parents, the well wishers and all those who, in one way or the other, happen to be associated with this God-given institution. We take pride that this institution is our own and its growth and development are jointly fully in the hands of the management, faculty and its staff.

The duration of the course is four and half years followed by a period of Compulsory Rotatory Residential Internship (CRRRI) for one year. The rules regarding the method of selection to the MBBS Course and other rules regarding the admission process are provisional and subject to the guidelines, orders and instructions issued by the State Government, Govt. of India Medical Council of India, Admission and Fee Regulatory Committee and other competent authorities from time to time. All the applicants seeking admission to the MBBS Course for the academic year 2018-19 are bound by the final decisions of the above mentioned statutory bodies and Courts of Law.

VI .MBBS COURSE ,2020-21 Batch

Being a minority institution privileged to admit 100% of the seats, the Management proposes to admit **35% students from all communities** irrespective of caste, creed and religion and **65% students from the Minority Community**. There will be 150 MBBS seats available for admission during 2020-21 as per Renewal of permission for admission of 5th Batch MBBS students against the increased intake of students from 100 to 150 for the academic session 2020-21 vide Letter No:NMC/MCI-37(1) UG (R1-14)/ 2019-Med/2099 dated 15.10.2020 of the National Medical Commission, Medical Assessment and Rating Board. The College submitted application before the KUHS & Government Authorities such as Admission Supervisory Committee (ASC), Commissioner for Entrance Examination Kerala (CEE) and Director of Medical Education (DME) and to allot students in accordance with the said letter and proposed seat matrix pending approval before the said authorities.

The 150 seats shall be allotted by the CEE, Thiruvananthapuram through Common Counseling to be held during November – December 2020 from the KEAM 2020 rank list to be published by the CEE based on NEET (UG) 2020 result by the CBSE, New Delhi

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***Proposal submitted to Admission Supervisory Committee, Directorate of Medical Education, Government of Kerala and Commissioner for Entrance Examinations, Government of Kerala for approval**

Total No. of Seats	150		
No. of the Government Seats to be allotted as per State's Reservation norms	52		
No. Minority Community Seats	75		
No. of NRI seats to be allotted as per agreement	23		
No. of seats reserved for AIQ(15%)	-		
Details of Minority Community Seats			
Community	Criteria for Eligibility	Documents to be Submitted	No. of Seats
<u>Category - 1</u> SIUC Nadar, CSI – SKD	Members from SIUC Nadar Community of CSI SKD	Certificate issued by Revenue officials and Community certificate from Bishop concerned.	60
<u>Category - 2</u> Dalit SIUC candidates of CSI SKD & KKD	Members from Dalit SIUC candidates of CSI SKD & KKD (2:1)	Certificate issued by Revenue officials and Community certificate from Bishop concerned.	5
<u>Category - 3</u> Other SIUC candidates of SKD & KKD	Members from other SIUC candidates of CSI SKD & KKD (2:1)	Certificate issued by Revenue officials and Community certificate from Bishop concerned.	3
<u>Category - 4</u> CSI candidates from other than SKD & KKD	Members from CSI, Kerala other than SKD and KKD	Certificate issued by Revenue officials and Community certificate from Bishop concerned.	7
Details of NRI Quota Seats			
Category	Criteria of Eligibility	Documents to be Submitted	No. of Seats
<u>Category - 1</u> SIUC Nadar, CSI – South Kerala Diocese (SKD)	Members from SIUC Nadar Community of SKD	Certificate issued by Revenue officials and Community certificate from Bishop concerned and NRI documents prescribed by Government of Kerala norms.	14
<u>Category - 2</u> Dalit SIUC candidates from CSI SKD & Kollam / Kottarakara Diocese (KKD)	Members from Dalit candidates from SKD & KKD (1:1)	Certificate issued by Revenue officials and Community certificate from Bishop concerned and NRI documents prescribed by Government of Kerala norms.	3
<u>Category - 3</u> CSI candidates from Kerala	Members from CSI Kerala	Certificate issued by Revenue officials and Community certificate from Bishop concerned and NRI documents prescribed by Government of Kerala norms.	6
NRI seats reserved for open Category	In the absence of NRI category 1,2 & 3 WILL BE CONVERTED TO OPEN CATEGOERY	Documents prescribed by Government of Kerala norms.	



VII. CRITERIA OF ELIGIBILITY FOR APPLICATION AND ADMISSION

7.1 . Nationality:-Candidates must be Citizens of India.

7.2 . Eligible category : - Refer KEAM, 2020 prospectus published by the CEE, TVM, (www.ceekerala.org)

7.3 Academic Eligibility:-Refer notification to be published by the CEE, TVM

i. Applicants under NRI quota *on production* of the following documents as mentioned in the order **No.ASC 100/20/NRI ADMISSION/ SFCK dated 22.01.2020 from Admission Supervisory Committee for Medical Education in Kerala.**

- a. A candidate, who apply for the NRI seat should submit the Passport copy and Visa/Green Card/OCI Documents of their respective sponsors. The Job of the sponsor should be mentioned in any of the above documents.
- b. The Visa of the sponsor should be valid till the closing date of admission in respect of the Medical and Allied Courses.
- c. In case, the employment of the sponsor is not mentioned in the above documents, the candidate has to produce the employment certificate of the sponsor attested by the Embassy/ Consulate authorities.
- d. The certificates clearly establishing the relationship of the sponsor with the candidate shall be obtained from the revenue authorities, as per the G.O (Ms) No. 243/14/H&FWD dated 06.08.2014.
- e. However, the revelation ship between the candidate and his/her father/mother, which are recorded in the educational certificates, maintained in the usual course of transactions by the competent authorities, shall be accepted.
- f. The Candidate shall produce the sworn affidavit from the Sponsor in a stamp paper worth Rs. 200/-. The same shall also be notarised 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.
- g. All the certificates/documents required to establish NRI Status/ Non Creamy Layer /Minority etc. shall be produced at the time of submission of application itself. The certificate produced later shall not be entertained under any circumstances.

(ii) Candidates, who have passed their qualifying examination from Boards other than the State of Kerala shall produce at the time of application to the CEE, the **certificate of equivalency/eligibility of the qualifying examination from the Kerala University of Health Sciences, Thrissur (KUHS)** with which the College is affiliated.

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- (iii) Candidates should possess certificate of good conduct and character issued from the institution last studied.

7.4 Age: As per MCI Regulations on Graduate Medical Education, 1997, section 4(1) applicants“should have completed the age of 17 years.

7.5. Schedule of selection and admission will be published by CEE, Kerala.

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VIII.DETAILS OF TUITION FEE AND SPECIAL FEE TO BE PAID AT THE TIME OF ADMISSION, FOR 2020-21 BATCH SUBJECT TO PPROVAL BY AFRC, TRIVANDRUM AND SUBSEQUENT GOVT. ORDERS .

I. Tuition Fee (per annum)*			Rupees
1	Tuition fee for 85 % seats (127 seats)		12,00,000***
2	Tuition Fee for 15 % NRI seats (23 seats)	:	25,00,000
II. Special Fee (per annum)#			
1	Admission Fee**	:	1,500.00
2	Van Fee	:	6,800.00
3	Stationary Fee	:	5,100.00
4	Health Centre Fee	:	5,100.00
5	Caution Deposit (Refundable)**	:	10,000.00
6	Communication Fee	:	1000.00
7	University Special Fee (payable to KUHS)	:	
	i. Registration fee for Certificate verification and ID Card**	-	Rs.1680
	ii. Sports affiliation	-	Rs. 420
	iii. University Union	-	Rs. 420
			Rs.2520
8	Examination conducting charges	:	7000.00
9	Laboratory charges	:	6,800.00
10	Library & Internet Fee	:	5,700.00
11	PTA	:	2,300.00
12	Student Activities		
	a) Cultural Activities		3,400.00
	b) Sports and Games		3,400.00
	c) Magazine		700.00
13	Establishment expenses	:	5,700.00
14	Medical Checkup	:	1,780.00
15	Health Insurance**	:	1,700.00
	Total special fee	:	70,500.00

(Rupees Seventy Thousand and Five hundred only)

*** Subject to further orders on Appeal if any from the Court of Law

Applicable to both Government and Minority Quota students.

* Subject to approval by Government of Kerala (refer www.cee-kerala.org)

** Onetime payment at the time of admission.

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B. Hostel Fee for MBBS, 2020-21Batch

Sl.No	Item	Amount(Rs.)
1	Admission Fee (onetime payment)	1000
2	Hostel Deposit (onetime payment-refundable)	5000
3	Annual Establishment charge	2000
4	Annual Room Service charges (triple bed) (1000x12) (will change on the basis of bed occupancy)	12000
5	Annual Water & Electricity Charges (1500 x 12)	18000
7	Annual Mess Fee (Rs.3000 x 12) Mess fee will be adjusted based on monthly mess bill basis	36,000
Total Rs.74,000/ (Rupees Seventy FourThousandonly)		
<p>The tuition fee, special fee and hostel fee (except one time payment) for the subsequent years from 2020-21 to 2025-26 shall be remitted at the College office through designated Bank before 31stAugust each year.</p>		



IX. REFUND/ ADJUSTMENT OF FEES

If any student intends to discontinue the studies on or before this date, liquidated damage as per KEAM prospectus 2020 shall be remitted to the College to fix before issuing TC and other documents.

X. CERTIFICATES/ DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION

- a. Allotment Memo issued by CEE, TVM
- b. Fee receipt from CEE
- c. Admit card and score sheet NEET(UG) 2020 examination.
- d. Candidate's Data Sheet issued by CEE
- e. SSLC/ 10th standard certificate for proof of date of birth
- f. Plus Two/ 12th standard certificate and mark list (HSE, CBSE, ISCE etc.)
- g. Transfer Certificate from the institution last studied.
- h. Certificate of good conduct from the institution last attended
- i. Certificate to prove community issued by Revenue authorities.
- j. Migration/ Eligibility certificate of the qualifying examination, if applicable.
- k. Copy of Aadhaar
- l. Six passport size photographs of the candidate & a CD containing the passport size photograph of candidate taken in light backgrounds and should not exceed the dimensions; (Max. Width: 150 pixels Max. Height: 200 pixels) and in JPG format.
- m. Medical Fitness Certificate from a Registered Medical Practitioner.
- n. Two sets of self attested photocopies of all the documents/ certificates listed above.
- o. BOND in Rs. 200/- stamp paper for payment of Liquidated damages.

XI. REDRESSAL OF GRIEVANCES

Any grievances/ complaints regarding selection and admission shall be brought to the notice of the Principal of the college under intimation to the CEE, Kerala, before 3 days of the date of closure of admission.

XII. GENERAL RULES OF CONDUCT AND DISCIPLINE

All students admitted to the MBBS course in the Dr.Somervell Memorial C.S.I. Medical College should know that they are enjoying a privilege millions of young people like them are not fortunate enough to enjoy. Our students should shed all complexes with all humility before God and Man and be ready to undergo the Medical course that should ultimately make them the servants of the society. This college and the opportunity given to them to study in this College should be gratefully accepted as a great gift from God. This institution will, under all circumstances stand for great human values, faith in God, and for all moral principles the founding fathers of this institution stood for.

1. Ragging is banned in the College Campus as per orders of the Hon'ble Supreme court of India and circular issued by the KUHS, Thrissur.
2. Decorum and dignity should be the motto of the students of Dr. Somervell Memorial Medical College. Keep up a refined culture in your words and deeds.



3. No one has the right to hurt another person mentally or physically. Hostels and college campus should be places of healthy and happy social life, mutual respect and exemplary behaviour.
4. If a person proves to be unfit for the social life in the hostels as well as in the campus, such a person will be removed from the campus for the benefit of all the others.
5. All action inside or outside the campus should uphold the honour of institution.
6. The students should realize that all the money they pay is put back for providing better facilities in the college and hospital and no profit is made out of this institution
7. Any action from the side of the students damaging or destroying the properties of the college or hospital will be viewed very seriously and a suitable action will be taken to make good the loss.
8. The students are not permitted to establish any kind of illegal relationship or any kind of transactions with the people of the neighbourhood.
9. The students are prohibited from all kinds of political activities, displaying posters, holding activities against the common interest, purpose or values of the institution.
10. Behaviour of students towards the Doctors, Nurses, Para-medical staff, patients, their bystanders, etc. will be closely watched by competent authorities. Suitable penalty will be ordered against students found guilty in such matters.
11. Skipping classes, staying back at home in continuation with holidays, reaching the college late after going home, indifference in studies, neglecting or missing examinations, misbehavior in the hostels, classes or laboratories, distracting other students etc. will invite suitable punishments from the professors concerned
12. Regular and punctual attendance at lectures, demonstration classes, laboratory work, clinics and class examinations is compulsory. Students should put in at least 80% of attendance to obtain certificate of attendance.
13. Certificate of attendance will not be issued to a student unless he/ she shows satisfactory progress and secures at least 40% marks in class tests with separate minimum for written and practical tests. Students who do not secure the required attendance or whose progress and conduct are not satisfactory will not be allowed to take the University examinations.
14. Students are strictly prohibited from
 - i. Possession or use of tobacco (in any form), alcoholic beverages or any other kind of intoxicants
 - ii. Possession or use of addictive or hallucinogenic drugs
 - iii. Possession or use of firearms or lethal weapons
 - iv. Gambling
 - v. Smoking is totally prohibited in the college and hostel campus
15. Provision for religious observances other than Christian worship can be made available in the nearby temples, mosques etc, wherever possible.
16. Students must provide themselves with washable white coats
17. Students must provide their own dissecting instruments for Anatomy, Physiology and Pharmacology
18. Women students should put their hair up when at work in the college and hospital.
19. Dress: There is no fixed uniform for the students of this college. But they should strictly follow the guidelines given below to maintain decorum and decency: The boys



- should wear light coloured full/half sleeved shirts, always tucked in. The pants should be of dark colours. They should not wear T-shirts, Jeans and tights in the College.
20. Whenever the students come to the dining hall, they should be decently dressed.

XIII. FACILITIES AVAILABLE INSIDE THE CAMPUS

- STUDENTS' ASSOCIATION

- Association of students is meant for developing the inherent talents and capabilities of students by means of curricular and extracurricular activities.
- All the students admitted each year would be members of the Association of that year.
- The Association may organize debates, discussions, quiz programmes, conferences, lectures by eminent visitors, intra and intercollegiate competitions, light entertainment, visits and other activities permitted by the Principal. All the activities should be totally free from all kinds of political leanings.
- The Association may form CLUBS for music, stage performances, literary competitions and debates. Participation in the activities of the clubs can make the life of the students in the campus lively and enjoyable.
- There shall be an Executive Committee for the Association.
- The constitution of the Executive Committee is as follows :-
The Director, Principal, Vice Principal and the Medical Superintendent shall be the ex-officio patrons. The Director shall nominate a senior professor as the President of the Association. The authorities shall decide the constitution of the Association from time to time. The activities of the Association and the clubs shall be organized with the explicit permission of the authorities of the College and strictly under the supervision of the President.
- The activities of the Association/club should not interfere with regular class time or other academic assignments.
- The Association Membership fee will be collected from the students at the time of admission or in the beginning of each academic year.
- The required funds for the activities of the Association / Clubs will be released by the Comptroller on the recommendation of the Director.
- The students shall make it a point to get the help and co-operation of the members of the staff in all their activities.
- The Principal/Vice Principal/ Director will have the authority to call off any activity if it is found unsuitable to the decorum of the College.

- The Central Library

The Central Library that functions for the benefit of the staff and students of S.M.C.S.I. Medical College will be under the administrative and disciplinary control of a member of the teaching faculty, (Officer in charge of Library) appointed by the College Council. A Library Management Committee nominated by the Council shall assist the Officer in charge in all matters concerning the administration of the Library.

The library shall function **from 8.30 A.M. to 10.00 P.M.** on all working days. All the members of the teaching staff and all bonafide students of the Dr.S.M.C.S.I. Medical College shall become members of the central library. They shall submit an application to the librarian in the prescribed form issued from the library. The application should be countersigned by the Head of the Department/ Principal.



• RULES REGARDING USE OF CENTRAL LIBRARY

1. All members, once inside the library shall maintain utmost decency, absolute silence and shall desist from chatting or discussion.
2. All students shall produce I.D. cards when demanded by the library staff.
3. Members shall not carry any personal belongings into the library hall. They shall deposit such things in the shelf provided for the purpose at the entrance. Remember to take them back when you leave. Each member, when entering the library hall, shall write his/ her name and other details in the book kept for that purpose.
4. Beverages and edibles are not permitted inside the library.
5. Books should be handled with care. Marking on the books tearing pages etc are most objectionable and may lead to cancellation of membership and initiation of stringent disciplinary action on the member.
6. Members shall not make use of the library for any pastime. All books and journals are intended to be used inside the library and not to be taken away.
7. Whenever difficulty is experienced in tracing out a particular book or journal, seek the help of the library staff.
8. Please do not place the books back in the shelves from where you have taken them. Leave them on the rack marked for that purpose. The library staff will place them back in the proper place.

• ISSUE OF BOOK

1. Books will not be issued to the students to be taken away. However, Post Graduate students and the teaching faculty are permitted to borrow books from the Central Library for teaching / research purposes, in the following manner.

Tutors and PGs	-	1 book at a time
Assistant Professor	-	2 books at a time
Associate Professor & Professor	-	3 books at a time
2. Those eligible to borrow books should obtain Membership Cards by submitting application for membership in the library
3. The borrowed books may be kept for a period of 15 days at a time and the period may be extended, if necessary, for another 15 days.
4. A fine of Rs. 5/- (Rupees Five only) per day will be charged after the due date.
5. Membership Cards are not transferable and sub-lending of books will not be permitted.
6. Books marked 'Reference only' and books newly arrived will not be issued to anyone to be taken away.
7. Books will be issued on all working days from 10 A.M. to 4 p.m.
8. Borrowed books will be recalled at any time, if required irrespective of the period for which the book is issued.
9. The Principal may declare any day a holiday for the Library on the recommendation of the Professor in Charge.

• LENDING OF JOURNALS :

Single copies or bound volumes of journals will not ordinarily be issued, However, single copies of journals will be issued for a period of 3 days for holding 'Journal Club', on a specific request from the Head of the Department concerned.

• RESERVATION OF BOOKS:

One member may reserve a book that has been borrowed by another member by submitting a reservation slip at the Library counter. The member concerned will be intimated as soon as the book is available in the library and he/she should take the book within 5 days from the date of receipt of intimation.



- **DAMAGE, LOSS OF BOOKS AND MEMBERSHIP CARDS:**

Loss of membership cards should be reported to the librarian immediately after the loss is noticed. Duplicate card will be issued a month after the receipt of the report of the loss and on payment of Rs. 10/-

Damage or loss of books borrowed shall be intimated to the librarian immediately. Fine at the prescribed rate of Rs.5/- a day will be levied if the loss or damage is not reported with the permitted day of the return of the book. Any member who loses or damages books shall replace the book / books with the same edition or latest edition of the same book or pay one and a half times the price for a book

- **OTHER SERVICES OF THE CENTRAL LIBRARY**

(1) **PHOTOCOPY OF BOOKS AND JOURNALS**

This facility will be available in the library between 9A.M. to 5 P.M. on all working days. A fee of Rs. 1/- will be charged per page up to A4 size. Photocopying books and journals will be permitted in non-objectionable cases only. However photocopying a whole book is not allowed as it is against proprietary rights.

(2) **INTERNET FACILITY**

- a. Will be provided in the Central Library on the following conditions:-

Those who wish to use the facility should register their names at the library office in advance for a specific time slot.

- b. Each user will be allowed a maximum time slot of 1 hour at a time depending on the demand for the use of this facility.
- c. Each user shall enter his/ her name, designation and other details in the book provided for that purpose before they start using the facility.
- d. CDs, Audio and Video cassettes

Important Note:- Internet facility is provided strictly for collecting academic information and advancement. Therefore browsing shall be restricted to Medical and allied topics only. Any deviation from this will be viewed seriously and stringent disciplinary action will be taken. The Principal may declare any day a holiday for the Library on the recommendation of the Professor in charge. On Medical subjects are available for the students and staff in the Central Library

- **THE ANATOMY MUSEUM:-**

- a. Outsiders and those not connected with the medical profession are not permitted to visit the museum without the prior permission of the Principal.
- b. Qualified persons related to the Medical Profession are allowed to visit the Museum between 10 A.M and 1 P.M and 2 P.M. and 4.P.M. on all working days.
- c. The curator of the Museum will give the visitors all required information.
- d. Students using the museum for their study should not meddle with the specimens or shelves.
- e. The students should observe strict silence inside the Museum.
- f. No one, other than the staff of the Department is permitted to handle the exhibits in the Museum.

- **HOSTEL RULES FOR BOYS AND GIRLS**

1. It is compulsory that all the students joining this college for the MBBS Course should stay in the College Hostel.
2. The overall authority of both Men's and the Women's Hostels is the Principal of the College. The decision of the Principal on all matters relating to the Hostel shall be final and binding.



3. There shall be a warden (normally a senior member of the teaching faculty) and one or more Assistant (Resident) wardens for each hostel. The wardens shall have the authority to implement the rules of the Hostel and at the same time to ensure a comfortable stay for the students in the Hostel.
4. ADMISSION to the College Hostels is strictly restricted to the students of the Somervell Memorial C.S.I. Medical College.
5. When a student is admitted to the College Hostel, he / she shall submit a formal application and Biodata form (both available in the college office free of cost) duly filled up and signed by both the student and the Parent / Guardian. The Caution deposit will be returned only after the student leaves the Hostel. All outstanding liabilities, as decided by the warden of the Hostel concerned, shall be deducted from the Caution Deposit and the balance will be returned.
6. The student shall occupy the room allotted to him / her. Request for a particular room or a particular companion to stay with will not be entertained.
7. When a student occupies a room, he / she shall be responsible for all the pieces of furniture, electrical fittings-and other fixtures in the room. They shall give the warden a receipt for the furniture they receive. Students found meddling with these, causing damage shall be heavily fined or will be asked to replace the damaged article.
8. The student should bring their own bedding and other items of personal use.
9. Each student should have a strong box with lock to keep valuable things, if any, or money. But they are advised not to keep valuable in their rooms. If they do so, it will be solely at their own risk.
10. The occupants should desist from disfiguring the walls of the rooms with pictures, posters or any kind of fittings. Keep the room, clean and show that you have a refined culture. They shall not litter their rooms and surrounding places. Though the room will be swept and cleaned by the cleaning staff, see that you do your part to keep your room and premises clean. Keep your beds and other belongings well arranged. Do not hang washed clothes on the windows. The soiled clothes should not be heaped in your room.
11. The students themselves should do the washing of their clothes, as far as possible. But the authorities will make all attempts to provide dhobis. The student will have to pay for such services.
12. GOING OUT:- Students are not allowed to go out of the campus without the permission of the wardens. As Karakonam is a village, there is no scope for shopping or for any other recreation. So, normally, the students will not be allowed to go out of the campus.
13. A Store is set up on the ground floor of the Anatomy Block from where the students can buy most of the things they need for day-to-day use. For articles not available in the store, the student can place an order with the storekeeper. He will arrange to supply them the next day. If you need rare things, inform your parents to bring them when they come to visit you.
14. VISITORS :- Visitors other than members of one's own family are not allowed in the Hostels. Even when the family members visit you, let it be in the visitors room during day time, preferably before 6 p.m. The parents should inform the Wardens in writing at the time of admission, the names and details of visitors allowed to meet their son / daughter. The boys are not allowed to meet girls in their hostel or vice versa.
15. PARENTS ARE NOT ALLOWED:- to take their children out and bring them back late in the evening. But if they take their wards home, they can do so with the written permission of the Warden and after recording the same in the Leave Register kept in the Hostel.



16. Parents should realize that taking that children home often will definitely disturb their studies and affect their ability to be independent. Reduce the number and frequency of your visits.
17. MESS
 - a. Mess in the Men's & Ladies Hostel will be run on a cost dividing basis as per the total inmates of the hostels concerned. It will be supervised by a committee of students under the close supervision and direction of a committee deputed by the college authorities. All students both boys and girls should remit 6 months mess bill, in advance @ Rs.3500/ month, mess deposit and other miscellaneous expenses at the time of admission. Any alteration/ adjustment based on dividing system will be made quarterly. There is no provision for "Mess-out".
 - b. FOOD:- Food will be served according to the Menu and time schedule. If you fail to keep time, you may miss your meal and no one else will be responsible for that.(A Cafeteria is open in the premises from where the staff and students can buy snacks, tea or coffee on payment).
 - c. If there is provision in the mess for special items, such items may be bought by paying directly to the contractor at the end of each month.
 - d. If the inmates of the hostel wish to bring anything to the notice of the authorities, do so in writing and submit the same to your warden. All genuine request will receive due consideration.
 - e. The mess is Non-vegetarian. But vegetarian food will be served with vegetarian dishes if requested. No one is permitted to change from one mess to another.
 - f. Reduction in the mess dues will be given as decided by the authorities if a student does not take food from the Hostel with prior permission for the minimum number of days, fixed by the authorities.
 - g. Students are not allowed to enter the premises of the kitchen or to take away or borrow any utensil form the mess of the kitchen.
 - h. If a student is sick, special food as advised by the warden will be sent to his / her room. But regular food will never be served in the rooms of the student and they should not take their food to their rooms.
18. GUESTS:- The inmates are not allowed to entertain a guest in his/ her room or in the mess. If the warden permits a guest in the Mess, he/she shall pay the cost of the food directly to the mess contractor at the rate fixed by the contractor.
19. If the students have any suggestions about the menu or service the same may be brought to the notice of the Warden and be patient till the matter is looked into.
20. An inmate falling sick should seek immediate medical help by informing the warden. The parents will be informed only if found necessary. The sick student will receive all attention in the Medical College Hospital. No student should seek permission to go home when he / she is sick.
21. Students should be considerate about others in the hostel. Do not make boisterous noise, play music aloud or play in the corridors. No one should be a disturbance to another one.
22. Visiting other room during study time is not allowed. Do not crowd in any room and engage in any kind of entertainment or play.
23. Tobacco, drugs, intoxicating drinks etc. are totally banned inside and in the premises of the hostel. If anyone is found using or keeping any of these banned materials, the punishment will be very severe.
24. Ragging in any form is strictly prohibited. Any complaint (written or oral) from the freshers or from anybody else will be viewed seriously and stringent action taken.
25. Students are not allowed to collect money, hold meetings that are disallowed, stick posters on the walls, encourage or propagate any



kind of political ideologies within the campus or the premises of the hostels.

26. Special Rules to Women's Hostel Inmates:- If they happen to go out they must be back in the hostel before 6.30 p.m. Visitors are allowed **between 4.30 p.m. and 6.00 p.m. only**. Every member shall make the following entries in the book provided for the purpose before meeting the visitor.

- a. Name, designation and address of the visitor with contact phone number
- b. His or her relationship with the student
- c. Inmates visited shall sign in the register below the entries

In spite of all the rules and regulations that are going to shape and discipline our lives and disciplined for a very noble profession you have chosen, we shall try to make our life in the campus and hostels as enjoyable as possible. Those visitors including local guardians mentioned by the parents alone only will be allowed to visit their ward in the hostel.

27. Special Rule for **Men inmates** :- Students going out must return to the hostel before **9.00 p.m.**

XIV. RAGGING

Ragging is banned in the campus of Dr. SMCSI Medical College. It is illegal according to the Law of the land to commit, participate in, abet or propagate "ragging". The institution will deal firmly and strictly with all instances of ragging. If any incident/s of ragging comes to the notice of the authorities, the concerned student/s will be given liberty to explain. If the explanation is not satisfactory, the authorities will expel the student from the institution, in view of direction of the Hon'ble Supreme Court in SLP No.24295/2006 dated 16/05/2007 and CA No.887/2009 dated 08/05/2009 and notification no. 6698/KUHS/DEAN/SA/2015 dated 02/08/2015 of the Kerala University Health Sciences, Thrissur as listed below:

What Constitute Ragging

- Any conduct by any student or students whether by words spoken or written or by any act which has the effect of teasing, treating or handling with rudeness to a fresher or any other student.
- Asking any student to do any act which such student will not in the ordinary course do or generating a sense of shame to fresher or any other student.
- Any act by a senior student that prevents or disturbs the regular academic activity of any other student or fresher.
- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- Any act of financial extortion or forceful expenditure burden put on a fresher by other students.
- Any act of physical abuse, including sexual abuse, homosexual assaults, stripping, forcing obscene causing bodily harm or any other damage to health or person.
- Any act or abuse by spoken words, emails, posts and public insult to a fresher.
- Any act that affects the mental health and self confidence of a fresher or any other student.

Possession of Illicit Drugs, Alcohol and Smoking

Smoking is not permitted in public areas and on the campuses of Dr. SMCSI Medical College. Students should not consume or serve alcohol on any occasion within the campuses of Dr. SMCSI Medical College. Forcing a fellow student to consume alcohol would be grounds for severe disciplinary action. The Indian penal code classifies obtaining, keeping or passing on banned drugs (such as marijuana, cocaine, heroin etc) as a criminal offence. Possession or use of banned drugs will result in expulsion from the college.



College Anthem

Lo, the banners fly high!
Across the blue sky
A shimmering golden with deep Burgundy
Hail the Lord, God of hosts!
Our commander we boast!
Let all Earth stand in awe of his Power and Glory!
We march forth with honour
Through every nook and corner
Bringing healing and sunshine to all in need

Here in God's own country
Where beauty is bounty
Fringed with mountains and valleys and dotted with lakes
United we stand to serve God and Man
And fulfill our great mission as we have been taught.

Principal