

Government Medical College, Bhavnagar
Affiliated with
Maharaja Krishnakumarsinhji Bhavnagar, University



Near ST Bus Stand, Jail Road, Bhavnagar 364001 (Gujarat - INDIA)
Dean {O} +91-278-2511511, 2430808, 25162516
{M} +91- 9825951678, Fax : +91-278-2422011,
Email : dean.health.bhavnagar@gmail.com, Web site: gmcbhavnagar.edu.in



Information Booklet
For New Admissions 2020



Lord Saraswati

Message from the Desk of the Dean



Dr H B Mehta
Dean
Government Medical College,
Bhavnagar

Dear Students and Parents,

On behalf of Government Medical College, Bhavnagar I Welcome all fresher students to this institute committed for high standard, academic excellence and all round growth of all students. I take this opportunity to congratulate all the students and their parents for achieving their academic goal and wish you all a very bright future and all-round success.

For many of you, it might be the first time that you are leaving your home where you are fully supported and taken care by your caring and loving parents, but at the same time you should be happy that you have an opportunity to lead and shape independent life of your own. You have opportunity to prove that even without day to day parental guidance you still can lead a disciplined life, you can use your time in best possible way, you can keep your surrounding clean, you can stay away from bad habit and many more things.

Yours is a second batch after revision of MBBS curriculum by erstwhile MCI (Medical Council of India) and now NMC (National Medical Commission- Undergraduate medical Education Board). The major changes in new Competency based Curriculum include listing of competencies and learning objectives for each and every topic in the syllabus with vertical and horizontal integration of all subjects under different phases of study. It also includes dedicated time slots for foundation course, Self Directed Learning (SDL), Early Clinical Exposure(ECE), Sports activity, Small Group Discussion(SGD), AETCOM module (Attitude, EThics and COMmunication) and dedicated time for Electives. You are required not only to learn certain basic skills but also required to demonstrate performance of this skill either on mannequin or patient, either under observation or independently, depending on the kind of skill. Students are also required to maintain and submit logbook for each and every subject duly signed by Head of the department as an eligibility to appear for next university exam.

This time because of Covid-19 situation your admission has been delayed and we are forced to curtail your foundation course to some extent. As Covid-19 situation is still prevailing, As medical

student it is mandatory for all of you to learn the covid-19 protocol for which we have organized dedicated half day workshop.

I wish while staying here for next five years you focus on your overall development with keen interest in learning soft skills,.

This institute expects exemplary behavior from you. I assure you, this institute and all our faculties are committed to facilitate your targets of achieving academic and professional goals and your overall development

At the end, I warn all the students to stay away from all kinds of antisocial behavior, be it ragging, be it gender harassment, be it substance abuse, damaging institute property, be it violating rules of institute, because we have zero tolerance policy for this type of behavior or activity.

With best wishes,

Dr. H. B. Mehta
Dean
Government Medical College
Bhavnagar

About Bhavnagar

Bhavnagar city was established by Late His Highness Maharaja Saheb Shri Bhavsinghji Gohil. It is also known as “Cultural city” of Saurashtra. It is famous because of Palitana Tirth, Khodiyar mandir and world's largest ship breaking yard, Alang. Bhavnagar is also famous for varieties of ‘Ganthiya’ You would be happy to learn that Maharaja Krishnakumarsinhji was first to handover the whole state to then deputy prime minister and great freedom fighter Sardar Vallabhbai Patel for formation of United India.

About College

The Government Medical College, Bhavnagar was established on 29th April, 1995. Initially the college started with 50 admission per year, which has gradually increased to 100, then 150 and from year 2019 we will have 200 admission per year.

Our college started PG courses in year 2002 with permission of MCI in 6 subject with total of 12 seats per year and now we have PG courses in all 20 subjects with total of 120 postgraduate seats (117 Degree and 3 Diploma). Of 117 degree seats, 82 seats are recognized by MCI and rest are permitted and will be applied for recognition in due course

Sir Takhtsinhji Hospital, (Also known as Sir T Hospital by local people) Bhavnagar is the teaching hospital affiliated to Government Medical College, Bhavnagar, It is a very old hospital catering not only to Bhavnagar district but nearby 3 district since 1933. Its campus is located just 500 meter away from Medical college campus. Both campuses are connected not only by LAN (Local area network) but also have Connecting EPABX system along with doctor quarter campus in between.

Institute also has in its possession two big piece of land (one at Nari area of Bhavnagar and other at Ruvapari area of Bhavnagar) which will be utilized for future developments

With affiliation of Sir T Hospital with Government Medical College Bhavnagar, now it is being expanded to 1030 teaching bed hospital with daily average OPD of more than 1800 per day. It also caters to large colony of residents working in Asia’s largest ship breaking yard of Alang. The Doctors and paramedics of this institute has served the people of this area in many natural calamities like earthquake, flood and many epidemics. Bhavnagar was till now a remote area serving the remotest areas of the state, now with fast track development process in the state, it is being connected to Bharuch (Dahej), Surat (Hajira) , Mumbai and Kandla through Ro-Ro & Ro-Pax ferry service. The planned city, Dholera SIR (Special Industrial Region) with international Airport is coming up just 60 km away from Bhavnagar. As this area is also included in the zone of DMIC (Delhi Mumbai Industrial Corridor) it will boost development and industrialization in this area of state. After completion of broad gauge work between Botad and Gandhigram station of Ahmedabad, Distance between Ahmedabad and Bhavnagar will reduce significantly. Bhavnagar is connected by

four track road with Rajkot and work for similar 4 track connectivity with Diu and Ahmedabad is under progress. Bhavnagar is also connected with Mumbai by direct flight on daily basis

Sir T Hospital includes Multiple buildings namely Old palatial Hospital, New 7 storied OPD and Ward building, Gopnath Maternity Home, Pediatrics Ward Building, Skin ward building, Psychiatry ward and dialysis building, ENT ward building, Trauma center building, Radiotherapy building, Pulmonary medicine ward building, Burn ward building, Laboratory building, Hospital record and lecture hall building etc Our UG PG Hostel buildings are also located in Sir T hospital campus. New MCH (Maternal and Child health) building has been sanctioned and the construction will start soon.

In the year 2017, our institute was also given grant of Rs 200crore under PMSSY phase III at the ratio of 60:40 to construct Super specialty block with 6 new super specialty departments namely Neurology, Neurosurgery, Cardiology, Cardiothoracic and vascular surgery, Nephrology and Urology with all modern amenities, instruments, equipments and furniture. Government of Gujarat has not only contributed 40% share of this expense but also proposed to create all super specialty posts in this upcoming hospital to make super specialty services available to poor people of this region and with intention to start super specialty courses at this institute. The construction of said building is going on at fast pace and likely to complete by March 2021.

We have state of the art ART center, Hyperbaric oxygen therapy chamber in the Hospital. Our All laboratories are NABL accredited. Our Blood bank is NABH accredited. We have well established E learning laboratory and videoconferencing system. Our all lectures have Internet and Wifi connectivity to connect student through mobile app and Google software. We also have NKV network provided under Central Government project through which our institute is connected to various prestigious institutes of country through dedicated network running at a speed of 100MBps

Instructions For The Students And Parents

1. **Hostels:** There are three hostels for Undergraduate and Intern boys, 40 quarters in D block and 7 quarters in E block for the undergraduate girls 13 rooms in Nursing hostel for intern Girls. 2 one bed room quarters and 1 2 bedroom quarter for PG students and senior residents. We have proposed for 234 room Girls hostel in front of present Gopnath maternity home. Mess facility is available at All the UG hostels and separate for PG Hostels and also at college canteen. All hostels are well equipped with R.O. System, Water Cooler, Solar /Geyser facility for hot water, computer facility with free internet, separate Gym for Boys and Girls, TV room, Subscription of news paper and magazine. Facility for Indoor Game i.e. Table tennis, Outdoor game cricket, volleyball etc are available. We have 24 hour security at all the Hostels. Ragging is strictly prohibited in our campus; for any complain or initial difficulties you can contact any of following officials

Chief Warden , All the Hostels	Dr. Amit Parmar : 9925011608 Additional Dean and Professor and head, Department of Forensic Medicine and Toxicology
Warden, Boy's Hostel	Dr. Ghanshyam Ahir : Assistant Professor of Community medicine
Warden, Girls Hostel	Dr. Akruti Parmar: Associate professor of Anatomy :9228872760
Assistant Warden , Boy's Hostel	Dr. Rajan Desai: 9426029014, Tutor: Department of Community Medicine
Assistant Warden Girl's Hostel	Dr. Bharti Sansia (Parghi), Assistant Professor, Community Medicine : 9727766576
Hostel Superintendent Boy's	Mr. Sanjay Goswami : 9081171799
Boys Hostel Clerk	Mr. Jitubhai : 9033310078
Girls Hostel Clerk	Ms Pallaviben : 9426739034

All India Antiragging helpline number	1800 180 5522 helpline@antiragging.in www.antiragging.in www.amanmovement.org
Boy's Hostel: 0278-2424500	Girl's Hostel: 0278-2423250, Ext no.1052, 1053

2) Solvency Certificate

The solvency certificate must be signed by a revenue authority with round seal of revenue authority. If a particular authority holds dual charge of executive and revenue authority (e.g. Sub executive magistrate and Deputy Collector), the certificate must bear the stamp and seal of revenue authority (i.e. deputy collector). If you do not have bond and solvency certificate ready or if the certificate does not bear the stamp and seal of the proper revenue authority, you will not be allowed to join the college and attend the classes.

3) Please fill and submit following forms

1. Library membership 1st MBBS

2. Form for hostel admission (only for students coming from outside. Because of non availability of rooms local students are instructed not to fill up hostel form)if required)

3. Form for Alumni Membership

4. I Card Form

5. Undertaking form of the students and parents for Affidavit for prevention of ragging- filled and submitted online and printed and signed

4). Fee and Deposits: You may have to pay for journals /logbook/lab manual to respective departments as instructed by them

5). Articles you may need to purchase for hostel and for study:

~ 2 white aprons with full sleeves & name plate with black background and white letters, (All labs and clinical posting)

~dissection box for human body dissection, (Anatomy)

~bone set, (Anatomy)

One time fees								
1	Cultural Activity fee	4000	4	C.M.D. Fees	5000	7	Enrollment Fees	60
2	Gymkhana Fees	1200	5	Hostel Deposit Fees	2500	8	Foundation course fee	500
3	Alumni Fee	1000	6	I Card Fee	100	Total		14360

7). Photographs: Please bring 10 colored passport size photographs at the time of reporting. 1 for Dhanvantary Granthalaya membership, 3 for hostel form, 3 for opening of bank account (to be submitted to bank directly), 1 for student association, 1 for student record section, 1 for identity card and .

8). List of Books suggested:

Anatomy:

Prescribed books

1. Handbook of General Anatomy by BD Chaurasia
2. Human Anatomy Vol I, II,III by BD Chaurasia
3. Cunningham's Manual of Practical Anatomy (ELSB) Vol I, II,III Edited by G.J. Romans
4. Textbook of Histology by G.P. Pa006C
5. Embryology by Dr. Indarveer Singh
6. Human Genetics by S. D. Gangane
7. Textbook of clinical Neuroantomy by Vishramsingh

Additional reading

1. Gray's anatomy 40th edition
2. Mcgregor's synopsis of surgical Anatomy by Deckes
3. NeuroantomybyIndarveerSingh
4. Essential of Human Genetics by Bhatnagar, Kothari& Mehta

Physiology :

Prescribed books:

1. Text book of Medical Physiology by Guyton.
2. Text book of Medical Physiology by Dr. A.K. Jain.
3. Practical Physiology by Dr. A.K. Jain.

Additional Reading:

1. Physiological Basis of Medical Practice by Best & Taylor.
2. Applied Physiology by Samson Wright.
3. Review of Medical Physiology by Ganong.

Biochemistry :

Prescribed books:

1. Text book of Biochemistry for students by D.M. Vasudevan.
2. Text book of Biochemistry by U. Satyanarayan.

Additional Reading:

1. Harper's Review of Biochemistry by Haper.
2. Human Biochemistry by Orten
3. Lippincott's Biochemistry.

Preventive & Social Medicine:

Prescribed books:

1. Text book of Preventive & Social Medicine by K. Park.
2. Methods of Biostatistics for Medical students and Research Workers.

Additional Reading:

1. Medical Statistics by A. Bradford. Hill. 2)
2. Sociology in Medicine by Rao. V.

General :

- 1) Steadman's Medical Dictionary.
- 2) Gala's Gujarati- English Dictionary.
- 3) Any good English – English Dictionary.

9). Dhanvantary Granthalaya

The Dhanvantary Granthalaya is located on 2nd floor of the college building. There are about more than 18000 books with internet facility for undergraduate, Post graduate and Faculty. Students can access more than 3000 free Medical Journal through internet. All journals can be accessed by faculties from department itself through LAN network. We Are Also part of National Knowledge Network through which we are connected to 200 prestigious institutions of India, There is Internet connectivity on all 75 computers in computer lab available in the library. We have facility for taking online exam through MCQ lab. We have established E-learning lab with help of fund from Department of Biotechnology, Government of India. There are seven reading rooms at ground floor for students reading room. We have total student seating capacity for reading is 650. One is with 250 seating capacity adjacent to the library and 400 seating capacity at the Ground Floor.

- 10). ATM facility :** in college itself near main entrance, we will have soon passbook printing and check deposition facility soon.
- 11). Medical Services:** Please dont hesitate to contact your colleagues, seniors, resident doctors, faculties, wardens in case of medical help. When you are visiting any OPD for consultation Please prefer to go with apron and I card as an identity proof of being medical students
- 12) Documents:** Bring adequate certified copies of the following documents / certificate as they will be required for submission to the University and other authorities.
- | | |
|--|--------------------------------------|
| 1. Original Admission order . | 6. Medical fitness certificate. |
| 2. School leaving certificate (original) | 7. 4 photographs. |
| 3. Fee receipt of Rs. 6000/- (copy) | 8. Two self address covers. |
| 4. HSC Mark sheet (copy) | 9. HSC attempt & credit certificate. |
| 5. Solvency certificate | 10. Cast certificate |
- 13). Teaching Schedule:** To become eligible to appear in University examination, as per the M.C.I. and Bhavnagar University Guide lines, students should have minimum 75% attendance in theory and 75% in practical class SDL, SGD, ECE, Foundation course etc It is mandatory to obtain aggregate 50 % marks in internal examinations of each subject with minimum 40% each in theory and practical separately to be eligible for university exam. Internal exam marks will not be counted for declaring university result or rank.

14) Ragging means the following:- Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

Punishments:- Depending upon the nature and gravity of the offence as established by the Anti- Ragging Committee of the Institute, the possible punishments for those found guilty of ragging at the Institute level shall be any one or any combination of the following:-



1. Cancellation of admission
2. Suspension from attending classes
3. Withholding/ withdrawing scholarship/ fellowship and other benefits
4. Debarring from appearing in any test/ examination or other evaluation process
5. Withholding results
6. Debarring from representing the Institute in any regional, national or international meet, tournament, youth festival, etc.
7. Suspension/ expulsion from the hostel
8. Rustication from the Institute for period ranging from 1 to 4 semesters
9. Expulsion from the Institute and consequent debarring from admission to any other Institute
10. Fine of Rupees 25,000/-
11. Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the Institute shall resort to collective punishment as a deterrent to ensure community pressure on the potential ragers.

Anti- ragging committee: will remain functioning through out the year under the Chairmanship of Dean, Government Medical College, Bhavnagar . Members of committee are

Detail of Anti ragging Committee

Chairman

Dr.H.B.Mehta (9429503144)
Dean, Govt. Medical College, Bhavnagar.
E-mail Id: dean.health.bhavnagar@gmail.com

Members

Mr. N.G.Chaudhari (0278-2521250, 9426445702)
Police Inspector, “A” Division Police station, Jail road, Bhavnagar.,
E-mail Id: polstn-ativ-bav@gujarat.gov.in

Mr. Harsh Sanghavi (9925204820)
Press Reporter (Local news paper), E-mail Id: hrsh29@gmail.com

Mr. Mehul Vadodariya (9825205639-30)
NGO (Saurashtra Chamber of commerce), E-mail Id: rajvient@yahoo.co.in

Mrs. Jalpaben Trivedi, 9374666888, 9998113016
Mamlatdar, Bhavnagar City.E-mail Id:ctmambhavnagar@yahoo.com

Dr. Kashyap Dave (9426246424)
Representative of Fresher Parents, E-mail Id:fpnatcondave2009@gmail.com

Mr. Ashish Vedani (9099353170)
General Secretary – UG Student, E-mail Id: dr.ashishv007@gmail.com

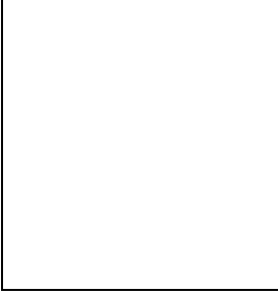
Mr. Naresh Solanki (9081171799)
Hostel Superintendent, Boys & Girls Hostel, Medical College, Bhavnagar.

Member Secretary

Dr. Amit Parmar (9925011608)
Chief Warden, E-mail Id:kda2308@yahoo.com

All student and Parent has to compulsorily fill online ant ragging affidavit before each academic session and have to submit singed Hard copy to student section
<https://amanmovement.org/registration/public/amanmovement/Affidavit.php>

Admission Reporting Form



Name: _____

Address : _____

Mo no: (S) _____

(F) _____

Email ID : _____

To,
The Dean,
Government Medical college,
Bhavnagar.

Sub:-Admission in the first year M.B.B.S. course 2020-21

Ref:-Medical Admission committee

Letter No.....

Respected Sir

With reference to above subject I undersign Mr./Miss.....
Son/Daughter of Mr/Mrs
Residing at.....
got admission in 1st M.B.B.S Course at Govt. Medical College, Bhavnagar. I am submitting my following Self attested Photocopy Documents with this Application.

1. Admission order.
2. Tuition fee receipt of ₹ 25000/-
3. Leaving certificate /Transfer certificate
4. HSC Mark sheet
5. NEET Mark sheet
6. Caste Certificate.
7. 2 photographs
8. Medical fitness certificate (Original)
9. Two self addressed envelopes with Postal Stamp of ₹ 5=00.
- 10.Provisional eligibility certificate (from M.K.Bhavnagar University if candidates is other than Gujarat board)

Thanking you,

Your Faithfully

Place : _____

Sign of Student _____

Date : _____

Sign of Parent's _____

જનરલ મેરીટ નંબર :- _____
કેટેગરી મેરીટ નંબર :- _____

વિદ્યાર્થીનું પુરેપુરું નામ :- _____

સરનામું :- _____

તારીખ :- ___ / ___ / ___

1) મો. નંબર :- _____

2) મો. નંબર :- _____

પ્રતિ,
ડીનશ્રી,
સરકારી મેડીકલ કોલેજ,
ભાવનગર.

વિષય : એમ. બી. બી. એસ. કોર્સના રીપોર્ટીંગ બાબત....

માનનીય સાહેબશ્રી,

ઉપરોક્ત વિષયે સવિનય જણાવવાનું કે શૈક્ષણિક વર્ષ ૨૦ . માં મેડીકલ પ્રવેશ સમિતિ, ગાંધીનગર (ACPUGMEC) દ્વારા મને તા. / /૨૦ ના રોજ આપની સંસ્થા ખાતે પ્રવેશ ફાળવવામાં આવેલ છે. પ્રવેશની શરત મુજબ હું આજરોજ તા. / /૨૦ ના રોજ એમ.બી.બી.એસ અભ્યાસ કરવા માટે હાજર થાઉં છું. જે અંગે બોન્ડ સોલ્વન્સી સર્ટીફિકેટ મને પ્રવેશ મળ્યા તારીખ એક માસમાં જમા કરાવવાની બાહેધરી આપું છું. આ સાથે મારો એડમીશન ઓર્ડર અસલમાં બિડાણે સામેલ છે. જે આપશ્રીને વિદિત થાય.

આભાર સહ,

આપનો/આપની વિશ્વાસુ

()

Student has to submit medical certificate to student section in following format

FORM OF CERTIFICATE

MEDICAL CERTIFICATE OF EXAMINATION OF A CANDIDATE FOR ADMISSION TO MEDICAL & PARAMEDICAL COURSES

I hereby certify that I have examined Shri/ Kum/ Smt.
.....a candidate for admission to the Medical / Paramedical courses and cannot discover
that he/she has any disease, constitutional weakness or bodily infirmity except

I do not consider this a disqualification for admission to the Medical / Paramedical courses. His / Her age,
according to his / her own statement, is years and appearanceyears.

Marks of Identification : _____

Impression of left thumb



- (1) Signature
- (2) Full Name
- (3) Qualification (Minimum M.B.B.S.)
- (4) Registration No.

Date : / / 201

UNDER TAKING

* I hereby agree to conform to the rules and regulations at present in force or that may hereafter be made for governance of Medical and Paramedical courses and I undertake that during such course, I will do nothing either inside or outside the College that will interfere with the orderly governance and discipline. I am also aware that ragging is banned and if found guilty, I shall be liable for cancellation of admission and punishment as per rules. *

Date :

Place :

Signature of the Candidate

Signature of the Parent / Guardian

**DHANVANTARY GRANTHALAY
GOVT.MEDICAL COLLEGE, BHAVNAGAR
(APPLICATION FORM FOR THE LIBRARY MEMBERSHIP)**

Library Card No: _____

To,
The Librarian
Dhanvantary Granthalay
Govt. Medical College,
Bhavnagar

Photograph
(Stamp size)

Sub: Request for Dhanvantary Granthalay Membership

Sir,

I got admission in 1st M.B.B.S. in Govt. Medical College, Bhavnagar. I want to become the member of Dhanvantary Granthalay (Central Library), so that I can utilize the library facility. I hereby pledge to abide by the rules and regulations of Dhanvantary Granthalay, Govt. Medical College, Bhavnagar.

PARTICULARS

1. Surname Name Father's Name

2. Permanent Address. (Residential):

_____ Mob. _____ Tel

No.(R) _____

3. Hostel (Present)Address:

4. Class Roll No.: _____ Contact No. of Student: _____

Yours Faithfully

(_____)

Library Rules & Regulations

- 1) Every student & Teaching Staff of this College is entitled to make use of the library facilities.
- 2) Always Perfect silence is expected in the library. Conversation, Discussion, Chatting, Gossiping, Talk on mobile, Smoking, Tobacco chewing etc. are strictly prohibited in the library premises.
- 3) Entries with the Personal Belongings are strictly prohibited in the library.
- 4) Every reader /member should sign in the register before entering the stalk room of library.
- 5) The library will remain closed on Saturday and all Sundays as well as public holidays.
- 6) The library timing will be notified on the notice board from time to time.
- 7) The run the reading room smoothly “Students Reading Room Committee” will be formed in each academic session.
- 8) Reading room timing will be 8:00 am to 6:00 pm. During Examination of the students on written request of the students and secretary of the reading room timing of reading room can be changed.
- 9) Books should be returned to the library as per dates assigned. Failing to comply will cost a reader Rs. 1=00 (One) penalty per day.
- 10) If a book is lost or damaged, it should be notified to the librarian immediately. Usually the book has to be replaced the same or the latest edition of the same author & title by the reader. The librarian with the consultation of the Dean/ Professor in-charge library would claim the total cost of the book in case of unavailability in the market (It may vary as per the circumstances & Situation).
- 11) Books/Journals/Library Cards/Membership etc. are not transferable. They are issued/given only for the use to the person to whom they are issued.
- 12) Reference books are not issued for home reading.
- 13) The undergraduate students will be allowed to enter in the Journal Section of the library with the permission of the chief librarian.
- 14) All the users of computer lab are requested to put off the shoes before entering the lab.
- 15) U.G. and P.G.students are not allowed to seat in the faculty reading room (Chankya Kasha)
- 16) The Books & Journal should be used very carefully. No pages should be torned or no writing should be made on any part of the Book or Journal.
- 17) No furniture in the library should be defaced or damaged by any reader.
- 18) Disregarding the rules, a reader might forfeit the privilege of entering into the library.
- 19) All the students will have to collect a “No Due Certificate” from the librarian after the completion of their study and similarly the staff members will also required to collect ‘No Objection Certificate’ (N O C) before leaving the institution.

I have read the above library rules and I agree to comply with them.

Signature: _____ Name: _____ Date: _____

Received

Lib. Membership

No. _____ Date: _____ Signature: _____

DHANVANTARI GRANTHALAY RULES, REGULATIONS & INSRTRUCTIONS

(FOR ALL STUDENTS, FACULTY MEMBERS, STAFF MEMBERS, & OTHERS)

GENERAL RULES FOR ALL:

- 1) Dhanvantari Granthalay will function from 10:00 AM to 06:00 PM except Sundays and public holidays. On Saturdays Library will function from 8.00 AM to 02:00 PM
- 2) All users, readers, and visitors are required to leave their personal belongings like books, bags, handbags, briefcases, kit etc. at the reception cum circulation counter near the entrance of the Dhanvantari Granthalay stake room.
- 3) Any staff member of Dhanvantari Granthalay shall have no responsibility of personal belongings of the users, readers, and visitors in the Dhanvantari Granthalay.
- 4) Make entry legibly in the Dhanvantari Granthalay Visitor Register while entering and leaving the Dhanvantari Granthalay with time.
- 5) Leave the books on the reading table while leaving the Dhanvantari Granthalay and do not reshelf them.
- 6) Strict silence should be observed inside the Dhanvantari Granthalay stack room and reading room.
- 7) 'Using of Cell Phone, Head Phone inside the Dhanvantari Granthalay is totally prohibited: If anybody found using, it will be seized.
- 8) Underlining, overwriting, folding, or any sort of damage to the books is strictly prohibited. If any such damage/markings is found, the member should pay penalty along with the cost of the books on the spot.
- 9) Chairs and tables and other Dhanvantari Granthalay equipment, fittings and furniture should not be marked, defaced, disarranged, and damaged.
- 10) Computers are for educational use only. The use of the Internet in the Dhanvantari Granthalay is for reference work. Accessing unauthorized sites, playing games, chatting etc. are strictly prohibited.
- 11) Users may not tamper with any equipment inside the facility, specially the computer units. In case of hardware/software problems, ask assistance from the staff on duty.
- 12) Smoking, eating, drinking (except water), sleeping, and talking loudly are strictly prohibited in the Dhanvantari Granthalay and reading room.
- 13) Users are required to vacate the Dhanvantari Granthalay at designated closing time.
- 14) All Dhanvantari Granthalay services will be closed 15 minutes before Dhanvantari Granthalay closing time.
- 15) Reference books are meant for reference purpose only, and shall not be taken out of the Dhanvantari Granthalay.
- 16) Users should not enter places that are only for Dhanvantari Granthalay staff.
- 17) Dhanvantari Granthalay properties should not be taken outside the Dhanvantari Granthalay without permission of Dhanvantari Granthalay staff / librarian.
- 18) Every user using the Dhanvantari Granthalay shall respect the right of others to use the Dhanvantari Granthalay in accordance with these rules and shall not interfere with their use of the Dhanvantari Granthalay.
- 19) Notwithstanding anything contained in these rules, the decision of the authorities in all matters shall be final and binding.
- 20) All faculty members & students are advised to avoid discussion/ loud voice on any matter, political or friendly in the Dhanvantari Granthalay because of silent environment for readers.
- 21) Dhanvantari Granthalay member having any grievance or complaint will bring the matter to the notice of Librarian. False complaints are liable to be considered as offense and dealt with accordingly.

- 22) The Chief Medical Librarian or Prof. & In-Charge Head of the Dhanvantari Granthalay, normally in consultation with the Dhanvantari Granthalay committee, have authority to prescribe, to alter and amend as necessary, specific regulations concerning the use of the Dhanvantari Granthalay.

: RULES FOR STUDENTS:

- 1) All the students must have Dhanvantari Granthalay account for the lending Dhanvantari Granthalay books from the Dhanvantari Granthalay. For that they have to fill up Dhanvantari Granthalay membership form with required documents. Without Dhanvantari Granthalay membership, none can issue the book from the Dhanvantari Granthalay.
- 2) User should bring their College Identity card & Dhanvantari Granthalay Account No. with their selves otherwise Dhanvantari Granthalay books will not be issued.
- 3) Make entry in the Dhanvantari Granthalay Visitor Register while entering and leaving the Dhanvantari Granthalay with time legibly.
- 4) Users are entitled to borrow only one book at a time for the period of 10 days only. Book will be issued under signature of the student in the register.
- 5) Students should enter the details of issued book in the "Student Daily Issue Register" by themselves.
- 6) Student cannot enter in the stake room of the Dhanvantari Granthalay for their required book or journal. They have to request for the required book or journal and have to ask to the Dhanvantari Granthalay staff for the same.
- 7) Students cannot issue the book on behalf of other students in their library account.

8) **Issue – return policy :**

<u>Students</u>	<u>At a time can Issue No. of book(s)</u>	<u>Issue Period</u>
1 st year	1	10
2 nd year	1	10
3 rd year & 3 rd year final	2	10

- 9) The issue period is only for 10 days. No one can keep book with himself or herself more than 10 days. if day of submission is holiday, then must submit on next working day

10) **Renewals:**

- Students cannot renew the same book having same accession number. If multiple copies are available in the library, then students can exchange and issue same book having it with same title and author(s) but with different accession number.
- If there is a single copy of any book then students must have to return the book after issue period is over.

11) **Late Charges / Due Charges / Library Fine**

- There will be a late charges / Due Charge / Library Fine when any students return issued book once after the issue period is over.
- There will be a Rs. 1/- fine per day for late return. If any students return their issued book after issue period of 10 days, then they have to pay fine for late return issued books at the library counter.

- For the first month they will charge Rs.1/- per day. Second month onwards, Rs. 2/- per day, and third month onwards, Rs.3/- per day, and it will be continued until the cost of book is recovered.
- For paying fine, they will get a Govt. Payment Receipt for the Library Fine / Due Charges / Late Charges.
- Students are requested to pay fine by cash only and give the exact amount of fine at Library Circulation Counter. (Students are requested to give change at the circulation counter at the time of paying fine)

<u>Students</u>	<u>At a time can Issue No. of book(s)</u>	<u>Issue Period</u>	<u>Fine Rs (Per Day) Till 30th day</u>	<u>Fine for second month</u>	<u>Fine for 3rd month and so on.....till cost of book is recovered</u>
1 st year	1	10	1	2	3
2 nd year	1	10	1	2	3
3 rd year & 3 rd year final	2	10	1	2	3...

12) **In case of missing / lost of issued book(s)**

- If any student has lost the library books or issued to him/her, first they have to inform at Dhanvantari Granthalay immediately.
- Students will have to give written application for the lost / missing book(s) and have to pay Library Purchase Price Amount at the circulation counter, Dhanvantari Granthalay.
- They will get Govt. Receipt against payment of lost / missing book(s).
- For the price of lost or missing book(s), library accession register's records will be final and there will be no change in that price.

There will be no relaxation towards any students in this matter.

Government Medical College, Bhavnagar-Hostel Rules

Admission and fees

1. Local student will not be allowed hostel accommodation at GMC hostels, Bhavnagar.
2. Student seeking admission to hostel shall contact at hostel office for girls & boys hostel separately.
3. The allotment of the hostel and hostel room will be done by the concerned authorized functionaries of hostel.
4. No student shall change his/her room without prior permission of the warden. The room will be changed only by concerned authorities as they might think fit.
5. Application forms can be obtained from the college website (www.bvnmedicol.org). Duly completed and signed form along with necessary document shall be submitted on the day of orientation (Praveshotsav) at designated counter.
6. On admission student shall pay hostel term fees (as well as all other fees) before the term starts. Late fees of 10% will be levied up to ten days, failing to do so the hostel admission will be cancelled and will not be allowed to attend classes..
7. Hostel deposit of Rs 2500/- has to be paid at time of admission that will be refunded on leaving the hostel.
- 8 Any damage done to the dead stock received, the amount will be deducted from the deposit.
9. If the resident student fails to collect the same within one month the deposit will be forfeited.
10. Re-admission to hostel and re-allotment of room (only if necessary) will be done every academic year on payment of hostel fees.

General Rules of Stay:

1. The student will have to stay in the allotted room and cannot change without permission.
2. In case unauthorized person is found to occupy any room of the hostel, the concerned student will be held responsible and have to face the disciplinary action.
3. If student is found to have temporary accommodation outside / continuous absence for long time / does not stay in the allotted room then hostel admission will be cancelled. The fees & deposit in that case shall be forfeited and the student will not be given hostel accommodation in future.
4. No other outside student or other lady shall be allowed to enter the room of residing student in girls / boys hostel except in visitor's room.
5. Guests shall not be allowed to stay overnight. The unauthorized stay is an offense and will call for punitive action.
6. Student will not be allowed to stay during vacation and should vacate rooms after annual examinations (this is to save electricity and in case any repair work needs to be done). The keys of the room have to be submitted with hostel superintendent / clerk in case of repair work need to be done. If student under certain circumstances have to stay during vacation shall have to take prior permission from the concerned authority.
7. In case students have to go outstation prior permission is needed. Any student found absent for more than two days during week days without reason will have to give valid reason for same else will have to face disciplinary action.
8. Student on leaving the permission or going outstation during public holidays, weekends and vacation shall lock the room & put off lights and fans.

9. Students must maintain cleanliness in and around the hostel premises. Trash (waste, wrappers, leftover food etc.) if found outside the confined waste dustbin area will be fined as decided by the chief warden.
10. Lobbies, toilet & wash room section should be kept clean, taps found running in these areas will not be tolerated and punitive action will be taken lobby wise/floor wise.
11. Parking areas shall be kept clean and vehicles be parked in order.
12. The students are required to sign receipt for furniture allotted and fittings to be used. The student (s) shall be held responsible for any damage done to doors, windows, furniture and any other fittings in their rooms. On leaving the hostel every student will have to return and get their dead stock (furniture, fixtures, etc.) verified and in good condition. If is not then student shall have to replace/pay charges for its repair.
13. Students have to see that all electrical fixtures are switched off for safety purpose & save energy. Use of electric heater, iron, air-condition, room cooler, induction/hot plate, music system etc, are strictly forbidden. If any of the appliances not permitted are found shall be confiscated. Student violating the rules have to face punitive action .
14. Any damage to common areas should be immediately reported to the hostel superintendent / clerk.
15. No student and hostel employee shall be allowed to consume/keep liquor of any kind or any addictive / psychotropic substance and prohibited substance in the hostel. Anyone found possessing or taking any of the above said substances shall be expelled from the hostel.
16. Student(s) should not keep any implements in the hostel. If found possessing implement(s) will be expelled from hostel and will have to face police action.
17. Strict disciplinary action will be taken against student(s) found maltreating, bullying, teasing or indulging in any act of ragging is strictly prohibited. **RAGGING in any form is Strictly Prohibited.**
18. Student(s) is responsible for their own valuables. They should avoid keeping lot of cash and valuables. In case of theft it should be reported to warden. Disputes and fights should be avoided.
19. Any meetings & functions are strictly not allowed.
20. The hostel employees shall not be abused or assaulted. Written complain should be given to the hostel superintendent / clerk / hall monitor about attendants and sweepers.
21. Change of address shall be intimated immediately to the hostel superintendent /clerk.

Mess Rules:

- 1 .Mess will be under control of The Dean.
- 2 .Mess accounts shall be managed by the mess contractor only.
3. In case of students fail to pay mess bill he /she will not be allowed to mess facilities. He/she has to pay dues by the end of the term. The deposit and exam result will be withheld on failing to pay dues.
4. Non-resident student may be allowed to have meals on payment fixed by mess committee.
5. Outsiders are not permitted in the mess except the casual guest of the hostel.
6. Food from the mess will not be allowed to be carried to the rooms. Student will have to eat in the mess only.
7. Tiffin service from any private owners shall not be allowed in hostel premises.

Special Rules:

1. Visiting hours: On all days 5 to 7 p.m. except Sunday. On Sunday it will be from 10a.m. to 6 p.m.
2. The student shall be in hostel by 9.30 p.m. No student will be allowed after 9:30 p.m. without permission.
3. The students will not be allowed to leave hostel before 5.30 am / 6:00 am without a valid reason.
4. Late night permission will be given by prior permission up to 11 pm in case student (s) desires to be later than 11p.m. she/he needs to get recommendation from local guardian/ parents/ warden.
5. **Local guardian has to be approved by student's parents. Address proof and phone number of local guardian and parents should be attached with hostel admission form.**
6. Incomplete application forms for hostel admission will not be accepted.

Disciplinary Rules:

Any excuse (s) for ignorance of rules will be not be accepted. Every hostel resident shall have read the hostel rules as a copy of the same is provided to them.

1. Resident violating the rules will have to face disciplinary action like leaving the hostel as decided by the appointed committee.
2. Penalties imposed will be solely by the concerned authorities.
3. If student(s) fail to vacate the room on completion of course/leaves hostel locking the room without informing then belongings will be noted and taken by the authorities.

Sr. No	Violations	Penalty per year and other punitive action
1.	Light and fan on	Rs.100/- on first incidence then increase by Rs 100 with each new incidence
2.	Possession of any electric appliances:	Per annum Rs with effect from date of allotment of room Air conditioner 18000/- Air coolers 5000/- if > 35 liter capacity Fridge 6000/- Induction coil 8500/- Heating rod 8500/-
3.	Litter found in room	First time Rs.100/-then with each new incidence Rs.50/-will be added
4.	Running taps/flushes	First time Rs 100/- then with each new incidence Rs.50/-will be added
5.	Making premises dirty	First time Rs 100/- then with each new incidence Rs.50/-will be added
6.	Unauthorized person found in hostel room allotted to them	Expulsion from hostel
7.	A girl found in boys hostel room or vice versa	Expulsion from the hostel
8.	Loud music or possession of illegal items or find antisocial behavior	Expulsion from the hostel
9	Damage to public property	1000Rs or actual cost of damage whichever is higher

Boys/Girls/Interns Medical Hostels, Medical College Bhavnagar – 364001

Form for the Hostel Accommodation

To
The Chief Warden,
Govt Medical College,
Sir T. Hospital Campus,
Govt Medical College, Bhavnagar- 364001

Photograph of
the student

Sir,

I hereby apply for the hostel accommodation, accordingly I submit following bio-data along with the necessary document for it.

1. Name of Applicant (in full):- _____
2. Father's Name (in full):- _____
3. Father's occupation:- _____
4. Permanent Residential Address:- _____
Dist:- _____ Village/City:- _____ State:- _____ Pin Code:- _____
5. Parents Mobile No: - _____ Students Mobile No:- _____
6. Email id: - _____ Aadhar Card No: - _____
7. Local Guardian/Relative's:- _____
Name, Relation, Address
And phone no:- _____
8. Details of NEET Marks:- _____ NEET Rank: _____
9. Category: OM/SC/ST/SEBC/PH: - _____
10. Document enclosed – as applicable (Self Attested copies – only)
1. NEET Mark sheet and Rank Certificate 2. Admission order 3. Aadhar Card 4. 2 passport size photo

(FOR OFFICE USE ONLY)

1. Admission granted /not granted:- _____ 2. G.R. No:- _____
3. Hostel Block:- _____ Room No:- _____
4. Hostel Deposit Rs. _____ Receipt No:- _____ Date:- _____
5. Hostel Fee Rs. _____ Receipt No:- _____ Date:- _____
6. Hostel identity card issued on:- _____

Signature of Hostel Supdt.

Asst. Warden

Chief Warden

DECLARATION

I have read the hostel rules thoroughly. I undersigned hereby agree to conform the rules & any changes made thereby in future. In case I fail to abide by and fail to fulfill my financial liabilities, my hostel deposit can be confiscated. I agree to face any other disciplinary action as imposed by authorities.

Date: _____

Sign of the Student: _____

Name of the Student: _____

Sign of Parent/ Local Guardian: _____

Name of Parent/ Local Guardian: _____



All student and Parent has to compulsorily fill online ant ragging affidavit before each academic session and have to submit singed Hard copy to student section

<https://amanmovement.org/registration/public/amanmove>

GOVERNMENT MEDICAL COLLEGE, BHAVNAGAR.

Student Identity Card Form

(All details in capital letter)

(Submitted in Student section)

Name: _____

Date of Birth: _____ Course: _____

Address _____

Mobile No: _____ Home Phone : _____

Date of Admission: _____ Blood Group: _____

Email ID : _____

Aadhar card Number: _____

Submit Document:

1. Admission Order/Appointment Order.
2. Passport size Photo.
3. Aadhar Card Xerox.

Parents Detail

Name: _____

Permanent Address: _____

Mo. _____ Home Phone: _____

Office / Work Designation: _____ Office: _____

Address: _____

Office Mobile no: _____ Office Phone : _____

Email Address _____

GOVERNMENT MEDICAL COLLEGE, BHAVNAGAR.

STUDENT LEAVE REPORT

(For Submission to respective department)

Name :

Year : Roll No: Date:

Respected Sir,

I _____ Roll No _____ am
requesting you to grant me leave from _____ To _____ for
_____ Days, Due to _____ .kindlly Allow me for the same. I am travelling by
_____ BUS/Train/Flight to _____ Place on _____ Date and _____ Time

Thank you,

Student Signature:

Signature of Warden

Parents Signature

GOVERNMENT MEDICAL COLLEGE, BHAVNAGAR.

HOSTEL LEAVE REPORT

(To be submitted to Hostel)

Name :

Year : Roll No: Date:

Respected Sir,

I _____ Roll No _____ am
requesting you to grant me leave from _____ To _____ for
_____ Days, Due to _____ .kindlly Allow me for the same. I am travelling by
_____ BUS/Train/Flight to _____ Place on _____ Date and _____ Time

Thank you,

Student Signature:

Signature of Warden

Parents Signature

GOVERNMENT MEDICAL COLLEGE, BHAVNAGAR.

PICNIC CONSENT FORM

I hereby give consent for my ward/son/daughter _____
to participate in _____day picnic at _____ (Place)on_____(Date),
organised by Government Medical College, Bhavnagar. I understand the risk and benefit of this
program, He/She will strictly follow the instructions given by organisers. and institute will not be
responsible for any unfortunate event during this program.

Name of Parent

Parents Signature

Date:

Mobile No.