

## Appendix- 'A'



Admission for Academic Year – 2015-2016

**Lokmanya Tilak Municipal Medical College, Dr. Babasaheb Ambedkar**

**Road, Sion (W), Mumbai -22**

**(Recognized Institute by Maharashtra University of Health Sciences, Nashik)**



Applications are invited from eligible candidates for admission to the following Certificate Course under the aegis of Maharashtra University of Health Sciences, Nashik for the Academic Year 2015-2016 in prescribed formats along with essential documents.

Name of the Course	Duration	Eligibility	No. of Seats
Certificate course in Basic Infertility Management including Endoscopy	6 months	MS ( obsgyne) / DGO / DNB	3

Desirous candidates may apply on or before **28/3/2016 by 3.00 pm**. The prescribed form can be obtained after paying a fee of Rs.500/- in cash by hand from the Institute office (cash section) or can be downloaded from the Institute website. Applications will be received on production of the receipt of the said fees. Interviews will be held on Tuesday **29/03/2016** from 10.30 am onwards in Dean's office. For other details regarding syllabus and other particulars visit [www.ltmgh.com](http://www.ltmgh.com)

Date: **17.02.2016**  
Place: Mumbai

**Dr. Suleman Merchant**  
Dean  
LTMMC and LTMGH

## General Instructions and Information:

1. The course will commence in March 2016.
2. Advertisements will be available on the institutional notice board and the notice boards of all other Municipal Medical Colleges.
3. Application forms can be downloaded from the LTMGH website: [www.ltmgh.com](http://www.ltmgh.com)
4. Basic qualification: See table.
5. Interview: By a panel of experts of three (3) – including Dean /Senior Professor, and at least one external expert and an internal expert.
6. Selection procedure – Selection will be based on performance at interview (30%), University academic merits (20%), Publications if any (30%) and Recommendations from PG teacher (20%).
7. Pattern of exam – Each year, an examination coordination committee (ECC) consisting of three teachers running Fellowship/certificate courses will be nominated by the Dean. Both theory and practical Examinations will be concluded within 15 days of the end of the course. Each examination will have one internal and one external examiner (approved by the ECC)  
Theory: 100 marks, 10 short answer questions of 10 marks each to be attempted from 12 questions, passing marks 50%. All theory examinations will be held on a single day for all courses of similar length.  
Practicals: 100 marks; Each candidate will be examined by both examiners simultaneously for between 60 and 90 minutes. This will cover a viva-voce and practical. Details will be dependent on the sub specialty. Passing marks 50%.  
Candidates have to pass individually in both theory and practical.
8. Announcement of results: Results will be announced on the institutional notice board and MUHS website within one week of the conclusion of the examination. The result will be only “Fellowship granted/denied” and no specific markings will be done. Second attempt at the examination will be permitted at the end of the course (no later than 3-6 months depending upon the length of the course). Only two attempts will be allowed.
9. Award of Fellowship - The courses are accredited and approved by the Maharashtra University of Health Sciences (MUHS). Certificates will be awarded by the MUHS. The University with signature of the Vice-Chancellor and the Head of Institute will award the certificate which will be given in the month of June of the next year.
10. Travel for interview will NOT be reimbursed.
11. Selection for the Certificate training will NOT amount to becoming an employee of the MCGM. Individuals who are already permanent employees of the MCGM (in-service candidates) shall continue to be MCGM employees and will do the Fellowship/Certificate work in addition to their regular MCGM responsibilities.
12. Trainees will abide by rules of the MCGM at all times and report to the Course Coordinator and the Head of the Department.

13. The institute will make all attempts to provide accommodation and stipend, but this is not guaranteed.
14. The decision of the ECC will be binding on all matters pertaining to the examinations.
15. The policy on reservations will be as per Government of India rules.

**Instructions for submitting application form for the Fellowship courses at the Lokmanya Tilak Municipal Medical College & General Hospital, Municipal Corporation of Greater Mumbai, Sion, Mumbai under the aegis of the Maharashtra University of Health Sciences.**

1. All applications should be put in a sealed envelope. The top of the envelope should be marked as “**Application for Certificate course**”. On the front of the application, write your full name and the serial number of the course applied for. Before sealing the envelope, please ensure that all certificates and three photographs are enclosed.
2. Applications addressed to the Dean, should be submitted **on or before Monday 28<sup>th</sup> March 2016** in the respective Department office, College building, Lokmanya Tilak Municipal Medical College, Sion, Mumbai-400 022.
3. Please ensure that you obtain an acknowledgement from the clerk for the application.
4. **Interviews will be held in the office of the Dean**, Lokmanya Tilak Municipal Medical College & General Hospital, Municipal Corporation of Greater Mumbai, Sion, Mumbai on Tuesday, **29<sup>th</sup> March 2016** by a panel of internal and external experts. The decision of the selection committee will be final and binding.
5. Results will be put up on the notice board on the same day by 4 .00 p.m.
6. **Fees have to be paid latest by 30<sup>th</sup> March 2016, 4.00 p.m.** at the Cash section, College building, Ground floor, LTMG Hospital on final selection. Only demand drafts will be accepted. Please note that 3 different demand drafts will be required. Details are given in the advertisement. Please pay particular attention to the way the demand drafts have to be submitted.
7. Please report to your respective Head of Department after paying the fees.
8. All fellowships will commence in March 2016.
9. In case of any query, please contact the concerned Heads of Department.

**Lokmanya Tilak Municipal Medical College & General Hospital,  
Municipal Corporation of Greater Mumbai, Sion, Mumbai-400 022**

**Application form for Certificate Course in Basic Infertility Management including Endoscopy**  
(Under the aegis of the Maharashtra University of Health Sciences)

Last date for receipt of application forms –28<sup>th</sup> March 2016, till 3 pm in the Respective Department Office, Lokmanya Tilak Municipal Medical College & General Hospital, Municipal Corporation of Greater Mumbai, Sion, Mumbai- 400 022.

**For Office use only**

Name of the HOD/PG teacher under

Whom student admitted provisionally

For fellowship/certificate course -----

Term ----- (month and year) to ----- (month and year)

Date:

To,

The Dean,

Lokmanya Tilak Municipal Medical College & General Hospital,

Municipal Corporation of Greater Mumbai,

Sion, Mumbai-400 022

*Photo*

Sir,

I wish to apply for Certificate course in Basic Infertility Management including Endoscopy.

If selected, I will pay the prescribed fees as per the following instructions:

**Note: Please make DDs only after the interview and final selection**

**Three Demand drafts** in favor of

	Dated	Draft no.	Bank
1. The Registrar, MUHS, Nashik. (Payable at Nashik) (Rs. 12,500/-)			
2. Municipal Corporation of Greater Mumbai (Payable at Mumbai) (Rs. 22,500/-)			
3. SJRF, LT Hospital. (Payable at Mumbai) (Rs. 15,000/-)			

**Applicant's particulars**

**1. Name in full (begin with surname in Capital)**

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**2. Present address**

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**3. Contact details**

**Phone:** \_\_\_\_\_ **E mail:**

**4. Permanent address**

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**5. Do you belong to backward class, if yes, give details (Viz. SC, ST, VJ / NT or OBC with Sub caste)**

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**6. Name of the medical college from which you have completed PG degree/diploma and if the college is recognized by the Medical Council of India**

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**7. Date and number of provisional registration with the Maharashtra Medical Council/ concerned state medical council (with name and address)**

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**8. Date and number of provisional registration with the Maharashtra Medical Council/ concerned state medical council (with name and address)**

**9. Date of starting and completing the PG degree**

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**10. Examination passed:**

<b>Exam</b>	<b>Month &amp; Year of Exam</b>	<b>Actual Marks Obtained</b>	<b>Out of Marks</b>	<b>Dist./1<sup>st</sup> Rank in University</b>	<b>No. of Delay in Term/s#</b>
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**MBBS**

**PG Degree/  
Diploma\***

**PG Degree/  
Diploma\***

**PG Degree/  
Diploma\***

**# If not passed in minimum prescribed terms**

**\* Mention all PG Degree/diplomas**

**DECLARATION**

I hereby agree, that I will follow the rules and regulations at present in force or that may here after be made for the administration of the college and its associated recognized hospitals and under take that so long as I am a fellow/certificate course student of the college, I will do nothing unworthy of the student of the college either inside or outside or anything that will interfere with its orderly working and discipline. I also declare that the information/particulars furnished above by me is true to the best of my knowledge. I know the consequences as provided in rules of MUHS and MCGM ( as applicable) as regards furnishing false information/concealing any information.

Signature of Applicant

Date:

Place:

**CERTIFICATES TO BE ATTACHED** (Please attach attested true copies where applicable and originals where applicable):

1. Recommendation from PG teacher (original).
2. M.B.B.S. Marksheets and Passing Certificate.
3. MD/MS/DNB/Diploma Marksheet and Passing certificate.
4. Copy of passport/Domicile as proof of Nationality.
5. Copy of School Leaving certificate/Birth certificate as proof of date of birth.

6. Copy of Permanent registration certificate issued by the Secretary, Maharashtra Medical Council. (Internship completion certificate & permanent registration certificate with Maharashtra Medical Council must be submitted before starting residency, if required, in case the said certificate is not available.)

7. In case of B.C. Candidate

a) Caste certificate from Presidency magistrate and Caste validity certificate from competent authorities.

b) Certificate from the Dean that the admission was granted under Reserved Category.

If admitted, students are required to give their Mumbai address in the college office and notify any subsequent change of address (PG rule 7 clause XI). They are also required to submit 3 photos at the time of admission in addition to the one that is stuck on the form.

***Information given wrongly or proved otherwise will disqualify the candidate***