



# L G B Regional Institute of Mental Health

TEZPUR, ASSAM

(Autonomous Institute under Ministry of Health & Family Welfare, GOI)

## PROSPECTUS

for

Admission to Academic Courses 2023-24

Official website: [www.lgbrimh.gov.in](http://www.lgbrimh.gov.in)

E-mail ID: mail@lgbrimh.gov.in, director@lgbrimh.gov.in, academic@lgbrimh.gov.in,  
psynursing@lgbrimh.gov.in, psw@lgbrimh.gov.in, cp@lgbrimh.gov.in

# Contents

<b>Section One</b>	<b>About the Institute</b>	<b>1-5</b>
	Introduction	1
	Institute Authorities	2-3
	Departments of the Institute	4
	Services/Facilities	5
<b>Section Two</b>	<b>Various Programs</b>	<b>6-14</b>
	Courses offered	6
	Eligibility criteria	7-9
	Certificate Courses on Mental Health	10
	Postdoctoral Fellowship / Fellowship Programs	10
	General Guidelines For Admission To Postdoctoral Fellowship / Fellowship Programs	11
	Reservation of seats for all courses	12
	Scholarship/Stipends	12
	Bond agreement	12
	Scheme of examination	12
	Fee structure	13
	Discontinuation of Studies	13
	Leave matters	14
	Date of Joining	14
	Submission of Affidavits on Ragging	14
	General Instructions	15-16
<b>Section Three</b>	<b>Annexure</b>	<b>17-34</b>
	Bond Agreements – (Annexure-I-VI)	17-28
	Employer forwarding – (Annexure-VII)	29
	OBC-NCL Certificate- (Annexure-VIII)	30-31
	SC/ST certificate-(Annexure-IX )	32-33
	EWS Certificate- (Annexure- X)	34

# **Lokopriya Gopinath Bordoloi Regional Institute of Mental Health, Tezpur**

## **INTRODUCTION**

Lokopriya Gopinath Bordoloi Regional Institute of Mental Health (LGBRIMH) is a premier Mental Health Institute in Northeast India. The Institution was established in the year 1876 and is recognized as one of the oldest centers providing quality mental health care and treatment.

The Institute is mandated to be a tertiary care institute of Mental Health & Neurosciences and it is under the administrative control of the Ministry of Health & Family Welfare, Govt. of India.

Regular academic course in the Institute started in the year 2001 with the introduction of one year Diploma in Psychiatric Nursing (DPN). The DNB in Psychiatry was started in the year 2006. This was followed by the M. Sc Nursing (Psychiatric Nursing) in 2007; M. Phil in Psychiatric Social Work in 2009, M.D (Psychiatry) in 2010 and M. Phil in Medical and Social Psychology in 2011 which was later renamed as M. Phil in Clinical Psychology from 2014. The Ph.D. programme in Psychiatric Social Work (PSW) and Psychiatric Nursing was started in October 2017. The Ph.D. program in Clinical Psychology was started in 2020. Masters in Medical Laboratory Sciences (MMLS) in department of Clinical Biochemistry, Hematology & Blood Banking and Medical Microbiology has been introduced from 2021. The courses of the institute are affiliated to Gauhati University and recognized by the National Medical Commission-Medical Counseling Committee / Rehabilitation Council of India / Indian Nursing Council. The Institute has also started various PDF/ Fellowships / Certificate courses. The courses are designed to serve the specific needs of the country in general and the north-eastern region in particular to develop the field of mental health.

The Institute provides patient care services by a multidisciplinary team of mental health professionals with the basic objective of providing equitable access to quality psychiatric care to all sections of the society and thus reducing the global burden of diseases. It also takes numerous initiatives for promotion of positive mental health in the country and reduces the stigma and prejudice associated in this field.

## **INSTITUTE AUTHORITIES**

### **Administration / Hospital / General**

Dr. S. K. Deuri, Director	03712-232652, 233033
Dr. Hemanta Dutta, OSD/ Deputy Director /Chief Finance & Accounts Officer(I/c)	03712-233187
Dr. Jyoti Hazarika, Medical Superintendent	03712-233338
Dr. Arunjyoti Baruah, Professor & Nursing Superintendent	03712-233108
Dr. Kushal Tamuli, Deputy Medical Superintendent	03712-233649
Dr. Ankur Jyoti Borah, Chief Administrative Officer I/c	03712-220463
Dr. Debahuti Sabhapandit, Asst. Medical Superintendent-I	03712-233019
Dr Bipul Sharma, Asst Medical Superintendent -II	03712-233019

### **Heads of Departments**

<i>Department of Psychiatry</i> Dr. Kangkan Pathak, Professor	03712-233084
<i>Department of Psychiatric Social Work</i> Dr. Sonia Pereira Deuri, Professor	03712-232947
<i>Department of Psychiatric Nursing</i> Dr. Arunjyoti Baruah, Professor	03712-233108 03712-232942
<i>Department of Clinical Psychology</i> Dr. Priya Saxena, Associate Professor	03712-232948
<i>Department of Medical Laboratory Sciences (Pathology/Bio-Chemistry &amp; Micro-biology)</i> Dr. Jyoti Hazarika, Professor	03712-233045
<i>Department of Child &amp; Adolescent Psychiatry</i> Dr. Bondona Timungpi, Associate Professor	03712-233080
<i>Department of Addiction Medicine</i> Dr. Hemanta Dutta, Associate Professor	03712-233187
<i>Department of Geriatric Mental Health</i> Dr. Subhashish Nath, Associate Professor	03712-233156

### **Facilities:**

#### *Central Laboratory*

*I/c* – Dr Jadab Kishore Phukan

#### *Central Library*

*I/c* -Dr. Sobhana H., Associate Professor, Dept. of PSW 03712-233100

***OPD & IPD***

*I/c* -Dr. Kushal Tamuli, Deputy Medical Superintendent

***Digital Academy & Tele-medicine***

*I/c* -Dr. Vijay Gogoi, Associate Professor, Dept. of Psychiatry

***Publication Cell***

*I/c* -Dr. Sobhana H, Associate Prof, Dept of PSW 03712-233014

***Estate Office***

*I/c* -Dr. Hemanta Dutta, Associate Professor, Dept. of Psychiatry 03712-233187

***Nodal Officer, Swacch Bharat Mission***

Dr. Hemanta Dutta, Associate Professor, Dept. of Psychiatry 03712-233187

***Engineering Cell***

*I/c* -Mr. Nirmal Basumatary, Assistant Engineer (Electrical) 03712-232201

***Medical Records Department***

Mr. Joydeep Das, MRO 03712-233009

**Hostels**

Dr. Bondona Timungpi, Hostel Superintendent

Dr. Nurnahar Ahmed, Warden (Ladies Hostel) 03712-233116

Dr. Indrajeet Banerjee, Warden (Men's Hostel) 03712-233092

## **DEPARTMENTS OF THE INSTITUTE**

### **Academic Departments**

1. Psychiatry
2. Clinical Psychology
3. Psychiatric Social Work
4. Psychiatric Nursing
5. Pathology
6. Microbiology
7. Biochemistry
8. Radiology
9. Child and Adolescent Psychiatry
10. Addiction Medicine
11. Geriatric Mental health

---

### **Supportive Departments and Services**

1. Central Library
2. Centre for Rehabilitation Sciences
  - i. Physiotherapy Laboratory
  - ii. Occupational Therapy Laboratory
  - iii. Speech Therapy
  - iv. Special Education
  - v. Gymnasium and Yoga Services
3. Psychotherapy Unit
4. Psychological Laboratory
5. Family Therapy Centre
6. Anesthesiology
7. Pharmacy
8. Medical Records Section
9. Publication Cell
10. Youth Wellness HUB
11. Hindi Cell

## **SERVICES/FACILITIES**

1. Adult Psychiatry Out-Patient Department Services (OPD)
2. Child and Adolescent Psychiatry Services
3. Addiction Medicine Services
4. Geriatric Mental Health Services
5. In- Patient Department.
6. Emergency Services
7. Pharmaceutical Services.
8. Modified Electro-Convulsive Therapy (ECT)
9. Electro-Encephalography (EEG)
10. Pathology, Microbiology Biochemistry Services
11. Radiology services ( CT scan & Ultra-Tomography facilities)
12. Psychotherapy services
13. Psychological Testing
14. Youth Wellness
15. Counseling
16. Psychosocial intervention
17. Psycho-education
18. Marital & Family Therapy
19. Community mental health extension clinics
20. Block and Field Training facilities for Professional undergraduate and postgraduate students from UGC/regulatory body affiliated institutions
21. Rehabilitation services
22. Physiotherapy
23. Recreational activities at Indoor
24. BMW Disposal Service
25. Central Library with broadband connections
26. Hostel facilities for men and women
27. Tele-Medicine & Tele-Psychotherapy Services
28. Digital Academy
29. Tele-Yoga Services

## COURSES OFFERED

Subject	Courses	Duration	No. of seats	Reservation of seats	State wise breakup of seats reserved for NER ***** #
Psychiatry	M.D.	3 years (2 years For DPM Candidates)	11	As per National Medical Commission-MCC norms 6 seats all-India quota	5 from NER (AP-1, Assam-1, Nagl-1, Sikkim-1, Tripura-1)
Clinical Psychology	Ph. D.	3 Years	04	UR-3, OBC-1 (6 seats)	(6 seats)
	M. Phil	2 Years	12*	UR-3; OBC-1, SC-1, EWS-1	(AP-1, Assam-1, Manipur-1, Megha-1, Mizo-1, Nagl-1)
Psychiatric Social Work	Ph. D.	3 Years	04	UR-3, OBC-1 (6 Seats)	(5 Seats)
	M. Phil	2 Years	11	UR-2; OBC-2, SC-1, EWS-1	(AP-1, Assam-1, Manipur -1, Megha-1, Mizo-1)
Psychiatric Nursing	Ph.D.	3 Years	3	Open (6 seats)	(6 seats)
	M.Sc.	2 Years	12*	UR-2; OBC-2, SC-1, ST-1	(AP-1, Assam-1, Manipur-1, Megha-1, Mizo-1, Nagl-1)
	DPN	1 Year	30	**To be filled up from state Govt. sponsored candidates from North Eastern Region states / Open selection in case of non-availability of sponsored candidates. <i>Timeline see below *****</i>	
Master's degree in Medical Laboratory Sciences (MMLS) Clinical Biochemistry, Hematology & Blood Bank and Medical Microbiology	M.Sc.	2 Years	15 (5 seats in each department)	<u>Clinical Biochemistry-</u> UR-2; OBC-2; EWS-1 <u>Hematology &amp; Blood Bank-</u> UR-2; OBC-2; EWS-1 <u>Medical Microbiology-</u> UR-2; OBC-2; EWS-1	

\* Change in quantum of seats in view of pending inspection from regulatory bodies.

\*\* Seats may be declared open if not filled up by Govt. deputation. Reservation will be as per Govt. norms in case of open seats. Separate selection test will be conducted for open category DPN seats & will be notified accordingly.

\*\*\* 1 seat of M.Sc Nursing (Psychiatric Nursing) will be reserved for PWD (Persons with Disabilities) as per Govt. of India norms, subject to fulfillment of suitability criteria as per existing norms, if any.



\*\*\* Timeline for DPN course for the session 2023-24

**(30<sup>th</sup> September 2023 to 30<sup>th</sup> September 2024)**

<b>Date and Month</b>	<b>Activity</b>
May 2023	Initiation of intimation requesting deputation from NER states and NHM
15 <sup>th</sup> July 2023	Last date of receiving nomination from the Govt. of NER states/NHM
17 <sup>th</sup> July 2023	Reminder letters if not received communication
19 <sup>th</sup> August 2023	Last date of receiving nomination from Govt. of NER states/NHM
21 <sup>st</sup> August 2023	Advertisement for open seats if not filled by deputation / non – response from Govt. of NER states and NHM
4 <sup>th</sup> September 2023	Entrance examination for open seats
6 <sup>th</sup> September 2023	Declaration of result of Entrance Examination
29 <sup>th</sup> September 2023	Admission of both deputed and open candidates
30 <sup>th</sup> September 2023	Commencement of course

\*\*\*\*\* **Seats may be declared open if not filled up by Govt. deputation or sponsorship. Reservation will be as per Govt. norms in case of open seats and a separate counseling may be notified.**

*Note: AP-Arunachal Pradesh, Megha-Meghalaya, Mizo – Mizoram, Nagl- Nagaland*

*UR: Unreserved OBC: Other Backward Class SC: Scheduled Caste, ST: Scheduled Tribe, EWS: Economically Weaker Sections.*

**# Only deputed/ sponsored candidates will be considered under NER seat reservation. Candidates claiming reservation under this category have to appear & qualify for NEET PG (for MD seats) and appear for counseling.**

**# Candidates claiming reservation under the NER category have to appear & qualify for GURET (for M.Phil-CP & PSW) & GU PGET for Masters programmes and also appear for counseling.**

### **ELIGIBILITY CRITERIA FOR ADMISSION FOR REGULAR COURSES:**

<b>Course</b>	<b>Minimum Qualification</b>	<b>Remarks</b>
M. D. in Psychiatry	M.B.B.S. Degree from recognized University.	The seats will be filled up through NEET-PG conducted by NMC-MCC
Ph. D. in Psychiatric Social Work	Post-graduate degree in Social Work from a UGC recognized university securing not less than 55% marks in aggregate in Master's degree	<b>Desirable:</b> (PSW) M. Phil in Psychiatric Social Work
Ph. D. in Psychiatric Nursing	M.Sc. in Psychiatric Nursing with not less than 60% aggregate marks from a college/institute/university recognized by UGC/ Indian Nursing Council.	

Ph.D. in Clinical Psychology	2 years Master's Degree from UGC recognized university in Applied Psychology/ Clinical Psychology/ Counseling Psychology/Psychological Counseling/ Psychology, with a minimum of 55% marks in aggregate.	<b>Desirable:</b> M.Phil in Clinical Psychology
M. Phil in Psychiatric Social Work	Post-graduate degree in Social Work from a UGC recognized university securing not less than 55% marks in aggregate in Master's degree.	
M.Phil in Clinical Psychology	Post Graduate degree from a UGC recognized University in Psychology/ Counseling Psychology/ Clinical Psychology/ Applied Psychology/ Psychological Counseling with a minimum of 55% marks in aggregate.	
M.Sc. Nursing (Psychiatric Nursing)	The candidate should possess certificate of B.Sc./Post-basic B.Sc. degree in Nursing with not less than 55% aggregate marks from UGC recognized University and also recognized by Indian Nursing Council.  NUID number to be submitted during admission.	The applicant should be registered with the State Nursing Council, with minimum 01(one) year of working experience after obtaining qualifying degree as on <i>the closing date for submission of online application form.</i>
Master in Medical Laboratory Sciences (MMLS) Clinical Biochemistry, Hematology & Blood Banking and Medical Microbiology	Should have passed Bachelors in Medical Laboratory Science BMLS/BMLT with minimum percentage of marks-55% aggregate.  Six (6) months compulsory internship in recognized Institutions.	

Diploma in Psychiatric Nursing (DPN)	Should have a certificate in General Nursing and Midwifery (GNM) or B.Sc. / Post-basic B.Sc Nursing degree from any Institute/ University recognized by the Indian Nursing Council.	<ol style="list-style-type: none"> <li>1. The applicant should be registered with the State Nursing Council and must be a Government deputed candidate from North Eastern Region states.</li> <li>2. Candidate must have one year of experience as staff Nurse</li> <li>3. Nurses from other countries must obtain equivalence certificate from INC and complete the required formalities before admission</li> <li>4. Be physically fit</li> </ol>
--------------------------------------	---	---

**N.B.:**

- 1) **There will be relaxation of 5% on the aggregate marks obtained in the qualifying examination for SC/ST candidates.**
- 2) **All applicants are required to fulfill the minimum basic qualification prior to applying for GURET / PGET (Entrance Examination) of Gauhati University or any other written examination conducted by the Institute.**
- 3) **Candidates appearing in the final examination are also eligible to apply. *However, such candidates must furnish their mark sheet/grade card, on or before the counseling date (or as per instruction from GU) failing which their candidature shall be rejected.***
- 4) **For selection process in M.Phil & Ph.D. please visit the website of Gauhati University (<https://onlinegu.in/>).**
- 5) **For selection process for M. Sc. Nursing (Psychiatric Nursing) & Masters in Medical Laboratory Sciences (MMLS) please visit the website of Gauhati University (<https://admissions.guportal.in/>)**

-----

## CERTIFICATE COURSES ON MENTAL HEALTH

Eligibility	Mode	Duration	Seats per Batch
<b>COMMON MENTAL DISORDERS FOR DOCTORS</b>			
Medical Officer with a recognized MBBS Degree from India.	Blended Online	12 weeks	Max 30
<b>MENTAL ILLNESS IN PRIMARY CARE FOR NURSES</b>			
Trainees pursuing B.Sc Nursing courses/ GNM / Any Registered Nurse / Midwife other than DPN or M.Sc Psychiatric Nursing	Blended Online	8 weeks	Max 30
<b>YOUTH MENTAL HEALTH &amp; PEER COUNSELLING</b>			
Regular Master students of Psychology/ Applied Psychology/ Counseling Psychology, currently pursuing their 2nd year in any UGC recognized University/ Post-graduate College OR Early-career Psychologists (with above mentioned Master's degree)	Blended Online	12 weeks	Max 30
<b>BASIC COURSE ON MENTAL HEALTH FOR SOCIAL WORK</b>			
Master of Social Work / MA in Social Work	Blended Online	8 weeks	Max 20
<b>PSYCHIATRIC EMERGENCIES</b>			
MBBS / Post Graduate Doctors with recognized MCI / NMC degrees	Blended Online	12 weeks	Max 30
<b>FUNDAMENTALS OF GERIATRIC MENTAL HEALTH</b>			
MBBS / Post Graduate Doctors with recognized MCI / NMC degrees	Blended Online	14 weeks	Max 30
<b>WOMEN'S MENTAL HEALTH</b>			
Any Graduate from a recognized university. Preference will be given to the medical professionals, nurses, psychology, and social workers	Blended	3 months	Max 10
<b>PSYCHOSOCIAL SUPPORT IN DISASTER MANAGEMENT</b>			
Any Graduate from a recognized university	Blended Online	1 month	Max 25
<b>CERTIFICATE COURSE ON GERIATRIC CARE</b>			
ANM, GNM, B.Sc. Nursing	Blended	12 weeks	Max 10

# Blended Online involves online teaching and face-to-face component.

\$ Blended course will have online teaching and in-person training components

❖ Visit the website for further information.

## POST-DOCTORAL FELLOWSHIP / FELLOWSHIP PROGRAMS

Post-doctoral Fellowship & Fellowship	Eligibility Criteria	Duration	No. of seats (per year)
1. Post -Doctoral Fellowship in Addiction Medicine	MD / DNB in Psychiatry from a recognized Institute	1 Year	01 – Institute Stipendiary 01 – Sponsored In-service candidate from NE States <b>Total – 02</b>
2. Post- Doctoral Fellowship in Child & Adolescent Psychiatry	MD / DNB in Psychiatry from a recognized Institute	1 Year	01 – Institute Stipendiary 01 – Sponsored In-service candidate from NE States <b>Total – 02</b>
3. Post-Doctoral Fellowship in Geriatric Mental Health	MD / DNB in Psychiatry from a recognized Institute	1 Year	01 – Institute Stipendiary 01 – Sponsored In-service candidate from NE States <b>Total – 02</b>
4. Fellowship in Community Mental Health Nursing	M.Sc in Nursing from a recognized institute	1 Year	01 – Institute Stipendiary 01 – Sponsored In-service candidate from NE States <b>Total - 02</b>

## GENERAL GUIDELINES FOR ADMISSION TO POSTDOCTORAL FELLOWSHIP / FELLOWSHIP PROGRAMS

**Age:** Maximum 45 years (on the last day of submission of application).  
Relaxable for in-service sponsored candidates as per rule.

### **Emoluments**

*For Post Doctoral Fellowship*

Institute stipendiary: Basic pay of ₹67,700/- (Level 11) per month

*For Fellowship*

Institute Stipendiary: Basic pay of ₹25,000/- per month

*For Sponsored Candidates*

Applicants selected under ‘Sponsorship Candidates’ in both the Postdoctoral fellowship and fellowship programs who are drawing pay and allowances from their employers are not eligible for any emoluments from the institute.

### **Selection**

Selection test will be conducted for open category of seat & will be notified accordingly.

## RESERVATION OF SEATS FOR ALL COURSES

Reservation will be followed as per Government of India norms.

Candidates who are seeking reservation benefit in the OBC category should submit a certificate as per DOPT O.M. No. 36033/1/2013-Estt. (Res) dated 13<sup>th</sup> September 2017. ***The issuing date of OBC (NCL) certificate must not be older than a year up to the closing date for submission of online application form.***

Candidates, who are seeking reservation benefit in the EWS category, should submit a certificate as per DOPT O.M. No 36039/1/2019-Esst (Res) dated 31/01/2019.

**There will be reservation of seats for each of the North Eastern Region (NER) states based on rolling roster method. The deputed/sponsored candidates are required to produce a No- Objection-Certificate (NOC) or a letter of award of deputation or sponsorship, from respective State Govt. at the time of Counseling.**

## STIPEND/FELLOWSHIP

Stipend per month for non-deputed candidates will be as per Institute rules. **Candidates who are on deputation/sponsored from respective states will not be paid any stipend from the Institute.** Candidates claiming seat based on JRF or other fellowships are not eligible for Institute stipend. Stipend details are given below:

Course	Duration	1 <sup>st</sup> Year (Stipend per month)	2 <sup>nd</sup> Year (Stipend per month)	3 <sup>rd</sup> Year (Stipend per month)
M.D. course	3 years (2 years for DPM Candidates)	As per residency scheme		
PhD course	3 years	25,000.00	25,000.00	28,000.00
M.Phil course	2 Years	25,000.00	25,000.00	-
M.Sc Nursing	2 Years	15,000 .00	15,000 .00	-
MMLS	2 Years	3,000.00	3,000.00	-

## BOND AGREEMENT

All the selected candidates will have to submit a Bond Agreement attached in the prospectus on joining the course.

***The bond provisions will be applicable for Institute Stipendiary and other external fellowship holders (example JRF/DST etc).***

## SCHEME OF EXAMINATION

The examination for various courses will be held as per the guidelines of Gauhati University/ National Medical Commission-Medical Counseling Committee / Indian Nursing Council / Rehabilitation Council of India/ the Assam Nurses' Midwives' & Health Visitors' Council and as per institute rules whenever applicable.

## FEE STRUCTURE

Fees payable to the institute for the various programmes per annum is given below:

Sl. No.	Particulars of Fees	M.D.	M. Phil	M. Sc.	DPN	Ph.D.
1	Tuition Fees per year	Rs.50000/-	Rs. 10,000/-	Rs.10,000/-	-----	Rs.18,000/-
2	Laboratory per year	Rs. 500/-	Rs. 500/-	Rs. 300/-	Rs. 300/-	Rs. 500/-
3	Gymkhana & recreation fees (per year)	Rs. 250/-	Rs. 250/-	Rs. 250/-	Rs. 250/-	Rs. 250/-
4	Caution money & Hostel deposit	Rs.5000/-	Rs.5000/-	Rs.5000/-	Rs.5000/-	Rs. 5000/-
5	Library Fees (per year)	Rs.1000/-	Rs.1000/-	Rs.1000/-	Rs.1000/-	Rs. 1000/-
6	Identity Card Fees	Rs.100/-	Rs.100/-	Rs.100/-	Rs.100/-	Rs. 100/-
<b>Total</b>		<b>Rs. 56,850/-</b>	<b>Rs.16,850/-</b>	<b>Rs.16,650/-</b>	<b>Rs.6,650/-</b>	<b>Rs.24,850/-</b>

In addition to the above,

1. The Enrolment fees, Eligibility Fees, Registration Fees and Examination Fees have to be paid to the affiliating University / State Nursing Council from *time to time* as per norms after admission.
2. Caution money & hostel deposit will be refunded on release of the scholars /students.

## DISCONTINUATION OF STUDIES

### A) Conditions for Leaving the Course

All the **scholars/ trainees/students** have to abide by the conditions of the **Bond Agreement**. **It is required that a penalty** amount be paid in the event of discontinuation of the course after final admission (as per MCC norms) of the candidate through NEET PG counseling for MD Psychiatry course.

Scholars and trainees of other courses (**stipendiary/sponsored/ external stipendiary holders/ fellowship holders**) will have to abide by the bond agreement for discontinuation from the course including **payment of penalty amount for causing loss of seat. Payment of penalty is not applicable if the scholar or trainee discontinues from the course within fifteen days (15) from the date of admission. The 15 days provision is not applicable for MD Psychiatry admission.**

## **B) Disqualification from Continuing the Course**

The scholar/ trainee will be declared disqualified from continuing the course under the following circumstances –

- i. Any form of misconduct with any patient/patient relative/faculty member / staff.
- ii. If disqualification is suggested by a disciplinary committee.
- iii. If the **scholar/trainee** does not appear in the examination for 03(Three) consecutive times.
- iv. Submission of false documents or concealing related information.
- v. If the **scholar/ trainee** does not follow the rules and regulations of the Institute and concerned regulating bodies.
- vi. **Scholar/trainee** once expelled from the Institute will be disqualified to appear in any examination in LGBRIMH in the future.
- vii. The matter of absence for more than one month will be dealt as per institute norms.

## **LEAVE MATTERS**

- All leave must be pre-sanctioned.
- **Scholars /trainees** must inform the respective Head of the Departments for leave and to get approval prior to going on leave.
- M.D. students: First Year: 30 days and Second and Third Year 36 days in a completed academic year. (As per residency scheme adopted by the institute)
- M. Sc./Ph.D. Nursing (Psychiatric Nursing), Diploma in Psychiatric Nursing, Masters in Medical Laboratory Sciences (MMLS), M. Phil/Ph.D. in Psychiatric Social Work and M. Phil/Ph.D in Clinical Psychology. Thirty (30) days of leave per year will be allotted for all scholars and trainees of the institute.

## **DATE OF JOINING**

Selected candidates must join the course, after paying the necessary fees on or before the dates stipulated, failing which the selection shall automatically stand cancelled. The institute shall offer such seats to the candidates in the waiting list in order of merit.

Ragging is totally prohibited at LGBRIMH, and anyone found guilty of ragging and/or abetting ragging, is liable to be punished appropriately.

## **SUBMISSION OF AFFIDAVIT ON RAGGING**

All the scholars and trainees have to register for anti-ragging affidavit on prescribed anti-ragging App provided by MHRD (UGC anti ragging cell). To download / install App, please visit website of the Institute ([www.lgbrimh.gov.in](http://www.lgbrimh.gov.in) / <https://www.lgbrimh.gov.in/antiragging.html>) (under important Links – bottom of home page) or Google play store Anti-ragging/ MHRD App. The affidavit/ acknowledgement produced after registering with the app to be submitted on admission duly signed by the scholars/ trainee and guardian. A student seeking admission to a Hostel shall have to submit additional affidavits on the date of Hostel Admission.



## GENERAL INSTRUCTIONS

1. The Admission-cum-Counseling Committee (ACC) will look after the requirements of counseling and admission, on declaration of results of GU Post Graduate Entrance Test (PGET, 2023) and GURET, 2023 by Gauhati University for M.Sc., M.Phil and Ph.D academic programs.
2. The candidates are advised to visit the LGBRIMH website ([www.lgbrimh.gov.in](http://www.lgbrimh.gov.in)) and the GU portal, from time to time, for relevant information and instructions. (<https://admissions.guportal.in>), (<https://onlinegu.in/>).
3. Candidates must submit downloaded online application form which has already been submitted to Gauhati University on the date of counseling for verification.
4. Candidates must produce PGET, 2023 / GURET-2023 Admit Card on the date of counseling for verification.
5. Candidates must produce all certificates and mark sheets including caste/ class/ tribe and experience certificate in original on the day of counseling for verification. OBC (NCL) certificate should be as per Central Govt. format. On failure to do so, his/her candidature shall be rejected, and the seat shall be allotted to the next available/eligible candidate.
6. High School/ Higher Secondary Certificate/ Birth Certificate as proof of date of birth.
7. Employees of the State or Central Government claiming reservation seat under the NER quota or of any public undertaking should produce a NO OBJECTION CERTIFICATE or a letter of award of deputation/sponsorship from the employer at the time of counseling or as stipulated.
8. The cut-off date for determining the eligibility criteria for admission is the closing date for submission of online application form.
9. The decision of the Admission-cum-Counseling Committee shall be final in the matters of the selection of candidates.
10. The period of training/course of study is full-time. Candidates are strictly prohibited from undergoing any other part-time or correspondence course during the period of training/ course of study.
11. All candidates admitted to the Institute shall maintain good conduct, attend to their clinical work, academics and research regularly and abide by the rules and regulations of the Institute/Hostel.
12. Selected candidates shall have to submit the Migration Certificate and Transfer certificate from the Board/University from which they have passed the last qualifying examination at the time of admission/joining the course.
13. Candidates allotted seat must carry one of the identification proofs (ID Proof) to the Institute at the time of admission i.e. PAN Card, Driving License, Voter ID Card, Passport or Aadhar card etc. for needful information.
14. On request, hostel accommodation will be provided to the admitted scholars and trainees subject to availability of seats. Trainees have to follow hostel rules and regulations.

15. After completion of the course, scholars and trainees will have to vacate the hostel room within 7 days. Failing which, license fee will be charged ten times the rate of normal license fee.
16. The Admission cum Counseling Committee (ACC) will take into consideration anything not specified herein, in regard to the admission process.
17. For further information candidates may contact the Institute/Academic Office / Departments in the Institute through e-mail and contact nos. provided below:

- Institute email: mail@lgbrimh.gov.in
- 03712-232941 (Dept of Psychiatry)  
Email : academic@lgbrimh.gov.in
- 03712-233108 (Department of Psychiatric Nursing)  
Email : psynursing@lgbrimh.gov.in
- 03712-232947 / 03712-233160 (Department of PSW)  
Email : psw@lgbrimh.gov.in
- 03712- 233122/ 232948 (Department of Clinical Psychology)  
Email : cp@lgbrimh.gov.in

**BOND TO BE EXECUTED BY A SELECTED CANDIDATE WHILE JOINING  
M.D. COURSE AT LGBRIMH, TEZPUR, ASSAM**

(To be executed on Non-Judicial Stamp Paper worth of Rs. 50/- or appropriate value in case of state other than Assam)

KNOWN ALL MEN BY THESE PRESENTS THAT I, Dr. ....  
S/O,D/O ..... resident of Vill... ..  
P.O....., in the District..... of having been  
selected to M.D. course in Psychiatry at the LGB Regional Institute of Mental Health,  
Tezpur, Assam do hereby bind myself, my heirs and sureties to pay to the Director,  
LGBRIMH, Tezpur, Assam (Here in after called the "Government") on demand the sum of  
Rs.5,00,000/- (Rupees five lakh only) by the LGBRIMH, Tezpur, Assam.

WHEREAS, I, Dr....., am selected for pursuing M.D. course in  
Psychiatry for a duration of..... years from.....to..... at LGBRIMH,  
Tezpur, Assam;

AND WHEREAS, for the better protection of the interest of LGBRIMH, I have agreed to  
execute this Bond with such condition/s as here under is/are written:

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT in the  
event of my failing to complete the study, or resigning or discontinue before completion of  
tenure of the course or otherwise quitting the course and thereby resulting in loss of seat; and  
found guilty of any insubordination, interference or other misconduct or breach or non-  
performance or violation of any rules pertaining to the Institute and affiliating University; I  
shall forthwith pay to the Institute or as may be directed by the Director, LGBRIMH, Tezpur,  
Assam on demand the said sum of Rs.5,00,000/- (Rupees five lakh only).

AND upon my making such payment, the above written obligations shall be void and no  
effect, otherwise it shall be and remain in full force and virtue.

AND originals of all my certificates as mentioned below are submitted to the Department *and  
shall be retained till completion of the course:*

- a. Provisional Allotment letter
- b. Caste Certificate (if applicable) c). Admit Card issued by NBE
- c. Rank letter issued by NBE e).
- d. 12<sup>th</sup> Mark Sheet
- e. Mark sheets of MBBS/BDS 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Professional Examinations
- f. MBBS Degree Certificate/Provisional Degree
- g. Permanent/Provisional Registration Certificate issued by MCI/NMC or DCI/State  
Medical or Dental Council. Provision Registration Certificate is acceptable only cases  
where candidate is undergoing internship and likely to complete the same on or before  
31<sup>st</sup>March of Year of admission.
- h. Internship Completion Certificate from the Head of Institution or College that the  
candidate shall complete the Internship by **31<sup>st</sup> March, of the year of admission.**
- i. Date of Birth Certificate.

Candidates allotted seat must carry one of the identification proofs (ID Proof) to the allotted college at the time of admission (as mentioned in the information bulletin published by the National Board of Examination (NBE) for AIPGMEE i.e. PAN Card, Driving License, Voter ID Card, Passport or Aadhaar card).

The Bond shall in all respects be governed by the laws of India for the time being in force and the rights and liabilities here under shall, where necessary, be accordingly determined by the appropriate Courts in India under Jurisdiction of Tezpur District Court, District: Sonitpur (Assam).

I, sign and swear this Bond on this.....day of..... two thousand and twenty three at.....

Signed and delivered by .....

In the presence of .....

Witnesses 1 ..... 2 .....

Complete Address .....

Complete Address .....

We the undersigned stand as sureties to the bond executed by Dr.....and undertake the liability to pay a sum of Rs. 5.00 lakhs (Rupees five lakhs only) on demand by the Director, LGBRIMH, Tezpur, Assam, in the event of failure of the executor to discharge the bond obligations.

Signature of Sureties:

a. Name: .....

Address: .....

Occupation: .....

b. Name: .....

Address: .....

Occupation: .....

Identified by me:

Sworn before me by the deponents being identified by Advocate (with seal)

Notary

**BOND TO BE EXECUTED BY A SELECTED CANDIDATE WHILE JOINING  
M. PHIL COURSES AT LGBRIMH, TEZPUR**

(To be executed on Non-Judicial Stamp Paper worth of Rs. 50/- or  
appropriate value in case of state other than Assam)

KNOWN ALL MEN BY THESE PRESENTS THAT, I, .....  
S/O,D/O..... resident of Vill.....,  
P.O....., in the District..... of having been  
selected for M. Phil in Clinical Psychology / Psychiatric Social Work course at the LGB  
Regional Institute of Mental Health, Tezpur, Assam, do hereby bind myself, my heirs and  
sureties to pay to the Director, LGBRIMH, Tezpur (Hereinafter called the “Government”)  
on demand the sum of Rs.1,50,000/- (Rupees One lakh fifty thousand only i.e. stipend for  
06 months) by the LGBRIMH, Tezpur, Assam.

WHEREAS I, ....., am selected in Clinical Psychology/ Psychiatric Social Work  
course for a duration of 2 (two) years from..... to..... at LGBRIMH, Tezpur, Assam.  
AND WHEREAS for the better protection of the interest of LGBRIMH, I have agreed to  
execute this Bond with such condition/s as hereunder is/are written:

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT in the  
event of my failing to complete the study, or resigning or discontinue before completion of  
tenure of the course or otherwise quitting the course and thereby resulting in loss of seat; and  
found guilty of any insubordination, interference or other misconduct or breach or  
nonperformance or violation of any rules pertaining to the Institute and affiliating University;  
and refuse to serve the Institute after successful completion of the study - if required by the  
Institute, or any other reason, I shall forthwith pay to the Institute or as may be directed by  
the Director, LGBRIMH, Tezpur, on demand the said sum of Rs.1,50,000/- (Rupees One lakh  
fifty thousand only).

AND upon my making such payment, the above written obligations shall be void and no  
effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force  
and the rights and liabilities hereunder shall, where necessary, be accordingly determined by  
the appropriate Courts in India under Jurisdiction of Tezpur District Court, District: Sonitpur  
(Assam).

I sign and swear this Bond on this.....day of..... two thousand and twenty three at .....

Signed and delivered by .....

In the presence of .....

Witnesses 1 ..... 2 .....

Complete Address .....

Complete Address .....

We the undersigned stand as sureties to the bond executed by.....and undertake the liability to pay a sum of Rs. Rs.1,50,000/- (Rupees One lakh fifty thousand only) on demand by the Director, LGBRIMH, Tezpur, Assam, in the event of failure of the executor to discharge the bond obligations.

Signature of Sureties:

a. Name: .....

Address:.....

Occupation: .....

b. Name: .....

Address: .....

Occupation: .....

Identified by me:

Sworn before me by the deponents being identified by Advocate (with seal)

Notary

**BOND TO BE EXECUTED BY A SELECTED CANDIDATE WHILE JOINING  
M.PHIL & PH.D. COURSES AT LGBRIMH, TEZPUR WITH EXTERNAL FELLOWSHIPS  
(JRF & OTHERS)**

(To be executed on Non-Judicial Stamp Paper worth of Rs. 50/- or  
appropriate value in case of state other than Assam)

KNOWN ALL MEN BY THESE PRESENTS THAT, I, .....  
S/O,D/O..... resident of Vill-.....,  
P.O....., in the District..... having been  
selected for Ph.D / M.Phil in Psychiatric Social Work/ Psychiatric Nursing /Clinical  
Psychology course at the LGB Regional Institute of Mental Health, Tezpur, Assam do  
hereby bind myself, my heirs and sureties to pay to the Director, LGBRIMH, Tezpur (Here  
in after called the “Government”) on demand the sum of Rs.1,50,000/- (Rupees One lakh  
fifty thousand only i.e. stipend for 06 months) by the LGBRIMH, Tezpur, Assam.

WHEREAS I, ..... , am selected for Ph.D/M.Phil  
in Psychiatric Social Work / Ph.D in Psychiatric Nursing/Ph.D/M.Phil in Clinical  
Psychology course for a duration of 2 (two) / 3 (three) years from..... to..... at  
LGBRIMH, Tezpur, Assam.

AND WHEREAS for the better protection of the interest of LGBRIMH, I have agreed to  
execute this Bond with such condition/s as hereunder is/are written.

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT in the  
event of my failing to complete the study, or resigning or discontinue before completion of  
tenure of the course or otherwise quitting the course and thereby resulting in loss of seat;  
and found guilty of any insubordination, interference or other misconduct or breach or  
nonperformance or violation of any rules pertaining to the Institute and affiliating  
University; and refuse to serve the Institute after successful completion of the study  
- if required by the Institute, or any other reason, I shall forthwith pay to the Institute or as  
may be directed by the Director, LGBRIMH, Tezpur, on demand the said sum of  
Rs.1,50,000/- (Rupees One lakh fifty thousand only).

AND upon my making such payment, the above written obligations shall be void and no  
effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force  
and the rights and liabilities here under shall, where necessary, be accordingly determined  
by the appropriate Courts in India under Jurisdiction of Tezpur District Court, District:  
Sonitpur (Assam).

I sign and swear this Bond on this.....day of..... two thousand and twenty three at .....

Signed and delivered by .....

In the presence of .....

Witnesses 1 ..... 2 .....

Complete Address .....

Complete Address .....

We the undersigned stand as sureties to the bond executed by ..... and undertake the liability to pay a sum of **Rs. 1,50,000/-**(Rupees One lakh fifty thousand only) on demand by the Director, LGBRIMH, Tezpur, Assam, in the event of failure of the executor to discharge the bond obligations.

Signature of Sureties:

a. Name: .....

Address: .....

Occupation: .....

b. Name: .....

Address: .....

Occupation: .....

Identified by me:

Sworn before me by the deponents being identified by Advocate (with seal)

Notary



**BOND TO BE EXECUTED BY A SELECTED CANDIDATE WHILE JOINING  
PH.D. COURSES AT LGBRIMH, TEZPUR**

(To be executed on Non-Judicial Stamp Paper worth of Rs. 50/- or appropriate value in case of state other than Assam)

KNOWN ALL MEN BY THESE PRESENTS THAT, I, .....  
S/O,D/O..... resident of Vill-.....,  
P.O....., in the District..... having been  
selected for Ph.D in Psychiatric Social Work/ Psychiatric Nursing /Clinical Psychology  
course at the LGB Regional Institute of Mental Health, Tezpur, Assam do hereby bind  
myself, my heirs and sureties to pay to the Director, LGBRIMH, Tezpur (Hereinafter called  
the "Government") on demand the sum of Rs.1,50,000/- (Rupees One lakh fifty thousand  
only i.e. stipend for 06 months) by the LGBRIMH, Tezpur, Assam.

WHEREAS I,....., am selected for Ph.D in Psychiatric Social Work / Ph.D  
in Psychiatric Nursing/Ph.D in Clinical Psychology course for a duration of 3 (three) years  
from..... to .....at LGBRIMH, Tezpur, Assam.

AND WHEREAS for the better protection of the interest of LGBRIMH, I have agreed to  
execute this Bond with such condition/s as hereunder is/are written:

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT in the  
event of my failing to complete the study, or resigning or discontinue before completion of  
tenure of the course or otherwise quitting the course, and thereby resulting in loss of seat; and  
found guilty of any insubordination, interference or other misconduct or breach or  
nonperformance or violation of any rules pertaining to the Institute and affiliating University;  
and refuse to serve the Institute after successful completion of the study  
- if required by the Institute, or any other reason, I shall forthwith pay to the Institute or as  
may be directed by the Director, LGBRIMH, Tezpur, on demand the said sum of  
Rs.1,50,000/- (Rupees One lakh fifty thousand only).

AND upon my making such payment, the above written obligations shall be void and no  
effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force  
and the rights and liabilities here under shall, where necessary, be accordingly determined by  
the appropriate Courts in India under Jurisdiction of Tezpur District Court, District: Sonitpur  
(Assam).

I sign and swear this Bond on this.....day of..... two thousand and twenty three at .....

Signed and delivered by .....

In the presence of .....

Witnesses 1 ..... 2 .....

Complete Address .....

Complete Address .....

We the undersigned stand as sureties to the bond executed by .....and undertake the liability to pay a sum of **Rs. 1,50,000/-**(Rupees One lakh fifty thousand only) on demand by the Director, LGBRIMH, Tezpur, Assam, in the event of failure of the executor to discharge the bond obligations.

Signature of Sureties:

a. Name: .....

Address: .....

Occupation: .....

b. Name: .....

Address: .....

Occupation: .....

Identified by me:

Sworn before me by the deponents being identified by Advocate (with seal)

Notary

**BOND TO BE EXECUTED BY A SELECTED CANDIDATE WHILE JOINING  
M. SC. NURSING (PSYCHIATRIC NURSING) COURSE at LGBRIMH,TEZPUR,  
ASSAM**

(To be executed on Non-Judicial Stamp Paper worth of Rs. 50/- or appropriate value in case of state other than Assam)

KNOWN ALL MEN BY THESE PRESENTS THAT, I, .....  
S/O,D/O..... resident of Vill-....., P.O.,  
in the District..... having been selected for **M. Sc. Nursing  
(Psychiatric Nursing) course at the LGB Regional Institute of Mental Health, Tezpur** do hereby bind myself, my heirs and sureties to pay to the Director, LGBRIMH, Tezpur (Hereinafter called the "Government") on demand the sum of **Rs. 90,000/-** (Rupees ninety thousand only i.e. stipend for 06 months) by the LGBRIMH, Tezpur, Assam.

WHEREAS I,....., am selected in M.Sc. Nursing course for a duration of 2 (two) years from..... to.....at LGBRIMH, Tezpur, Assam.

AND WHEREAS for the better protection of the interest of LGBRIMH, I have agreed to execute this Bond with such condition/s as hereunder is/are written:

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT in the event of my failing to complete the study, or resigning or discontinue before completion of tenure of the course or otherwise quitting the course and thereby resulting in loss of seat; and found guilty of any in subordination, interference or other misconduct or breach or nonperformance or violation of any rules pertaining to the Institute and affiliating University; and refuse to serve the Institute after successful completion of the study- if required by the Institute, I shall forth with pay to the Institute or as may be directed by the Director, LGBRIMH, Tezpur, Assam on demand the said sum of **Rs. 90,000/-** (Rupees ninety thousand only).

AND upon my making such payment, the above written obligations shall be void and no effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force and the rights and liabilities hereunder shall, where necessary, be accordingly determined by the appropriate Courts in India under Jurisdiction of Tezpur District Court, District: Sonitpur (Assam).

I sign and swear this Bond on this.....day of..... two thousand and twenty three at .....

Signed and delivered by .....

In the presence of .....

Witnesses 1 ..... 2 .....

Complete Address .....

Complete Address .....

We the undersigned stand as sureties to the bond executed by..... and undertake the liability to pay a sum of **Rs. 90,000/-**(Rupees ninety thousand only) on demand by the Director, LGBRIMH, Tezpur, Assam, in the event of failure of the executor to discharge the bond obligations.

Signature of Sureties:

a. Name: .....

Address: .....

Occupation: .....

b. Name: .....

Address: .....

Occupation: .....

Identified by me:

Sworn before me by the deponents being identified by Advocate (with seal)

Notary

**BOND TO BE EXECUTED BY A SELECTED CANDIDATE WHILE JOINING  
MASTERS IN MEDICAL LABORATORY SCIENCES (MMLS) COURSE at  
LGBRIMH,TEZPUR, ASSAM**

(To be executed on Non-Judicial Stamp Paper worth of Rs. 50/- or appropriate value in case of state other than Assam)

KNOWN ALL MEN BY THESE PRESENTS THAT, I, .....  
S/O,D/O..... resident of Vill .....  
P.O....., in the District ..... having been selected  
for **MMLS course at the LGB Regional Institute of Mental Health**, Tezpur do hereby  
bind myself, my heirs and sureties to pay to the Director, LGBRIMH, Tezpur (Herein after  
called the "Government") on demand the sum of **Rs. 18,000/-** (Rupees eighteen  
thousand only i.e. stipend for 06 months) by the LGBRIMH, Tezpur, Assam.

WHEREAS I, ....., am selected in MMLS course for  
a duration of 2 (two) years from..... to..... at LGBRIMH, Tezpur, Assam.

AND WHEREAS for the better protection of the interest of LGBRIMH, I have agreed to  
execute this Bond with such condition/s as hereunder is/are written.

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT in the  
event of my failing to complete the study, or resigning or discontinue before completion of  
tenure of the course or otherwise quitting the course and thereby resulting in loss of seat; and  
found guilty of any insubordination, interference or other misconduct or breach or  
nonperformance or violation of any rules pertaining to the Institute and affiliating University;  
and refuse to serve the Institute after successful completion of the study- if required by the  
Institute, I shall forthwith pay to the Institute or as may be directed by the Director,  
LGBRIMH, Tezpur, Assam on demand the said sum of **Rs.18,000/-** (Rupees eighteen  
thousand only).

AND upon my making such payment, the above written obligations shall be void and no  
effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force  
and the rights and liabilities hereunder shall, where necessary, be accordingly determined by  
the appropriate Courts in India under Jurisdiction of Tezpur District Court, District: Sonitpur  
(Assam).

I sign and swear this Bond on this.....day of..... two thousand and twenty three at .....

Signed and delivered by .....

In the presence of .....

Witnesses 1 ..... 2 .....

Complete Address .....

Complete Address .....

We the undersigned stand as sureties to the bond executed by.....and undertake the liability to pay a sum of **Rs. 18,000**/(Rupees eighteen thousand only) on demand by the Director, LGBRIMH, Tezpur, Assam, in the event of failure of the executor to discharge the bond obligations.

Signature of Sureties:

a. Name: .....

Address: .....

Occupation: .....

b. Name: .....

Address: .....

Occupation: .....

Identified by me:

Sworn before me by the deponents being identified by Advocate (with seal)

Notary

**Forwarding note to be signed by the Employer under whom the Applicant is employed (for deputed candidate only)**

This is to certify that ..... has been serving the under mentioned State/Institute/Office/Organization since ..... to ..... in the capacity of .....

There is no objection to release the applicant if he/she is selected for the applied courses, within the prescribed limit of time.

I also certify that I shall inform the authorities of the LGB Regional Institute of Mental Health, Tezpur, Assam about the financial term e.g. Salary, Leave Salary, Study Leave Salary, Deputation Allowances etc., which are paid to the applicant during the deputation / sponsorship period.

Place: (Signature with official stamp)

Date: Head of the Institute/Office/Organization/Department

Name:

Designation:

Address:

Office seal

**OBC Certificate Format**

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD  
CLASS APPLYING FOR APPOINTMENT TO POSTS/ADMISSION TO  
CENTRAL EDUCATIONAL INSTITUTIONS(CEIs), UNDER THE  
GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kum.\* \_\_\_\_\_ Son/Daughter\* of Shri/Smt.\* \_\_\_\_\_  
\_\_\_\_\_ of Village/Town\* \_\_\_\_\_ District/Division\* in the \_\_\_\_\_  
\_\_\_\_\_ State belongs to the community which is recognized as a backward class under :

- (i) Resolution No.12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section I No.186 dated 13/09/93
- (ii) Resolution No.12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No.163 dated 20/10/94
- (iii) Resolution No.12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No.88 dated 25/05/95
- (iv) Resolution No.12011/96/94-BCC dated 09/03/96
- (v) Resolution No.12011/44/96-BCC dated 06/12/96 published in the Gazette of India Extraordinary Part I Section I No.210 dated 11/12/96
- (vi) Resolution No.12011/13/97-BCC dated 03/12/97
- (vii) Resolution No.12011/99/94-BCC dated 11/12/97
- (viii) Resolution No.12011/68/98-BCC dated 27/10/99
- (ix) Resolution No.12011/88/98-BCC dated 06/12/99 published in the Gazette of India Extraordinary Part I Section I No.270 dated 06/12/99
- (x) Resolution No.12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No.71 dated 04/04/2000
- (xi) Resolution No.12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No.210 dated 21/09/2000
- (xii) Resolution No.12015/9/2000-BCC dated 06/09/2001
- (xiii) Resolution No.12011/1/2001-BCC dated 19/06/2003
- (xiv) Resolution No.12011/4/2002-BCC dated 13/01/2004
- (xv) Resolution No.12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No.210 dated 17/01/2006
- (xvi) Resolution No.12011/14/2004-BCC dated 12/03/2007 published in the Gazette of India Extraordinary Part I Section I No.67 dated 12/03/2007
- (xvii) Resolution No.12015/2/2007-BCC dated 18/08/2010



- (xviii) Resolution No.12015/2/2007-BCC dated 11/10/2010
- (xix) Resolution No.12015/15/2008-BCC dated 16/06/2011
- (xx) Resolution No.12015/13/2010-BCC dated 08/12/2011
- (xxi) Resolution No.12012/05/2011-BCC dated 17/02/2014
- (xxii) Resolution No.12015/05/2011-BC-II dated 14/07/2015
- (xxiii) Resolution No.12011/04/2014-BC-II dated 11/08/2016

Shri/Smt./Kum.\*..... and/or his/her family ordinarily reside(s) in the..... District/Division of.....State. This is also certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel& Training O.M. No. 36012/22/93-Estt.(SCT) dated 08/09/93 which is modified vide OM No.36033/3/2004-Estt.(Res.) dated 09.03.2004, further modified vide OM No.36033/3/2004-Estt.(Res.) dated 14/10/2008 again further modified vide OM No.36036/2/2013-Estt.(Res.) dated 30/05/2014 or the latest notification of the Government of India.

Dated :.....

District Magistrate/Deputy  
Commissioner/ Competent Authority  
(Seal)

\* Please delete the word(s) which are not applicable.

NOTE :-

- (a) The term \_Ordinarily resides used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below :
  - (i) District Magistrate/ Additional Magistrate/Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ 1<sup>st</sup> Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1<sup>st</sup> Class Stipendiary Magistrate)
  - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
  - (iii) Revenue Officer not below the rank of Tehsildar and Sub-Divisional Officer of the area where the candidate and/or his family resides.

**FORM OF CASTE CERTIFICATE FOR SC/ST**

This is to certify that Shri/Shrimati/Kumari\*.....  
Son/Daughter\* of ..... of Village/Town\* .....  
..... District/Division\* ..... of the State/Union Territory\* .....  
belongs to the Caste/Tribe\* which is recognized as a Scheduled Caste/ Tribe under:—

- \*The Constitution Scheduled Castes Order, 1950
- \*The Constitution Scheduled Tribes Order, 1950
- \*The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order, 1951;
- \*The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order, 1951;
- [As amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganization) Act, 1971, and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976.]
  
- \*The Constitution (Jammu and Kashmir) \*Scheduled Castes Order, 1956
- \*The Constitution (Andaman and Nicobar Islands)\* Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976
- \*The Constitution (Dadar and Nagar Haveli)\* Scheduled Castes Order, 1962 \*The Constitution (Dadar and Nagar Haveli)\* Scheduled Tribes Order, 1962 \*The Constitution (Pondicherry) Scheduled Castes Order, 1964
- \*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
- \*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968 \*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968 \*The Constitution (Nagaland) Scheduled Tribes Order, 1970
- \*The Constitution (Sikkim) Scheduled Castes Order, 1978 \*The Constitution (Sikkim) Scheduled Tribes Order, 1978
- \*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989 \*The Constitution (SC) Order (Amendment) Act, 1990
- \*The Constitution (ST) Order (Amendment) Act, 1991
- \*The Constitution (ST) Order (Second Amendment) Act, 1991
- \*The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002 \*The Constitution (Scheduled Castes) Order (Amendment) Act, 2002
- \*The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
- \*The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to

Shri/Shrimati\* ..... father/mother of  
 Shri/Shrimati/Kumari .....  
 of Village/Town\* ..... in District/Division\* ..... of  
 the State/Union Territory\* ..... who belongs to the Caste/Tribe\* which is recognized  
 as a Scheduled Caste/Scheduled Tribe in the State/Union Territory\* issued by the  
 dated.....

3. Shri/Shrimati/Kumari\* ..... and/or\*his/her\* families ordinarily reside(s)  
 in Village/Town\* ..... District/Division\* of the State/Union  
 Territory\* of .....

Place: .....

Signature.....

Date: .....

Designation.....

(With Seal of Office)

State/Union

Territory.....

\*Please delete the words which are not applicable. @Please quote specific Presidential Order.  
 % Delete the paragraph which is not applicable.

NOTE: (a) The term ordinarily reside(s) used here, will have the same meaning as in Section  
 20 of the Representation of the People Act, 1950.

The following Officers are authorized to issue caste certificates:

1. District Magistrate /Additional District Magistrate/Collector/Deputy  
 Commissioner/Additional Deputy Commissioner/Deputy Collector/1<sup>st</sup> Class  
 Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive  
 Magistrate/Extra Assistant Commissioner.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency  
 Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub Divisional Officer of the area where the candidate and/or his/her family  
 normally resides.
5. Certificates issued by Gazetted Officers of the Central or of a State Government  
 countersigned by the District Magistrate concerned.
6. Administrator/Secretary to Administrator (Laccadive, Minicoy and Amindivi  
 Islands).

Government of \_\_\_\_\_

(Name & Address of the authority issuing the certificate)

**INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)**

Certificate No. \_\_\_\_\_

Date: .....

**VALID FOR THE YEAR .....**

This is to certify that Shri/Smt./Kumari \_\_\_\_\_son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_ Village/Street \_\_\_\_\_ Post. Office \_\_\_\_\_ District..... in the State/Union Territory.....PinCode \_\_\_\_\_ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her \_\_\_\_\_ family\*\* is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year..... His/her family does not own or possess any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities.

2. Shri/Smt./Kumari belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of  
Office \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_

\* Note 1: income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\* Note 2: the term —Family| for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

\*\*\*Note 3: the property held by a —Family| in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.