

THE TAMIL NADU DR.M.G.R. MEDICAL UNIVERSITY, CHENNAI.

THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY

(AFFILIATION OF M.SC., (MEDICAL SOCIOLOGY) COURSE STATUTES)

ASSENT OF THE CHANCELLOR

These Statues have received the assent of the Chancellor Communicated in
Lr.No.3865/U2/2012 dated 22.10.2012

THE TAMIL NADU DR.M.G.R. MEDICAL UNIVERSITY, CHENNAI.**LAWS OF THE UNIVERSITY****THE TAMIL NADU DR.M.G.R. MEDICAL UNIVERSITY
(AFFILIATION OF M.SC., (MEDICAL SOCIOLOGY) COURSE STATUTES)**

In exercise of the powers conferred by section 42 of the Tamil Nadu Dr.M.G.R. Medical University, Chennai, Act, 1987 (Tamil Nadu Act, 37 of 1987), and in supersession of the Statutes for Affiliation of M.Sc., (Medical Sociology) course the Governing Council of the Tamil Nadu Dr.M.G.R. Medical University, Chennai, hereby makes the following Statutes:

1. (i) These statutes may be called the Tamil Nadu Dr. M.G.R. Medical University

(Affiliation of M.Sc., (Medical Sociology)) course statutes.

- (ii) They shall come into force from the date of assent of the Chancellor.

2. The words and phrases used in these statutes shall unless, the context otherwise requires, have the same meaning as they have with reference to the Tamil Nadu Dr.M.G.R. Medical University, Chennai, Act, 1987, (Tamil Nadu Act 37 of 1987) hereinafter called "the Act".

3. The college and Medical Institutions seeking Provisional Affiliation to the University for starting of M.Sc., (Medical Sociology) degree course shall apply in Form I in the Annexure hereto the Certificate of Registration with the Tamil Nadu Dr.M.G.R. Medical University, Chennai.

4. The duration of the M.Sc., (Medical Sociology) degree course shall be two years.

5. (1) The Colleges, which are conducting M.B.B.S. degree course or Post Graduate Department conducting the Post Graduate course in Community Medicine/Public Health of the Tamil Nadu Dr.M.G.R. Medical University, which are recognized by the Medical Council of India are eligible to apply for **the** Provisional Affiliation for starting the M.Sc., (Medical Sociology) degree course

or

(2) The Medical Institutions within the jurisdiction of the Tamil Nadu Dr.M.G.R. Medical University which have established clinical programmes/services, which have a Community Health Centre attached and also offering the teaching programmes recognized by the State University and/or National Board of Examinations are eligible to apply for Provisional Affiliation for starting the M.Sc., (Medical Sociology) degree course .

The Colleges/Institutions offering established clinical programmes recognized by the State University or National Board of Examinations should have not less than five years of teaching in these activities. In the case of

Colleges/Institutions offering the M.B.B.S. course, it should have been recognized by the Medical Council of India.

or

(3) The Colleges, which are conducting B.Sc., (Medical Sociology) degree course are eligible to apply for the Provisional Affiliation for starting the M.Sc., (Medical Sociology) degree course.

6. (a) The application for the Certificate of Registration shall be in Form I annexed to these statutes and addressed to the Registrar of the Tamil Nadu Dr.M.G.R. Medical University, Chennai. The application shall be submitted to the University, between the 1st July and 31st October of every year.

(b). A Medical Institution referred to in statute 5(2) shall obtain the prior permission of the Government of Tamil Nadu for starting the M.Sc., (Medical Sociology) course and submit the same along with the application for Certificate of Registration.
7. The application for Certificate of Registration shall contain the following particulars:
 - a. Name of the college/Medical Institution.
 - b. Address of the college/Medical Institution in which the course is proposed to be started.
 - c. Name and address of the promoting body (i.e.) Trust/Society.

- d. No. of students proposed to be admitted in the first batch of M.Sc., (Medical Sociology) degree course.
 - e. Availability of ready built area facility for training and other physical infrastructures provided exclusively for the students of M.Sc., (Medical Sociology) degree course proposed to be admitted.
 - f. Ready built area available for the accommodation of the academic complex.
 - g. Play ground.
 - h. Hostel – Separately for Men and women.
 - i. Record showing the permission of the Government of Tamil Nadu (applicable only to Medical Institutions)
 - j. Inspection Proforma duly filled-in pertaining to issue of Certificate of Registration;
 - k. A payment receipt for processing fee of Rs.50,000/- (Rupees fifty thousand only), Inspection fee of Rs.30,000/- (Rupees thirty thousand only) and cost of application of Rs.1,000/- (Rupees one thousand only) or such amount as may be fixed by the Governing Council from time to time.
 - l. Such other particulars as may be required by the Tamil Nadu Dr. M.G.R. Medical University, from time to time.
8. On receipt of the application for Certificate of Registration, the University shall scrutinise the same and verify by deputing an Inspection Commission as to whether the following conditions are fulfilled by the College/Medical Institutions to become eligible to receive the Certificate of Registration.

(a) The college/Medical Institution shall possess suitable ready built area of not less than 1,500 sq.ft. exclusively for conducting M.Sc., (Medical Sociology) degree course.

(b) It shall furnish a budget for each year and a separate development budget which will cover the expenses for the fulfillment of the requirements prescribed for the second batch of the course -

(c) The college shall satisfy the University that the lacunae, if any, pointed out in the earlier inspections of the college with regard to M.B.B.S. degree course with Community Medicine Department or Post Graduate Department conducting the Post Graduate course in Community Medicine/Public Health or Post Graduate Institute of Medical Sciences have been already rectified.

(d) The college shall satisfy the University that the first batch of students of M.B.B.S. degree course the Community Medicine Department or students of Post Graduate Department conducting the Post Graduate course in Community Medicine/Public Health have passed out of the college.

9. The University, if fully satisfied on the basis of the Inspection Report that all the conditions to receive the Certificate of Registration, for starting the M.Sc., (Medical Sociology) Degree course are fulfilled, shall issue a Certificate of Registration, in Form II annexed to these statutes to the college/Medical Institution to enable it to make further arrangements to start the first batch M.Sc., (Medical Sociology) degree course

The issue of Certificate of Registration, alone shall not confer any right on the applicant college/Medical Institution to start the M.Sc., (Medical Sociology) Degree course.

10. The applicant college/Medical Institution on receipt of Certificate of Registration, from the University shall apply along with Inspection Proforma duly filled in to the University for Provisional Affiliation of first year M.Sc., (Medical Sociology) Degree Course in Form II annexed to these statutes and shall fulfill the conditions stipulated in statute 11 to enable the University to appoint and send an inspection commission to the college/Medical Institution.

11. (1) For applying for Provisional Affiliation for the first year M.Sc., (Medical Sociology) Degree Course the college/Medical Institutions.

(a) shall appoint the following minimum of the qualified staff members essential for starting the first year M.Sc., (Medical Sociology) course ;

COMMUNITY MEDICINE

(1) One Professor,

(2) One Reader and

(3) Two Lecturers

(b) shall produce evidence of having:-

(i) qualified staff members for the specialities who are either already members of the faculty with adequate time to handle the M.Sc., (Medical Sociology) classes.

or

(ii) qualified persons who have consented to join as members of the faculty of the college after starting the course with their consent letters or appointment orders.

NOTE:- The college shall also give an undertaking to the effect that they shall appoint

all the members who are consented to join the college as in statute 11(1)(b)(ii)

before the grant of Provisional Affiliation by the University.

(c) In addition to the above, Colleges/Medical Institutions shall appoint part time faculty members to teach specialized subjects, namely Statistics, Social Psychology, Mental Health and Medical Records and Health Management.

(d) have sufficient class rooms with one computer room of 12'X15' with adequate number of computers (i.e) 1 computer per candidate, computer tables and chairs and all rooms shall have exhaust fans and fire extinguishers.

(e) have provision of atleast 5 journals, out of which 2 shall be international journals related to the Medical Society or Health Society and also have not less than 25 (Twenty five) standard books on Sociology and Sociology of Health and Medicine.

(2) The Colleges/Medical Institutions which satisfied the above conditions/facilities shall admit not more than 10 students for each year M.Sc., (Medical Sociology) course.

(3) THE QUALIFICATIONS FOR APPOINTMENT TO THE POSTS OF PROFESSOR, READER AND LECTURERS SHALL BE AS FOLLOWS:-

PROFESSOR

(i) M.A. Degree in Sociology and Ph.D. in Sociology having a special focus in Sociology of Health/Medicine from a recognised University in India or abroad,

and

(ii) Teaching or research experience in Sociology of Health or Medicine speciality for a period of not less than 10 (Ten) years of which 3 (Three) years shall be after obtaining Ph.D. qualification.

READER

(i) Ph.D. in Sociology with special reference to health care from a recognised University in India or abroad, and

(ii) Teaching or Research experience for a period of not less than five years in the area of Health Studies of which 3 (Three) years shall be after obtaining the Ph.D. qualification.

LECTURERS

(i) M.A. in Sociology from a recognised University in India or abroad,

and

(ii) Teaching or Research experience for not less than one year in the area of Health Studies.

12. The college/Medical institution which fulfill the conditions stipulated in statute 11 shall apply to the University in writing along with a payment receipt for Rs.30,000/-

(Rupees Thirty thousand only) or such amount as may be fixed by the Governing Council from time to time towards the inspection fee payable to the University.

13. On receipt of the above intimation the University shall send its inspection Commission to inspect the facilities available at the college for the proposed course and to submit report to the University. The Inspection Commission shall after verifying the Inspection Proforma submitted by the Management and also report the lacunae, if any, in the fulfillment of any of the conditions required to be fulfilled and also advise as to the capability of the college/institutions to rectify the lacunae within a period of 30 (thirty) days from the date of receipt of the University Communication / letter. In case there are lacunae in the fulfillment of the conditions, the University may conduct re-inspection wherever necessary on receiving a payment receipt for Rs.30,000/- (Rupees thirty thousand only) or such amount as may be fixed by the Governing Council from time to time towards the re-inspection fee and shall receive a final report from the Inspection Commission.

14. On a detailed examination of the report of the inspection commission if the University is fully satisfied as to the fulfillment of the conditions for Provisional Affiliation for the first batch of M.Sc., (Medical Sociology) degree course, the University shall direct the management of the college to remit a sum of Rs.5,00,000/- (Rupees Five Lakhs only) towards the security deposit. The security deposit shall be invested in the form of fixed deposit in a Nationalised Bank or Government undertaking / Corporation jointly in the names of the Registrar of the University and the Management of the College. The fixed deposit receipt shall be kept in the custody of the Registrar.

The interest accrued on the fixed deposit shall be spent towards the expenses connected with the conduct of the M.Sc., (Medical Sociology) Degree course and the applicant shall submit an utilisation certificate in this regard in Form IV annexed to these statutes, at the end of every academic year.

15. On the remittance of Security Deposit under statute 14 and on payment of the Provisional Affiliation fee of Rs.1,00,000/- (Rupees One Lakh only) or such amount as may be fixed by the Governing Council from time to time towards Provisional Affiliation fee for the first batch by the college, the University shall grant Provisional Affiliation for first batch of M.Sc., (Medical Sociology) degree course.

16. The management of the college/Medical Institutions shall furnish evidence of annual receipt of not less than Rs.4,00,000/- (Rupees Four Lakhs only) being a porting of the annual liability of the college towards payment of salaries to the teaching staff and the maintenance of the Post Graduate departments.

17. When six months period is left for the Commencement of Second Batch of M.Sc., (Medical Sociology) degree course the college/Medical Institution shall apply along with Inspection Proforma duly filled in to the University for Continuance of Provisional Affiliation of the Second Batch of the course in Form III annexed to these statutes with the payment receipt Rs.30,000/- (Rupees thirty Thousand Only) or such amount as may be fixed by the Governing Council from time to time, towards the inspection fee and request the University to depute its Inspection Commission.

18. On receipt of the application along with a copy of Inspection Proforma duly filled in for the Continuance of Provisional Affiliation for Second Batch of M.Sc., (Medical Sociology) degree course under statute 17, the University shall send an inspection commission atleast five (5) months before the commencement of the Second Batch of M.Sc., (Medical Sociology) degree course

19. The Inspection Commission sent by the University shall,

(a) inspect the College regarding the teaching facilities for conduct of second batch of the course.

(b) ensure whether all the facilities provided for conduct of first batch of the course are continued to be provided.

(c) point out in its report the lacunae after verifying the Inspection Proforma submitted by the Management and, if any, in the fulfillment of the conditions,

(d) specify as to the capability of the college to rectify the lacunae within a period of 30 (thirty) days from the date of receipt of the University Communication / letter and submit the report to the University. In case there is lacunae in the fulfillment of the conditions, the University may conduct such re-inspection wherever necessary on receiving a payment receipt for Rs.30,000/- (Rupees thirty thousand only) or such amount as may be

fixed by the Governing Council from time to time towards the re-inspection fee and shall receive a final report from the Inspection Commission.

20. The University, if fully satisfied as to the fulfillment of the conditions prescribed for the Continuance of Provisional Affiliation of Second Batch of M.Sc., (Medical Sociology) degree course, it shall direct the management of the college to remit a sum of Rs.3,00,000/- (Rupees Three Lakhs only) towards the IInd and Final Instalment of security deposit. The security deposit shall be invested in a fixed deposit in a Nationalised Bank or Government Undertaking/Corporation jointly in the names of the Registrar of the University and the Management of the College. The fixed deposit receipt shall be kept in the custody of the Registrar. The interest accrued on the fixed deposit shall be spent on the expenses connected with the conducting of M.Sc., (Medical Sociology) degree course, and the applicant shall submit an utilisation certificate in this regard in form IV annexed to these statutes at the end of every academic year.

21. On remittance of the security deposit under statute 20 and on payment of the Continuance of Provisional Affiliation fee of Rs.60,000/- (Rupees sixty thousand only) towards Continuance of Provisional Affiliation for the Second Batch of the course, the University shall grant Continuance of Provisional Affiliation for Second Batch of of M.Sc., (Medical Sociology) degree course and for the existing batch.

22. GRANT OF CONTINUANCE OF PROVISIONAL AFFILIATION FOR SUBSEQUENT BATCHES OF M.SC., (MEDICAL SOCIOLOGY) DEGREE COURSE:-

The Management of the M.Sc., (Medical Sociology) college shall apply to this University after complying with the requisite facilities, for grant of Continuance of Provisional Affiliation for subsequent batches of M.Sc., (Medical Sociology) degree course as prescribed for second batch of M.Sc., (Medical Sociology) degree course stated above along with the fee prescribed therefor.

23. A Provisional Affiliation/ Continuance of Provisional Affiliation granted by the University in respect of batches of the M.Sc., (Medical Sociology) degree course is subject is subject to the following conditions, namely:

a. The college shall conduct the course strictly in accordance with the course contents framed by the University and any modifications thereon suggested by the Boards of Studies concerned and the Standing Academic Board of the University from time to time.

b. The Governing Council shall have the power after due enquiry to withdraw Provisional Affiliation/ Continuance of Provisional Affiliation granted to a college provided that before coming to such a decision, the Governing Council

shall inform the Management of the college concerned of its findings after enquiry and shall allow it an opportunity of making such representation as it may deem fit and shall record its opinion on the representation so made.

24. The Management of the affiliated college may apply to this University for the increase in seats in M.Sc., (Medical Sociology) degree course upto a maximum of 20 (twenty) seats only. Permission for increase in seats beyond 20 (twenty) will not be considered.

25. It shall be competent for the Governing Council to entertain or decline to entertain, for reasons to be recorded in writing, the application received from the management of the college for increase in the No. of seats subjects to the ceiling specified in Statute 24. The University will review the facilities provided by the college and the performance of the college during the previous years and public interest covered at large, while entertaining the application for increase of seats.

26. No college shall apply to the University for increase in seats until the first batch of students has successfully completed the course and left the college.

27. The management of the college shall satisfy the University regarding the following norms as prescribed by the University in this regard from time to time while making application for increase in seats in Form VI annexed to these statutes.

(i) proportionate increase in the staff, by adding one Reader, One Lecturer with appropriate qualifications.

(ii) proportionate increase in the facilities and accommodation required to train the students.

iii) Inspection Proforma duly filled in

28. On receipt of the application from the management of the college for increase in seats, the University shall appoint an Inspection Commission to inspect the suitability of the facilities provided by the college for such increase in seats. A payment receipt for processing fee of Rs.50,000/- (Rupees fifty thousand only), Inspection fee of Rs.30,000/- (Rupees thirty thousand only) and cost of application of Rs.1,000/- (Rupees one thousand only) or such amount as may be fixed by the Governing Council from time to time,

29. The Inspection Commission sent by the University shall inspect the facilities available at the college for the proposed increase of seats and to submit report to the University. The Inspection Commission shall after verifying the Inspection Proforma submitted by the Management and also report the lacunae, if any, in the fulfillment of any of the conditions required to be fulfilled and also advise as to the capability of the college/Institution to rectify the lacunae within a period of 30 (thirty) days from the date of receipt of the University Communication / letter. In case, there are lacunae in the fulfillment of the conditions, the University may conduct re-inspection wherever necessary on receiving a payment receipt for Rs.30,000/- (Rupees thirty thousand only) or such amount as may be fixed by

the Governing Council from time to time, towards re-inspection fee and shall receive a final report from the Inspection Commission.

30. On receipt of the final report of the above Inspection Commission and if the report is found satisfactory, the University shall grant permission to the college concerned to admit students in the seats so increased.

31. The permission granted to the management of the college by the University under statute 30 is liable to be withdrawn if any of the norms prescribed in the statute 27 is violated. In case of such withdrawal, the permission shall be restored only when a satisfactory report is received by the University on an inspection that the norms prescribed in the statute 27 have been duly complied with.

32. The college/institution shall not enter into any Memorandum of Understanding with other Universities without obtaining the prior permission of this University. The Governing Council shall be competent to entertain or decline to entertain for reasons to be recorded in writing, the application received from the affiliated colleges for such permission.

33. The University shall be competent to conduct surprise inspection suo-motto or on complaints at any point of the year to confirm whether all such institutions are maintained in best condition. If any deficiencies are pointed out / noticed during the surprise inspection, action will be initiated to

withdraw the Provisional Affiliation / Continuance of Provisional Affiliation granted to the particular college/institution.

34. All the fees payable to the University shall be in the mode prescribed by the University from time to time.

35. Prior permission of the State Government/ University is mandatory for shifting of college from one place to another place.

36. Prior permission of the State Government/University is mandatory if there is a change in the Management of the College.

37. The University shall be competent to decide/change the venue of the exam centre at the discretion of Governing Council and to send observers/flying squads during examination. The institution cannot claim the exam centre in their institution as a matter of right.

FORM I

(See Statutes 3 and 6)

**THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY, CHENNAI-32.
APPLICATION FOR CERTIFICATE OF REGISTRATION FOR PROVISIONAL AFFILIATION**

1. Name/Name(s) of the applicant(s)
2. Name of the proposed College/Institution
3. Details of the constitution of the managing Body of the proposed College (in the case of Trusts or Societies, copies of bye-laws/terms of the trust, etc., to be enclosed)
4. Address to which communications are to be sent with telephone number/Fax/Web site/e-mail, if available.
5. Address where the College/Institution is proposed to be located.
6. Lr.No. and Date of Government of Tamil Nadu according permission to start the course (applicable only to Medical Institution. referred in statute 5(2))
7. Previous application, if any, for Provisional Affiliation or approval, in the same subject and their disposal.
8. No. of candidates to be admitted in the First year of the Course.
9. Particulars regarding the arrangement of residential quarters for the staff.
10. Details regarding the availability of play grounds.
11. Details regarding the Hostel facilities proposed.
12. Details of Community Health Centre, Media, Health Education and Communication Equipment
13. Equipments available proposed to be purchased by College / Institution
14. Details of earmarked assets and resources to be utilized for running the proposed

college / Institution (latest statement of assets and liabilities duly certified by a Chartered Accountant to be enclosed)

15. Details regarding the financial soundness of the trust / Society. (Attach a latest Audited Statement)
16. Whether the Trust / Society has the Capacity to deposit the amount as specified in the Statutes.
17. Details regarding the annual income of the Trust / Society etc.
18. Particulars of remittance made by the applicant Trust / Society.
19. Whether the Institution college is having a minimum ready built area of 1,500 sq.ft. for the first batch of course to accommodate administrative office, class rooms, Computer room, seminar hall, Professor and Asst. Professor rooms, Library, toilets for students. (Separately for men and women) exclusively for conduct of M.Sc (Medical Sociology) Course
20. Whether the Trust / Society fulfills all the conditions and requirements as specified in the Statutes to apply for Certificate of Registration.
21. Number of years offering established clinical programmes recognized by the State University/ National Board of Examinations.
22. Whether the Institution is conducting B.Sc. Medical Sociology Course.

Signature of Applicant

Place :

Date :

FORM – II

(See Statutes 9)

CERTIFICATE OF REGISTRATION

Under Statute of the Tamil Nadu Dr.M.G.R. Medical University (Affiliation of Course) Statutes, it is hereby Certified that the application of college for starting of M.Sc., (Medical Sociology) course has been registered with the Tamil Nadu Dr.M.G.R. Medical University, Tamil Nadu.

The issue of this Certificate of Registration, alone shall not confer any right on the applicant college to start the M.Sc., (Medical Sociology) degree course.

This Certificate is valid for a period of one year from the date of issue.

(By order of the Governing Council)

Signature of the Registrar

Place :

Date :

FORM – III

(See Statutes 10 and 17)

**APPLICATION FOR PROVISIONAL AFFILIATION BY COLLEGE TO
START M.Sc. (MEDICAL SOCIOLOGY) DEGREE COURSE.**

1. Name and Address of the applicant

2. Location of College with full address with Telephone Number, if available.

3. Does the college satisfy all the conditions stipulated in the Statutes for the Provisional Affiliation (with full details with evidence therefore).

4. Does the College possess the Certificate of Registration issued by the Tamil Nadu Dr. M.G.R. Medical University for starting M.Sc. (Medical Sociology) degree course by the College (Copy of the Certificate of Registration to be enclosed).

5. Permission of the Government of Tamil Nadu has been obtained (application only for Medical Institution) (produce evidence).

Signature of the Applicant

Place :

Date :

FORM – IV

(See Statutes 14 and 20)

UTILISATION CERTIFICATE

Certified that a sum of Rs..... (Rupees
.....) received as interest for the year
..... on the Security Deposit (Fixed Deposit) deposited as per statute 14/20** for obtaining
First Year Provisional Affiliation/ Second Batch of Continuance of Provisional Affiliation
of M.Sc., (Medical Sociology) Degree course has been fully utilised as per details furnished
herewith towards conduct of the M.Sc., (Medical Sociology) Degree course.

Signature of the Applicant

Place :

Date :

FORM V

(See Statutes 27)

THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY, CHENNAI.

**APPLICATION FOR INCREASE IN THE NUMBER OF SEATS BY COLLEGE
FOR M.Sc., (MEDICAL SOCIOLOGY) DEGREE COURSE.**

1. Name and address of the applicant
2. Location of the college with full address with telephone number, Web Site & E-Mail.
3. Does the college satisfy all the conditions stipulated in the statutes of the University for increase in the number of seats (full details with evidence therefor)
4. Has the college obtained Provisional Affiliation/Continuance of Provisional Affiliation for all the 2 years for the course (full details with University provisional order number and date and copies thereof to be enclosed).
5. No of students permitted for each year of course (Full details year-wise to be furnished).
6. Has the first batch of students completed the course of study appeared for the University Examinations.
7. Percentage of result during the previous years (year-wise details)
8. No. of increase of seats now applied for

Signature of the Applicant

Place :

Date :