

The Tamil Nadu Dr. M.G.R. Medical University, Chennai-600 032.

Laws of the University

The Tamil Nadu Dr. M.G.R. Medical University

(Affiliation of Bachelor of Science (Optometry) Degree 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), 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 Bachelor of Science (Optometry) Degree 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 expressly explained otherwise 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. It shall be necessary for the proposed College/Medical Institution/ Hospital seeking affiliation to the Tamil Nadu Dr. M.G.R. Medical University, Chennai for starting First year Bachelor of Science (Optometry) Degree Course of study to apply in Form-I in the annexure hereto for Certificate of Registration of their application with the Tamil Nadu Dr. M.G.R. Medical University, Chennai.

4. The duration of the above said Bachelor of Science (Optometry) Degree Course shall be three years followed by one year compulsory Internship. The candidates will be eligible for award of degree only after successful completion of the compulsory Internship.
5. (i) Only Educational Trust / Society (hereinafter referred as applicant) with sufficient financial soundness and which satisfy the conditions stipulated hereunder in sub statute (ii) shall be eligible for starting B.Sc (Optometry) Degree Course. Application from individuals for certificate of Registration will not be entertained.
 - (ii) The Trust/Society which are having colleges/ Medical Institutions conducting MBBS Degree Course of study or Post Graduate in M.S. (Ophthalmology) Degree Course or P.G Diploma in Ophthalmology course affiliated to the Tamil Nadu Dr. M.G.R. Medical University, Chennai and recognized by Medical Council of India, New Delhi, (or) running an Ophthalmic Hospital having not less than 25 beds can alone start the B.Sc (Optometry) Degree Course of study.
 - (iii) Conditions to be satisfied by the applicant for issue of Certificate of Registration.
 - (a) The applicant shall have own hospital run by it with not less than 25 beds.
 - (b) The applicant/College/Medical Institution/Hospital shall possess suitable ready built area of not less than 20,000 sq. ft (2000 sq. metres) exclusively for conducting B.Sc (Optometry) Degree Course which consists of class rooms, Library, Hospital, Rest Room, Principal Room, Conference Hall etc. for the entire course.

- (c) The Trust/Society which are already conducting MBBS, M.S (Ophthalmology) or P.G. Diploma Course in Ophthalmology shall provide 25 additional beds exclusively for starting B.Sc (Optometry) Degree Course.
6. (a) The application for Certificate of Registration shall be in writing and in Form-I, annexed to these statutes and addressed to the Registrar of the Tamil Nadu Dr. M.G.R. Medical University, Chennai and shall be submitted to the University between the 1st July and 31st October of the academic year preceding to which affiliation is sought for. The prescribed application Form-I shall be obtained from the University on payment of a sum of Rs.5000/- (Rupees five thousand only) or such amount as may be fixed by the Governing Council from time to time, by means of a Demand Draft drawn in favour of the Registrar of the Tamil Nadu Dr. M.G.R. Medical University, Chennai. The filled in application shall be submitted to the Registrar of this University along with the Demand Draft for a sum of Rs.50,000/- (Rupees fifty thousand only) or such amount as may be fixed by the Governing Council from time to time towards processing fee.
- (b) The applicant shall obtain the prior permission of the Government of Tamil Nadu for starting the B.Sc (Optometry) Degree Course and submit the same along with the application for Certificate of Registration.
- 7 (1) The application for Certificate of Registration shall contain the following particulars, namely:-
- (a) Name of the Trust/Society with full address.
- (b) Name and address of the Medical College / Medical Institution / Hospital in which the course is proposed to be started.

- (c) Number of students proposed to be admitted in the first year of B.Sc (Optometry) Degree Course.
 - (d) The details regarding the availability of the ready built area, facility for training and other physical infrastructures provided exclusively for the students of Bachelor of Science (Optometry) Degree Course proposed to be admitted.
 - (e) Ready built area available for the accommodation of the academic complex.
 - (f) Whether the Applicant has fully complied with the guidelines of the University with regard to the conducting of Bachelor of Science (Optometry) Degree Course.
 - (g) Playground
 - (h) Hostel with indoor games.
 - (i) Permission of the Government of Tamil Nadu for starting the course.
 - (j) Such other particulars as may be required by the Tamil Nadu Dr. M.G.R. Medical University, Chennai, from time to time.
- (2) The applicant shall also enclose a Demand Draft for Rs.40,000/- (Rupees forty thousand only) or such amount as may be fixed by the Governing Council from time to time drawn in favour of the Registrar, towards the inspection fee to the University for deputing an Inspection Commission along with their application for Certificate of Registration.
8. On receipt of the application for Certificate of Registration, the University shall scrutinize the same and verify by deputing an Inspection Commission, as to whether the following conditions required to be fulfilled by the applicant to become eligible to receive the said Certificate of Registration. The Inspection Commission shall specifically examine whether the following conditions are fulfilled by the applicant and make a detailed report to the University.

- (a) The applicant/Medical institution/Hospital shall satisfy that it has a ready built area of not less than 20,000 square ft. (2000 sq.mts) exclusively suitable for conducting the entire Bachelor of Science (Optometry) Degree Course with proper sanitation facilities, provision for safe drinking water, adequate water supply for clinical and laboratory purposes, library, store rooms, toilets for students, staff (separately for men and women) and such other facilities which shall be necessary from time to time as may be specified by the University in this regard.
- (b) The applicant / College / Medical Institution / Hospital shall have own hospital run by it with not less than 25 beds exclusively for starting B.Sc (Optometry) Degree Course.
- (c) It shall furnish a budget for each year of study and a separate development budget which will cover the expenses for the fulfillment of the requirements prescribed for the second and third year of the course of study.
- (d) The applicant proposed to start the B.Sc (Optometry) Degree Course, in the existing College/Institution, it shall satisfy the University that the lacunae, if any, pointed out in the earlier inspection of the college with regard to MBBS Degree Course of study/Post Graduate Degree/Diploma course in Ophthalmology/ Master degree of any other Degree Course affiliated to the Tamil Nadu Dr. M.G.R. Medical University have already been rectified.
- (e) The applicant shall also satisfy that it has actual physical possession of the ready built area and shall furnish necessary documents in this regard and such other documents required by the University from time to time.

9. The University, if fully satisfied on the basis of the Inspection report that all the conditions required to be fulfilled by the applicant are fulfilled, shall issue a Certificate of Registration in Form-II annexed to these statutes, to the applicant to enable the applicant to make further arrangements to start the First Year Bachelor of Science (Optometry) Degree Course of study after collecting a sum of Rs.50,000/- (Rupees fifty thousand only) or such amount as may be fixed by the Governing Council from time to time towards the fee for issue of Certificate of Registration. The issue of Certificate of Registration alone shall not confer any right on the applicant to start the Bachelor of Science (Optometry) Degree Course of study.
10. The applicant on receipt of Certificate of Registration from the University shall apply to the University for provisional affiliation of First Year Bachelor of Science (Optometry) Degree Course of study in Form-III annexed to these statutes, and shall fulfil the conditions stipulated in statute 11 to enable the University to appoint and send an inspection commission.
11. (1) For applying for affiliation for the first year Bachelor of Science (Optometry) Degree Course of study, the Applicant College / Medical Institution / Hospital shall produce evidence of having;
- (a) (i) qualified staff members of the specialties, who are either already members of the faculty with adequate time to handle the Bachelor of Science (Optometry) Degree Course classes.
- (OR)
- (ii) qualified persons who have consented to join as members of the faculty of the College / Medical Institution / Hospital after starting the course with their consent letters or appointment orders.

(b) have minimum of the qualified staff members essential for the First year Bachelor of Science (Optometry) Degree Course of study shall be;

Teaching Faculty

1. Principal	- 1 No. - Full time
2. Professor in Ophthalmology	- 1 No. - Full time
3. Assistant Professor in Ophthalmology	- 5 Nos. - Full time
4. Assistant Professor in Anatomy	- 1 No. - Part time
5. Assistant Professor in Physiology	- 1 No. - Part time
6. Assistant Professor in Biochemistry	- 1 No. - Part time
7. Assistant Professor in Pharmacology	- 1 No. - Part time
8. Assistant Professor in Pathology	- 1 No. - Part time
9. Assistant Professor in Microbiology	- 1 No. - Part time
10. Tutor/Junior Instructor	- 5 Nos. - Full time
11. Senior Lecturers/Senior Instructors	- 2 Nos. - Full time
12. Assistant Professor in Mathematics	- 1 No. - Full time
13. Tutors in Optometry	- 5 Nos. - Full time
14. Assistant Professor in English	- 1 No. - Part time
15. Lecturer in computer	- 2 Nos. - Part time

Note:

The applicant 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) (a) (ii) before the grant of provisional affiliation by the University.

- (1) (a) The above staffs are essential for a maximum sanctioned intake upto 20 (Twenty) students only.
- (b) The staff already exists under Post Graduate courses can be utilized for this course without affecting the conduct of the Post Graduate courses concerned.
- (c) The applicant shall produce evidence to the effect that the proposed B.Sc (Optometry) Degree Course is fully equipped in the following aspects.
 - (i) Facilities for teaching Anatomy, Physiology, Biochemistry.
 - (ii) Facilities for teaching Pharmacology, Pathology & Microbiology, Clinical Psychology.
 - (iii) Facilities for teaching Epidemiology, Bio-Statistics & Public Health Law & Optometry.
 - (iv) An Anatomy Museum with Charts, Models, Specimens pertaining to Eye with a minimum space of 30 feet x 30 feet
 - (v) A Physiology Lab with Charts, Models, Specimens pertaining to Eye with a minimum space of 30 feet x 30 feet
 - (vi) A Bio-Chemistry Lab with Charts, Models, Specimens pertaining to Eye with a minimum space of 30 feet x 30 feet
 - (vii) A multi purpose hall for conduct of meetings Seminars and examination etc.
 - (viii) Minimum of three Common Rooms one for faculty, one for students and one for office staff with minimum space of 50 feet x 30 feet each
 - (ix) A class room for teaching not less than 15 x 15 sq. ft.
 - (x) Library facility Books relevant to the specialty minimum 50 Nos. current Journals minimum 5 Nos.
 - (xi) have sufficient class room of 12' x 15' with computer and adequate number of computer tables and chairs and all rooms shall have exhaust fan and fire extinguishers.

- 2) The College / Medical Institution / Hospital which satisfies the above conditions / faculties shall admit not more than 20 students for each year for Bachelor of Science (Optometry) Degree Course of study.
- 3) The qualification for appointment to the post of Principal/Professor/Assistant Professor/Lecturers/ Senior Instructor/Tutors shall be as follows:

(1) **Principal:-**

The post of Principal is necessary with M.B.B.S with 15 years of experience in the field of Ophthalmology or Diploma holder in Ophthalmology with 10 years experience or P.G. Degree in Ophthalmology with 5 years experience.

(2) **Professor in Ophthalmology:-**

M.S Ophthalmology/DNB in Ophthalmology having 8 (Eight) years experience in the teaching faculty concerned .

(3) **Assistant Professor in Ophthalmology:-**

MBBS/MS/DNB in Ophthalmology having minimum 5 (five) years experience.

(4) **Assistant Professor in the Faculties:-**

For Basic Sciences subjects viz., Anatomy, Physiology, Biochemistry, Pharmacology, Pathology, Microbiology.

(i) MD/MS or M.Sc (Non-medical) in the concerned speciality

OR

(ii) MBBS preferably with 4 to 5 years teaching experience in the concerned speciality.

(5) **Lecturer/Senior Instructor:-**

M.Sc (Optometry), M.Phil (Optometry) with Ph.D., qualification with 3 years experience.

(6) **Junior Instructor:-**

B.Sc (Optometry) with 4-8 years experience.

(7) **For pre-clinical subject**

Assistant Professor in Mathematics either part time or full time appointed for mathematics subject minimum should take three run classes per week.

(8) **Assistant Professor in English:-**

Minimum MA/BA in English Literature qualified person shall be appointed as part time or full time teacher.

(9) **Lecturer in Computer:-**

Diploma holders in computer application shall be appointed for computer subject either part time or full time.

(10) **Lecturer in Marketing and Consumer Behaviour:-**

MBA/MHA with or without Ph.D., qualified person shall be appointed.

(11) **Lecturer in clinical Psychology:-**

M.Sc (Psychology) with or without M.Phil qualified teaching faculty shall be appointed.

(12) **Lecturer in Law & Optometry:-**

M.L. qualified faculty shall be appointed.

(13) **Lecturer in Epidemiology & Bio-Statistics:-**

M.Sc./MBA (Health Sciences)/Hospital Management/MHA with or without M.Phil Qualified teaching faculty shall be appointed.

12. The applicant College / Medical Institution / Hospital which fulfil the conditions stipulated in statute 11, shall apply to the University in writing along with the Demand Draft for a sum of Rs.40,000/- (Rupees forty 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 in the college for the proposed B.Sc (Optometry) Degree Course and to submit report to the University. The inspection commission shall 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 applicant to rectify the lacunae within a period of two months. In case there are lacunae in the fulfillment of the conditions, the University may conduct re-inspection and shall receive a final report from the inspection commission.

14. On a detailed examination of the final report of the inspection commission if the University is fully satisfied as to the fulfillment of the conditions for affiliation for the First Year Bachelor of Science (Optometry) Degree Course of study, the University shall direct the applicant to remit a sum of Rs.10,00,000/- (Rupees Ten Lakhs only) towards the security deposit. The Security Deposit shall be invested in a Fixed Deposit in a Nationalized Bank or Government Undertaking / Corporation jointly in the name of the Registrar of the Tamil Nadu Dr. M.G.R. Medical University, Chennai 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 B.Sc (Optometry) Degree Course and the applicant shall submit a utilization 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 affiliation fee of Rs.4,00,000/- (Rupees Four lakhs only) or such amount as may be fixed by the Governing Council from time to time towards provisional affiliation fee for the first year by the applicant, the University shall grant provisional affiliation for the First Year Bachelor of Science (Optometry) Degree Course of study. The University may withdraw the provisional affiliation granted herein after giving three months notice stating the reasons therefor and after considering the explanation of the management of the applicant.

16. The applicant shall furnish evidence of annual income of not less than Rs.10,00,000/- (Rupees Ten lakhs only) being a portion of the annual liability of the College towards payment of salaries to the teaching staff and the maintenance of the Departments.

17. On grant of provisional affiliation the management of the College / Medical Institution / Hospital shall inform the University that all the required staff as per statute 11 have already been appointed and are in position to take classes.

18. The University shall, on fulfillment of the requirement under statute 15, issue orders to the College / Medical Institution / Hospital to admit students in such number as may be specified by the University.

The provisional affiliation granted by the University shall be only for the First Year Bachelor of Science (Optometry) Degree Course of study.

19. When Six months period is left for the First Year Bachelor of Science (Optometry) Degree Course examinations, the applicant shall apply to the University for provisional affiliation of the second year of the course in Form-III annexed to these statutes with a Demand Draft for Rs.40,000/- (Rupees forty thousand only) or

such amount as may be fixed by the Governing Council from time to time, drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai towards the inspection fee and request the University to depute its inspection commission.

20. On receipt of the application under statute 19, the University shall send an inspection commission at least three months before the date of commencement of the First year Bachelor of Science (Optometry) Degree Course examination.

21. The Inspection Commission sent by the University shall,

(a) ensure whether all the facilities provided for conduct of first year Bachelor of Science (Optometry) Degree Course are continued to be provided.

(b) Point out in its report the lacunae, if any, in the fulfillment of the conditions.

(c) specify as to the capability of the college to rectify the lacunae within a period of two months and submit the report to the University.

22. The University if fully satisfied as to the fulfillment of the conditions prescribed for affiliation of the second year Bachelor of Science (Optometry) Degree Course of study, it shall direct the college / Medical Institution / Hospital to remit a sum of Rs.10,00,000/- (Rupees Ten lakhs only) towards the 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 Tamil Nadu Dr. M.G.R. Medical University, Chennai, 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 for the conducting the Bachelor of Science (Optometry) Degree Course and the applicant shall submit a utilization certificate in this regard in Form-IV annexed to these statutes at the end of every academic year.

23. On remittance of the security deposit under Statute 22, and on payment of the University affiliation fee of Rs.75,000/- (Rupees seventy five thousand only) or such amount as may be fixed by the Governing Council from time to time towards provisional affiliation fee for the second year of the course, the University shall grant provisional affiliation for second year Bachelor of Science (Optometry) Degree Course of study. The University may withdraw the provisional affiliation granted herein after giving three months notice stating the reasons therefor and after considering the explanation of the management of the college.

24. The provisional affiliation granted in statute 23 by the University shall be only for the Second Year Bachelor of Science (Optometry) Degree Course of study.

25. When six months period is left for the Second year Bachelor of Science (Optometry) Degree Course Examination, the applicant shall apply to the University for provisional affiliation of the Third and Final Year Bachelor of Science (Optometry) Degree Course of study in Form-III annexed to these statutes with a Demand Draft for Rs.40,000/- (Rupees forty thousand only) or such amount as may be fixed by the Governing Council from time to time, drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R Medical University, Chennai towards the inspection fee and request the University to depute its Inspection Commission.

26. On receipt of the application under statute 25, the University shall send an inspection commission atleast three months before the date of commencement of the second year Bachelor of Science (Optometry) Degree Course examinations.

27. The Inspection Commission sent by the University shall:-

- (a) Inspect the college regarding the continuance of all the teaching faculties appointed for the course.

- (b) Ensure whether all the facilities provided for conduct of first and second year of Bachelor of Science (Optometry) Degree Course are continued to be provided.
- (c) Point out in its report the lacunae, 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 two months and submit the report to the University.

In case there are lacunae in the fulfillment of the conditions, the University may conduct such re-inspection and shall receive a final report from the Inspection Commission.

28. The University if fully satisfied as to the fulfillment of the conditions prescribed for affiliation of Third and Final Year Bachelor of Science (Optometry) Degree Course of study, it shall direct the College / Medical Institution / Hospital to remit a sum of Rs.75,000/- (Rupees seventy five thousand only) or such amount as may be fixed by the Governing Council from time to time towards provisional affiliation fee for third and final year of the course. On payment of the affiliation fee of Rs.75,000/- (Rupees seventy five thousand only) or such amount as may be fixed by the Governing Council from time to time towards provisional affiliation fee for the Third and Final year of the course by the College / Medical Institution / Hospital, the University shall grant provisional affiliation for Third and Final year of Bachelor of Science (Optometry) Degree Course of study. The University may withdraw the provisional affiliation granted herein after giving three months notice stating the reasons therefor and after considering the explanation of the management of the college.

The provisional affiliation granted above by the University shall be only for the third and Final year B.Sc (Optometry) Degree Course of study.

INTERNSHIP:

- (i) It shall be necessary for the students who have successfully completed the three years B.Sc (Optometry) Degree Course of study to undergo a Compulsory Internship Training for a period of One year to qualify for the award of B.Sc (Optometry) Degree Course from the Tamil Nadu Dr. M.G.R. Medical University, Chennai.
- (ii) When six months period is left for the Final B.Sc (Optometry) Degree Course examinations, the College/Medical Institution shall apply to the University, for affiliation of Compulsory Internship Training, with a Demand Draft for Rs.40,000/- (Rupees forty thousand only) or such amount as may be fixed by the Governing Council from time to time, drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai, towards the inspection fee and request the University to depute its Inspection Commission.
- (iii) The management of the College/Medical Institution shall, before applying for affiliation for the Compulsory Internship Training provide the required facilities and staff members. The details regarding these provisions shall be furnished in the application for affiliation for internship.
- (iv) On receipt of the application under statute 28 (ii), the University shall send an Inspection Commission atleast three months before the date of commencement of the Final year B.Sc (Optometry) Degree Course examination.
- (v) The Inspection Commission sent by the University shall,
 - (a) Inspect the college regarding teaching facilities for conduct of Compulsory Internship Training,
 - (b) ensure whether all the facilities provided for conduct of Compulsory Internship Training are continued to be provided,

(c) point out in its report the lacunae, if any, in the fulfilment of the conditions,

(d) specify as to the capability of the College/Medical Institution to rectify the lacunae within a period of two months and submit the report to the University.

In case there is lacunae in the fulfilment of the conditions, the University may conduct such re-inspection and shall receive a final report from the Inspection Commission.

(vi) On a detailed examination of the final report of the Inspection Commission, if the University is fully satisfied as to the fulfilment of the conditions for the affiliation of the Compulsory Internship Training, the University shall direct the management of the college to remit a sum of Rs.75,000/- (Rupees seventy five thousand only) or such amount as may be fixed by the Governing Council from time to time by means of a Demand Draft drawn in favour of the Registrar, the Tamil Nadu Dr.M.G.R. Medical University, Chennai, towards provisional affiliation fee for the Compulsory Internship Training. The University may withdraw the provisional affiliation granted herein after giving three months notice stating the reasons therefor and after considering the explanation of the management of the college.

(vii) The College/Medical Institution/Hospital seeking affiliation for Compulsory Internship Training shall follow the modifications in the course contents suggested by the Boards of Studies and Standing Academic Board of the University from time to time.

29. The University shall also be competent to send observers during examinations at their discretion.

30. The applicant shall send to the University every year a report regarding the service, academic and research activities of the college and also annual staff return.

31. (i) Thereafter, three months before the closure of every academic year, the management of the college shall make an application in writing to the University for grant of Continuance of Provisional Affiliation for conduct of the entire course of study during the next academic year along with the prescribed inspection fee and request the University to appoint an Inspection Commission to inspect the college for grant of Continuance of Provisional Affiliation for conduct of the entire course of study.

(ii) The University on receipt of such application shall appoint an Inspection Commission to inspect the college and to verify whether all the infrastructural facilities required for the conduct of the entire course of study are continued to be provided by the college. The Inspection Commission after inspecting the college shall submit a report to the University as to the continuance of all the required infrastructural facilities in the college for conduct of the entire course of study.

(iii) The University after detailed examination of the Inspection Report and if the University is fully satisfied as to the continuance of all the required infrastructural facilities for grant of Continuance of Provisional Affiliation for conduct of the entire course of study, the University shall after collecting a sum of Rs.75,000/- (Rupees seventy five thousand only) or such amount as may be fixed by the Governing Council from time to time towards the fee for the grant of provisional affiliation for conduct of the entire course of study.

(iv) It shall be necessary for the management of the college to obtain the Continuance of Provisional Affiliation to conduct the entire course of study, as stated above every year. The above provisions will be followed for granting Continuance of Provisional Affiliation for conduct of the entire course of study, every year.

(v) It shall be competent for the University to withdraw the provisional affiliation granted herein for conduct of the entire course of study by giving 3 months notice stating the reasons therefor, to the management of the college and after considering the explanation submitted by the college.

GENERAL

32. The provisional affiliation granted by the University in respect of each year of the B.Sc (Optometry) Degree Course of study is subject to the following conditions, namely:

- (a.)The College/Medical Institution/Hospital shall conduct the course of study 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 University may inspect the College/Medical Institution/ Hospital by sending an Inspector from the University, if the University so deems fit, after giving two weeks notice to the management of the college concerned. On receipt of report from the Inspector, the University may take any decision which in its opinion deems fit and necessary.
- c. The Governing Council shall have the power after due enquiry to withdraw provisional affiliation granted to a college provided that before coming to such a decision, the Governing Council shall inform the Governing body 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.

33. The Management of the affiliated college may apply to this University for the increase in seats in B.Sc (Optometry) Degree Course of study upto a maximum of Ten seats only. Permission for increase in seats beyond Ten will not be considered.

34. 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 number of seats subject to the ceiling specified in Statute 33. 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.

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

36. 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-V annexed to these statutes.

(i) proportionate increase in the staff, by adding one Assistant Professor and one Lecturer with appropriate qualifications.

(ii) proportionate increase in the facilities such as equipments, Lab facilities, Library and accommodation required to train the students.

37. 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 sum of Rs.40,000/- (Rupees forty thousand only) or such amount as may be fixed by the Governing Council from time to time, shall be paid by the college through a Demand Draft drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai towards Inspection fee.

38. 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 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 two months. In case, there are lacunae in the fulfillment of the conditions, the University may conduct re-inspection and shall receive a final report from the Inspection Commission.

39. 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.

40. The permission granted to the management of the college by the University under statute 39 is liable to be withdrawn if any of the norms prescribed in the statute 36 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 36 have been duly complied with.

FORM-I**(See Statutes 3 and 6)****THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY,****Chennai – 32.****APPLICATION FOR CERTIFICATE OF
REGISTRATION FOR AFFILIATION**

1. Name / Name(s) of the applicant (s) :
2. Name of the proposed college/Institution :
3. Details of 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 /email, 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.
7. Previous application, if any, for :
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. Equipments available/ proposed to be :
purchased by College/ Institution / Hospital
13. 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).
14. Details regarding the financial soundness :
of the Trust / Society. (Attach a latest
Audited Statement)
15. Whether the Trust / Society/ Medical :
Institution/ Hospital, has the
Capacity to deposit the amount as
specified in the Statutes.
16. Details regarding the annual income :
of the Trust / Society / Medical
Institution/ Hospital, etc.
17. Particulars of remittance made by the :
applicant Trust / Society / Medical
Institution / Hospital.

18. Whether the Institution college is :
having a minimum ready built
area of 20,000 sq.ft. (2,000 sq.meters) for
the first year course of study 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
B.Sc (Optometry) course

19. Whether the Trust / Society / Medical :
Institution / Hospital fulfills all the
conditions and requirements as
specified in the Statutes to apply for
Certificate of Registration.

Signature of Applicant,

Station :

Date :

FORM-II

(See Statute 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 /
Medical Institution / Hospital for starting of B.Sc (Optometry) course of study 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 B.Sc (Optometry) 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

Date :

Station :

FORM-III**(See Statutes 10 and 19)****APPLICATION FOR PROVISIONAL AFFILIATION BY
..... COLLEGE/ MEDICAL INSTITUTION /
HOSPITAL TO START B.Sc (OPTOMETRY)
DEGREE COURSE OF STUDY.**

1. Name and Address of the applicant. :

2. Location of College/Medical institution/
Hospital with full address with :
Telephone Number, if available.

3. Does the college/Medical Institution/ :
Hospital satisfy all the conditions
stipulated in the Statutes for
the affiliation (with full details with
evidence therefor).

4. Does the College/Medical Institution/
Hospital possess the Certificate :
of Registration issued by the
TamilNadu Dr. M.G.R. Medical
University for starting B.Sc
(Optometry) 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 ?
(produce evidence).

6. Whether the Provisional affiliation / _____ :
Continuance of Provisional Affiliation
for conduct of the I year / II year / III year
of the course has been obtained
(Furnish the order No. & Date)

Signature of the Applicant.

Place :

Date :

FORM-IV**(See Statutes 14 and 22)****UTILISATION CETIFICATE**

Certified that a sum of Rs..... (Rupees.....) received as interest for the year on the Security Deposit (Fixed Deposit) deposited as per statute 14/22** for obtaining I/II year provisional affiliation of B.Sc.(Optometry) Degree Course of study has been fully utilized as per details furnished herewith towards conduct of the B.Sc (Optometry) Degree Course.

Signature of the Applicant

Place :

Date :

**** Strike out which is not Applicable**

FORM V**(See Statute 33)****The Tamil Nadu Dr. M.G.R. Medical University, Chennai.****APPLICATION FOR INCREASE IN THE NUMBER OF SEATS BY
COLLEGE/MEDICAL INSTITUTION/HOSPITAL FOR
B.Sc (OPTOMETRY) DEGREE COURSE OF STUDY**

1. Name and address of the applicant :

2. Location of the college/Medical :
Institution/Hospital with full address
with telephone number, if available

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/Medical Institution/ :
Hospital obtained Provisional
Affiliation for all the 3 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

**DR.MAYIL VAHANAN NATARAJAN
VICE-CHANCELLOR.**

//True copy//

REGISTRAR I/C.,