

**CHRISTIAN MEDICAL COLLEGE LUDHIANA**  
**INFORMATION BULLETIN**  
**FOR DIPLOMA IN**  
**GENERAL NURSING & MIDWIFERY**  
**(GNM) - 2025**



**CAUTION**

Applicants are warned against possible cheating by agencies/persons that advertise in newspapers or by other means, promising seats for various courses in the Institution, by extracting money from candidates/parents. The Christian Medical College Ludhiana categorically states that admission to all the courses offered can only be secured by merit in the qualifying examination/entrance test/ Centralized Counselling as per the guidelines of Indian Nursing Council and Government of Punjab as described in the Information Bulletin. We do not accept any donations for admission and there are no paid seats of any kind. We have no agents or middle men for admissions. The Institution will not be responsible for any candidates or parents dealing with such persons.

Queries regarding admissions should be addressed to the: 'Office of the Registrar'  
Email: registrar@cmcludhiana.in, Phone: 0161-5010809; 0161-2115381

“The admission process contained in this Bulletin shall be subject to the notifications of the Indian Nursing Council, New Delhi/State Government (PNRC)”

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## **GOVERNING BOARD**

The management of the affairs of the Christian Medical College Ludhiana Society is vested in a Governing Board.

### **OFFICERS OF THE GOVERNING BODY**

<b>Chairman</b>	<b>: Dr. Sudhir Joseph</b>
<b>Vice Chairman</b>	<b>: Dr. Christopher D. Moses</b>
<b>Director &amp; Secretary</b>	<b>: Dr. William Bhatti</b>
<b>Treasurer</b>	<b>: Dr. Rajiv Choudhrie</b>

## **COLLEGE OF NURSING ADMINISTRATION**

<b>Principal</b>	<b>: Dr. Harjit</b>
<b>Vice Principals</b>	<b>: Prof. (Mrs.) Prem Lata Prakash</b> <b>Prof. (Mrs.) Ritu P. Naihar</b>
<b>Registrar</b>	<b>: Dr. Ajay Kumar</b>
<b>Asstt. Registrar</b>	<b>: Dr. Neeta Austin Singha</b>

### **OFFICE WORKING HOURS**

#### **REGISTRAR'S OFFICE**

<b>Monday to Friday</b>	<b>: 8.00 a.m. - 1.00 p.m.</b> <b>: 2.00 p.m. - 5.00 p.m.</b>
<b>Saturday</b>	<b>: 8.00 a.m. - 1.00 p.m.</b>
<b>Sunday &amp; Holidays</b>	<b>: Closed</b>

#### **COLLEGE OF NURSING OFFICE**

<b>Monday to Friday</b>	<b>: 8.00 a.m. - 1.00 p.m.</b> <b>: 2.00 p.m. - 5.00 p.m.</b>
<b>Saturday</b>	<b>: 8.00 a.m. - 1.00 p.m.</b>
<b>Sunday &amp; Holidays</b>	<b>: Closed</b>

## 1. IMPORTANT DATES

S.No	Description	Date
1.	Availability of the prospectus at the Council website i.e <a href="http://www.pnrconline.in">www.pnrconline.in</a>	27.08.2025
<b>1<sup>st</sup> Round of Online Counselling</b>		
2.	Submission of online application form, uploading of documents & online payment of counselling fee on Counselling Portal i.e <a href="http://admission.pnrconline.in">admission.pnrconline.in</a>	27.08.2025 To 14.09.2025 5:00 pm
3.	Online Choice filling through Counselling Portal i.e <a href="http://admission.pnrconline.in">admission.pnrconline.in</a>	08.09.2024 10:00 am To 14-09-2024 5:00 pm
4.	Display of Provisional Allotment/Result.	17-09-2024 5:00 pm
5.	Candidates, to whom seats will be allocated, will report to the respective Allotted Institute for joining, checking of documents/eligibility.	18-09-2024 to 20-09-2024
<b>Subsequent Rounds of Online Counselling</b>		
Schedule of 2 <sup>nd</sup> round and other subsequent rounds (if any) of online counselling will be intimated online through the Council Website. Any subsequent Notification/Notice/Amendments/Corrigendum issued by the Government of Punjab/ PNRC/ INC will be followed in letter and spirit. For any updates visit the Council website regularly.		

**Note :** During the online choice filling process on the PNRC counseling portal, candidates must choose the College of Nursing, Christian Medical College & Hospital, Ludhiana, to be considered for admission. Kindly see the important instructions and procedure of centralized counseling from the website ([admission.pnrconline.in](http://admission.pnrconline.in) / or [www.pnrconline.in](http://www.pnrconline.in) )

## 1. INTRODUCTION - PNRC

The Punjab Nurses Registration Council (PNRC) is a regulatory body responsible for the admission and examination of GNM Course and registration of nurses and midwives in the state of Punjab (India). PNRC ensures that nursing professionals meet the necessary standards of education, training and practice to provide safe and effective healthcare services in the state of Punjab.

PNRC invites applications for admission to GNM diploma course in its affiliated nursing institutes for Session 2025-26 through Centralized Counselling as per the guidelines of Indian Nursing Council and Government of Punjab. Centralized Online Counselling shall be conducted by Punjab Nurses

Registration Council within specified timelines for admission and it shall be ensured that the final counselling by the Council shall be completed by date fixed by INC (subject to approval from Govt. of Punjab).

For admission Session 2025-2026, the list of affiliated Government/ Private institutes along with course and category-wise seat distribution will be published on PNRC website at the time of Choice filling. Candidates are advised to plan their admission in affiliated institutions only to avoid any inconvenience. Selection of the candidates to any institution will be made purely on merit basis and in a transparent manner as per Punjab Government Notification no. 5/10/2017-5HB3/2115 dated 03/10/23.

## **INTRODUCTION - CMC**

The Christian Medical College Ludhiana is a Christian Educational and Research Institution established, maintained, and administered by the Christian Medical College Ludhiana Society (regd.) of Christian Churches and Christian agencies.

The Medical Missionary work was started in Ludhiana in the year 1881 by Miss Martha Rose and Miss Kay Greenfield popularly known as the Greenfield sisters. They were Evangelists and Educationalists from Scotland. This pioneering medical work of the Greenfield sisters was the precursor of the Medical Training and Health Care Service Program of the present Christian Medical College, Ludhiana.

The Greenfield sisters and their associates organized the Health Care Educational Services in which endeavor Dr. Edith Mary Brown joined them in 1893. Dr. Edith Mary Brown, along with her colleagues, established the North Indian School of Medicine for Christians in 1894. Their aim was to train Indian women to serve in medical education and health care, with special emphasis on integrating training with health services.

The period from 1894 to 1952 was a transformative period, which saw the development of Women's Christian Medical School from its beginning as a School of Medicine for Christian Women. The Medical School granted [Licentiate of the State Medical Faculty \(LSMF\)](#) diploma till 1952. In 1953 LSMF was upgraded to the MBBS course, and the name of the Institution was changed to Christian Medical College to enable it to admit both men and women students. Postgraduate program started in the next decade.

Punjab, the land of five rivers, is known for its rich heritage and culture. A land of hard- working people it has earned the term of breadbasket of India due to its great agricultural strengths. Ludhiana is one of the oldest-established cities of Punjab with a population that has increased during recent years to around 25,00,000 lies 312 km Northwest of Delhi and less than 150 km from the border with Pakistan. It is

situated on the Grand Trunk Road running from the border through to Delhi and is an important railway junction. Today it is one of the fastest-growing small and medium industrial centers in India. Ludhiana is well connected to rest of India by train and road. The nearest airports are in Ludhiana, Amritsar, and Chandigarh.

The institution is situated in a large campus couple of kilometers from Ludhiana Railway Station, on both sides of the Brown Road named after Dame Edith M Brown. The Campus has residential quarters for the staff, hostels for medical, dental, nursing, and paramedical students, except in nursing where hostel facility is exclusive for female students.

The various courses offered in Christian Medical College are affiliated to Baba Farid University of Health Sciences, Faridkot and other professional councils as may be applicable.

The Christian Medical College offers Diploma, Degrees, Postgraduate Diploma, Postgraduate Degrees, Super-specialty Degrees and Doctoral courses. The Christian Medical College, Ludhiana is a recognized institution by Medical Council of India. Each year 100 students, men and women, are admitted to the MBBS course.

Nursing training was started in 1889 by the Greenfield Sisters. The Nursing School became well – known for the nursing care it provided and for its services to needy patients.

The General Nursing Program began in 1936. The School of Nursing was upgraded to College of Nursing in 1973 with 18 students admitted to the B.Sc. Nursing course. The M.Sc. Nursing program started in 1987 with two specialties (Psychiatric Nursing & Maternal and Child Health Nursing). At present five M.Sc. Nursing course specialties are available (Psychiatric Nursing, Obstetric Nursing, Pediatric Nursing, Medical & Surgical Nursing and Community Health Nursing). The College admits 60 students annually to the B.Sc. Nursing Program & 25 students to the M.Sc. Nursing Program under five different specialties. **Each year, 50 students are admitted to the Diploma in GNM course, which is affiliated with the Punjab Nursing Registration Council (PNRC), Mohali.**

Since the Nursing standard is maintained at a high level, the results of our examinations have always been excellent. In response to changing society nursing practice has changed from mere apprenticeship to a professional education and to foster nursing as a professional career, attractive and desirable to young people on an equal basis with any other career.

The Dental Department has been providing dental health care services in the hospital and the community at large since 1968. Besides providing high quality tertiary care in the hospital, the dental department launched its unique community dental health services in 1984 to rural areas reaching out

primarily to the vulnerable population of the children which is one of few innovative community dental health services in India. The Christian Dental College was established in 1992 as the most prestigious off shoot of Christian Medical College Ludhiana.

The Christian Dental College, Ludhiana, admitted the pioneer batch to the BDS Course in August 1992, who graduated in 1996. The M.D.S. Course started in the year 2002. Each year 40 students are admitted to the BDS Course.

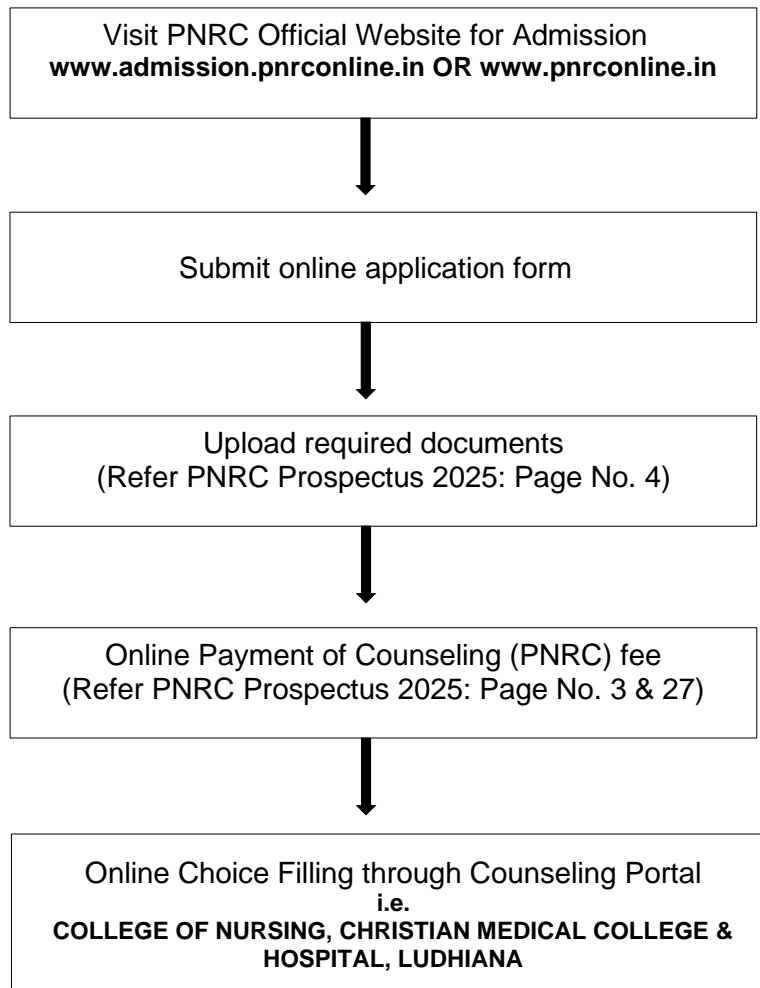
The College of Physiotherapy has been established in 2006. The physiotherapy department, a pioneer in this field in North India, has been training professionals for many years and now a formal bachelor's course has been approved by the University to admit 20 students annually starting from 2006.

Christian Medical College (CMC) Hospital, formerly known as Brown Memorial Hospital, is a 720-bed tertiary care facility equipped with advanced medical technology and staffed by highly skilled doctors. Serving a broad and diverse population across North India, CMC Hospital has established itself as a center of excellence in patient care, education, and research.

In addition to its primary undergraduate programs, the institution offers a wide array of diplomas, postgraduate degrees, and super-specialty courses across nearly all branches of medicine. Furthermore, CMC provides various training and diploma programs in Laboratory Sciences and Allied Health fields, contributing significantly to the development of competent healthcare professionals in the region.

Our Faculty, Medical and Para-medical; teaching staff and other staff come from nearly every state in India. Staff of all faiths live and serve together in the Institution in an atmosphere of mutual respect, trust and love. The Government of India and Punjab have continued their interest and support in the work and the development of the college and its hospital.

## HOW TO SUBMIT APPLICATION



**Note :** Seats distribution for admission to the GNM program at College of Nursing, Christian Medical College & Hospital, Ludhiana will be published by PNRC.



## COUNSELLING

Counselling for the GNM – 2025 admission, will be as per information on the website of Punjab Nurses Registration Council, Mohali. Schedule of Counselling, Admission and commencement of classes shall be in conformity with the schedule laid down by Indian Nursing Council, New Delhi/State Government and will be intimated on the websites <https://www.admission.pnrconline.in/> or <https://www.pnrconline.in/Home.aspx>.

**The following documents, in original, need to be with the candidate at the time of admission.\***

1. Seat Allotment Letter issued by PNRC (hard copy)
2. Proof of date of Birth, High school certificate (Class X / Matric)
3. Detailed marks of qualifying examination (10+2)
4. Details of marks obtained in 10+1 & 10+2 examinations
5. Residential Certificate (Proof of resident of Punjab)
6. Character certificate from School / College Principal
7. Behavior certificate from School / College Principal (**Format - Page 25**)
8. Reserve Category Proof (as per PNRC)
9. For Christian candidates :
  - a. Church membership (**Format - Page 26**)
  - b. Baptism certificate
10. For applicants of SC / ST / BC - caste certificate (as per the latest instructions of Govt. of Punjab and seat allotted by PNRC)
11. Stamp size & passport size photographs – 4 each
12. Declaration by Parents/ Guardian (format given by PNRC Prospectus)
13. Medical Fitness Certificate (format given by PNRC)
14. Declaration form regarding rules of college (will be provided at time of reporting to the institution)
15. Anti-Ragging certificates. **These should be accessed after registering at [www.antiragging.in](http://www.antiragging.in)**. Downloaded certificates are to be signed by candidate and parent(s).
16. Affidavit for College / Hostel Rules (**Format -Page 27**)

**ALL THE ABOVE DOCUMENTS MUST BE SUBMITTED AT THE TIME OF COUNSELING/ADMISSION.**

\*Any document in addition to the list above may be required as mentioned in PNR Prospectus.

Applicants whose original certificates, papers and testimonials etc. are not found to be in order on the date and time of the scrutiny, shall have their candidature CANCELLED.

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## **IMPORTANT NOTICE**

Mere inclusion in the merit list and appearance for scrutiny of certificates does not guarantee admission to a course. All admissions are subject to fulfillment of all the eligibility conditions by the candidates. If it is found at a later stage, during active verification, that the candidate has given false information/ certificates or is found to have concealed some information, his/her admission will be cancelled without any notice. It is the responsibility of the candidates to ensure that they fulfill all the eligibility requirements for the GNM Diploma course applied.

### **GNM FEES IN DETAIL - 2025**

#### **A. College and other Fees :**

Fees to be paid at the time of admission to General Nursing & Midwifery 2025 – 2026

#### **FEE STRUCTURE – 2025 ADMISSION**

##### **(FIRST YEAR FEES)**

General Nursing & Midwifery

<b>Details of Fees</b>	<b>Amount</b>
Tuition Fee	36,000/-
Admission Fee*	5,000/-
Establishment Fund	10,000/-
Library	9,000/-
Security deposit (Refundable)*	5,000/-
Field Trip	4,000/-
SSHS (Health Care)	5,500/-
SNA & TNAI	2,800/-
SBA & Student Amalgamated Fund	1,600/-
Magazine	500/-
INC/ PNR Affiliation Fee	150/-
<b>Total</b>	<b>79,550/-</b>

\* One-time fee for 1<sup>st</sup> year only.

- Hostel Fee for Female students inclusive Electricity (Tube light & Fan): **Rs.24,000/-** per year.
- In addition, hostellers are required to pay **Rs 1,500** per month for the use of extra electricity appliances/ air cooler etc.

- Mess Charges: **Rs.3,000/-** per month.

**Demand Draft for the 2025-2026 session should include the Total Fee and Hostel Fee (if opted).**

#### **FEE STRUCTURE FOR SUBSEQUENT YEARS:**

Year	Fees
2 <sup>nd</sup> Year	Rs.36,000 (Tuition Fee) + Rs. 31,350/- (other charges)
3 <sup>rd</sup> Year	Rs.36,000 (Tuition Fee) + Rs. 36,350/- (other charges)

- Hostel Fee for Female students inclusive Electricity (Tube light & Fan): **Rs.24,000/-** per year.
- In addition, hostellers are required to pay Rs 1,500 per month for the use of extra electricity appliances/ air cooler etc.
- Mess Charges: Rs.3,000/- per month

**Note : The mess fee is subject to periodic revision as necessary.**

The CMC Management reserves the rights to revise the fees/ hostel charges from time to time and these will be effective from the date as may be decided.

Various Scholarships are available and will be awarded to deserving candidates after careful assessment of their application and based on the set criteria of the institution.

College fee must be deposited immediately **by Demand Draft only** after scrutiny and verification of documents.

Applicants will have to bear their own traveling expenses. **The fee may change from time to time as decided by PNRC.**

**If a student fails in two or more subjects (theory/ practical) and stays back in the college to continue the studies of the year for which he / she is repeating shall be charged college fee, hostel fee, mess fee and electricity charges for the additional period spent in the college & hostel as per rules.**

#### **GUIDELINES FOR PAYMENT OF FEES**

1. College fees must be paid in full by the dates stated in the Information Bulletin. Any students whose fees together with the fine imposed are still unpaid a calendar month after the required date, will be suspended from attending lectures or clinic or other classes until the fees have been paid.
2. Payment of fee is to be made by Bank demand draft only. Draft will be made payable to 'Christian Medical College Ludhiana Society' on any scheduled Bank at Ludhiana and be sent to the Finance Officer, Christian Medical College, Ludhiana-141008, Punjab.
3. PNRC fees, examination fees, books and other personal expenses are responsibility of the students.
4. **Fee dues and other charges if not paid by the specified date will incur a fine, as per rules.**

5. All second year and third year students should pay annual charges & tuition fee July/ August of every year.
6. **All students residing in the hostel will pay mess fees monthly before the 10<sup>th</sup> of every month.**
7. **The mess fee varies from time to time depending on the cost of essential commodities and other expenses.**
8. Any student whose mess fees are not paid for two months; he/she will not be allowed to attend classes until the unpaid bills are cleared.

### **REFUND RULES**

Generally, no refund of fee is permitted on account of withdrawal/absence from college or other reasons once a student is admitted to any course of study. A refund claim may, however, be admitted on merit after due consideration of the request by the institution.

1. Any time after admission till the last date of admission (30-09-2025\* as per the INC Notification - 02 of 2025 dated 13.01.2025 for GNM), total refund after deducting admission fee and other administrative charges.
2. On the last date of admission as per PNRC/INC, full fees except the admission fees and any other expenses incurred by the institution towards the candidate, will be refunded, provided the seat is filled. **In the event the seat in question remains vacant, the candidate will be required to pay the fees for the entire duration of the course.**

Security Deposit is refundable only after completion of the course. All refunds will be processed by the Finance Officer based on the recommendation from the Registrar & Principal. A refund will be made after the candidate has surrendered the original fee receipt and the dues clearance certificate.

### **ACCOMMODATION IN HOSTEL**

Accommodation (hostel) is available for female students only. The rooms will be allotted by the Warden of the Hostel. Students should come prepared with bedding and other personal requirements. The Students must follow the hostel rules and regulations; failure to do so will lead to disciplinary action as per rules.

### **UNIFORM & BEDDING**

1. Complete Bedding
2. For girls White trouser and Shirt, Black Leather Shoes, and black cardigan. For boys Navy Blue Pants, White Shirt, Black Leather Shoes, and Black V-Neck sweater.

## **MEDICAL EXAMINATION**

**Medical examination of the newly admitted provisional students will be held as per schedule notified later. ANY APPLICANT FOUND MEDICALLY UNFIT WILL NOT BE ALLOWED TO CONTINUE THEIR STUDIES IN THE COLLEGE.**

## **CONFERRING DIPLOMA:**

The diploma will be conferred on those who have successfully completed the prescribed course and bear a record of good behavior.

## **FACILITIES FOR STUDENTS**

### **- Spiritual Life**

There is a chapel connected with the main hospital where regular services are held every morning. Students should make an effort to attend those. Bible study groups are held regularly.

### **- Teaching Facilities**

There is a beautiful college building with all facilities, equipment, and well-qualified staff. The facilities of the Medical College and Hospital are available for the College of Nursing Students. Clinical practice at the bedside is compulsory right from the first year.

### **- Scholarships**

The various scholarships (financial aid) are dealt with the Scholarship Committee, College of Nursing and are available for needy students based on eligibility criteria of scholarship.

### **- Student Body Association**

Students' affairs and activities are coordinated by the Student Body Association at the college level, to which all students are expected to belong. The Executive body of the Association is elected by ballot after filling the nominations. Nominations are only invited alternately from G.N.M and B.Sc. Nursing students who have 80% of attendance in the class and practical. Their academic performance should be satisfactory. The body comprises Co-coordinators, President, Secretaries, and Treasurers. The Student Body Association, comprising all diploma, undergraduate, and postgraduate students, actively participates in various co-curricular

activities. A wide range of extracurricular activities are organized throughout the year by the Student Body Association. The Association also hosts special programs to welcome new students and bid farewell to graduating students. Additionally, important religious and national occasions are celebrated to promote unity, inclusivity, and cultural awareness within the student community.

#### **- Student Nurses Association**

The Student Nurses Association is a nationwide organization. On admission, membership is compulsory at local and national level. In this association, students are given more and more responsibilities to manage their affairs both at the state and national levels.

A wide variety of activities are encouraged at all levels (District, State, & National Level) for the Student Nurses Association members. The diversity of activities is derived from the professional, social, cultural, and recreational spheres. The activities are geared to strengthen co-curricular components.

A national conference for Student Nurses Association members is held biennially. The Student Nurses Association (SNA) provides an important forum for members to discuss challenges faced by students and collaboratively develop solutions, fostering leadership and problem-solving skills. In addition, SNA organizes a variety of competitions at both state and national levels, including project work, exhibitions, public speaking and writing, dance, music, painting, as well as sports and games. These activities encourage creativity, teamwork, and personal development, with awards and prizes presented to recognize outstanding achievements.

#### **- Staff and Students Health Service**

This service was initiated with the intention of bringing the medical care and supervision of staff, medical students, paramedical students, and student nurses under one service and with medical insurance where feasible. A central clinic is available in the hospital out - patient area. Routine examinations, including X- ray screening is carried out on all newcomers and immunization against various diseases is available. There is a ward unit allocated for those who need admission to hospital. A student who must undergo elective surgery should get it done during her vacation period and charges for the same will be as per the institutional rules. Attention is also given to physical fitness, environmental hygiene, mental health, and the prevention of tuberculosis. The general aim is to control and diminish the incidence of sickness and keep the students physically and mentally fit to face their life and study.

### **- Games and Athletics**

Annual interclass tournaments and sports events are held every February or March, with all students encouraged to participate in a variety of games and athletic competitions. Prizes are awarded to winners, and the titles of Best Male and Best Female Athlete are announced. Facilities for badminton and volleyball are available on the hostel lawns, providing students with ample opportunities for recreation and physical fitness. Students are expected to use the recreational facilities of games and sports provided and are encouraged to develop hobbies.

### **- Recreation**

There is provision of a recreation room in the hostel, where students can watch television and there are also a few books. Students participate in dances, music, skits, mono-acting, fancy dresses, and other recreational activities held in the college.

## **RULES AND REGULATIONS OF THE COLLEGE OF NURSING**

1. Students must comply with rules and regulations.
2. All the students are required to be punctual and are not allowed to miss classes without genuine reason and without prior permission from the class teacher and Principal College of Nursing.
3. Ragging in any form is strictly prohibited and is punishable by fines, rustication, or expulsion from the college and students joining the institute will be provided the phone numbers of all the important functionaries of the institute responsible for curbing ragging.

All students and their parents have to fill an online undertaking also every year after reading and understanding the provisions of the regulations and the prescribed punishments.

**Ragging is defined as “any willful injury or threat of injury, physical or mental to any fellow student, whereby he/she suffers distress of mind or spirit.”**

4. The missed time from the clinical experience due to absence will be made up. Sick leave in excess of 10 days must be made up.
5. Vacation is granted by the college as per regulations of Indian Nursing Council, New Delhi. If a student avails more days without a genuine reason, the absence will be made up in a clinical practice. **Sickness with a medical certificate signed and stamped by the Civil Surgeon or Medical Superintendent of Mission Hospital, will be accepted.**
6. Any student having sickness while on leave must inform through email (cmccconldh@gmail.com).

7. College fees and tuition fees once paid is not refundable.
8. Each student is responsible for paying all the examination fees and other dues on time.
9. All students must be punctual for classes and clinical practice.
10. All students are expected to be in the library every day whenever they are not in the clinical area to make good use of the facility.
11. Students are not allowed to have visitors in the college and in the hospital.
12. Students are not permitted to receive presents or money from the hospital patients nor may they give presents to members of the staff individually.
13. Students are not allowed to arrange their timings for clinical practice on their own.
14. Sickness must be reported to the warden by 8:00 AM, and a sick leave form signed by the medical officer should be submitted to the warden on duty. No student is permitted to remain in the hostel room during working hours without prior permission or an approved sick leave.
15. Ample provision for other than Christian religious observances is available in nearby Temples and Gurudwaras, and such group worship will not be permitted inside the institutional premises.
16. Use of Mobiles is not allowed in Classrooms and Clinical areas.
17. Maintain cleanliness of college and hostel.
18. Students are required to wear formal attire within the college premises and must wear the prescribed uniform during clinical postings. Adherence to dress code is mandatory and reflects the professionalism expected in the nursing profession.
21. Students must not engage in any form of physical or verbal altercation. Strict disciplinary action will be taken against those found involved in such incidents. The institution cares for the safety of every student. Any act of self-harm or causing harm to others is taken very seriously and will lead to strict disciplinary action by the authorities.
22. Any act of physical, sexual, emotional, or cyber harassment—whether direct or indirect—causing disturbance to fellow students, including both junior and senior students, will invite strict disciplinary action as per the institutional rules and regulations.
23. Students are strictly prohibited from posting any content on social media platforms that may harm the reputation of the college, institution or the nursing profession. Strict disciplinary action will be taken against any one found violating this rule.
24. Students must pay for all damages caused by them to books and other college property.



25. Students are responsible for their uniforms. When on duty, uniforms should always be worn, no student should be found in partial uniform. Jewellery such as ear rings etc. are not allowed with uniform nor are painted finger nails. Uniform should not be worn when not on duty.
26. Students are expected to be well groomed and properly dressed. T-shirts/Jeans are not allowed in the college and hospital premises during working hours. Women students must put their hair up when at work in the college and hospital.
27. Students who do not maintain regular attendance and a satisfactory academic standard will not be allowed to hold any post in SNA/SBA council or take part in extra-curricular activities.
28. Irregularities, neglect of duties, breaches of rules and indiscipline are to be dealt with and necessary action taken by the Principal, hostel authorities and the heads of the departments as the case may be.

### **MARGARETTA CRAIG HOSTEL (M.C. HOSTEL)**

The students may live in the Nurses Hostel located in the main hospital campus. It is a privilege which should be utilized carefully. The hostel is a beautiful building with attractively furnished visitor's room, recreation room and dining hall. Also there are beautiful lawns and a playground around the building. The students must abide by the rules and regulations prescribed by the authorities and help in creating a home away from home. Failure to do so will lead to disciplinary action including withdrawal of hostel facilities.

In order to promote a well-balanced personality, the students are encouraged to participate in religious, professional and social activities. Provisions, such as sports and games are available; Students are guided to use their leisure time creatively and effectively. Single cot accommodation with common mess facilities is provided.

### **RULES AND REGULATIONS OF THE HOSTEL**

Each student is responsible for carrying out faithfully the following rules in order to safeguard herself and her fellow students.

1. Consideration of others is essential for happy living. Every student should take responsibility for helping to keep the common room clean as well as the toilets/washroom.
2. Students are responsible for the care of furniture and for the cleanliness of their own rooms.

3. Students must ensure that all lights and fans are switched off before leaving their rooms. Cooking inside the rooms is strictly prohibited.
4. When leaving rooms, all students should check that lights, fans are switched off. No cooking is allowed in the room.
5. Students are urged to keep all their valuables and Jewellery etc. at their homes. If there is any damage or loss the authorities will not be responsible.
6. Students are responsible to see that their rooms are properly locked when leaving them and the keys are safely kept.
7. All meals must be taken in the dining room and at the proper timings. No one is allowed to take away food, glasses, dishes and furniture outside the dining hall.
8. Students are allowed to have visitors on Saturday and Sunday from 7:00 am to 6:00 pm. They can meet in the visiting room. No visitors are allowed in student's room. Guest rooms on CMC campus are available on payment.
9. Visiting the hospital while off duty is forbidden. Students must not go to/visit the hospital while off duty unless called from the ward or going for medical care, in which case a permission slip will be taken, from the warden when students wish to visit friends or relatives admitted. They should go during visiting hours only and take written permission to leave the hostel from the warden on duty. Students are expected to go to the hospital in uniform only.
10. The students are allowed to go out of hostel seven times in a month as follows:
  - i) Four hours each on four Saturdays and on two days off.
  - ii) One night stay out of the hostel.

All students should report back to the hostel by 6:00 pm. Students who are off are allowed to attend religious meetings and other functions in the CMC premises after taking permission from the warden/assistant warden. The students outing register must be used for the same.

11. Night Stay Booklet will be issued to each student. Student is responsible to keep it with herself during her student period. If this booklet is lost by the student, a fine of Rs.100/- will be charged and a new night stay booklet will be issued.
12. Permission for the night stay will be granted once a month according to the permission of the parents who will state home address. These are filled in by the students between 11:00 am to 12:00 noon for Monday to Friday each week, giving full address of their parents

home where they are going. No Night Stay Booklet will be issued on Saturday and Sunday. After being signed by the Warden, the student may collect night stay booklet from the warden on duty. The night stay booklet should be clearly and properly signed by the parents. Also, care should be taken to report back by the stated time on the night stay booklet. If a student goes out of the hostel without permission disciplinary action will be taken as per the decision of the authorities.

13. When a student leaves the hostel on her day off or at the weekends she must sign in the register provided. Correct time of going out and coming in must be entered. No student is allowed to sign for anyone else.
14. Students using the library must sign the Register provided.
15. All students must seek permission from the Principal before leaving the hostel for outstation.
16. Keeping pets in the Hostel is strictly prohibited.
17. Illness and minor ailments must be reported to the Warden or Principal as early as possible.
18. If any female student leaves the hostel premises without prior permission, strict disciplinary action will be taken.

## **GENERAL RULES**

1. Students are not allowed to paste notices within the Institution without prior permission from the office of the Principal and are forbidden to address any outside authority directly. All such communication must be submitted through the Principal, who will forward them, if considered desirable. Any student infringing this rule will be suspended.
2. The College does not hold itself responsible for debts incurred by the students.
3. Students are not permitted to receive presents or money from the hospital patients nor may they give presents to members of the staff individually.
4. Students must pay for all damages caused by them to books and other college property.
5. Strictly forbidden within any part of this Institution are:
  - i. The possession or use of alcoholic beverages.
  - ii. The possession or use of addictive or hallucinogenic (mind Bending) drugs except under strict supervision of the Staff and Students Health Services.
  - iii. Smoking

- iv. The possession or use of firearm or any lethal weapon.
  - v. Gambling
6. Surprise checks may be done in the Hostel premises by the Warden/Principal and strict disciplinary action will be taken against the students found to be flouting any of these rules.

The Principal will deal with any serious offence, for which the penalty may be a written apology, a fine, suspension, rustication or expulsion from the college.

**An affidavit stating that the admitted student will abide by the college and hostel rules has to be submitted at the time of joining the course.** The Format for the affidavit is given below and should be on a Rs.50/-stamp paper, duly notarized.

### **WITHDRAWAL FROM COURSE**

After the last counseling a student may withdraw from the course after full payment of fees for the remaining years.

### **ATTENDANCE & OTHER INFORMATION (EXAMINATION)**

- a) Students must have a minimum of 80% attendance (irrespective of the kind of absence) in theory and practical in each course/ subject for appearing for examination.
- b) The Diploma shall not be awarded to the students till she/he has completed the clinical/ field requirements.
- c) Students must obtain at least 50% marks of the total marks fixed for internal assessment in each subject, separately.

### **VACATIONS**

Vacations / Holidays shall be as per the regulatory bodies.

### **CLINICAL POSTINGS**

Clinical exposure is given to the students from the 1<sup>st</sup> Year itself so that they may experience good practical training. Clinical Instructions and Practical Training are given throughout the course. The outpatient department is well equipped with separate units in each branch of

nursing in compliance with the norms and requirements of Indian Nursing Council, New Delhi

The College is well equipped with all modern facilities and has all the essential equipment for the training of its students. The college has well qualified, experienced faculty and senior staff for providing proper guidance and supervision of clinical demonstrations to the students.

Nursing services are provided to Outpatient as well as Inpatient in all the Specialties, Super specialties and Critical care units not only in the institute but also to various outreach centers managed by the CMC & Hospital, Ludhiana.

### **COMMUNITY OUTREACH**

As part of the curriculum, students actively participate in community outreach programs, gaining hands-on experience and fostering a deeper understanding of public health. They are regularly posted at health camps organized at both peripheral and district levels, where they contribute to service delivery under supervision.

In addition, students are engaged in providing Urban and Rural Health Services, ensuring a well-rounded exposure to diverse healthcare settings. These activities encompass all dimensions of health care, including preventive, promotive, curative, and rehabilitative services, thereby enhancing the students' clinical competencies and social responsibility.

### **DISCIPLINARY ACTION**

Students may be terminated for disobedience of the rules and regulations prescribed by the authorities, or for misconduct or for giving wrong information on the health certificate or if there is no progress in study or take part in any movement to create any kind of disturbance in the College or Hospital or Hostel or attempt to stage a strike in the College or Hospital for any reason whatsoever, or instigate any other student to do so or participate in any other activity which according to Principal's opinion will undermine discipline or for unsatisfactory work and for serious misconduct in any way in the clinical area. A student using unfair means during tests or examination will be debarred from examination for five years.

Students are not allowed to incur debts. The institution will not be responsible for any such debts. The institution will not be responsible for any loss or damage from whatsoever cause, arising to any property belonging to students.

Students must refrain from any form of physical or verbal altercation, self-harm, or causing harm to others. Acts of physical, sexual, emotional, or cyber harassment whether direct or indirect that

disturb fellow students will not be tolerated. The institution prioritizes the safety and well-being of all students, and strict disciplinary measures will be taken against anyone involved in such incidents, in accordance with institutional rules and regulations.

The principal is authorized to take appropriate action, which may include expulsion from the College or hostel as the case may be, in case a student indulges in misconduct, misbehavior, misdemeanor unbecoming of the profession and undermining the name of the institution.

## HEADS OF THE INSTITUTION

1894 – 1942	EDITH MARY BROWN, D.B.E., K.i.H., M.A. M.D., Principal
1942 – 1948	AILEEN M.S. POLLOCK, F.R.C.S. Principal
1948 – 1960	EILEEN R.B. SNOW, O.B.E., K.i.H., M.B.B.S. M.R.C.S., L.R.C.P., Principal (Director and Principal from 1958-60)
1960 – 1962	MELVIN A CASBERG, A.B., M.D., D.N.B. F.A.C.S., Dip AM. Bd. SURGERY, LL.D. (Hon.),D. Sc. (Hon.) Director and Principal
1962 – 1964	GUY.N. CONSTABLE, M.A., M.D., Principal and Acting Director
1964 – 1974	KENNETH M. SCOTT, A.B., M.D., F.A.C.S., Dip Am. Bd. SURGERY, LL.D. (Hon.) Director
1974	L.H. LOBO, M.B.B.S., M.S. Principal and Acting Director (June-Aug)
1974 – 1982	K.N. NAMBUDRIPAD, B.Sc., M.B.B.S., F.R.C.S., M.S. (Neuro) Director
1982 – 1986	F.C. EGGLESTON, A.B., M.D., D.N.B., F.A.C.S., D.A.B.S., D.A.B. Th. S., Director
1986 – 1992	A.V. CHOUDHRIE, F.I.C.S., F.A.C.S., F.R.C.S., F.R.C.S.E., Director
1992 – 1993	RICHARD DANIEL, M.B.B.S., D.O.M.S., M.S., F.G.S., F.A.C.S.,(Sept-Mar) Acting Director
1993 – 1994	L.B.M. JOSEPH, M.B.B.S., M.S., Director
1994 – 1998	RICHARD DANIEL, M.B.B.S., D.O.M.S., M.S. F.G.S., F.A.C.S., Director
1998	M. VERGHESE, M.B.B.S., M.S., MCh. (CTVS), FIACS, (April-July) Acting Director
1998 – 2006	S.J. CHARLES, M.D., Director
2006-2008	JOHN PRAMOD, M.B.B.S., M.D., Director
2008-2018	ABRAHAM.G. THOMAS, MBBS, M.S, M.A.M.S, MCh (Plastic & Recon. Surg) F.R.C.S (Glasg), F.I.C.S, F.A.I.S, F.C.A.M.S, Director
2018-till date	WILLIAM BHATTI, MBBS, M.S, MCh (Paed.Surgery), Director

## **PRINCIPALS OF THE NURSING COLLEGE**

1973–1980	Miss Aleyamma Abraham, B.Sc. Nsg., M.A.
1980–1982	Dr. Lionel H. Lobo, M.B.B.S., M.S.
1983–1993	Dr.(Mrs.) Margaret Dean, M.A., M.Sc., Nsg., M.Ed. Ed.D.
1993–1998	Prof.(Mrs.) Shamim Sagar, B.Sc. Nsg., M.N.
1998–2006	Prof.(Mrs.) Pennamma Ranadive, B.Sc.Nsg., M.N.
2006-2011	Dr. Triza Jiwan, M.Sc. Nursing, Ph.D.
2011-2018	Prof.(Mrs.) Ponnamma R. Singh, M.Sc. Nursing
2018-2021	Dr.(Mrs.) Reena Jairus, M.Sc. Nursing, Ph.D.
2021-2024	Dr.(Mrs.) Usha Singh, M.Sc. Nursing, Ph.D.
2024–till date	Dr. Harjit, M.Sc. Nursing, Ph.D.



## FORMAT – 1

### BEHAVIOURAL CERTIFICATE (ON SCHOOL LETTER HEAD)

As per directions from Medical Council of India every student admitted to the Institution should furnish a certificate from the Principal of the School where he/she has passed the qualifying examination. **“The Certificate should mention the status of his /her behavioural pattern especially in terms as to whether he/she has displayed persistent violent or aggressive behaviour or any desire to harm others.**

It is mandatory that the above highlighted statement is present on the behavioural certificate. (This certificate must be submitted at the time of counselling).

## FORMAT – 2

### CHURCH MEMBERSHIP CERTIFICATE (Diploma in General Nursing & Midwifery)

Name of the Candidate :..... Date:.....

Date of Birth :.....

Father's Name :.....

Mother's Name :.....

Address :.....

.....

.....

This is to certify that, as per our church records, Mr./Ms..... is a member of our Church from.....till..... He/ She is a communicant/non-communicant member.

Name of the Church :.....

Address of the Church :.....

.....

Telephone No:..... Email address:.....

Name of the Presbyter\* Incharge of the Church:.....

Address:.....

Telephone No :..... Mobile No:.....

E- mail address :.....

Head of the Church\*\* :.....

Telephone No :.....

Head Office of the Church (Address): .....

.....

Signature of Presbyter\* In-charge of the Church

with official seal & date

Verified the Signature & details of the Presbyter Incharge of the Church

Signature of Head of the Church\*\*:

with official seal & date

\* Presbyter / Minister / Reverend / Pastor / Vicar

\*\* Bishop / Senior Presbyter / Senior Pastor / Senior Minister

(It is important to have both signatures with the particulars, otherwise it is not valid)

### FORMAT – 3

#### **AFFIDAVIT FOR COLLEGE/ HOSTEL RULES**

(on Rs. 50/- Stamp Paper)

That Mr./Ms. \_\_\_\_\_ Son/Daughter of \_\_\_\_\_ R/O of \_\_\_\_\_  
\_\_\_\_\_ has been  
admitted to the GNM course of CMC Ludhiana.

That we have collectively and individually gone through the college rules and hostel rules given in the  
Information Bulletin for GNM Diploma admission 2025.

That we collectively and individually agree that the student \_\_\_\_\_ will abide by them.

That any breach of the college rules will attract penal action by the concerned principal and may include fine, suspension or rustication'.

**Name of the candidate**

**Name of Guardian/ Parent**

**Signature of the candidate**

**Signature of the Guardian / Parent**

**Edited by :**

Dr. Harjit  
Professor & Principal,  
College of Nursing  
&  
Dr. Ajay Kumar  
Registrar,  
Christian Medical College

and

**Published by :**

Dr. Harjit  
Professor & Principal,  
College of Nursing,  
CMC& Hospital, Ludhiana-141008,  
Punjab, India.