



PROSPECTUS FOR ADMISSION TO

POST GRADUATE COURSES IN PHARMACY-2014

(Approved vide GO(Rt) No.1921/14/H&FWD Dated:10/06/2014)

2014

GOVERNMENT OF KERALA

DIRECTORATE OF MEDICAL EDUCATION, THIRUVANANTHAPURAM

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1 INTRODUCTION

- 1.1.1 Prospectus for Admission to various Post Graduate courses in Pharmacy in academic year 2014-15 that has been approved by the Government of Kerala, is published herewith. It contains general information and rules relating to the admission for academic year 2014-15, and other related information. Candidates are required to go through the Prospectus carefully and acquaint themselves with all the relevant information. Candidates are also requested to visit the official website of the LBS Centre for Science and Technology viz. www.lbscentre.in regularly for notifications, updates and announcements connected with admissions.
- 1.1.2 The Prospectus issued in earlier years for these courses are not valid for the year 2014. This Prospectus sets out the rules and regulations for selection and admission to the following Post Graduate courses conducted by various institutions within the State of Kerala.

2 INSTITUTIONS* and COURSES

2.1 Master of Pharmacy (M.PHARM)

M. Pharm course is conducted by the following institutions. The number of seats with specialisation shall be published before the allotment process.

2.1.1 Government Colleges:

- (i) College of Pharmaceutical Sciences, Government Medical College, Thiruvananthapuram,
- (ii) College of Pharmaceutical Sciences, Government Medical College, Kozhikode

2.1.2 Self-financing Colleges:

- (iii) Academy of Pharmaceutical Sciences, Pariyaram, Kannur.
- (iv) Al Shifa College of Pharmacy, Poonthavanam P.O., Kizhattur, Perinthalmanna, Malappuram.
- (v) Crescent College of Pharmaceutical Sciences, Madayipara, Payangadi, Kannur.
- (vi) Dale View College of Pharmacy and Research Centre, Punalal P.O, Poovachal (via), Thiruvananthapuram.
- (vii) Devaki Amma Memorial College of Pharmacy, Chelembra, Pulliparamba P.O., Malappuram.
- (viii) Grace College of Pharmacy, Kodunthirappully P.O., Palakkad.
- (ix) Jamia Salafiya Pharmacy College, Salafi Gramam, Pulikkal, Malappuram.
- (x) Malik Deenar College of Pharmacy, Seethangoli, Bela Post, Kasaragod,
- (xi) National College of Pharmacy, Manassery P.O., Mukkam (via), Kozhikode.
- (xii) Nehru College of Pharmacy, Nila Garden, Pampadi, Thiruvillwamala.
- (xiii) Nirmala College of Pharmacy, Muvattupuzha, Ernakulam.
- (xiv) Pushpagiri College of Pharmacy, Pushpagiri Medicity, Perumthuruthy P.O., Thiruvalla, Pathanamthitta.
- (xv) Sree Krishna College of Pharmacy and Research Centre, Parassala, Thiruvananthapuram.
- (xvi) St. James College of Pharmaceutical Sciences, Chalakudy
- (xvii) St. Joseph's College of Pharmacy, Alappuzha
- (xviii) Ezhuthachan College of Pharmaceutical Sciences, Thiruvananthapuram
- (xix) JDT Islam College of Pharmacy, Kozhikode
- (xx) Nazareth College of Pharmacy, Pathanamthitta

2.2 Doctor of Pharmacy (Post Baccalaureate) [Pharm D (PB)]

Pharm. D (PB) course is conducted in following institutions with number of seats as detailed in **Annexure II**.

2.2.1 Self-financing Colleges:

- (i) Al Shifa College of Pharmacy, Perinthalmanna, Malappuram.
- (ii) National College of Pharmacy, Mukkam, Kozhikode.

2.3 Admission/Allotment

Admission/allotment of students to all M. Pharm seats in Government colleges shall be based on criteria and conditions detailed in this prospectus and fee structure for admissions in 2014-15 academic year.

Fifty percent of total seats shown in Annexure I and II for M. Pharm and Pharm. D (PB) courses respectively in self financing colleges are set apart for admissions under Government merit quota and the remaining fifty percent seats under Management quota. Admission/allotment of students under Government merit seats in self financing colleges shall be based on criteria and conditions detailed in this prospectus, terms and conditions in the agreement that would be executed between the Managements and Government regarding admissions and fee structure for admissions in 2014-15 academic year and Government order(s) regarding allotment.

3 ELIGIBILITY FOR ADMISSION

3.1 Nativity

Only Indian citizens of Kerala origin are eligible for admission to the courses covered in this prospectus. To prove nativity, the candidate has to produce any one of the following certificate along with the application form itself:

- 1.a. The true copy of relevant page of Secondary School Leaving Certificate of the candidate showing the place of birth in Kerala.
- 1.b. The true copy of relevant page of Secondary School Leaving Certificate showing place of birth in Kerala either of the parents of the candidate with corroborative certificate to establish the relationship between the parent and the candidate.
- 1.c. The true copy of the relevant page of the Passport of the candidate, issued by the Government of India showing the place of birth in Kerala or of either of the parents of the candidate showing the place of birth in Kerala along with corroborative certificate to establish the relationship between the parent and the candidate.
- 1.d. A Certificate of Birth issued by an authority competent to register birth (Panchayat, Municipality, Corporation) of the candidate or of either of the parents of the candidate along with corroborative certificate to establish the relationship between the parent and the candidate, showing the place of birth in Kerala.
- 1.e. A Certificate issued by the Village Officer/Tahsildar in prescribed format (**Annexure III**) showing that the candidate or his/her father/mother was born in Kerala.

3.2 Academic Eligibility

The candidates who have passed the B. Pharm Degree examination from any of the Universities in Kerala or from any other Universities recognised by the Kerala University of Health Sciences as equivalent thereto from an institution recognised by the All India Council of Technical Education, New Delhi and Pharmacy Council of India,

with a minimum of 50% marks for all the Three years of B. Pharm Examination (II, III, IV year) taken together, will be eligible for admission. For service candidates including Lecturer in Pharmacy seeking admission against the reserved quota, the minimum marks required shall also be 50%. Candidates who have passed their B. Pharm course from Universities outside Kerala will be eligible for admission only if their qualifying examination is recognised by the Kerala University of Health Sciences before the last date specified for submission of academic data.

4 DURATION

4.1 M. Pharm

The course of study including the thesis work shall extend over a period of two (2) years.

4.2 Pharm D [Post Baccalaureate]

The duration of the course shall be for three (3) academic years (two years of study and one year internship or residency)

5 SELECTION

5.1.1 Selection of candidates, except service quota candidates, will be made based on the rank of the candidate in **GRADUATE PHARMACY APTITUDE TEST(GPAT)-2014** conducted by All India Council for Technical Education (AICTE), New Delhi and subject to other eligibility criteria prescribed in this prospectus.

5.1.2 Selection of candidates under service quota will be based on service seniority and other eligibility criteria prescribed in this prospectus.

6 CENTRALISED ALLOTMENT(SWS)

The allotment to respective colleges/courses/branches is through a Single Window Centralised Allotment Process based on the options filed by the candidate online. The Director, LBS Centre for Science and Technology, Thiruvananthapuram will prepare the ranklist and conduct the allotment under the supervision of Director of Medical Education, Thiruvananthapuram.

7 RESERVATION OF SEATS

7.1 M Pharm

7.1.1 Service Quota

(i) Seats are reserved for Lecturers in Pharmacy in Medical Education Service in the following specialisation in Government Colleges.

<u>Specialization</u>	<u>No. of Seats</u>
Pharmaceutical Chemistry	One
Pharmacy Practice	One
Pharmaceutics	One
Pharmacognosy and Phytochemistry	One

(ii) One seat is reserved in College of Pharmaceutical Sciences, Government Medical College, Thiruvananthapuram for B. Pharm Degree holders in the Drugs Control department. In the absence of qualified hands from the Drugs Control department, this seat will be filled among the staff (Technicians and Pharmacists on rotation basis) of Directorate of Medical Education and Directorate of Health Services on rotation basis. In the absence of qualified

persons from Medical Education Services and Health Services Department, the seat will be filled by B. Pharm holders from Employees State Insurance Department. For the academic year 2014, this seat is reserved in the subject Pharmaceutics.

7.1.2 Community Reservation

Community reservation (distributed equally among all the subjects) is as follows:-

<u>Community</u>	<u>Seats (%)</u>
Scheduled Caste and Scheduled Tribes	10
Socially and Educationally Backward Classes	9

7.1.3 Reservation for Physically Disabled (PD)

Three percent (3%) of the total seats are reserved for Physically Disabled (PD) candidates. The seats reserved for PD is in the subject Pharmacy Practice. The eligibility criteria are as follows:

- i. The visually handicapped, hearing disabled and Locomotory disabled involving upper limb are not eligible for admission.
- ii. Candidates with locomotor disability of lower limb between 40 and 50% would be allowed the benefit of admission under disability.
- iii. An attested copy of the certificate of disability from the District Medical Board certifying the degree of percentage of disability issued not earlier than 12 months prior to the submission of application has to be attached with the application form.
- iv. A Medical Board constituted by the Government shall assess the fitness of the candidates to undergo the course prior to the admission. This Board will have the power to review the Certificates issued by the District Medical Boards.

7.2 Pharm. D (Post Baccalaureate)

Community reservation as per Clause 7.1.2 will be observed for admission to Pharm. D (PB) course.

7.3 Un-availed Reserved seats

If there are no candidates in the rank list of reserved category (7.1.1, 7.1.2 or 7.1.3) the same will be filled up by eligible candidates included in the Rank list of General Merit candidates.

8 CRITERIA FOR SELECTION UNDER RESERVED CATEGORY

8.1 Service Quota

- 8.1.1 The candidate selected should have at least five years of service for superannuation after completion of the course. The selection under the service quota will be on the basis of seniority in service. The length of seniority of actual physical service in the concerned department excluding LWA will be the criterion. If there is tie in the actual physical service, the PSC seniority will be the criterion. The selection will be done by a committee constituted by the Director of Medical Education. The Director of Health Services/Director of Insurance Medical Service/ Drugs Controller will be the Members of the committee.

- 8.1.2 The candidates admitted under service quota will have to serve the Government continuously for a period of not less than five years immediately after the completion of the course and shall not be permitted to avail Leave Without Allowance during that period for taking up employment elsewhere. In the event of any violation of these conditions, he/she will have to pay Rs.5,00,000/- (Rupees Five Lakhs Only) and stipend or salary drawn during the period of study as penalty to Government. Service candidates will have to execute a bond at the time of admission in this respect as given in **Annexure IV**
- 8.1.3 Service candidates who are selected for M. Pharm course under Service reservation quota who fail to join the course/discontinue the course after joining, other than on medical grounds will not be eligible for applying to the course under Service reservation quota for three consecutive years after the year of selection.

8.2 Scheduled Caste and Scheduled Tribes Quota

The candidates who apply under this category should produce Certificate from the Tahsildar of the Taluk concerned, that he/she belongs to Scheduled Caste/Scheduled Tribes (**Annexure shown in the website**). Community Certificate issued by any other authority will not be considered on any account.

8.2.1 Claim for Reservation under Scheduled Castes/Scheduled Tribes Quota

- 8.2.1 (a) Candidates claiming reservation under Scheduled Castes/Scheduled Tribes quota should obtain the Caste/Community Certificate from a Revenue Officer not below the rank of a Tahsildar, in the prescribed format (**Available in the website**). The following certificate should also be got recorded by the Revenue Official below the said certificates: "The Certificate is issued after observing the guidelines issued in Government Circular No. 18421/E2/SCSTDD dated 15-12-1987".
- 8.2.1(b) The applications for the reserved seats of Scheduled Castes/ Scheduled Tribes candidates which do not contain Scheduled Castes/Scheduled Tribes Certificates (Community Certificate) from the Tahsildar in the prescribed form provided in the body of the application will not be considered on any account against the seats reserved for Scheduled Castes/Scheduled Tribes candidates (vide G.O. (MS)No.31/90/SCSTDD dated 25-05-1990). The community certificate should clearly specify that the candidate himself/herself (not the father or mother) belongs to the Scheduled Castes/Scheduled Tribes. The Community Certificates obtained earlier for other purposes will not be accepted. The candidates who are reconverted to Hinduism from Christianity of Scheduled Caste origin should produce community certificate from the Tahsildar concerned along with a copy of Gazette Notification regarding re-conversion.
- 8.2.1(c) The claim for reservation under Schedule Caste/Schedule Tribes quota will also be subjected to verification and clearance by the Screening Committee constituted for the purpose by Government vide G.O. (MS) No.23/89/SCSTDD dated 22-05-1989 and as authorised by Section 6 of the Kerala (Scheduled Castes and Scheduled Tribes) Regulation of issue of Community Certificates Act - 1996 (Act 11 of 1996).
- 8.2.1(d) The Scheduled Castes/Scheduled Tribes claims in respect of those who have migrated from one State to another will be subjected to the provisions of GO (MS) No. 10/86/SCSTDD dated 12-02-1986. Only the children of those who had migrated to this State before the promulgation of the Constitution (Scheduled Castes) Order 1950 and the Constitution (Scheduled Tribes) Order 1950, and who ordinarily reside in this

State can claim Scheduled Castes/ Scheduled Tribes benefits from the State of Kerala. They must be able to prove this, if required.

- 8.2.1(e) Children of inter-caste marriage who claim reservation under Scheduled Castes/Scheduled Tribes quota should produce necessary certificates to this effect from the Revenue Authorities (**Annexure VIII**). Their Scheduled Castes/ Scheduled Tribes claim will be subjected to verification and clearance by the Screening Committee constituted by the Government vide G.O. (MS) No. 23/89/SCSTDD dated, 22-05-1989. The application of such candidates for the reserved seats of Scheduled Castes/Scheduled Tribes which do not contain Certificate from the Tahsildar concerned in the prescribed form provided in the body of the application will not be considered on any account (vide. G.O.(MS) No.31/90/SCSTDD dated 25-05-1990). The Community Certificate should clearly specify that the candidate himself/herself (not the father/mother) belongs to the Scheduled Castes/Scheduled Tribes. There is no separate reservation quota for the children born of Inter caste married Couples of whom one is a Scheduled Caste/Scheduled Tribes.

WARNING

Those who produce false certificates for claiming reservation under Scheduled Castes/Scheduled Tribes quota shall be liable for the penalties stipulated in Section 15 of the Act referred to in the Clause 7.2.1.(c). Candidates and their guardians who make such applications are warned that in addition to prosecution they will have to suffer the following consequences if the Scheduled Castes/ Scheduled Tribes certificate produced is found to be false and the candidate does not belong to any Scheduled Castes/Scheduled Tribes Communities under Section 16 of the Act:

“16- Benefits secured on the basis of false community certificates to be withdrawn”

1. Whoever not being a person belonging to any of the Scheduled Tribes secured admission in any education institutions against a seat reserved for such castes or tribes or secures any appointment in the Government, Government undertakings, Local Authority or in any other Company or Corporation owned or controlled by the Government or in any aided institutions against a post reserved for such castes or tribes or enjoys any other benefits intended exclusively for such castes or tribes by producing a false Community Certificate shall, on cancellation of the false Community Certificate, be removed by cancelling the irregular admission in the concerned educational institutions, or as the case may be removed from the said service forthwith and any benefit enjoyed by him as aforesaid shall be withdrawn forthwith.

2. Any amount paid to such person by Government or any other agency by way of scholarship, grant, allowance, stipend or any other financial benefit shall be recovered as if it is an arrear of public revenue due as land.

3. Any Degree, Diploma or any other educational qualifications acquired by such person after securing admission in any educational institution on the basis of a false community certificate shall also stand cancelled on cancellation of the community certificate obtained by him.

8.3 Claim for Community reservation under the Socially and Educationally Backward Classes (SEBC)

Reservation to the Socially and Educationally Backward Classes will be in accordance with the provisions contained in G.O (P) No. 208/66/Edn dated 02.05.1966, G.O(MS) No.95/08/SCSTDD dated 06.10.2008 and as amended from time to time.

- 8.3.1 Candidates belonging to as per G.O. (Rt)No.3742/09/H&FWD dated: 24/12/2009 and G.O. (Ms) No.95/08/SCSTDD dated 06.10.2008 and whose annual family income (i.e. annual income of all members in the family from all sources taken together) is up to Rs.6 lakhs (Rupees Six Lakhs only) (as per G.O.(Ms) No. 3/2014/BCDD dated 9.01.2014) are eligible for reservation under this category. The annual family income is inclusive of the income of the spouse in the case of married applicants.
- 8.3.2 The names of castes and communities under SEBC are given in **Annexure IX**. Only the claims of the candidates of those communities that are included in this Annexure as incorporated in the respective Prospectus 2014 will be considered. Claims by candidates belonging to other communities, which are not included this Annexure, will

be rejected even if certificates from the concerned Revenue Officers have been obtained and furnished along with the application form.

8.3.3 Candidates belonging to Ezhava, Muslim, Other Backward Hindus, Latin Catholic, Other Backward Christian and Kudumbi Community claiming reservation under SEBC should invariably produce both community and income certificates obtained from Village Officer. The above certificates should be obtained in the prescribed format (**Annexure X and XI**) itself. Those whose annual family income is above Rs.6 Lakhs are not eligible for reservation.

Income from salary: In the case of candidates whose parents are employed, the Basic Pay and Dearness Allowance of the employee(s) are to be taken into account for the purpose of calculating total family income. Inclusion of interim relief in the annual income will be as per the orders of Revenue Department. HRA, Special Pay, Deputation pay, TA, PTA, honorarium etc. need not be counted for calculating the annual family income.

8.3.4 The admissibility of the claim for reservation of the candidates under SEBC on the basis of the community and income certificates issued by the Village Officers will be subject to re-verification of the income certificates by the Tahsildar concerned (vide G.O.(Rt) No. 621/93/ H&FWD dated 12.03.1993).

8.3.5 The annual family income furnished by candidates claiming SEBC reservation will be published facilitating the public to raise complaints/objections against false claims. The State Level Committee constituted as per the provisions of G.O (Rt) No.127/08/RD dated 01.04.08 and amendments thereof will conduct detailed enquiry on the complaints and recommended to the Director of Medical Education for appropriate action. The Director of Medical Education, who is the chairman and Convenor of the State Level Committee, shall implement the recommendations.

8.3.6 The candidature/allotment/admission of the candidates who furnish false Income Certificates will be cancelled. Such candidates will also be debarred from applying for admission to the courses under reference for a period extending up to two years.

8.3.7 **Reservation under SEBC for children of Inter-caste married couples:** Children of Inter-caste married couple with either father or mother belonging to a community included in SEBC list or with father and mother belonging to different communities, both of whom are included in the SEBC list, are eligible for reservation under SEBC. Such candidates should furnish an 'Inter-Caste Marriage Certificate' from the Village Officer/Tahsildar in the proforma given in **Annexure VIII**. They need not produce Income Certificate for claiming communal reservation. Candidates with father and mother belonging to different communities, both of which are included in the SEBC list, can avail communal reservation under any one of the communities of their parents, which is to be mentioned by the candidate in the relevant column of the application. (For example a candidate born out of inter-caste marriage between an Ezhava and a Muslim can claim the reservation benefit applicable either to Ezhava or Muslim only and not against both).

The claim made in the application form will be final and cannot be changed subsequently.

8.3.8 SC/ST candidates who are children of Inter-caste married couple of whom one is SC/ST, eligible for educational and monetary benefits admissible to SC/ST as per Section 2 (ii) of G.O (Ms) No. 25/05/SCSTDD dated 20.06.05, if eligible for reservation under SEBC, will be granted the same based on the community claim shown in the inter-caste marriage certificate issued by Revenue officials and to be attached by them with the application.

9 MINIMUM REQUIREMENTS

All applicants should satisfy the minimum requirements for admission as specified in Clause 3.2 before the last date fixed for submission of academic data.

10 HOW TO APPLY

Application for admission to the Post Graduate Pharmacy Courses-2014 can be registered only online. The provision for applying online is available at the website www.lbcentre.in.

11. Application Fee:

The application fee will be as follows:

For General candidates : ₹ 600/-

For SC / ST candidates : ₹ 300/-

Candidates referred to in Clause 8.3, who are children of Inter-Caste married couple of which one is SC/ST who will be eligible for educational and monetary benefit admissible to SC/ST as per Clause 2 (ii) of GO (MS) No.25/2005/SCSTDD dated 20.6.2005, should remit the fee meant for SC/ST and should attach an inter-caste marriage Certificate from the Revenue officials with the print out of the online application form.

Application fee can be remitted at any one of the branches of the Scheduled Bank (to be notified) in Kerala.

Note: The application fee once remitted will not be refunded under any circumstances.

11.1. Remittance of Application fee:

(a) The candidates shall remit the required fee (Rs.600.00 for General candidates and Rs.300.00 for SC/ST candidates) in a Scheduled Bank (Which will be notified later) in the account of The Director, LBS Centre for Science and Technology, Thiruvananthapuram. On payment of the prescribed fee in the bank, the applicant will be issued a receipt which will carry the unique Application no. and Security Key.

(b) In the case of Service candidates, application fee can be remitted in the Govt. Treasury under the head of Account "0210-03-105-99" and the Chalan receipt should be attached along with the application form of the candidate. Service candidates shall download the application form available in the website www.lbscentre.in. Those candidates applying under service quota will also be considered for allotment against mandatory reservation seat. For this, they should apply for mandatory reservation seats also after remitting the requisite fee in bank and file college/course options.

12. SUBMISSION OF APPLICATION

There will be two stages for the submission of application, both of which are mandatory. Candidates shall complete/fulfil both the stages as per the time schedule, which will be notified through the website/media.

Stage I

Online Registration of personal data and submission of Application (Printout) of the candidates. (See para 12.1 for details).

Stage II

Forwarding of Academic facing Sheet duly signed in along with attested copies of mark list(s). (See para 12.3 for details).

12.1 Stage I: Online Registration of personal data and submission of Application

The candidate must visit the website www.lbscentre.in and perform online registration using his/her Application Number, Security Key and soft copy of the recently taken **Passport Size photo in JPEG format with size not more than 20 KB**. The candidate must click the link "**Admission to M.Pharm-2014**". He/She will have to initially login to the web site using the 'Application Number' printed on the bank receipt. The candidate will have to create and submit a 'Password' which must be made up of numerals or alphabets or a combination of both. On successful submission of the password, the candidate will be taken to a Home page. Then he/she has to upload softcopy of his/her Photograph and then enter and 'SAVE' the personal data. The computer on completing the online registration will generate a 'Registration ID'. On completion of online registration, the candidate has to take a printout, which is the Application. **The Application number and Registration ID should be used for further access of the home page for the candidate.**

This Application, along with attested copies of certificates to prove all personal claims and copy of Hall ticket of final year B.Pharm Degree examination (for appeared candidates) /mark list(s) of all semesters of B.Pharm Degree examination (if passed), shall be sent to **the** Director, LBS Centre for Science & Technology, Extra Police Road, Nandavanam, Palayam, Thiruvananthapuram - 695033, Kerala, so as to reach within the scheduled time.

Candidates are requested to keep the Password and Registration ID strictly confidential, to protect their interest.

In case any assistance is required for online registration, the candidate may approach any of the Facilitation Centres of LBS Centre (See Annexure VIII for details of Facilitation Centres).

Prospectus is available only in the website www.lbscentre.in.

12.2. CERTIFICATES/DOCUMENTS TO BE SUBMITTED ALONG WITH THE PRINTOUT OF THE APPLICATION

12.2.1 Documents to be submitted by all candidates

- a True copy of the S.S.L.C book or any relevant records to prove date of birth.
- b Any one of the certificates to prove nativity, in the Application Form.
- c Certificates in support of claim for Communal Reservation, in the application Form.
- d Inter-Caste marriage certificate, if applicable.
- e Attested copy of Certificate of the Medical Board for Persons with Disabilities.
- f Copy of the Hall ticket of GPAT-2014.

12.2.2 Additional documents to be submitted by Service Quota candidates

- a) Declaration to the effect that he/she has not under gone M.Pharm course under service quota.
- b) Details of service from the Head of the Department(DME/DHS/DIMS/Drugs Controller) in the format prescribed
- c) All applications claiming service quota shall be forwarded through the Heads of concerned Department (DME/DHS/DIMS/Drugs Controller)

12.3 Stage II: Forwarding of Academic Data Sheet.

This stage has to be carried out after receipt of mark list of B.Pharm Degree examination and as per the time schedule prescribed.

The Academic details shall be entered in the Academic Data Sheet. After successful submission of the same via online, the printout of the same shall be taken by clicking the button 'PRINT'. This printout of the duly signed Academic Data Sheet along with attested copies of mark list(s) should be sent to The Director, LBS Centre for Science & Technology, Extra Police Road, Nandavanam, Palayam, Thiruvananthapuram - 695033, Kerala, to reach on or before the last date prescribed.

12.4 CERTIFICATES/DOCUMENTS TO BE SUBMITTED ALONG WITH THE PRINTOUT OF THE ACADEMIC DATA SHEET

- a. Attested copy of the Mark lists of B.Pharm course (all Semesters/ Years).
- b. Attested copy of the Degree/provisional certificate of B.Pharm course.
- c. Certificate of recognition from KUHS for candidates from University of States other than Kerala.
- d. True copy of the GPAT-2014 score sheet.

WARNING

Incomplete applications with defective or incomplete certificates will be rejected. Belated applications also will not be accepted. **Documents or certificates furnished after the last date fixed for receipt of applications will not be considered on any account.** No candidate will be permitted to incorporate any additional details in the application form or to submit any additional documents after the submission of application form.

13. PRODUCTION OF ORIGINAL CERTIFICATES

All certificates in original are to be produced at the time of Admission. In case of any doubt about any certificate furnished by the candidates, such certificate will be accepted only if found correct on further verification. The Allotment given will be cancelled if it is found later that false certificates have been produced or that the admission has been secured by fraudulent means.

14. PREPARATION OF RANK LIST

14.1 Rank list will be prepared based on the rank of the candidate in **GRADUATE PHARMACY APTITUDE TEST (GPAT)-2014** conducted by All India Council for Technical Education (AICTE), New Delhi.

14.2 The service candidates should apply as stipulated in clause 10 of this Prospectus. The controlling officer / head of department (DME/DHS/DIMS/Drugs Controller) concerned will verify the application and documents, prepare a provisional rank list according to the seniority of the candidates and publish it providing sufficient time for submitting complaints/ objections. The appeals/ complaints, if any, against the provisional rank list should reach the head of department within the time limit prescribed. Objections through e-mail will not be considered. The final rank list is prepared after scrutiny by the selection committee with the Director of Medical Education as the Convenor. Service quota for post graduate course can be claimed only once during the period of whole service.

15. CENTRALISED ALLOTMENT PROCESS

15.1 AN OVERVIEW

The Centralized Allotment Process for all Seats in Government Colleges and Govt. Seats in Self Financing Colleges for which the allotment is made by the Director, LBS will be through a Single Window System (SWS). The allotment will be done by the Director, LBS Centre for Science & Technology, under the supervision of the Director of Medical Education. The allotments will be strictly based on the options exercised by the candidate, the rank list of GPAT Examination and eligible reservation(s) of the candidate and availability of seats.

Candidates are advised to visit the website www.lbscentre.in and keep a constant watch on the leading print and electronic media, pertaining to notifications/instructions regarding allotment.

15.2 Registering Options

15.2.1 The Registration of College/Course Options can be done only after publication of the Rank list. It need not be registered at the time of submission of Application or at the time of submission of Academic details. The time schedule for registering options will be notified separately. The details of colleges and courses will be made available in the website at the time of registration of options.

15.2.2 **Facility for Registering Options:** Candidates included in the rank list can register their college(s)/course(s) options within the time schedule specified, from any computer having Internet facility. Candidates who do not have access to Internet facility can use the service provided at the District Facilitation Centres arranged by the LBS Centre for Science and Technology, free of cost. The list of District Facilitation Centres will be available in the Website. The facility for online registering of college /course options will be withdrawn once the time schedule is over and the candidates will not have access to this facility after the same. **No extension of time will be granted for registering options under any circumstances. A candidate who does not register his/her options, within the time schedule announced, will not be considered for allotments.**

15.2.3 Candidates can access the website www.lbscentre.in and follow the instructions given therein to register their options.

The steps involved in registering options are summarized below:

Accessing the website

Logging on the candidate's Home page

Registering of options using the course and college codes

Saving the Options registered.

Viewing the list of options registered.

Logging off from the Home page.

Applications of candidates who do not comply Stage I and Stage II of Submission of Application by vide Clause 12 and who do not give their options online within the time schedule will not be considered for allotment. Options submitted by Fax, e-mail, post, courier, hand delivery etc will not be considered for allotment.

15.2.4 Any candidate, who wishes to register his/her options, should have the 'Application number 'Registration ID' and the 'Password' which he/she has created, readily available with him/her.

15.2.5 All options available to a candidate, based on the courses he/she has applied for, can be registered through a single registration. Options to all eligible courses/colleges will have to be registered as per his/her relative order of preference in different streams taken together using the numbers 1,2,3 etc. The most preferred option among all options available in the various

streams may be registered using the number 1, the next preferred using the number 2 and so on.

15.2.6 A candidate can register all the available options if he/she desires so. However, it is not compulsory that he/she should exercise all the options. Candidate will be considered only against the options registered by him/her. If a candidate himself/herself to be considered only in Govt. college, he/she may file options only is those colleges.

15.3 Adding/Deleting/rearranging options

On entering the Home page, the candidate should click on the button 'Add/Delete/Rearrange Options'. The facility for Adding /Deleting/Rearranging options will be activated only after this.

15.3.1 To Add a College-Course Option

In the Home page, the available Course- College List can be seen Course-wise, with a blank box against each to the right to enter the preference number of the option. The candidate may register an option by giving the preference number (option no) in the box against the preferred Course- College. After entering the preference number of his/her preferred Course-College he/she must click the 'SAVE' button to save the registered option. The registered options will be displayed in the order of preference number under the title "Selected Course-College Preference List".

15.3.2 To Delete an option

Enter '0'(zero) in the preference no. box in the selected list displayed under the title "Selected Course-College Preference list" and click the 'Update' button.

15.3.3 To Re-arrange options.

To change the preference no of an existing option, enter new preference no in the selected list against the course-college under the title "Selected Course-College Preference List" and click the 'Update' button.

The candidate can take a printout of registered options by clicking the 'Print Options' button.

15.4. Adding/Deleting/Rearranging of options can be carried out as many times as needed till the closing time for registration of options. The options in the 'Home page' of the candidate at the time specified for closing of registration of options will alone are considered for processing. **The candidates may keep a printout of this for future reference.**

(1) Candidates may collect the full details of colleges such as location, accessibility, facilities available, fee to be remitted etc. before filing options. The detailed addresses and telephone numbers of the colleges will be provided in the website while registering the options online.

(2) Candidate shall take utmost care in finding out the respective codes of colleges and courses of their choice from the list given in the website while registering their options online.

15.5. ALLOTMENT.

Based on the options registered, allotments will be published in the website www.lbskerala.com/www.lbscentre.org on the date to be notified. The allotment of a candidate can be seen in the Home page of the candidate. It will show the College & Course to which the candidate is allotted. The Provisional Allotment memo can be printed by clicking 'Print Provisional Allotment memo' button. The memo will show the personal details, the college and the course to which the

candidate is allotted to and the fee to be remitted. This Memo has to be produced in the bank for remitting the required fee.

15.5.1. REMITTING OF FEE:

The prescribed tuition fee for the course will have to be remitted in cash by the candidate to the account of the Director, LBS Centre for Science and Technology in any one of the notified branches of a Scheduled bank (to be notified) in Kerala, as per the time schedule prescribed. On remitting the fee, a fee receipt will be issued by the bank to the candidate, which shall be produced in the college at the time of admission.

- 15.5.2 SC/ST candidates, who get allotment, in Govt. seats shall remit a token amount of Rs.100/- (as part of Caution Deposit) by cash.

Fee remitted by way of Demand Draft/Cheque/etc. will not be accepted under any circumstances.

Note:The list of candidates who remit fees/caution deposit (for SC/ST) will be updated regularly at the website www.lbscentre.in. Candidates who remit fees should verify the list and ensure that their name has been included in the list. If any discrepancy is noted the candidates should immediately bring it to the notice of any one of the District Facilitation Centres of LBS Centre for Science and Technology, Kerala.

- 15.5.3 Those candidates who fail to remit the fee on or before the date specified and in the manner specified under Clause 18 will lose their current allotment as well as the eligibility for further allotments except for spot allotments, if any conducted.

- 15.5.4. **Authorization for Attending Counseling if any:** In case, candidates are directed to appear for a personal counseling at any stage of allotment process and a candidate is not able to attend the allotment process on genuine grounds, the parent/guardian or any authorized person can act as a proxy at the risk of the candidate, on production of authorization letter in the form given in Annexure XI. Authorization letter once received will be considered valid for the entire allotment process, unless the candidate revokes it in writing.

16. POST ALLOTMENT ACTIVITIES:

- 16.1 Reporting at the College:** Candidates need report for admission before the Principal/Head of the institution concerned only when the announcement regarding the same is made by the Director of Medical Education. He/she should report with the originals of the following documents:

- (i) Allotment Memo received online.
- (ii) Receipt of fee remitted in the bank
- (iii) Certificate to prove date of birth.
- (iv) Transfer Certificate (TC) and Conduct Certificate from the Institution last attended.
- (v) Mark lists of all parts of B.Pharm Degree examination and Degree/Provisional Certificate (if applicable).
- (vi) Marklists of 2nd, 3rd and 4th year of B Pharm course and Diploma in Pharmacy Certificate in the case of Lateral Entry candidates.
- (vii) Attested copies of the GPAT-2014 score card.
- (viii) Eligibility Certificate from KUHS, in the case of candidates who have passed the qualifying examination from universities outside Kerala and other universities within Kerala.
- (ix) Migration Certificate, if applicable.

- (x) Undertaking as per Clause 23
 - (xi) Pharmacist Registration Certificate issued by the State Pharmacy Council.
- 16.2 Fees other than the one already paid vide Clause 18, as applicable to the course/institution, will have to

The candidate is specifically instructed not to share his/her Security Key ,Password and Registration No. to the authorities of institutions concerned at the time of joining.

be remitted by the candidate at the time of taking admission in the college.

16.3 Verification of Documents: The Principal/Head of the College or Institution shall be personally responsible for verification of original documents and satisfaction of the correctness of the records produced by the candidate at the time of seeking admission in the college/institution. The University concerned shall also verify the records produced by the candidates who got admission in the college/institution by deputing special teams and submit a report to Government within 10 days from the last date fixed for closing of admissions.

16.4 Failure to report for Admission: Candidates who do not take admission on the prescribed date in the allotted college will lose their admission. Those candidates who fail to take admission in Govt. seats after being allotted to the Govt. seats in the last allotment, resulting in the non filling of such seats, will be proceeded against by the Govt. as per rules.

17 SEAT ALLOTMENT PROTOCOL

17.1 Admission and Allotment in Government Colleges:

17.1.1. State-wide Principle of Allotment in Government colleges:

Admission/allotment of seats in Government colleges is governed by a 'state-wide' principle of selection approved by the Government of Kerala in G.O.(MS) No.122/98/H.Edn. dated 07.10.1998. According to the G.O., 'Candidates of the reserved category who will otherwise come in the open merit list will be allotted to the college of his choice provided he would have been eligible for allotment to that college if he was treated as candidate coming under reservation quota. While a reserved category candidate entitled to admission on the basis of his merit will have the option of taking admission to the colleges where a specified number of seats have been kept reserved for reserved category but while computing the percentage of reservation he will be deemed to have been admitted as an open category candidate and not as a reserved category candidate'. As per the above principle, all seats available for allotment by the Director of Medical Education in Government colleges for a particular course available in all the Government colleges put together will be computed state-wide and the total seats so obtained for each course in these Colleges together, will be distributed statewide for the different categories by applying the mandatory reservation principle as mentioned in Clause 7. While following the above principle of allotment, the institution-wise break-up of seats that is earmarked under each category as per the mandatory reservation principle will be changed in certain colleges.

17.1.2 Allotment in Government Colleges to Candidates with multiple Claims under Mandatory Quota:

All candidates included in the Rank Lists are eligible for allotment under State Merit (SM). Candidates might be entitled for other reservation quotas also under Mandatory Reservation. For example, a candidate may have the benefit of SEBC reservation (EZ/MU/BH/LC/BX/KU) or

Scheduled Caste (SC) or Scheduled Tribe (ST) claim. The seats will be offered on the hierarchy of quotas. The hierarchy in order is as follows:

(i) State Merit (SM) - All candidates included in the Rank Lists are eligible for allotment under State Merit.

(ii) Communal Reservation (SEBC/SC/ST)

A candidate without SEBC/SC/ST reservation benefit will be considered only against the 'State Merit' seats wherever available at the time of allotment. Such candidates will be allotted a seat as per the availability of seats.

17.1.3 Allotments under Special Reservations:

Candidates may be eligible for Special Reservations and/or reservation benefits under 'Persons with Disabilities'. Such allotment will be only to the colleges where the seats have been identified. Allotment under these categories will not be governed by the provisions of the GO referred to in Clause 17.1.1. The allotment of seats under Special reservation will be taken up along with the General Allotment. However such candidates will also be considered for allotment, if they are eligible for SEBC/SC/ST reservation benefits.

17.2 Seat allotment protocol in self financing colleges:

Allotment of seats in private self financing colleges will be college/institution wise.

18. FEE

18.1 Fee for the various courses in Government/Govt. seats in Self Financing Colleges for the admission to 2014 batch will be announced before the beginning of allotment process.

18.2 Candidates belonging to SC/ST communities allotted against merit seats or against the seats reserved for them are exempted from payment of fee.

18.3 SC/ST candidates will have to pay the 'Caution Deposit' as per rules.

18.4 Candidates who are children of Inter-Caste married couple of which one is SC/ST, will be eligible for educational and monetary benefits admissible to SC/ST as per GO (MS) No.25/2005/SCSTDD dated 20.6.2005 if they have submitted the 'Inter-Caste Marriage Certificate' issued by Revenue officials (Refer clause 8.2.1(e) and clause 8.3(f)) along with the application and if the claim has been accepted.

19. TRANSFER OF FEE TO COLLEGES / REFUND OF COURSE FEE/LIQUIDATED DAMAGES:

19.1. Transfer of fee to Colleges : The fee remitted by the candidates will be transferred by the Director LBS Centre directly to the college where the candidate stands admitted at the time of closing of admissions for the year. This will be done only after closing of admission for the year 2014.

19.2 The amount of fee/excess fee collected will be refunded to the candidates only after the closing of admissions for the year. The candidates need not submit any individual request in this regard. No interest will be paid to the candidate on the balance amount due to him/her.

19.3 No refund of fee will be made to candidates who apply for Transfer Certificate/Cancellation of admission under any circumstances, after the last date for taking admission by candidates consequent to the last spot Allotment. They will have to pay Liquidated damages as stipulated in clause 19.5.

19.4 A candidate who has remitted fee but does not take admission in the college consequent to the last spot Allotment in the last phase of allotment will not be eligible for refund of fee.

19.5. Levying amount towards liquidated damages from candidates discontinuing their Studies.

Every candidate including service candidates admitted to the course shall execute a bond on Rs.100/- Kerala Stamp Paper (Annexure XIV) at the time of admission to the course that he/she shall pay to Government the salary/stipend drawn/received if any if any during the period of study in addition to a sum of Rs. 2,00,000/- (Rupees Two Lakhs only) as liquidated damages in the event of his/her interrupting or discontinuing the course at any time after closing date of admission to Post Graduate Pharmacy courses in academic year 2014.

20 CHANGES IN DATE OF CENTRALISED ALLOTMENT

The Director of Medical Education/Director, LBS Centre will not entertain any request for change of any date fixed in the Centralized Allotment Process/Admission from time to time.

21 DISPUTES

All disputes pertaining to the allotment for admission shall fall within the jurisdiction of the Hon'ble High Court of Kerala.

22 CHANGE OF COLLEGE OR COURSE

The candidates will not be allowed to have transfer from one college to another or one course to another (even if it is in the same college), after the closing of allotment/admission process for the year 2013.

23 PREVENTIVE MEASURES AGAINST RAGGING:

According to the Kerala Prohibition of Ragging Act, 1998, 'ragging' means doing of any act by disorderly conduct to a student of an educational institution, which causes or is likely to cause physical or psychological harm or raising apprehension or shame or embarrassment to that student and includes teasing or abusing or playing practical jokes or causing hurt to such students or asking a student to do any act or to perform something which such student will not in the ordinary course be willing to do.

All institutions will have to abide by the directives of the Honourable Supreme Court of India, Dated May 16, 2007 in SLP No. (S) 24295 of 2006 University of Kerala Vs Council, Principal's, Colleges, Kerala and Ors [with SLP (c) No.24296-99/2004 and W.P (Cr) No. 173/2006 and SLP (c) No.14356/2005] and the recommendations approved by the Honourable Supreme Court of India on effective prevention of ragging in educational institutions.

In case, the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission may be refused or he/she shall be expelled from the educational institution. It shall be the collective responsibility of the authority of the institution to see to it that effective steps for preventing ragging are taken. Anti-ragging committees and anti-ragging squads will have to be formed to take effective measures against ragging and they should adhere to the stipulations and effectively monitor and comply with the directives. Each of the student of the institution and his/her parents, or guardian are required to submit a combined undertaking at the time of registration/admission in prescribed format available in **Annexure XV** which is mandatory for registration/admission.

24 POWERS TO MAKE ADDITIONS/MODIFICATIONS

The Prospectus is subject to modification/addition as may be considered necessary by the Government and will be issued as Executive orders/ notification. Any other items not specifically covered in this prospectus will be decided by the Director of Medical Education and that decision shall be final.

Sd/-
Director of Medical Education

Thiruvananthapuram
03.05.2014