



Government of Kerala

**Prospectus
for
Admission to Professional Degree Courses in Nursing
and Para Medical Streams**

- Bachelor of Science- Nursing [B.Sc. Nursing]
- Bachelor of Science– Medical Laboratory Technology [B.Sc. (M.L.T)]
- Bachelor of Science -Perfusion Technology (B.Sc. Perfusion Technology)
- Bachelor of Science- Medical Radiological Technology-[B.Sc. MRT]
- Bachelor of Science- Optometry [B.Sc.(Optometry)]
- Bachelor of Physiotherapy [B.P.T]
- Bachelor in Audiology and Speech Language Pathology [B.A.S.L.P]
- Bachelor of Cardio Vascular Technology[B.C.V.T.]

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2018

Prospectus for Admission to
Professional Degree Courses in
Nursing and Para Medical Streams

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Government of Kerala
Director of Medical Education, Thiruvananthapuram

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** Available in the website

1. INTRODUCTION

- 1.1 Prospectus for Admission to Professional Degree Courses 2018 in Nursing and Paramedical streams, which has been approved by the Government of Kerala, is published herewith. It contains general information and rules relating to the admission to Nursing and Paramedical Degree Courses, 2018, and other connected matters. 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 (www.lbscentre.kerala.gov.in) regularly for notifications and announcements.
- 1.2 The Prospectus issued in earlier years for these courses are not valid for the year 2018. The English Version of the Prospectus shall only be considered as authentic, in the case of dispute in any of the clauses of the Prospectus for admission to Professional Degree Courses, 2018. This Prospectus sets out the rules and regulations for selection and admission to the following Degree courses conducted by Director of Medical Education within the State of Kerala.

Degree Courses:

- Bachelor of Science - Nursing (B.Sc. Nursing)**
- Bachelor of Science - Medical Laboratory Technology [B.Sc. (M.L.T)]**
- Bachelor of Science - Perfusion Technology (B.Sc. Perfusion Technology)**
- Bachelor of Science - Optometry [B.Sc.(Optometry)]**
- *Bachelor of Physiotherapy - (B.P.T)**
- *Bachelor in Audiology and Speech Language Pathology - (B.A.S.L.P)**
- Bachelor of Cardio Vascular Technology - (B.C.V.T.)**
- *Bachelor of Science- Medical Radiological Technology-(B.Sc.MRT)**

* Only for Self financing Colleges

- 1.3 Admissions to the above courses are regulated on the basis of merit as assessed in the rank list prepared based on the marks obtained in final year of the qualifying examination(s), after having the normalization procedure as described in Clause 8.7.
- 1.4 This Prospectus is subject to modification/addition/deletion, as may be deemed necessary by the Government.
- 1.5 Allotment of seats from the State Rank Lists for all courses in Self Financing Colleges will be made in accordance with the orders of the Hon'ble Supreme Court of India/Hon'ble High Court of Kerala or orders of the Government of Kerala/Government of India as per the law in existence at the time of Centralized Allotment Process and will be notified separately.

2. COURSES, INSTITUTIONS AND SEATS

- 2.1 The list of the institutions in which the courses are offered, the number of seats available etc. is given in Annexure I (Final list will be published later in the website www.lbscentre.kerala.gov.in The list is not complete.
- 2.2 **Categorization of Seats**
- 2.2.1 **Government seats:** Merit Seats against which the **Director, LBS Centre** makes allotment are called 'Government Seats'.
- (a) Government seats are available in all the Government Colleges, Government Controlled Self Financing Colleges and in Private Self Financing Colleges that enter into agreement with the Government.
 - (b) Candidates who seek admission in Private Self financing colleges are bound to accept the conditions stipulated in the agreement between Government and Self Financing College Management(s) and deemed to have accepted such conditions.
 - (c) In the case of self-financing colleges run by institutions having minority status granted by the Government or National Minorities Commission, 20% of the Government seats shall be filled up from among the candidates belonging to the minority community running the college, on the basis of merit. In case, sufficient candidates are not available from the concerned community, the balance seats will be filled up from State Merit as per the usual norms.
 - (d) The extent of availability of Government seats in Self Financing Colleges run by institutions under Government control and other Private Self Financing Colleges are given in the **Annexure I**.

- 2.2.2 **Management seats:** Seats other than 'Government seats' will be filled up by management as per inter-se merit and Changes can be made only with Government approval.
- 2.2.3 Details of Seats for Nominees and under Special Reservation categories are given in **Annexure II (a)**.
3. **DURATION OF THE COURSES**

Course	Duration (Years)	Compulsory Nursing service*/Rotating Internship**
B.Sc. Nursing	4	*12 Months
B.Sc. (M.L.T)	4	
B.Sc. Perfusion Technology	4	
B.Sc.(Optometry)	4	
B.P.T.	4	**6 Months
B.A.S.L.P.	4	
B.C.V.T.	4	
B.Sc. Medical Radiological Technology	4	
B.Sc. Dialysis Technology	4	

* Only for govt. Colleges

** In addition to the duration of the course

Note: If clinical training facility is specified for the course it will be the part of the course and the student is not eligible to get stipend during such training period.

4. RESERVATION OF SEATS FOR VARIOUS COURSES

4.1 **Types of reservation in Government Colleges:** Out of the total seats available for the various courses, seats will be reserved for different categories as given under Clauses 4.1.1 to 4.1.4.

4.1.1 **Reservation for Nominees:** These are the seats set apart for the nominees of the Union Territories or other States for the various courses. They have to satisfy the academic eligibility criteria.

(a) **Nominees of the Government of India:** The Government of India, subject to the eligibility conditions in clause 6, will make Nominations to these seats. The distribution of seats under this category are available in Annexure II(a). Such candidates should produce a Nomination letter of executive nature from the Government of India.

(b) **Nominees of Union Territory of Andaman & Nicobar Islands:** These seats are reserved for candidates of Kerala origin settled in the Union Territory of Andaman and Nicobar Islands. Nominations to these seats will be made by the Administration of that Union Territory and the candidates must possess the requisite qualifications as provided under Clause 6. The distribution of seats is given in the Annexure II (a).

(c) **Nominees of Lakshadweep:** Seats are reserved for candidates of Kerala origin settled in Lakshadweep. The candidates should be sponsored by the Administration of that Union Territory and must possess the requisite qualification as per Clause 6. The distribution of seats is given in the Annexure II (a).

Admission to the seats under Clause 4.1.1 will be completed by the admitting authority on or before the date to be notified. The un-availed seats in these categories will be reverted to the mandatory quota.

4.1.2 **Reservation for Persons with Disabilities:** Leaving the seats set apart under Clause 4.1.1, three percent of the seats available for the state for allotment from the state rank lists, for all the courses in all the Government Colleges are reserved for the candidates with disabilities. For details, refer Clause 5.3.

4.1.3 **Special Reservation:** These are the seats reserved for certain specific categories, for different courses. For details (refer Clause 5.2.)

4.1.4 **Mandatory Reservation:** The remaining Govt. seats will be distributed as per the mandatory reservation principle as contemplated in G.O. (P) 208/66/Edn. dated 2.5.1966, G.O.(MS) No. 95/08/SCSTDD dated 06/10/2008, G.O (MS) No. 10/2014/BCDD dated 23/05/2014 and as modified from time to time.

Sl.No	Category	Percentage
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(A)	State Merit		60%
(B)	Socially and Educationally Backward Classes		30%
	a. Ezhava (EZ)	9%	
	b. Muslim (MU)	8%	
	c. Other Backward Hindu (BH)	3%	
	d. Latin Catholic & Anglo Indian (LA)	3%	
	e. Dheevera and Related communities (DV)	2%	
	f. Viswakarma and related communities (VK)	2%	
	g. Kusavan and related communities (KN)	1%	
	f. Other Backward Christian (BX)	1%	
	g. Kudumbi (KU)	1%	
(C)	Scheduled Castes & Scheduled Tribes		10%
	a. Scheduled Casts (SC)	8%	
	b. Scheduled Tribes (ST)	2%	

4.1.5 The total number of seats available for the different courses will be published prior to the commencement of Centralised Allotment Process. The number of seats earmarked for various categories for the different courses in Government and Self Financing Colleges will also be finalized before the Centralized Allotment.

4.1.6 Admission to all the Government seats except for the seats reserved for Nominees will be made on the basis of the respective rank in the published ranklist may be applicable.

4.2 **Types of reservation in Self financing Colleges:** The reservation of seats in Self Financing Colleges run by institutions under Government control and other Private Self Financing colleges will also be finalized before the Centralised Allotment

5. CLAIMS FOR RESERVATION AND CERTIFICATES TO BE PRODUCED

5.1.(i) Claims for Special/Mandatory reservations must be made by a candidate at the time of submission of application with supporting documents as required. The claim has to be specified in the application in the respective places. Claims made after the last date of submission of application will not be entertained even if supporting evidences are produced. The claims for Special and Mandatory Reservation once made in the application cannot be altered by the candidate under any circumstances.

(ii) Those who claim admission under Government Seats reserved for a Minority Community, in a college having minority status granted by Government/National Minority Commission, should specify the same in the application. They should attach community Certificate, obtained from Revenue Authority/authority concerned, along with the application. There is no restriction on annual family income for candidates to apply against such minority seats. The list of colleges where such seats are available with the name of communities concerned is given in the Annexure I.

(iii) Only candidates belonging to 'Keralite' category (as defined in clause 6), are eligible for claiming seats under Mandatory quota in Government Colleges and Special reservation quota unless otherwise specified in the Prospectus. Details of reservation of seats, if any, in Self Financing Colleges will also be finalized before the Centralised Allotment.

5.2 Claims for Special Reservation:

(i) All the candidates seeking admission under the 'Special Reservation Categories' will have to find place in the rank list. In case the admissions are based on inter-se merit list, only those candidates who find place in the rank list will be considered for preparing the inter-se merit list.

(ii) Candidates should mention the item of reservation claimed in the relevant columns in the application and should be otherwise eligible as per Clause 6.

- (iii) Candidates should attach along with their application, relevant Certificates as mentioned for each item below, in support of the claim
- (iv) Selection to the seats mentioned from 5.2.1 to 5.2.4 will be made on the basis of the rank in the rank list prepared by the Director, LBS Centre. Selection to the seats mentioned in 5.2.5 and 5.2.6 will be made on the basis of the inter-se-merit of the candidates in the merit list prepared for the purpose. For special reservations mentioned in 5.2.5 and 5.2.6, only those candidates who find place in the rank list will be considered for inclusion in the inter-se merit list.
- (v) In cases where candidates are to be allotted to the 'Special Reservation' seats on the basis of inter-se merit list, the authorities concerned will forward to the the Director, LBS Centre for Science & Technology, Extra Police Road, Nandavanam, Palayam, Thiruvananthapuram-6950033, the preliminary merit list of candidates prepared on the basis of the proficiency of the candidate in the respective fields. Such preliminary proficiency list should reach the office of the Director, LBS Centre for Science & Technology, Extra Police Road, Nandavanam, Palayam, Thiruvananthapuram-6950033 on or before the date specified. Lists received after this date will not be entertained under any circumstances and the seats to which such admissions are to be made will be merged to the mandatory reservation quota.
- (vi) Seats under Special Reservation in Self Financing Colleges, if available, will be notified separately. Such seats, if any, will not be shifted to Government Colleges under any circumstances. The details of Special Reservation seats earmarked in Government Colleges are given in the Annexure II (a).

5.2.1 **Ex-servicemen Quota (XS):** Applicants to this category should invariably produce along with the application a Certificate in Annexure V(a) obtained not earlier than 6 months from the date of notification from the military authorities or State/Zilla Sainik Welfare Officer to the effect that he/she is the son/daughter of ex-serviceman or an ex-service man himself/herself. The Certificate should clearly show that the benefit of reservation has not been granted earlier to any member in the family. In the absence of the Certificate, the claim will not be considered.

5.2.2 **Dependant of Defence Personnel Killed/Missing/Disabled in action (DK):** This benefit will be available to one person only from the family concerned in respect of each defence person killed in action/missing in action/disabled either during war hostilities or in peace time circumstances of which are identical to activities during operational engagements. They should invariably produce a Certificate in Annexure V(a) along with the application, obtained not earlier than six months from the date of notification from Military Authorities/Zilla Sainik Welfare Officer to the effect that he/she is the son/daughter/widow of the defence person who was killed in action or missing in action or disabled in action. In the case of disabled personnel, the certificate should specify that the concerned person was/is in receipt of disability pension. The certificate should clearly show that the benefit of reservation has not been granted earlier to any member in the family. In the absence of the certificate, the claim will not be considered.

If no suitable candidates under this category are available for the concession, as per the existing order/rules, the seats reserved for them will be given to the son/daughter/widow of the defence personnel who died in harness (HR), if they are otherwise eligible as per Clause 6. They should produce certificate in Annexure V(a) along with the application form obtained not earlier than six months from the date of notification from Military Authority/Zilla Sainik Welfare Officer to the effect that the defence personnel had died while in service. The certificate should clearly show that the benefit of reservation has not been granted earlier to any member in the family. In the absence of the certificate the claim will not be considered.

If there are still no suitable candidates under these categories, the seats reserved for the children/widow of defence personnel killed in action/missing in action/disabled will be given to children of Serving Defence personnel or in their absence to ex-servicemen/children of ex-servicemen.

Only one candidate from a family will be eligible for Special Reservation quota under 5.2.1 and 5.2.2.

5.2.3 **Serving Defence Personnel (SD):** Seats are reserved for sons/daughters of serving defence personnel from Kerala for admission to certain Courses. Candidates seeking reservation under this category should produce a Certificate in format of Annexure V(b) along with the application obtained not earlier than six months from the date of notification from the Officer Commanding to the effect that the candidate is the son/daughter of serving defence personnel, with details of the station where he/she works at present. Certificate obtained for other purposes will not be considered.

5.2.4 **CRPF (RP):** Seats are reserved for sons/daughters of personnel serving in Para Military Forces/Dependant of Para Military personnel Killed/Missed/Disabled in action including CRPF, BSF, CISF, ITBSF etc. Candidates seeking admission under this category should produce a Certificate in

AnnexureV(b) along with the application obtained from the Officer Commanding under whom they are serving/were serving to that effect. The Certificate should have been obtained not earlier than six months from the date of notification. The purpose of issue should be shown clearly and the Certificate issued for other purposes are not acceptable in any case. If seats are remaining unfilled, the same will be filled up by the wards of CPMFS provided it is specifically shown in the attached Certificate that the organization in which they are working/worked is a paramilitary force under Government of India.

- 5.2.5 **Sports Quota (SP):** Candidates who claim reservation under Sports Quota shall fulfill their eligibility based on the norms of Kerala Sports Council prior to submission of Application, for the seats as prescribed in the prospectus.
- (i) The candidate should forward the original application to the the Director, LBS Centre for Science and Technology, Extra Police Road, Palayam, Thiruvananthapuram-695033 and a photocopy of the application to the Secretary, Kerala State Sports Council, Thiruvananthapuram-695001, on or before the last date of submission of application. The Sports Council will allot marks to the candidates according to their proficiency in sports. The maximum mark for proficiency is 500. The sports council authorities will collect the application numbers from the candidates and furnish it in the proficiency mark list for sports.
 - (ii) The mark list of candidates under '**Individual Events**' and '**Team Events**' should be prepared separately and forwarded to the Director, LBS Centre for Science and Technology, Extra Police Road, Palayam, Thiruvananthapuram-695033, to reach on or before the date to be specified. In the case of candidates seeking admission to various courses, the marks out of 500, awarded to the candidates for proficiency in sports will be added to the aggregate marks, which was counted for ranking in the respective rank lists computed out of 500, obtained by the respective candidates. Such candidates would be eligible for a maximum of 1000 marks. The merit list for each category would be prepared on the basis of inter-se merit of the candidate computed as above. A rank list of candidates included in 'Individual' and 'Team' events will be prepared based on the inter-se merit and published separately.
 - (iii) At the time of preparation of the rank list under sports quota, if there is any tie in the total marks, it will be resolved by the same principle of resolution of tie for the preparation of rank list, as the case may be.
 - (iv) The seats under sports quota will be filled up by giving equal representation to both individual and team events. The principle adopted will be 1:1 which will be implemented by allotting seats alternatively between individual event and team event. The allotment will start with the event, whether individual or team, to which a candidate secures the highest index mark from among the candidates considering exclusively for sports quota reservation seats. If there is any vacancy in the 50% seats reserved for individual events/team events, the seats shall be filled up by candidates from the other category.
- 5.2.6 **NCC Quota (CC):** The candidates seeking admission under the NCC quota should forward the original application to the Director, LBS Centre for Science and Technology, Extra Police Road, Palayam, Thiruvananthapuram-695033, and a photocopy of the application to the Deputy Director General, NCC (Kerala), PB No.2212, Thiruvananthapuram-695010 through the respective NCC Unit Officers where the candidates have been enrolled as cadets, before the last date for submission of application. The seats under NCC Quota for admission to Professional Degree Courses are restricted only to the NCC Cadets who are studying within the State of Kerala.
- (i) The state level committee, on the basis of the norms approved by the Government, will award candidates, marks according to their proficiency in NCC. The maximum marks for proficiency will be 500. The NCC authorities will collect the application number from the respective candidates and furnish the application number in the mark list. The Deputy Director General, NCC, will forward the list of candidates with their marks to the Director, LBS Centre for Science and Technology, Extra Police Road, Palayam, Thiruvananthapuram-695033 to reach him on or before the date to be specified.
 - (ii) In the case of candidates seeking admission, the marks out of 500, awarded to the candidates for proficiency in NCC will be added to the marks obtained by the respective candidates in the concerned rank list computed out of 500. Such candidates will be eligible for maximum of 1000 marks.
 - (iii) At the time of preparation of the inter-se merit list under NCC Quota, if there is any tie in the total marks, it will be resolved by the same principle of resolution of tie for the preparation of rank list, as the case may be.
- 5.2.7 **Service Quota:** Candidates under this quota will be selected on the basis of their inter-se seniority. Candidates seeking admission under this quota should submit the original application along with copies of certificates in proof of age and qualifications, service certificate in the prescribed format vide Annexure V (c) to The Director, LBS Centre for Science & Technology. A photocopy of the

application and the relevant documents should be sent to the Head of the Department concerned through proper channel on or before the last date for submission of applications.

- (i) **Nurse-Allopathy (NO):** Three seats are reserved for B.Sc. Nursing course for Nurses in regular service under the Government of Kerala - one each under the Medical Education Service, Health Services and Insurance Medical Services. The eligible candidates (as per Clause 6) for this quota will be selected by the Director of Medical Education/Director of Health Services/Director of Insurance Medical Services as per rules. The Director of Medical Education shall forward these lists to the Director, LBS Centre for Science & Technology within 10 days from the last date of receipt of applications. If seats become vacant, that will go to General Merit.
- (ii) **Departmental candidates (MT):** [For B.Sc.(M.L.T.) course]: Six seats are reserved for B.Sc. (M.L.T) course for Lab Technicians in regular service under the Government of Kerala - two each under the Medical Education Service, Health Services and Insurance Medical Services. The eligible candidates (as per Clause 6) for this quota will be selected by the Director of Medical Education/Director of Health Services/Director of Insurance Medical Services as per rules. The Director of Medical Education shall forward these lists to the Director, LBS Centre for Science & Technology within 10 days from the last date of receipt of applications. If seats become vacant, that will go to General Merit.
- (iii) **Departmental Candidates (DO):** [For B.Sc. (Optometry) course]: Two seats in Regional Institute of Ophthalmology, Thiruvananthapuram and one seat in Government Medical College, Kozhikode, are reserved for Service quota candidates. All the three seats are reserved for Medical Education Service. Service quota candidates will be selected on the basis of seniority of the persons working as Ophthalmic Assistant or equivalent posts under Medical Education Services, having 5 years service after completion of the respective course. Candidates have to take eligible leave as per rules to pursue studies. The Director of Medical Education shall forward these lists to the Director, LBS Centre for Science & Technology within 10 days from the last date of receipt of applications. If seats become vacant, that will go to General Merit.
- (iv) No deputation benefits will be granted to the service quota candidates as per G.O. (Rt.) No.2469/2010 H&FWD dated 29.06.2010.

Important: Candidates who claim special reservation quota will also be considered for allotment against mandatory reservation seats provided they file options for the same. Candidates applying under service quota will also be considered for allotment against mandatory reservation seats provided they apply for the same and file college and course options

5.3 Reservation for Persons with Disabilities (PD):

- (i) Three percent of the seats available to the state for allotment from the state rank lists are reserved for candidates with disabilities for all courses in Government Colleges as stipulated in Section 39, Chapter VI of the Persons with Disabilities Act 1995. As per clause 2(t), chapter I of the Act, **'Person with Disability'** means a person suffering from not less than 40% of any disability as certified by a medical authority. Generally, candidates who have a minimum of 40% disability alone will be eligible to apply for this quota. Candidates seeking admission, will have to satisfy the eligibility criteria prescribed by the concerned regulatory bodies for 'Persons with Disabilities'.
- (ii) Candidates under this category desirous of being considered for the courses will have to attach 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 last date of submission of application along with the Application.

No document/Certificate other than those mentioned above will be considered for determining disability. Based on the Certificate produced along with the Application candidates will be provisionally included under the 'Persons with Disability' category.

- (iii) The Director, LBS Centre for Science & Technology of Kerala will publish the rank list of such candidates who have been included in the category. However, the inclusion in this list is strictly provisional.
- (iv) A State Level Committee constituted by the Government, as per G.O. (Rt) No. 2804/2010/H&FWD, dated 21.07.2010, under the Chairmanship of the Director of Medical Education consisting of medical experts in General Medicine, ENT, Neurology, Orthopedic Surgery, Ophthalmology, Psychiatry and Physical Medicine and Rehabilitation will examine and assess the disability of the candidates who are provisionally included under this Category. The State Level Committee will have powers to review the Certificates issued by the District Medical Boards.

- (v) There will be special invitees representing Pharmacy, MLT, Nursing, Physiotherapy and Ophthalmology specialties to this Committee in addition to Medical Experts who will subsequently determine the suitability of a candidate, having minimum 40% of any disability, for a particular course.
- (vi) Only those candidates who are having a minimum 40% of any disability and are found to be physically suitable by the Committee for the courses opted by the candidates will be chosen for a course as only the physically fit can undergo the rigors of a professional course. The recommendations of this State Level Committee will be binding on the candidates. The selection of candidates under this category will be based on the rank list and physical suitability, and not on the basis of the degree of disability.

5.4 Claims for Mandatory Reservation:

5.4.1 **State Merit:** The seats under the State Merit (SM) will be filled purely on merit basis irrespective of the category/community to which the candidates belong.

5.4.2 Claim for communal 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)208/66/Edn.dated 2.5.1966, G.O(MS) No.95/08/SCSTDD dated 06.10.2008 G.O.(MS)No.10/2014/BCDD dated 23/05/2014, G.O.(P) No.1/2015/BCDD dated 01/01/2015 and as amended from time to time and will be in accordance with the Orders of the Hon'ble Supreme Court of India/ Hon'ble High Court of Kerala or Orders of the Government of Kerala/ Government of India.

- a) Candidates belonging to Socially and Educationally Backward Classes as per G.O(P)208/66/Edn. Dated 02/05/1966, G.O(MS) No.10/2014/BCDD dated 23/5/2014, G.O.(P) No.1/2015/BCDD dated 01/01/2015, should produce a certificate to the extent that the candidate belongs to the community which is designated as a socially and educationally backward classes and does not belong to the category of creamy layer, in the proforma given as Annexure V of the G.O(P)No.1/2015/BCDD dated 01/01/2015. The names of the castes and communities under SEBC are given in Annexure III(e). Only the claim of the candidates of those communities that are included in the list as incorporated in the respective annexure of the prospectus 2018 will be considered. Claims by the candidate belonging to other communities, which are not included in the Annexure, will be rejected even if certificates from the concerned revenue officers have been obtained and furnished along with the printout of the application.
- b) Candidates belonging to Ezhava, Muslim, Other Backward Hindus, Latin Catholic & Anglo Indians, Dheevara and related communities, Viswakarma and related communities, Kusavan and related communities, Other Backward Christians and Kudumbi communities, **claiming reservation under SEBC Quota should invariably produce the Non-Creamy Layer Certificate obtained from the Village Officer authority concerned. The above certificate should be obtained in the prescribed format along with the printout of the application itself.**
- c) The reservation under SEBC for children of inter-caste married couple: Children of inter-caste married couple with either the father or mother belonging to a community included in the SEBC list, or with father and mother belonging to different communities, both of which are included in the SEBC list, are eligible for reservation under SEBC. Such candidates should furnish a Non Creamy Layer Certificate specifying the community of the candidate from the Village Officer in the Prescribed Proforma available in the website. The claim made in the Application will be final and cannot be changed subsequently.
- d) The candidates who are children of inter-caste married couple of whom one is SC/ST, will be eligible for educational and monetary benefits admissible to SC/ST as per para 2(ii) of G.O. (MS)No.25/2005/SCSTDD dated 20/6/2005, if eligible for reservation under SEBC, will be granted the same, based on the Non Creamy Layer Certificate and inter-caste marriage certificate issued by Revenue Officials and to be attached by them with the printout of the application form.
- e) Claim of OEC candidates against the unavailed seats of SC/ST candidates: Other Eligible Community (OEC) candidates are eligible for the unavailed seats, if any, under SC/ST quota, as per G.O.(P) No.135/87/H.Edn. dated 06.05.1987. They should specify their community status in the application. Such candidates should furnish "Non Creamy Layer" Certificate obtained from Village Officer concerned in the Proforma available in the website itself as per G.O.(P) 1/2015/BCDD dated 01.01.2015. Relaxation in marks in qualifying examination as in the case of SEBC will be applicable

to OEC Candidates (as per G.O.(P) No.53/2000/SCSTDD dated 03.07.2000). The list of other eligible community is given in Annexure.III(c)of the prospectus.

- f) Claim for fee concession to OEC Candidates : Candidates belonging to Other Eligible Communities are exempted from payment of fee at the time of allotment to Professional Degree Course under Government /Community Quota as per G.O.(MS) No.36/07/SCSTDD dated 03.07.2007. Those OEC Candidates who have submitted the Non Creamy Layer Certificate for availing the applicable reservation will be granted the fee concession based on the Non Creamy Layer Certificate. But those OEC candidates who do not come under Non Creamy Layer Category should submit community Certificate obtained from the Village Officer in the format for availing the fee concession available in the website. However as token of acceptance of seat allotment, they have to remit an amount of Rs.1000/- as Caution Deposit as per clause9.5.1.
- g) Claim for fee concession to candidates belonging to Communities listed in Annexure III (d)-List of communities eligible for educational concessions as is given to OEC: Candidates belonging to Communities listed in Annexure III(d) whose annual family income is up to Rs.6 lakh are exempted from payment of fee at the allotment to the Professional Degree Courses under Government/Community quota as per G.O(MS)No.10/2014/BCDD dated 23.05.2014. They should provide community and income certificate from the Village Officer in the prescribed format.
- h) **Fee Concession and other Scholarships:**Candidates desirous of being considered for any fee concession/scholarship/any other benefits, based on annual family income should produce Income Certificate from concerned Village Officer, along with the Printout of the application itself.
- i) **Claim for fee concession to the children of Fisherman:** Candidates who are the children of Registered Fishermen allotted against merit seats or against the seats reserved for them are exempted from payment of fees to Professional Degree Courses as per GO(MS)No.47/14/FPD, Dated 09.06.2014. if they produce a certificate from Fisheries Officer concerned of Kerala Fishermen Welfare Fund Board along with the application. However as token of acceptance of seat allotment, they have to remit an amount of Rs.1000/- as Caution Deposit as per clause 9.5.1.

5.4.3 Claim for reservation under Scheduled Castes/Scheduled Tribes Quota:

- (a) Candidates claiming reservation under Scheduled Castes/Scheduled Tribes quota should obtain the caste/community Certificate from the Tahsildar concerned, in the proforma given in the application specifically meant for them. SC/ST caste status of children whose parents contracted Inter- Caste marriage will be subject to the orders/clarification issued in GO (MS) No.25/2005/SCSTDD dated 20.06.2005, the judgment dated 10.08.2005 of the Full Bench of the Hon'ble High Court of Kerala in WP(C) 2483/2005 and connected cases & G.O (MS) No.109/2008/SCSTDD dated 20.11.2008.

As per G.O (MS) No.109/2008/SCSTDD dated 20.11.2008, the children born of inter-caste married couple of which one of the parents is SC/ST can claim the status of SC/ST on proof of the conditions of acceptance, customary traits and tenets under which such children are brought up.

The competent authority issuing SC/ST community Certificate to the children born of inter-caste married couple of which one of the parents is SC/ST, should ensure that the claimant is subjected to the same social disabilities and also following the same customs and traditions and the community has accepted that person to its fold as such. The authority to issue caste Certificate should ensure that:

- (i) Each case shall be examined individually in the light of the existing facts and circumstances.
- (ii) The claimant has suffered disabilities - socially, economically and educationally.
- (iii) The society has accepted the claimant to their original fold as one among them and is living in the same social tenant.

Christian converts who have subsequently embraced Hinduism should produce caste/community Certificate in the prescribed proforma. The following Certificate should also be got recorded by the Revenue Official, below the Certificate "The Certificate is issued after observing the guidelines issued in the Government Circular No. 18421/E2/87/SCSTDD dated 15.12.1987.

**The names of castes and communities concerned are given in Annexure III (a) and III (b).
Community Certificate from the Tahsildar is to be obtained in the prescribed proforma.**

- (b) The applications for the reserved seats of Scheduled Castes/Scheduled Tribes candidates which do not contain SC/ST Certificate (Community Certificate) from the Tahsildar in the prescribed format will not be considered on any account for claiming community reservation against the seat reserved for SC/ST candidates [vide G.O. (MS) 31/90/SCSTDD dated 25.05.1990]. The community Certificate should clearly specify that the candidate himself/herself (not the father or mother) belong to the Scheduled

Castes/Scheduled Tribes. The Community Certificates obtained as per G.O. (MS) No.136/07/RD, dated: 27.04.2007 will 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.

- (c) The claims for reservation under Scheduled Castes/Scheduled Tribes quota will also be subject to verification and clearance by the Screening Committee constituted for the purpose by the Government vide G.O. (P) No. 19/2002/SCSTDD dated 20.4.2002, 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) and G.O(P) No. 15/2011/SCSTDD dated 01.02.2011.
- (d) The SC/ST claims in respect of those who have migrated from one state to another will be subject to the provisions of G.O. (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 SC/ST benefits from the State of Kerala. They must be able to prove this, if required.
- (e) **WARNING:** Those who produce false SC/ST Certificate for claiming reservation under SC/ST quota shall be liable for the penalties stipulated in Section 15 of the Act referred to in Clause(c) above. Candidates and their parents who make such applications are warned that in addition to prosecution they will have to suffer the following consequences, in case the SC/ST Certificate produced is found to be false and the candidate does not belong to any SC/ST communities, under section 16 of the Act, benefits secured on the basis of false community Certificates will be withdrawn.
 - (i) Whoever not being a person belonging to any of the Scheduled Castes or Scheduled Tribes secures admission in any educational institution 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 institution 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 institution, or as the case may be removed from the said service forthwith and any benefit enjoyed by him/her as aforesaid shall be withdrawn forthwith.
 - (ii) Any amount paid to such person by the Government or any other agency by way of scholarship, grant, allowance, stipend or any other financial benefit shall be recovered as if it is arrears of public revenue due on land.
 - (iii) 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/her.

5.5 Other general rules for Special /Mandatory Reservation:

- 5.5.1 The seats unavailed by the Scheduled Castes candidates will go to the Scheduled Tribes candidates and vice versa.
- 5.5.2 The seats unavailed by the SC/ST candidates will go to "Other Eligible Community" (OEC) candidates. The seats that still remain unavailed of will go to the State Merit Quota.
- 5.5.3 The seats unavailed by the SEBC category candidates will be allotted under State Merit in the final allotment in the stream.
- 5.5.4 If any seat, in any special reservation quota, is left un-availed by the candidates belonging to that particular category, those seats will go to the Mandatory reservation quota unless otherwise stated.
- 5.5.5 The seats unfilled under the nomination categories given under Clause 4.1.1, when released to the State will be added to the Mandatory reservation quota and the revised total seats under mandatory reservation quota will be re-distributed and allotted as per the mandatory reservation principles.

6. CRITERIA OF ELIGIBILITY FOR ADMISSION

- 6.1 Nativity: Only Indian citizens are eligible for admission to professional courses unless otherwise notified. Holders of Persons of Indian Origin (PIO) cards/ Overseas Citizen of India (OCI), will also be treated at par with Indian citizens for the limited purpose of admission. However, PIO/OCI candidates will not be eligible for any kind of reservation.

Candidates seeking admission to the courses will be categorised as 'Keralite', Non-Keralite category I(NK-I) and Non-Keralite category II (NK-II).

- (i) **Keralite:** A candidate of Kerala origin will be categorized as a 'Keralite'. Children of All India Service (AIS) officers (Non-Keralites) allotted to Kerala cadre are deemed to be 'Keralites' as

per G.O.(Rt) No.822/08/H.Edn dated 29.05.2008. But they will not be eligible for Communal/Special/Persons with Disabilities reservation.

- (ii) **Non-Keralite Category I (NK I):** A candidate who is not of Kerala origin but fulfils anyone of the following conditions will be categorised as 'Non-Keralite Category I'(NK I).
- (a) A candidate who has undergone qualifying course in Kerala and who is son/daughter of Non-Keralite parents belong to Government of India/Defence Service, posted to Kerala.
 - (b) A candidate who has undergone qualifying course in Kerala and who is son/daughter of Non-Keralite parents who are serving/served Government of Kerala for a minimum period of two years.
 - (c) A candidate who is not of Kerala Origin but has been a resident of Kerala State for a period of 5(five) years within the period of 12(twelve) years of his/her study.
 - (d) A candidate who is not of Kerala Origin but who has undergone his/her school studies in Kerala from standard VIII to XII.

Non-Keralite Category I candidates will be considered against 'State Merit' seats. But they will not be eligible for Communal/ Special/Persons with Disabilities reservation or any fee concession.

- (iii) **Non-Keralite Category II [NK II]:** Candidates who do not come under 'Keralite' or 'Non-Keralite Category I' will be categorised as 'Non-Keralite Category II'. They will not be eligible for Communal/ Special/ Persons with Disabilities reservation or any fee concession.

Note: Candidates to be admitted in respect of seats reserved for the nominees of Union Territories or other States will not be governed by Clauses (i), (ii) and (iii) above.

Candidates who are Indian citizens and who do not come under Clause 6.1.(i) and 6.1.(ii) may be considered for admission to Management Quota seats in Private Self Financing Colleges subject to fulfilling the eligibility conditions vide Clauses 6.2 and 6.3. The admission will be based on merit and should be restricted to a maximum of 10% of management quota seats. This allotment/admission does not come under the purview of this Prospectus.

6.1.1 Certificates to prove Nativity

(a) **Keralites: In order to prove that a candidate is an Indian Citizen of Kerala origin for the limited purpose of eligibility for admission, he/she has to produce one of the following certificates along with the printout of the application itself.**

(i) The true copy of the relevant page of Secondary School Leaving Certificate of the candidate showing the place of birth in Kerala. **OR**

(ii) The true copy of the relevant page of the Secondary School Leaving Certificate of either of the parents of the candidate showing Place of Birth in Kerala with corroborative certificate to establish the relationship between the parent and the candidate. **OR**

(iii) The true copy of the relevant page of the Passport of the candidate, issued by Government of India, showing Place of Birth in Kerala or of either of the parents of the candidate showing Place of Birth in Kerala with corroborative certificate to establish the relationship between the parent and the candidate. **OR**

(iv) A certificate of birth from the authority competent to register birth (Panchayat/Municipality /Corporation) showing the candidate's or either of the parents' (in which case corroborative certificate to establish the relationship between the parent and the candidate is necessary) place of birth in Kerala, to be issued by a competent registering authority.

OR

(v) A certificate from the Village Officer/ Tahsildar to show that the candidate or his/her father/mother was born in Kerala (This is to be obtained in the prescribed format along with the printout of the application). **OR**

(vi) A certificate from the competent authority showing that the parent of the candidate is an All India Service officer allotted to Kerala cadre.

(b) **Non-Keralites Category I [NK I]:** In order to prove that the candidate is a Non-Keralite Category I (NK I) for the limited purpose of eligibility for admission, he/she has to produce one of the following certificates along with the printout of the application itself.

- (i) A Certificate to be issued by the Employer is to be obtained in the prescribed format in the application from the Head of the organisation, where the candidate's parent (employee) is serving/served, and the 'Certificate showing School studies in Kerala for Standards XI & XII' is to be obtained from the Head of institution where the candidate underwent his/her qualifying course in Kerala to satisfy the nativity condition under the sub-clause 6.1(ii).
- (ii) A certificate of residence from the Village Officer/ Tahsildar to the effect that the candidate has been a resident of Kerala State for a period of five years within a period of twelve years of his/her study (to be obtained in the prescribed format along with the printout of the application).
- (iii) A Certificate showing School Studies in Kerala from Std. VIII to XII obtained from the Head(s) of the educational institution(s) in Kerala in the case of candidates who have undergone school studies in Kerala to prove that the candidate has undergone his/her studies in the schools in Kerala from Std. VIII to XII. This certificate is to be obtained in the prescribed format in the application itself [For details regarding the Certificate showing School Studies in Kerala from Std. VIII to XII, see Annexure IV(b)].
- (c) **Non-Keralites Category II [NK II]:** They should furnish the 'Certificate of Completion of Qualifying Examination' in the prescribed format in the application itself to prove their nativity or copy of Passport issued by Government of India to prove Indian citizenship.

6.2 **Academic Eligibility:** Course wise academic eligibility requirement is as given below

6.2.1 **B.Sc. Nursing, B.Sc. M.L.T. and B.Sc. Optometry Courses:** Should have passed Higher Secondary examination conducted by Board of Higher Secondary Education, Kerala, or examination equivalent thereto as approved by Kerala University of Health Sciences, Thrissur.

Should have 50% marks in Physics, Chemistry, Biology and English put together.

6.2.2 **B.Sc. Perfusion Technology, B.C.V.T.& B.P.T Courses:** Should have passed Higher Secondary examination conducted by Board of Higher Secondary Education, Kerala, or examination equivalent thereto as approved by Kerala University of Health Sciences, Thrissur.

Should have 50% marks in Biology separately and should have 50% marks in Physics, Chemistry and Biology put together.

Note: Students applying for admission to B.P.T course should have studied English as a subject in Higher Secondary level.

6.2.3 **B.A.S.L.P. Course:** Should have passed Higher Secondary examination conducted by Board of Higher Secondary Education, Kerala, or examination equivalent thereto as approved by Kerala University of Health Sciences, Thrissur.

Should have 50% marks in Physics, Chemistry and Biology / Mathematics / Computer Science / Statistics / Electronics / Psychology put together.

6.2.4 **B.Sc. Medical Radiological Technology Course:** Should have passed Higher Secondary examination conducted by Board of Higher Secondary Education, Kerala, or examination equivalent thereto as approved by Kerala University of Health Sciences, Thrissur.

Should have 50% marks in Physics, Chemistry and Biology put together.

Note: The Vocational Higher Secondary Examination Kerala as been recognized as equivalent to the Higher Secondary Examination Kerala.

6.3 **Relaxation in marks:**

For all the courses, candidates belonging to Socially and Educationally Backward Classes (as per G.O. (P) No. 208/66/Edn. dated 2.5.1966, G.O.(MS) No.95/08/SCSTDD dated 06.10.2008 and amendments thereof), will have a relaxation of 5% marks in the qualifying examination. They need only 45% marks in the case of Mathematics/Biology and 45% marks in the case of optional subjects put together. The Scheduled Castes and Scheduled Tribes candidates need only a pass in the qualifying examination.

The relaxation of marks in the qualifying examination extended to SEBC candidates only will be applicable to OEC candidates even if they are allotted against the unavailed seats of SC/ST quota. Also refer Clause 5.4.2(e).

6.4 No rounding off of the percentage of marks to the nearest whole number is permitted. For example, a score of 50 marks out of 100 or 150 marks out of 300 alone will be considered as 50% marks and scores of 45 out of 100 or 135 out of 300 alone will be considered as 45% marks for determining eligibility.

- 6.5 Candidates who have appeared for the Higher Secondary or equivalent examination will be permitted to submit the application. However, they should attain the prescribed qualification and submit copies of mark list before the last date prescribed for submission of application.

Candidates should have attained the academic eligibility on or before the last date specified for submission of application.

- 6.6 **Age:** Applicants should have completed 17 years of age as on the 31st December 2018. No relaxation in the minimum age will be allowed. There is no upper age limit except for candidates under service quota. The upper age limit for candidates under service quota will be 46 years for B.Sc. Nursing, B.Sc.(M.L.T) and B.Sc Optometry as on 31.12.2018.

7. HOW TO APPLY

- 7.1 Application for admission to all the courses - B.Sc. Nursing, B.Sc. (M.L.T), B.Sc. Perfusion Technology, B.Sc.(Optometry), B.P.T., B.C.V.T., B.A.S.L.P, B.Sc MRT, B.Sc. Dialysis Technology can be registered only online through a single application. The provision for applying online is available at the website of **www.lbscentre.kerala.gov.in** Submission of more than one application by a candidate will lead to rejection of the candidature.

7.2 Application Fee:

The application fee will be as follows:

For General candidates : Rs. 600/-

For SC/ST candidates : Rs. 300/-

For Service Candidates : Rs. 600/-

Candidates referred to in Clause 5.4.2 (d), who are children of Inter-Caste married couple of which one is SC/ST who will be eligible for educational and monetary benefits 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 Tahsildar with the print out of the online application form.

7.3 Remittance of Application Fee and Submission of Application Form

7.3.1 Candidates except Service candidates

Application fee can be remitted by all applicants except service candidates at any one of the notified branches of a Scheduled Bank in Kerala, using the chalan generated on-line during the process of submission of application form online as described in clause 7.5.

7.3.2 Service candidates

In the case of Service candidates, the application fee should be remitted in any Government Treasury under the head of Account "0210-03-105-99". After remittance of application fee they should submit the application as prescribed under clause 7.6.

7.3.3 Service candidates seeking allotment under Open Quota

Service quota candidates desirous of being considered for allotment under open quota also can apply for the same after remitting the requisite fee in bank (in addition to the fee remitted in Government Treasury) by following the procedure applicable for open candidates as specified in clause 7.3.1 and file the college options in time.

The application fee once remitted will not be refunded under any circumstances.
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7.4 Availability of Prospectus

Prospectus and all annexures can also be downloaded from www.lbscentre.kerala.gov.in. However, it will not be available by post or from the Office of the Director of Medical Education or from any Government Medical Colleges or from any other office.

7.5 Submission of Application Form (Except for service candidates)

There will be four stages for the submission of Application form and all stages are mandatory. Candidates shall complete all the stages of submission as per the time schedule which will be notified through the website/media.

Stage 1-Entering candidate details online followed by remittance of application fee at the branch of the scheduled bank(which will be notified later) after taking printout of the chalan from the website www.lbscentre.kerala.gov.in.

Stage 2-Confirmation of Personal Data Registration and forwarding of the printout of the application form with supporting documents. (See clause 7.5.2).

Stage 3-Forwarding of downloaded academic data sheet duly signed along with attested copies of mark list(s) (see clause 7.8) after the declaration of the result of the qualifying examination. Those who have already passed the qualifying examination also need to send the academic data sheet only in this stage.

Stage 4-After publishing the provisional rank list the candidate has to register college/course options during the prescribed time. (See clause 9.2) After declaration of results of the qualifying examination.

7.5.1 Stage 1. Entering of Candidate details and remittance of application fee. (Except for service candidates).

- (i) Candidate shall visit the official website www.lbscentre.kerala.gov.in and click the link "**Admission to Professional Degree Courses in Nursing and Para Medical Streams-2018**".
- (ii) Candidate should then click the button "**NEW CANDIDATE**". The personal details of the candidate have to be filled in the page thus obtained and saved.

A. Online Payment

The fee may be paid by credit card/debit card/Internet Banking. On successful payment of fee, a Payment Confirmation Page will appear displaying the message 'Transaction Successful'. If the payment is unsuccessful, the message 'Transaction Unsuccessful' will be displayed. Due to communication failure, if the outcome of the payment attempt is not displayed, the 'Payment' tab in the candidate's home page should be checked to see if it has turned green. If not, the transaction was unsuccessful and the payment needs to be made again and ensure that it's successful. If the amount was debited from the account of the candidate for an unsuccessful transaction, the debited amount will be reverted to that account within 5-7 working days.

B. E-challan

A three part chalan form (Candidate copy, Office copy and Bank copy) will then appear on the screen. Candidate has to take a printout of the chalan and remit the requisite application fee at any branch of the Federal Bank in Kerala.

- (iii) After the remittance of fee in the bank, the candidate will get the student copy and office copy of the chalan from the bank.

7.5.2. Stage 2. Confirmation of Registration and forwarding of Application form.

- (i) After the remittance of fee, the candidate has to again visit the official website **www.lbscentre.kerala.gov.in** and then click the link "**Admission to Professional Degree Courses in Nursing and Para Medical Streams-2018**", on the next day or within the prescribed time limit for completion of the online application registration process.
- (ii) The candidate has to click the button "**LOGIN/FEE REMITTED CANDIDATE**".
- (iii) In the page displayed, he/she has to enter the Application number, chalan number and date of remittance of fee in the bank.
- (iv) Now the candidate will have to create and submit a password which must be made up of numerals or alphabets or a combination of both.
- (v) The candidate also has to answer the selected security question and click the button '**CONFIRM**'.
- (vi) After this procedure the candidate has to upload soft copy of the recently taken passport size photo in JPEG format with size not more than 20 Kb.
- (vii) On successful uploading of the photo the candidate will get a unique registration id.(This unique registration id along with application number and password will be required for subsequent login to the home page of the candidate.)
- (viii) The candidate has then to click the button '**PROCEED**' and fill the required data in the personal data sheet that will appear and '**SAVE**' it.
- (ix) On completion of this process, the candidate has to click the button '**PRINT**' and take a printout, which is the application form.
- (x) The printout of the application form, along with office copy of the chalan receipt, attested copies of certificates/documents as per clause 7.7 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.
- (xi) Candidates under Sports Quota (Clause 5.2.6) and NCC Quota (Clause 5.2.7) should forward the original application to **The Director, LBS Centre for Science and Technology, Extra Police Road, Nandavanam, Palayam, Thiruvananthapuram - 695033, Kerala**, and also forward a photocopy of the application to the concerned authorities mentioned in these clauses.

Candidates who have already passed the qualifying examination and have obtained the mark list should complete stage 2 and stage 3 simultaneously and should attach the self attested copies of Mark sheets of the qualifying examination at the time of submission of the Application form. The candidates who are appearing for improvement examination(s) should complete both the stages II & III separately as per the schedule.

7.6 Submission of Application for service quota

Candidates under Service Quota (Clause 5.2.7) should download the application form from the link provided in the website www.lbscentre.kerala.gov.in and remit the application fee as described in clause 7.3.2. The filled up application form along with the chalan receipt and attested copies of certificates/documents as per clause 7.7 should be submitted to the Director of Medical Education through proper channel to reach on or before the last date prescribed. A copy of the same should be forwarded to the "**The Director, LBS Centre for Science & Technology, Nandavanam, Palayam, Thiruvananthapuram- 695 033**" also to reach on or before the last date prescribed. **Candidates seeking admission in this quota should satisfy the conditions as per clause 5.2.7.**

For any assistance, candidate can contact district facilitation centres (see Annexure XI).

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

7.7 Enclosures to be submitted along with the Printout of the Application

- (1) Self-attested copy of the relevant page of the SSLC or equivalent Certificate to prove date of birth.
- (2) Certificate in proof of nativity.(refer clause 6.1.1).
- (3) Self attested Photocopy of the mark list(s) of Qualifying Examination.
- (4) Certificates in original in support of any claim for special reservation, if applicable.
- (5) Income certificate in original in the prescribed format, if applicable.
- (6) Community Certificate in original obtained from the Tahsildar in the case of SC/ST candidates.
- (7) Non-Creamy Layer Certificate in original in the prescribed format from the concerned Village Officer for community reservation claims in the case of SEBC/OEC candidates.
- (8) Inter-Caste marriage Certificate,(if applicable) from Tahsildar.
- (9) Self-attested copy of Medical Certificate obtained not earlier than 12 months prior to the date of notification of application from the District Medical Board in the case of 'Persons with Disabilities' [PD].

Important

- (i) Late or defective applications will not be considered under any circumstances.
- (ii) Certificates without the signature of the issuing authority or that are incomplete will be treated as defective and such Certificates will not be considered for granting any claim.
- (iii) Any Documents/Certificates furnished after the last date of submission of the application will not be entertained under any circumstances.(Refer to the ruling of the Honorable High Court of Kerala in 1995(2) KLT 629, 1999(2) KLJ 836 and 1999(3) KLT 773).
- (iv) To claim any fee concession/scholarship: Candidates belonging to 'Keralite' category as defined in Clause 6.1(i), who are not eligible for communal reservation benefit and who wish to be considered for any fee concession/scholarship/any other benefit based on the family income, that may be announced by the Government/College/Admitting authority at any time after the submission of application, should submit the income Certificate from the concerned authorities separately, at the time of submission of application itself, to avail of such concessions. Income Certificates produced after submission of Application will not be considered for granting any such concession.

- 7.8 The personal and academic details and reservation claims, accepted after scrutiny, and the index marks of the candidates after normalization will be published in website www.lbscentre.kerala.gov.in for verification. Candidates must verify these details. In case of any complaint, the candidate shall approach any District Facilitation Centres of LBS Centre in Kerala within the specified period (which will be notified through the website) along with documents in support of claims made. Candidates alone will be responsible for consequences of non verification of their accepted data/details. Complaints related to Index marks & reservation claims will not be accepted under any circumstances, after the stipulated time.

8 PREPARATION OF RANK LIST

There will be Three Rank Lists prepared as stated below.

8.1 Rank List I:

For allotment to B.Sc. Nursing, B.Sc. (M.L.T) and B.Sc. Optometry (refer clause 6.2.1): Rank Lists will be prepared on the basis of marks* obtained by candidates for Physics, Chemistry, Biology and English put together at the final year of the qualifying examination.

8.2 Rank List II:

For allotment to B.Sc. Perfusion Technology, B.C.V.T,B.P.T, B.Sc.Medical Radiological Technology course (refer clauses 6.2.2 & 6.2.4): Rank Lists will be prepared on the basis of marks* obtained by candidates for Physics, Chemistry and Biology put together at the final year of the qualifying examination.

8.3 Rank List III:

For allotment to B.A.S.L.P. course (refer clause 6.2.3): Rank list will be prepared on the basis of the marks* obtained by the candidate for Physics, Chemistry and Biology/Mathematics/Computer Science/Statistics/Electronics/Psychology together at the final year of the qualifying examination.

**Note: In case a candidate has studied more than one subject among Mathematics/Biology, the subject for which the candidate has scored the maximum marks among them will be considered as the third optional subject.*

8.4 **Procedure for Normalisation:** The marks scored by the candidates in each subject vide Clause 8.1, 8.2, 8.3 in the Qualifying Examination conducted by various Boards will be made comparable with the marks obtained by the students in the same subjects in the qualifying examination conducted by the Directorate of Higher Secondary Examination, Kerala. Accordingly, if 'X' is the maximum marks scored in a subject in a Board examination conducted by Agency 'A' and 'Y', the maximum marks scored in the same subject in the Higher Secondary Examination, Kerala, the mark 'X' will be increased/decreased to the level 'Y' and the marks of other students of Board 'A' will be revised accordingly.

In the case of students whose qualifying examination is Higher Secondary Examination conducted by the Directorate of Higher Secondary Education, Kerala, the actual marks obtained vide clause 8.1, 8.2 and 8.3 will be considered for ranking.

8.4.1 If any Board/Authority provides results by Letter Grades/CGPA/OGPA etc., the candidate concerned will have to submit the mark equivalent as required under Clause 8.1, 8.2, 8.3 from the Board/Authority concerned, failing which the decision on equivalent marks will be taken by the authorities concerned based on available information, which will be binding on the applicant.

8.4.2 If any Board/Authority fails to provide data requested and required for the process of normalization, the data available at the time of processing will be made use of for normalization in respect of candidates of coming under such Boards/Authority, which will be binding on the applicant.

8.4.3 In the case of applicants applying for various courses based on their Degree, the marks obtained by them in the Plus Two/Equivalent examination as prescribed under 8.1, 8.2, 8.3 alone will be considered for ranking and normalization.

8.4.4 The total of the normalized marks in the three subjects concerned, each computed out of 100 will be the index mark of the candidate for the purpose of preparation of rank lists. Thus the maximum marks will be 300.

8.8 Resolving of tie while ranking:

- (1) **For Rank List I and Rank List II(Refer Clause 8.1 and 8.2):** In case of a tie in the total marks computed for ranking, candidates with higher marks obtained in Biology will be placed higher in the ranking. If the tie still exists, the candidate with higher marks obtained in Chemistry will be placed higher in the ranking. If the tie still exists, the candidate with higher marks obtained in Physics will be placed higher in the ranking. If the tie still exists, the percentage of total marks for the qualifying examination and then the percentage of marks in English in the qualifying examination will be considered for breaking the tie. Even after this, if tie remains, the age of the candidate will be taken into account and the older will be placed higher in ranking than the younger. If the tie still persists, the alphabetical order of the names of the candidates in English will be taken into account (Eg. 'A' has a higher priority than 'E' and so on).
- (2) **For Rank List III (Refer Clause 8.3):** In case of a tie in the total marks computed for ranking, the candidate with higher marks obtained in Chemistry will be placed higher in the ranking. If the tie still exists, the candidate with higher marks obtained in Physics will be placed higher in the ranking. If the tie persists further, the percentage of total marks for the qualifying examination and then the percentage of marks in English in the qualifying examination will be considered for breaking the tie. If the tie still remains, the age of the candidate will be taken into account and the older will be placed higher in ranking than the younger. If the tie persists again, the alphabetical order of the names of the candidates in English will be taken into account (Eg. 'A' has a higher priority than 'B' and so on).

8.9 Publication of Rank List.

The three Rank Lists will be published in the website www.lbscentre.kerala.gov.in on the date notified.

8.10 Publication of Category list.

Separate category lists will be published for community reservation, special reservation, persons with disabilities etc. for each course.

8.11 Validity of the Rank lists

- a) The Rank lists for B.Sc Nursing course will be valid upto 30.11.2018
- b) The Rank lists for Para Medical courses will be valid upto 30.11.2018

9 CENTRALISED ALLOTMENT PROCESS

9.1 **An overview:** The Centralized Allotment Process for Government Seats in Government Colleges/Self Financing Colleges and Management seats in Government Controlled Self Financing Colleges for which the allotment is made by the Director, LBS Centre for Science & Technology will be done through a Single Window System (SWS). The allotment to various colleges and courses - B.Sc. Nursing, B.Sc. (M.L.T), B.Sc Perfusion Technology, B.Sc.(Optometry), B.P.T, B.A.S.L.P, B.C.V.T., B.Sc. Medical Radiological Technology, B.Sc. Dialysis Technology will be done by the Director, LBS Centre. The allotments will be strictly based on the options exercised by the candidate, the rank lists prepared by Director LBS Centre, eligible reservation(s) of the candidate and availability of seats.

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

9.2 Registering Options

9.2.1 **Candidate to register options:** Candidates included in the Rank lists for B.Sc Nursing and Para Medical courses 2018, will have to register their options in the stream(s) concerned as prescribed under Clause 9.3, for being considered for allotments to the courses and colleges under the respective stream(s).

9.2.2 **Registering Options:** Options can be registered only through the website, www.lbscentre.kerala.gov.in Candidates will have to register their options in single stream or multiple streams (based on their eligibility) in the 'Option Registration Page' accessible through the 'Candidate Portal' within the stipulated period of time. Candidates should access the 'Option Registration Page' and follow the instructions given therein and as described in Clause 9.3, to register their options for courses and colleges. Options submitted to the LBS Centre, Thiruvananthapuram by Fax, Post, Hand delivery etc., will not be processed or considered on any account for allotment of seats.

9.2.3 **Facility for Registering Options:** Candidates can register their options within the time schedule specified, using any computer having internet facility.

9.2.4 **Time schedule for registering options:** The facility for registering of options will be available only during the period specified in the notifications to be issued by the Director, LBS Centre Wide publicity will be given through electronic and print media regarding the schedule and related matters. The facility will be withdrawn once the time period is over and candidate will not have access to this facility after this time period. A candidate, not registering his/her options as per the time schedule announced, will not be considered for allotments under his/her eligible streams against any of the seats available then, irrespective of his/her rank. Requests for extension of time will not be entertained under any circumstances for registering options under any of the streams.

9.2.5 **Registering of options in respect of candidates included in different Rank Lists:** A candidate included in different rank lists, can register options of different streams simultaneously based on his/her order of priority of courses and colleges. All options available to the candidate, based on the streams he/she is eligible for, can be registered in a single registration. For example, a candidate included in the all the rank lists can register his/her options in the two streams together, within the specified period of time.

There is no separate time schedule for registering options under each of the streams. All options to all eligible streams will have to be registered as per the time schedule. No extension of time will be granted under any circumstances for registering options under any of the streams.

- 9.2.6 Eligibility for registering options:** Only those candidates included in the different Rank Lists prepared and published by the Director, LBS Centre for 2018 are eligible to register their options in the stream concerned. Moreover, the candidates registering their options should satisfy all the eligibility conditions with regard to Nativity (Clause 6.1), Academic qualifications (Clause 6.2), Age (Clause 6.6), etc., of the Prospectus for admission to Nursing, Pharmacy and Para Medical Courses 2018. Academic eligibility should be satisfied on the date of admission for various Courses. Principal/Head of the Institution will be personally responsible for verification of eligibility condition as prescribed in the Prospectus, when the candidate reports for admission. Only those candidates who are found to be qualified as prescribed shall be admitted to the college/institution irrespective of the fact that he/she has an allotment through the CAP.
- 9.2.7 Essentials for registering options:** Candidates should have particulars such as Application Number, Key Number and Password of Nursing and Para Medical Courses 2018 in order to register their options in the website.
- i) **Application number:** This is the seven-digit number printed on the left top part of the facing sheet of the Application submitted by the candidate for Nursing, Pharmacy and Para Medical Courses 2018. This is also printed in the Data Sheet issued by the LBS to the candidate.
 - (ii) **Registration Id:** The Registration ID is the numeric code which will be provided to the candidates after successful submission of Application. The Registration ID should not be disclosed to others who may misuse this, for which the LBS Centre/Government will not be responsible.
- (iii) Password:** The Password to be used is same as the one created and used during the online application submission stage.

9.3 Procedure for Registering Options:

Any candidate, who wishes to register his/her options, should have the 'Application number', 'Registration Number' and 'Password' readily available with him/her. The candidate must also have access to internet facility. The candidate should follow the procedure given below for registering options:

- (i) Log on to the 'Candidate Portal' through the website www.lbscentre.kerala.gov.in using Application Number and Password.
- (ii) Log on to the 'Option Registration Page' using Key Number and Password.
- (iii) Register Options.
- (iv) Save the Options registered.
- (v) View and Print the List of Options registered.
- (vi) Log off from the 'Candidate Portal'.

- 9.3.1 Accessing the website:** The candidate can access the website, www.lbscentre.kerala.gov.in from any computer having internet facility.
- 9.3.2 Logging on to the 'Candidate Home Page':** In order to log on to the 'Candidate Homepage', click the link **"Admission to Professional Degree courses in Nursing and Para Medical courses 2018"** given in the front page of the website, and submit the Application number and Password correctly.
- 9.3.3 Logging on to the 'Option Registration Page':** In order to log on to the 'Option Registration Page', click the link **'Option Registration'** given in the Candidate Portal,

Application number, Registration Number, Password are candidate specific and hence are usable for the concerned candidate only. Disclosure of the Registration Number and/or the Password to others who may misuse them may result in tampering of the options made by the candidate. The Director LBS/Government will not be responsible for any such eventuality.

- 9.3.4 Courses and Colleges available for registering options:** A list of Courses (Course List) and Colleges (College List) for allotments through the LBS will be available in the Home page of the candidate based on the stream(s) the candidate is eligible for. The 'Course List' link when clicked will show all the courses in the stream concerned with their two letter codes. An overall idea of the Courses and Colleges and their Codes will help the candidate to register his/her options without any difficulty.
- 9.3.5 Procedure for registering options in his/her Option Registration Page:** By entering the option number for a course-college combination the candidate can fix his/her preference numbers for the course-college combinations displayed in the Option Registration Page. Here all the eligible options of the candidate will be displayed course-wise and the candidate is expected to enter his/her preference number for a particular combination.
- 9.3.6 Registering of the Options and saving/revising the Options registered:**
- (i) **All eligible options of the candidate will be displayed on the Option Registration Page.** The candidate may follow the directions given therein to register the options. The data entered may be saved regularly

by clicking the 'Save' button, so that the data already entered is not lost due to unexpected reasons. The candidate should enter only those options in which he/she is interested. Candidates should also note that he/she will be considered for allotment only to those courses and colleges opted by him/her. So, a candidate who has not opted for a course-college combination will not be considered for allotment for that combination. Existing options, registered by the candidate and available in the Option Registration Page, can be cancelled by entering the number '0' against that particular option to be cancelled and by clicking the 'Update' button. All options registered by the candidate will be processed. If a candidate gets allotted to a particular seat, based on his/her option, he/she is bound to accept it, failing which, he/she will lose that allotment as well as all the existing options in the stream to which the allotment belongs. The options once lost will not be available in the subsequent phases.

(ii) Option Worksheet facility: If a candidate experiences any difficulty in entering the data directly, he/she may first take a printout of the worksheet showing all the options he/she is eligible for, by clicking on the 'OPTION WORKSHEET' or 'DETAILED OPTION WORKSHEET' link on the page. The desired entries may be made on this work sheet and the same may be used for registering the options on the website. The preference numbers may be fixed using this worksheet and the data may be entered in the system subsequently. A candidate has the facility to modify or rearrange his/her earlier options before the last date and time fixed.

9.3.7 Viewing and Printing of the Option List based on the options registered: Once the candidate completes the option entry, he/she can view his/her options by clicking on the link provided. An option list will be generated and the candidate can take a printout of the same and keep it for future reference. If the candidate wants to change his/her options already registered, he/she may revise the options as desired and ensure that the option list has come as per his/her preferences.

9.3.8 Logging off from the Option Registration Page: Once the candidate is satisfied with the options registered, he/she may 'Log off' the system by clicking on "logout" link. The process of 'Registration of Options' is complete when the candidate logs off. This action is compulsory for preventing the misuse of his/her Option Registration Page by strangers.

9.3.9 Rearranging option priority: A candidate may change his/her option priority any number of times within the time schedule permitted. The priority of options registered at the time of closing of the facility for registering options alone will be considered for processing. No candidate will be allowed to register options afresh to any stream at any stage after the stipulated time as notified by the DIRECTOR, LBS CENTRE. The option list once finalized cannot be augmented after the stipulated time for registering options. But the modification of the option list will be allowed only for cancellation/deletion and for re-arrangement of priority of options at the time specified in the notification by the DIRECTOR, LBS CENTRE.

9.4 Trial Allotment

Based on the options registered up to a specified time point a Trial Allotment will be published. Candidates may Add/delete/Rearrange their options based on the results of the Trial Allotment. There is no guarantee that the results of the Trial Allotment will be retained in the actual Allotment.

(1) Candidates may refer the full details of colleges such as location, accessibility, facilities available, fee to be remitted at the time of admission (other than the tuition fee as per Clause 12) 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.

If a candidate is allotted his/her first option and accordingly remitted the prescribed fee, that candidate is bound to accept the allotment. Such candidates will not be considered for further allotments. Candidates who want to forfeit the First option allotted, they should not remit the prescribed fees. Such candidates will be considered for spot allotments only if they required. If remitted the fee that will be forfeited without further notice.

9.5 THE FIRST ALLOTMENT.

Based on the options registered, allotment will be published in the website www.lbscentre.kerala.gov.in 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 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.

9.5.1 REMITTANCE OF FEE:

- (a) The prescribed fee (Refer Clause 12) for the course will have to be remitted in cash by the candidate to the account of the Director LBS Centre in any one of the branches of to Federal bank in Kerala or by way of online payment as per the time schedule prescribed. On remitting the fee, a fee receipt will be issued by the bank to the candidate/can be printed from the Online Payment page, which shall be produced in the college at the time of admission.
- (b) SC/ST/OEC candidates, who get allotment, in Government seats shall remit a token amount of Rs. 1000/- (as part of Caution Deposit) by cash, as described under clause 12:

Important

- 1) Fee remitted by way of Demand Draft/Cheque etc. will not be accepted under any circumstances.
- 2) The list of candidates who remit fees/caution deposit (for SC/ST/OEC) will be updated regularly at the website www.lbscentre.kerala.gov.in Candidates who remit fees should verify the list and ensure that their names have been included in the list. If any discrepancy is noted the candidates should immediately bring it to the office of the DIRECTOR, LBS CENTRE, Kerala.

- (c) Those candidates who fail to remit the fee on or before the date specified and in the manner specified under Clause 9.5.1, will lose their current allotment as well as the existing options in the stream to which the allotment belongs.

9.5.2 Deletion/re-arrangement of options after the First Allotment:

- (a) Candidates who remit the fee as per the first allotment within the prescribed time limit will have the facility to Delete/re-arrange their higher order options before the second allotment, during a specified period to be notified.
- (b) After the first allotment, the options below the 'allotted one' of the candidate will automatically be removed from the option list of the candidate. For example, if a candidate had registered 60 options in all, and if he/she is allotted his/her 40th option, all options from 41 to 60 will be automatically removed from the option list. Options from 1 to 39 will remain valid and will be considered for future allotments. These options will be his/her 'Higher Options' for the next allotment. He/she may delete/rearrange any options among the remaining options as per his/her desire. But the candidate will not be permitted to register any fresh options that were available for registration initially, to the existing ones. Deletion/re-arrangement of options can be done as per the procedure explained in Clause 9.3.6 and Clause 9.3.9.
- (c) If a candidate is satisfied with an allotment and does not want to be considered for further allotment(s), he/she must delete all the remaining higher options. A candidate retaining all or any of his/her higher options after an allotment is bound to accept the new allotment, if any granted. In such cases, he/she will not be permitted to retain the earlier allotment if any under any circumstances.
- (d) The facility for deletion/rearrangement of options will be available during the notified period only.

9.6 SECOND/FURTHER ALLOTMENT AND REMITTANCE OF FEE:

- 9.6.1 The second/further allotment list will be published on the date to be notified. If a candidate has a different allotment than the one accepted in the previous allotment, the fee for which is higher than that remitted as per the previous allotment, he/she will have to remit the difference in fee through the same method as prescribed in Clause 9.5.1. The amount to be remitted in this manner will be shown in the Allotment Memo of the candidate. If the Fee/Difference in Fees is not remitted he/she will lose all the allotments/admission and will lose the existing options in the stream to which the latest allotment belongs.
- 9.6.2 If the fee for the course allotted in the current allotment is less than or same as the fee remitted as per the previous allotment, no further remittance is to be made by the candidate. Excess amount remitted by the candidate, if any, will be refunded, after the completion of the entire Allotment process.
- 9.6.3 Forfeiture of the claims in CAP: The claims in Centralised Allotment Process conducted by the DIRECTOR, LBS CENTRE will be cancelled under the following reasons.
 - (i) Non payment of tuition fee as specified in the allotment memo.

(ii) Non joining of the course/college within the stipulated time as specified by the DIRECTOR, LBS CENTRE.

(iii) Discontinued with TC to join courses other than the courses allotted by the DIRECTOR, LBS CENTRE or for any other reason.

9.7 **LAST RANK DETAILS:** The last rank details of the allotment will be published after each allotment and will be made available on the website. **The last rank given will be the rank of the candidate and not the position in the category list.**

9.8 **SPOT ALLOTMENT(S):-**

To facilitate filling up of maximum number of Government Seats in Government Colleges/ Self Financing Colleges/Management seats in Government Controlled Self Financing Colleges to which Director, LBS Centre for Science & Technology makes allotment, if required, spot allotment(s) will be conducted on the date, time and venue to be notified. The details regarding the availability of vacant seats, eligibility to attend, method of allotment etc. will also be notified. Candidates who take seats at the spot Allotment will have to remit the fees as per Clause 9.5.1. They will not be permitted to cancel the allotment.

10 **POST ALLOTMENT ACTIVITIES:**

10.1 **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 LBS Centre. He/she should report with the originals of the following documents:

- (i) Candidate's Printout of the Application Form.
- (ii) Allotment Memo received online.
- (iii) Receipt of Tution fee remitted through Allotment.
- (iv) Certificate to prove date of birth.
- (v) Transfer Certificate(TC) and Conduct Certificate from the Institution last attended.
- (vi) Original Mark list of the qualifying examination (Higher Secondary or equivalent) and the Pass Certificate (if applicable)/Mark lists of all parts of B.Sc. Degree examination and Degree Certificate (if applicable).
- (viii) Eligibility Certificate from any University in Kerala, in case of candidates who have passed a qualifying examination other than Higher Secondary Examination/Vocational Higher Secondary Examination conducted by Government of Kerala or the examination conducted by CBSE/ICSE/ISC and/or Degree from Other Universities or Boards.
- (ix) Migration Certificate, if applicable.
- (x) Physical Fitness Certificate in the relevant format obtained from a Medical Practitioner not below the Rank of Asst. Surgeon given in Annexure V(e) of the Prospectus, 2018.
- (xi) Certificate showing that the candidate has got himself/herself vaccinated against Hepatitis B.
- (xii) Undertaking as per Clause 14.2 vide Annexure VII.
- (xiii) Any other document(s) required to be produced by the Head of Institution.

10.2 Fees other than the one already paid vide Clause 9.5.1, as applicable to the course/institution, will have to be remitted by the candidate at the time of taking admission in the college.

The candidate is specifically instructed not to share his/her Registration id and Password to the authorities of institutions concerned at the time of joining.

10.3 **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.

10.4 **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 Government

seats after being allotted to the Government seats in the last allotment, resulting in the non filling of such seats, will be proceeded against by the Government as per rules.

- 10.5 **Closing of admissions:** The final allotment/spot allotments in merit seats for Self Financing Colleges will be based on agreement entered by them with the Government. The last date for closing of admission to B.Sc. Nursing course will be as per the norms of Indian Nursing Council and for B.Pharm course it is as per the norms of Pharmacy Council of India. The closing of admission to Paramedical Degree Courses will be the same as the last date for admission to B.Sc. Nursing courses in Kerala.

11 **Seat allotment protocol**

11.1 **Admission and Allotment in Government Colleges:**

11.1.1 **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 LBS Centre 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 4.1.4. 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.

11.1.2 **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/LA/DV/VK/KN/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) 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.

11.1.3 **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 11.1.1. The allotment of seats under Special reservation will be taken up along with the General Allotment. However such candidates will also be considered for allotments as per the Clauses 11.1.1 and 11.1.2, if they are eligible for SEBC/SC/ST reservation benefits.

11.2 **Seat allotment protocol in self financing colleges:**

Allotment of seats in Government Controlled self financing colleges and private self financing colleges will be college/institution wise. Details will be notified separately.

- 11.3 **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 VI. Authorization letter once received will be considered valid for the entire allotment process, unless the candidate revokes it in writing.

12. **FEE**

- 12.1 Tuition fee and special fee for the various courses in Government/Government Controlled Self Financing Colleges/Private Self Financing Colleges for the admission to 2018 batch will be as follows.

Course	Government Colleges (Rs.)	Govt. Merit/Management Seats in Self Financing Colleges (Rs.)	Special Fees Only For Self Financing Colleges (Rs.)
B.Sc Nursing			
B.Sc. M.L.T.			
B.Sc. Perfusion Technology		NO	NIL
B.Sc Optometry			
BPT	NO		
BASLP	NO		
B.C.V.T.		NO	NIL
B.Sc. Microbiology	No		
B.Sc. Medical Biochemistry	No		
B.Sc. Medical Radiological Technology	No		

"The Students admitted under Government Merit quota in Self financing colleges are eligible for scholarship as per the conditions in G.O(Rt) No.4236/2012/H&FWD dated 28.12.2012. and also as per the agreement executed with the managements. The fee of other courses will be notified later".

- 12.2 Candidates belonging to SC/ST communities allotted against merit seats or against the seats reserved for them are exempted from payment of fee at the time of admission. Candidates belonging to OEC admitted against merit seats or against the un-availed seats of SC/ST are also exempted from payment of fee (As per G.O.(MS) No.14/2005/SCSTDD dated 5.4.2005 & G.O.(Ms) No.36/07/SCSTDD dated 03.07.2007). Candidates belonging to OEC admitted to Government seats through SEBC reservation are also exempted from payment of fee (As per G.O.(Ms) No. 50/2006/SCSTDD dated 22.09.2006) for the entire duration of the course. SC/ST development department will reimburse the fees for eligible students as per clause 12.1 above. SC/ST/OEC candidates will have to pay the 'Caution Deposit' as per rules.
- 12.3 Claim for fee concession to OEC candidates: Candidates belonging to Other Eligible Communities (OEC) are exempted from payment of fee at the time of allotment to Professional Degree Courses under Government/Community quota irrespective of annual family income as per G.O. (MS) No. 36/07/SCSTDD, dated: 03.07.2007.
- 12.4. **Claim for fee concession to the candidates belonging to communities listed in Annexure X (a):** Candidates belonging to the communities listed in Annexure X (a) whose annual family income is up to Rs.6 lakhs are exempted from payment of fee at the time of allotment to Professional Degree Courses under Government/Community Quota as per GO (MS) No. 10/2014/BCDD dated: 23.05.2014. They should provide Community and Income Certificates from the Village Officer in the prescribed format along with the printout of the application.
- 12.5 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 Tahsildar (Refer Clause 5.4.2 (d) along with the application and if the claim has been accepted.
- 12.6 **TRANSFER OF FEE TO COLLEGES / REFUND OF COURSE FEE;**
- 12.6.1. **Transfer of fee to Colleges:** The fee remitted by the candidates will be 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 2018.
- 12.6.2. **Refund of fee:** Candidates who cancel their admission by obtaining Transfer Certificate before the dates to be announced by the Director, LBS Centre for the same are eligible for refund of fees. Refund of fee is also admissible to the candidates who secure admission through an allotment of Commissioner for Entrance Examinations, Kerala for the year 2018.

12.6.3 **Excess fee**, if any, collected from candidates will also be refunded.

12.6.4. 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.

12.7. **NO REFUND OF FEE:**

12.7.1 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 13.

12.7.2 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.

13. **Liquidated Damages**

(a) Levying amount towards liquidated damages from candidates discontinuing their studies in the first academic year:

(i) If any candidate admitted against 'Government' seats in Government/Self Financing Colleges, discontinues the studies after the cut off date for closing of admissions fixed by the Govt., to join other courses/colleges or for other purposes, he/she is liable to pay a liquidated damage equal to total annual tuition fee (for the entire course) less the fee paid by him/her. In all such cases the Transfer Certificate will be issued only after the remittance of liquidated damages to the authority concerned. Candidates belonging to SC/ST/OEC are exempted from this rule. Candidates belonging to 'Keralite' category, as per Clause 6.1.1, whose annual family income is below Rs.75,000/- and who have submitted Income Certificate along with the application for admission to Professional Degree Courses in Nursing, Pharmacy and Paramedical Streams 2018 will also be exempted from payment of Liquidated Damages.

(ii) The candidates admitted against Management seats in Self Financing colleges under Govt. control, on discontinuance of course after the cut-off date for closing of admissions fixed by the Govt., for joining other courses/colleges or for other purposes are liable to pay liquidated damages equal to annual tuition fee for the remaining years of study so as to complete the total tuition fee for the course irrespective of annual family income/nativity/reservation status.

(iii) A candidate who gets allotment and admission to a course through an allotment of LBS Centre, Thiruvananthapuram(www) for the year 2018 will be eligible for full refund of fee remitted and he/she need not pay any liquidated damages.

(b) Levying amount towards liquidated damages from candidates discontinuing their studies after the first academic year:

(i) Candidates admitted against Government seats in Govt./Self Financing Colleges or in Management seats in Government Controlled Self Financing Colleges, who discontinue the course after the first academic year, are liable to pay liquidated damages equal to the total amount of tuition fee payable for the remaining year(s) of study. The candidates who discontinue the course must remit the fee for remaining years.

(ii) Candidates who are transferred from one institution to another, as per the proceedings of the University concerned are exempted from payment of liquidated damages.

14. **OTHER ITEMS**

14.1 The whole process of allotment to the courses viz. B.Sc. Nursing, B.Sc.(M.L.T), B.Sc. Perfusion Technology, B.A.S.L.P., B.C.V.T., B.Sc.(Optometry), B.Sc. M.R.T., B.P.T, B.Sc. Dialysis Technology for the academic year 2018 will be done by the Director, LBS Centre.

14.2 **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 Hon'ble Supreme Court of India, Dated May 16, 2007 in SLP No. (S) 24295 of 2006 University of Kerala Vs Council, Principal's, Colleges, Kerala & Ors [with SLP (c) No.24296-99/2004 & W.P (CrI) No. 173/2006 & SLP (c) No.14356/2005] and the

recommendations approved by the Honorable 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 XI which is mandatory for registration/admission.

- 14.3 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.
- 14.4 The candidates will not be allowed to have transfer from one college to another or one course to another after the closing of allotment/admission process for the year 2018.
- 14.5 All disputes pertaining to the allotment for admission shall fall within the jurisdiction of the Hon'ble High Court of Kerala.
- 14.6 Any other items not specifically covered in this Prospectus will be decided by the Director of Medical Education, Thiruvananthapuram his/her decision shall be final.

Thiruvananthapuram

Date: 05.05.2018

Director of Medical Education