



SRI RAMACHANDRA

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Deemed to be University)

Accredited by NAAC with 'A⁺⁺' Grade (CGPA 3.53)

Placed in 'Category – I Universities' by the UGC

Porur, Chennai – 600 116.

STUDENT MANUAL

2023 - 2024

SRI RAMACHANDRA

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(DEEMED TO BE UNIVERSITY)
PORUR, CHENNAI – 600 116.

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PERSONAL INFORMATION

Name

Date of Birth and Age Sex

Program

Batch Admission No.

Unique Identity No.

Mobile phone No.

Phone: Res. Hostel

E-Mail ID

Aadhaar No.

NAD Registration. No. ABC ID.

Permanent Address

Mobile Phone No. of Parent Email ID:

Vehicle Number Car/Two Wheeler

Blood Group

Passport No.

Renewal Date

Any other information

Contact Address (In case of emergency) Name

Address (with land mark)

.....

Mobile No. Phone No. Email ID:



UNIVERSITY EMBLEM

Description of Emblem:

The university emblem has four salient images depicted: The red triangle with its apex pointing up, the bow, the arrow, and the entwined snakes.

The triangle with the arrow underscores the Mission of the university: viz., to merge the three enduring objectives – Education, Healthcare & Research – represented by its three sides into a harmonized whole and hold it launched boldly up into the future. The arrow stands for the wand of Hermes (or the staff of Asclepius) and with the two entwined snakes represents the caduceus, which has traditionally been used as the symbol of the medical profession. Uniquely, the bow here adds dynamism and a further dimension to the theme as it holds the arrow pointed towards posterity.

Motto:

Sky scale Advancing Education
Disease-alleviating Healthcare Innovation
Translatable Research Continuum

கோட்பாடு

வானுற வளர் கல்வி
நோயுற மக்கள் நலன்
வளமுற தொடர் ஆய்வு

ஸ்ரீ இராமச்சந்திரா பல்கலைக்கழக வாழ்த்துப்பண்

செந்தமிழ்ப்போலே என்றென்றும் வாழும் ஸ்ரீ இராமச்சந்திரா
எம் தாயென எண்ணி உன்னை வணங்கியே பாடுகின்றோம் – நாங்கள்

கற்ற கல்வி பெற்ற பெருமை எங்கள் உடையார் தந்தது
தொட்டு தொடரும் சொந்தம் இதுதான் – இராமச்சந்திரா சொன்னது

பெற்ற அன்னை தந்தை போலே எண்ணம் எல்லாம் நின்றது
உற்ற நண்பன் சுற்றமெல்லாம் இங்குதானே கண்டது

வாழ்த்தி நின்றோம் வணங்குகின்றோம் வாழ வைத்த மையமே!!
கூடி நின்றோம் பாடுகின்றோம் வானம் எங்கள் எல்லையே!!

உலகம் போற்றும் திறமையாலே என்றும் இங்கு முதலிடம்
உயிரை காக்கும் உணர்வுதானே ஒன்று சேர்த்த ரகசியம்

ஆய்வு செய்தோம் சேவை செய்தோம் எதிலும் கண்டோம் மனிதமே!!
ஆய்வு செய்வோம் சேவை செய்வோம் தொடரும் எங்கள் பயணமே!!

ஸ்ரீ இராமச்சந்திரா வாழ்கவே !!!



Composed by: Dr. T.R. Muralidharan
Professor & Head, Dept. of Cardiology
SRMC&RI, SRIHER(DU)

THE VISION AND MISSION OF SRI RAMACHANDRA

**INSTITUTE OF HIGHER EDUCATION AND RESEARCH
(DEEMED UNIVERSITY)**



(Late) Thiru **N.P.V. RAMASAMY UDAYAR**
FOUNDER CHANCELLOR

THE VISION

"To offer diverse educational Programs that facilitate the development of competent professionals and valuable citizens, who demonstrate excellence in the respective disciplines, while being locally and globally responsive in areas of education, healthcare delivery and research".

THE MISSION

Sri Ramachandra Deemed University will actively promote and preserve the higher values and ethics in education, health care and research and will pursue excellence in all these areas while consciously meeting the expectations of the people it serves without prejudice and in all fairness stay socially meaningful in its propagation of the various arts and sciences to enrich humanity at large.



(Late) Thiru **N.P.V. RAMASAMY UDAYAR**
FOUNDER CHANCELLOR

Message by

Shri. N.P.V. Ramasamy Udayar

Founder-Chancellor
(Given in the year 1998)

Beloved Student,

It is with a great sense of pleasure and joy that I welcome you to this campus as a student. Our Trust when it was conceived in the year 1985, dedicated this institution to the proposition that it shall reach the heights of excellence in the fields of medical and health related education, research and patient care. Since then we have worked with a great sense of determination and commitment to make this 150 green acres develop as a mini town with all the facilities inside, keeping in mind the ecology of the surroundings. We are aware that this is going to be your home away from your own home for the next several years and it is vital that the campus is healthy for your growth and comfort. I myself have spared no pains to procure everything that is considered essential to accomplish this. Your parents do expect us to provide appropriate facilities for your development during the next several crucial years in your life. Myself and the administrators of this institution will be happy to listen to your suggestions, requests, and complaints and take such actions as necessary to improve the situation. But, it is very essential that you keep the communication line open and have no hesitation in approaching us. It is also possible that some of you may have unusual, personal, social and adjustment problems particularly when you are away from your own families for a long time. My faculty, staff, wardens and the Pro Vice-Chancellor assure me that they will provide such counselling services as may be necessary in the individual circumstances. Such services will be given entirely on a one-on-one basis in strict confidentiality. But again it is up to you to seek such help from us when you are in need.

Although you are here primarily in pursuit of good education and qualification, we believe that you should have adequate opportunities for extra-curricular activities particularly cultural and sports. We encourage all such activities that will help you develop an all-round personality and become an excellent professional.

At this juncture, it is important that you become aware of our expectation of you. As much as you have a right to stay and enjoy the privileges in the campus every other student who is here has the right as well. This institution cannot tolerate any student intimidating other students in the form of teasing, ragging or cause any kind of harm to

fellow student physically or emotionally. We do not have a place in this institution for such indiscipline and any student who indulges in such activities will be summarily expelled. Students and parents should also be aware of the recent strict laws that have been enforced by the Government of Tamil Nadu and other statutory authorities against any form of ragging inside college campuses. It is expected of every student that he will abide by all the rules and regulations of this Deemed University colleges and the hostel at all times.

Students who have difficulties with the subject are encouraged to directly seek counseling from the Head of the Department concerned. He is further encouraged to contact the administration to obtain necessary help for improvement. As a policy, it is demanded of every student that he/she maintains 80% attendance in every subject and also meet the standards required for internal assessment examinations. In the matter of allowing a candidate to appear for examinations, the final authority is the concerned Head of the Department and the Pro Vice-Chancellor.

In conclusion, I would like you to note that we are here to make everything that is possible and necessary to give you a good education and experience in your field. It is with this intention that we have made a historic alliance with Harvard Medical International also. We want you to utilize all these for your betterment, so that you can look back one day and feel proud of your ALMA MATER.

Wishing you the very best in your life,

Shri. N.P.V. RAMASAMY UDAYAR

From the Desk of the Chancellor



Dear Students,

It is with much pleasure that I extend a warm welcome to all students who have chosen to join our family of Sri Ramachandra Institute of Higher Education and Research, during the academic year 2023-24.

SRIHER offers great academic support for students enabling acquisition of knowledge, skills and attitude to become competent professionals as clinicians, researchers and academicians in their respective field. The teaching-learning environment at SRIHER encourages students to practice higher-level critical thinking skills and peer interaction to promote academic excellence in all domains. Several new programs are being initiated every year on par with global standards that also provide abundant opportunities for a better future. Competency based programs in Medical, Dental, Allied Health, Engineering and Technology are progressively being implemented across all faculties.

I am happy to share that the placement record of our students has been continually rising over the years with more reputed companies, hospitals, research organizations and IT industry recruiting our students through the in-house Placement Cell. Therefore, students can certainly look forward to a rewarding career and a promising future in their chosen fields.

The validations and certifications awarded by national and international agencies serve as testimony to the quality of our students, staff and faculty. The NAAC (cycle-3) CGPA of 3.53 on a four-point scale at 'A⁺⁺' grade and NIRF-2023 ranking are noteworthy reflecting our commitment towards quality education, health care and research. The hallmarks of SRIHER include enhanced medical care, interdisciplinary collaborations, launch of novel programs, promotion of individual excellence and community service.

On the academic front, the University is implementing all the new curriculum reforms, as required by the regulatory bodies. These are vital for driving inclusive student experiences with access to knowledge and skill in a way that works best for them around their individual needs. I strongly believe that students are our source of pride and they infuse energy into the entire campus of SRIHER.

There is a lot to look forward to in the years ahead, including various learning opportunities, social events, sports and extra-curricular activities to upgrade yourselves to global standards in order to succeed in a highly competitive world. I am glad that you have chosen to be a part of a robust campus community that values your well-being and interests.

I welcome all the students to join the SRIHER family. Wishing you the best in all your future endeavours.

Shri. V.R. VENKATAACHALAM

From the Pro-Chancellor's Desk



Dear Students,

Welcome to SRIHER, a leading, student-centric institution that offers more than 160 programs to choose from, to accomplish your educational and career goals. We bring together students from across the country with diverse cultures and experiences, thereby providing our students an enriched learning and working environment.

SRIHER is a vibrant and exciting place that has been recognized as a premier centre and is at the forefront of global development in higher education. Our prime goal is to provide value added education on par with the standards of most sought-after educational institutes across the world.

Being sought after by students and principal educators across the country and the globe, the university offers advanced academic programs with an emphasis on practical and evidence-based learning, thereby creating a conducive environment for gaining knowledge and skills. Our methods of education are interactive, supportive, challenging and more rewarding for our students and provide a great chance to amplify their talents further. We incorporate online and digital enhancements to our curricula creating an academic environment wherein all our students and faculty maximally use their potential and are confident to explore new prospects.

Besides imparting knowledge through quality education, we also provide attention to skills training. We also inculcate other activities like sports, cultural activities, debates, performances and develop essential qualities like leadership, team co-ordination etc. through various clubs driven by students with mentorship from faculty experts. Students can benefit from the enriched library, hygienic cafeteria; world class sports facilities and a host of other facilities within the campus.

Our university aims at disseminating quality education conforming to global standards and also engages students in active research experience. The faculty relentlessly work on preparing the next generation with professional soft skills like communication and interpersonal skills that qualify them to become global leaders and valuable citizens in the years to come. A research-based education also enables our students to develop as independent learners with the inquisitiveness and drive to continue lifelong learning.

I welcome all students to this scholarly family of SRIHER and assure that in this new academic year 2023-24, your journey with us for an effective professional career will be a rewarding experience. SRIHER's teaching and training will empower you with requisite skills to embark on your career and aid in discovering your potentials, make new friends and expand your network, professionally and personally. Best Wishes.

Shri. R.V. SENGUTUVAN

From the Vice-Chancellor's Desk



Dear Students,

I take this opportunity to welcome all the new entrants to our university and congratulate the students and parents for choosing the respective programmes under the constituent faculty.

This students manual will provide you with all necessary information regarding the rules and regulations, academic calendar, information about SRIHER, the official committees, student council, co-curricular clubs and a lot more.

Dear Students, you are entering the portals of this great edifice "Sri Ramachandra" which provides the greatest ambience for higher education through innovative curricula using modern e-learning technologies, providing focus on skills training and attitudinal training apart from the requisite knowledge. The campus provides for your every day to day requirement and also excellent facilities for sports and extracurricular activities. The faculty are the greatest strength and they provide you with the most student centred education and mentorship. The Student Council of the University will also facilitate to sort out any of your problems.

SRIHER has been constantly striving to provide the best learning experience with abundant opportunities for research, networking and other related activities for the benefit of students. Several new programs and initiatives are being added to the regular functioning of the university to ensure we stay on par with global standards.

There is a vibrant mentoring system in place. Student support is being provided efficiently through a team of Asst. Deans, Associate Deans & Dean of Student. Please take time to go through the manual to understand the plan and activities for the academic year 2023-24.

I wish you the best in every endeavour you engage in, during this academic year. All the very best.

Dr. UMA SEKAR



SRI RAMACHANDRA

INSTITUTE OF HIGHER EDUCATION AND RESEARCH
(DEEMED TO BE UNIVERSITY)

INTRODUCTION

Sri Ramachandra Institute of Higher Education and Research (Deemed University) previously known as SRMC & RI (DU), ranked among the top health sciences universities in India, had its origin as Sri Ramachandra Medical College & Research Institute which was established by Sri Ramachandra Educational and Health Trust in the year 1985 as a private not-for-profit self-financing institution and dedicated to serve the society as a centre of excellence with emphasis on medical education, research and health care. The Trust achieved the task of establishing the Institution as a "Centre of Excellence" under the leadership of Late Shri. N.P.V.Ramasamy Udayar who was the Founder & Managing Trustee of the Trust and also the first Chancellor of the Deemed University. Shri.V.R.Venkataachalam is currently the Chancellor of the Deemed University and is also the Managing Trustee of the Trust.

In view of its academic excellence, the Government of India declared Sri Ramachandra Medical College & Research Institute as a Deemed University in September, 1994 under Section 3 of the University Grants Commission Act, 1956. As notified by the UGC, the nomenclature of the institution was changed to Sri Ramachandra University in 2006 and reverted to SRMC&RI (DU) from December, 2017. Now, as per the Notification dated 08.08.2018 by the Ministry of Human Resource Development, Govt. of India, the name of the DU has been changed to "Sri Ramachandra Institute of Higher Education and Research (Deemed to be University)."

Over three decades, the institute has transformed into a full-fledged Deemed University and at present, with fourteen faculties /constituent colleges, viz., Sri Ramachandra Medical College & Research Institute, Sri Ramachandra Dental College & Hospital, Sri Ramachandra Faculty of Pharmacy, Sri Ramachandra Faculty of Nursing, Sri Ramachandra Faculty of Physiotherapy, Sri Ramachandra Faculty of Allied Health Sciences, Sri Ramachandra Faculty of Management, Sri Ramachandra Faculty of Biomedical Sciences and Technology, Sri Ramachandra Faculty of Public Health, Sri Ramachandra Faculty of Sports & Exercise Sciences, Sri Ramachandra Faculty of Clinical Research, Sri Ramachandra Faculty of Engineering and Technology, Sri Ramachandra Faculty of Audiology and Speech language Pathology, Sri Ramachandra Faculty of Occupational Therapy. The Deemed University offers more than 160 UG and PG programs with a faculty strength of around 1,000 has more than 8,000 students receive teaching and training under them (Faculty: Student ratio 1:8)

ACCREDITATIONS AND RECOGNITIONS

The consistent quest for excellence in medical education, health care and research has earned the SRIHER (DU) many notable accreditations, recognitions and awards. Notable among them are:

The National Assessment and Accreditation Council has reaccredited (in cycle-3) Sri Ramachandra Institute of Higher Education and Research with "A⁺⁺" Grade with a CGPA of 3.53 on a 4-point scale, the highest grade by NAAC awarded to a University.

The Deemed University has been granted Category I Status by the UGC in March 2018. SRIHER has achieved the distinction of being placed at the 57th rank among all Universities in India by the Ministry of Human Resource Development (MHRD). The National Institutional Ranking Framework (NIRF) 2023, with Sri Ramachandra Medical College & Research Institute ranked 21st, Sri Ramachandra Dental College & Hospital ranked 7th and the Faculty of Pharmacy placed at the 36th rank.

The Sustainable Development Goal, Times Higher Education, has ranked SRIHER within 400 - 600 band in the Overall Category globally. The University takes pride in finding its place in the 100-200 band in the SDG 3 which is Good Health and Well-being, 200-300 in the SDG 4 of Quality Education and SDG 6 of Clean Water and Sanitation. In addition SRIHER stands at 11th rank as an Institute of Excellence Category by the Global Impact Ranking, of World Institutional Ranking (WIR).

"The India Today" Survey of Universities in India 2022, has ranked the University No.1, as India's Best Private Medical University. Sri Ramachandra Hospital has been adjudged as the second best Multispecialty Hospital in Chennai by The Week-Hansa Research Survey 2021.

The hospital has also been accredited by the National Accreditation Board for Hospitals (NABH). The Medical Council of India (MCI) (now NMC) has recognized and upgraded the Regional Centre in Medical Education Technologies, Sri Ramachandra Medical College & Research Institute, as a Nodal Centre to conduct both Basic and Advance program in Medical Education Technologies for all medical college faculties in the region. The WHO has designated Sri Ramachandra Medical College & Research Institute as a WHO Collaborating Centre for Research and Training in Occupational Health. The Atomic Energy Regulatory Board (AERB) has reaccredited the Bio dosimetry lab of the Department of Human Genetics for assessment of personnel radiation exposure and related studies, the only non-governmental institution to have achieved such accreditation.

The Faculty of Public Health has the distinction of being recognized by the ICMR as a "SRMC & RI (DU) ICMR Centre for Advanced Research on Air Quality, Climate and Health"

Quality research and research publications, have enabled the University to be placed as the 18th in India, 245th in Asia, 478th in World by SCIMAGO Journal Rank (SCIMAGO).

SRIHER has been recognized as "DISTRICT GREEN CHAMPION" for Chennai District for the academic year 2020-21 by MGNCRE, Ministry of Education, Government of India.

SRIHER takes the pride in being ranked No.1 among Private Medical and Life Science Universities in India and the Grand Jury Award for being No.1 in Tamil Nadu and No.3 in India for the Quality of Campus Life. In addition, Bachelor of Nursing program at SRIHER has been ranked 9th by the Education World India Higher Education Ranking 2022-23. The Global Teaching Excellence Awards 2021 organized by Kiteskraft Productions adjudged Sri Ramachandra Medical College & Research Institute as the best Medical College and Sri Ramachandra Institute of Higher Education and Research as the best University for the year 2021.

We have MoU with National (38), International (33) Universities/Institutions and Industries (32) of repute. High quality research with grants from National and International funding bodies has enabled the establishment of Sri Ramachandra Innovation and Incubation Center a recognised BIONEST-BIOINCUBATOR with special grant of 634 lakhs by DBT-BIRAC, Govt. of India.

LOCATION AND ACCESS

The Deemed University is located in Porur, on the busy Chennai - Bangalore highway, twenty minutes to drive from the Chennai international airport. Chennai is a fast growing industrial, medical and knowledge hub in South India that retains its charm, tradition and culture. It is well connected by road, rail and air to almost any destination in the world.

CAMPUS AND FACILITIES

Spread over 150 acres, the Deemed University is housed in a refreshingly green campus. Well-manicured lawns, sprawling open spaces and trees dot the campus. The campus itself is a township with colleges, the medical centre, staff and student housing, conference facilities, play grounds, multi-cuisine restaurants, ATMs, gift & garment shops, travel service, railway reservation counter and a post office.

The infrastructure at the Deemed University has been created to provide its students the best educational environment in the country. Over two million square feet of constructed space houses technologically advanced, fully air-conditioned state of the art class rooms, modern laboratories and one of the largest medical libraries in the region.

The large and spacious air-conditioned classrooms, lecture theaters, skills and simulation labs, Virtual Reality labs, Active learning centre and state-of the-art laboratories with high end equipments are the infrastructural extravaganza every student of SRIHER gets to enjoy. There are separate hostels for boys and girls, and multiple restaurants, gym, library, grounds (football, Hockey, Cricket, Basketball, etc.), Swimming pool and indoor stadium in addition to the pond and rowing facility. Thus the University provides a range of outdoor activities to develop their sporting skills and also to destress. The University has been a pioneer in introducing choice based credit system and value added courses. It has been an award winning NPTEL user institute as well. All these enables the students choose the subjects they want to study according to their convenience. The University imparts modern, practical and research-based programs; the goal of which is to make the students industry-ready. Moodle, Role-play, case studies, industry projects, presentations, dissertation, form an integral part of a student's learning at SRIHER.

THE HOSPITAL

Sri Ramachandra Hospital is a tertiary care facility that focuses on the clinical teaching activity. With 2,525 beds, the largest ICU in the region and the state-of-the-art equipment, the hospital offers the trainee with ample opportunities to acquire knowledge and skills from the finest doctors in the country. The hospital has excellent oncology, cardiothoracic, vascular surgery, interventional neuro-radiology, neonatology, reproductive medicine, clinical embryology, critical care and emergency services to mention a few. The hospital seamlessly integrates with the colleges to provide knowledge and practical application of the acquired knowledge effortlessly.

Sri Ramachandra Medical Centre has over three decades acquired a reputation for excellence in patient care. Keeping pace with the needs of the urban and rural population, this institution has constantly upgraded its services and has added super specialties. At present, it is at the cutting edge of treatment in a number of areas, offering ambulatory as well as in-patient in services.

CENTRAL LABORATORY

The fully air conditioned Central Laboratory of Sri Ramachandra Medical Centre is situated at Shri. Ramasamy Udayar Block, occupying an area of about 6000 sq.feet and performing approximately 14,000 diagnostic tests per day.

A spacious blood collection area and separate processing areas for Clinical Biochemistry, Clinical Pathology, Hematology and Clinical Microbiology samples. The Laboratory has sophisticated fully automated biochemistry analyzers, cell counters, automated culture identification and susceptibility systems. The specimens are processed by qualified technicians and reported by authorized staff. Most of the equipments are interfaced

with the Laboratory Information System (LIS) and integrated with Hospital Information System (HIS) so that the results can be viewed in the ward and other patient care areas as soon as they are released by authorized laboratory personnel. Strict continuous quality control is maintained.

The Blood Bank which is one of the largest in Asia with 10,000 Sq.ft. area which provides state of the art blood and component transfusion support to the patients. The Central laboratory is NABL reaccruited.

INTERNATIONAL PATIENT CARE SERVICES

The Centre regularly receive inpatients and outpatients in various specialties from countries like Oman, Iraq, Kuwait, Saudi Arabia, Nigeria, Tanzania, Kenya, Japan, UK, Sri Lanka, Bangladesh, Malaysia, Sudan, etc. It had conducted Medical Camps at Nigeria-Portharcourt, Calabar, Lagos, in the past as a part of its extension activities in international patient services.

TELEMEDICINE

The Deemed University has national level visibility as a centre of excellence in exploiting information technology to the hilt, by establishing a state-of-the-art Telemedicine Connectivity by satellite, ISDN lines and internet connectivity to several institutions in India Siliguri, Durgapur, Kolkata, Guwahati, Andaman and Nicobar Islands, Jammu & Kashmir, Kerala, Karnataka, Andhra Pradesh and Telangana, to name a few. It has been included in the PAN-African network for telemedicine.

OFFICERS OF THE UNIVERSITY

Sl. No.	NAME	DESIGNATION
1.	Thiru. V.R. VENKATAACHALAM	CHANCELLOR
2.	Thiru. R.V. SENGUTUVAN	PRO-CHANCELLOR
3.	Dr. T.K. PARTHA SARATHY	PROFESSOR OF EMINENCE & CHIEF ADVISOR, DIRECTOR INTERNATIONAL RELATIONS
4.	Dr. K.V. SOMASUNDARAM	PROFESSOR OF EMINENCE & ADVISOR (ACADEMIC)
OFFICERS OF THE UNIVERSITY		
1.	Dr. UMA SEKAR	VICE-CHANCELLOR
2.	Dr. MAHESH VAKAMUDI	PRO VICE-CHANCELLOR
3.	Prof. ROOPA NAGARAJAN	REGISTRAR
4.	Dr. S. SENTHIL KUMAR	ADDITIONAL REGISTRAR
5.	Thiru. V. SWAMINATHAN	ADDITIONAL REGISTRAR (LAW)
6.	Dr. JOTHI MALAR	CONTROLLER OF EXAMINATIONS
7.	Dr. S. ANANDAN	DEAN (STUDENTS)
8.	Dr. KALPANA BALAKRISHNAN	DEAN (RESEARCH)
9.	Dr. LATHA RAVICHANDRAN	DEAN (EDUCATION)
10.	Thiru. J. RAVISANKAR	DIRECTOR (FINANCE & ACCOUNTS)
11.	Thiru. D. LAKSHMINARAYANAN	GENERAL MANAGER (FINANCE & ACCOUNTS)
12.	Thiru. A. GERARD AMALOR	GENERAL MANAGER (PUBLIC RELATIONS & INTERNATIONAL STUDENTS)
13.	Ms. A. JHANSI LAKSHMI	GENERAL MANAGER (HR)
15.	(Dr.) TA SRINIVASEN	GENERAL MANAGER (LEGAL)
16.	Dr. R. SIVAKUMAR	ACADEMIC OFFICER
17.	Thiru. A. DEIVASIGAMANI	SENIOR DEPUTY REGISTRAR (ADMISSION & STUDENT AFFAIRS)
18.	Dr. C. UMA MAHESHWARA REDDY	DEPUTY REGISTRAR (INVIGILATION)
19.	Thiru. V. VASUDEVAN	DEPUTY REGISTRAR (STUDENT AFFAIRS)
20.	Thiru. T.G. NALLAMUTHU	CONSULTANT MEDIA RELATIONS
21.	Thiru. V. SUNDARAVADIVEL	DEPUTY DIRECTOR – PLACEMENT

IMPORTANT CONTACT DETAILS

Sl. No.	OFFICE	LOCATION	MAIL ID
1.	Vice Chancellor	Medical college Building Ground Floor – H Wing	vc@sriramachandra.edu.in
2.	Pro Vice-Chancellor	Medical college Building Ground Floor – G Wing	provc@sriramachandra.edu.in
3.	Registrar	Medical college Building Ground Floor – G Wing	registrar@sriramachandra.edu.in
4.	Addl. Registrar	Medical college Building Ground Floor – A Wing	additionalregistrar@sriramachandra.edu.in
5.	Dean Students	Medical college Building Ground Floor – A Wing	deanstudents@sriramachandra.edu.in
6.	Deputy Registrar (Admission Cell)	Medical college Building Ground Floor – G Wing	dracademic@sriramachandra.edu.in
7.	Deputy Registrar (Student Affairs)	Medical college Building Ground Floor – A Wing	drstudentaffairs@sriramachandra.edu.in
8.	Student Council	Medical college Building Ground Floor – A Wing	deanstudents@sriramachandra.edu.in
9.	Academic Office	Medical college Building Third Floor – F Wing	academicofficer@sriramachandra.edu.in

Sl. No.	DEPARTMENT	LOCATION	EXTN No.
1.	ACADEMIC OFFICER	Medical College Building 3 rd Floor – F Wing	3201
2.	ACCOUNTS	Medical College Building Ground Floor – D Wing	202 & 204
3.	ALUMINI CELL	Medical College Building 3 rd Floor – F Wing	212
4.	GENTS HOSTEL WARDEN	Gent Hostel Building	8700
5.	LADIES HOSTEL WARDEN	Ladies Hostel Warden Building	390, 393 &
6.	HEALTH INSURANCE	Medical Centre / Udayar Block 1 st Floor	8557
7.	INTERNATIONAL CELL	Medical College Building 3 rd Floor – 3A Wing	3219
8.	IQAC	Medical college Building 3 rd Floor – 3A Wing	8309
9.	LIBRARY	Adjacent to the G Block	8101
10.	NATIONAL CADET CORPS – NCC	Behind Tennis Court	820
11.	NATIONAL SERVICE SCHEME – NSS	Dental College Building First Floor	8204
12.	PHYSICAL DIRECTOR	Adjacent to the Cricket Ground	111 & 290
13.	PLACEMENT CELL	Medical College Building 3 rd Floor – 3A Wing	8711
14.	STUDENT COUNSELLOR	Medical College Building 3 rd Floor – 3A Wing	3191
15.	STUDENT SERVICES SECTION	Medical College Building Ground Floor – A Wing	106, 108, 118, 270, 3107 &
16.	STUDENTS CLINIC	G-BLOCK	8124
17.	TRANSPORT	Opposite to Pharmacy College	354
18.	RAILWAY TICKET COUNTER	Behind of Main Entrance Security Office	132
19.	INDIAN BANK	Behind of Main Entrance Security Office	8283
20.	POST OFFICE	Behind of Main Entrance Security Office	8285
21.	CASUALTY	Medical Center / Udayar Block Ground Floor	100/422
22.	AMBULANCE	Medical Center / Udayar Block	3422
23.	FIRE & SAFTY	Medical Center / Udayar Block	123
24.	SECURITY OFFICE (CSO)	Main Entrance	250

FACULTIES/CONSTITUENT UNITS OF SRIHER(DU)

&

CONTACT DETAILS OF DEAN/PRINCIPAL/INCHARGE

Sl. No.	Name of Faculty	Name of Dean/Principal/Incharge	E-mail ID	Phone No.	Location
1.	Sri Ramachandra Medical College & Research Institute	Dr. K. Balaji Singh Dean	deansrmc@sriramachandra.edu.in	044-24768027 Extn. No. 209/ 8004	Medical college Building Ground Floor
2.	Sri Ramachandra Dental College & Hospital	Dr. H. Thamizhchelvan Dean	dean.dental@sriramachandra.edu.in	044-24768033 Extn. No. 8261/ 8270	Dental College Building Second Floor
3.	Sri Ramachandra Faculty of Pharmacy	Dr. A. Jerad Suresh Principal	principal.pharmacy@sriramachandra.edu.in	044-24768033 Extn. No. 568/ 228	Pharmacy College Building First Floor
4.	Sri Ramachandra Faculty of Nursing	Dr. S.J. Nalini Principal	principal.nursing@sriramachandra.edu.in	044-24768033 Extn. No. 8785/ 8784	Nursing College Building First Floor
5.	Sri Ramachandra Faculty of Physiotherapy	Dr. P. Antony Leo Aseer Principal	principal.physiotherapy@sriramachandra.edu.in	044-24768032 Extn. No. 8273/ 8271	Physiotherapy College Building Fourth Floor
6.	Sri Ramachandra Faculty of Allied Health Sciences	Dr. Narasimman Swaminathan Principal	principal.ahs@sriramachandra.edu.in	044-24768033 Extn. No. 279/ 3134	Medical college Building First Floor
7.	Sri Ramachandra Faculty of Management Sciences	Dr. Selvam Jesiah Principal	principal.management@sriramachandra.edu.in	044-24768033 Extn. No. 192/ 3292	Kamalam Ramasamy Udayar Block Fourth Floor
8.	Sri Ramachandra Faculty of Biomedical Sciences & Technology	Dr. Sudha Warriar Principal	principal.bms@sriramachandra.edu.in	044-24768033 Extn. No. 8297/ 8277	Medical college Building Third floor
9.	Sri Ramachandra Faculty of Public Health	Dr. S. Sankar HoD	hod.ehe@sriramachandra.edu.in	044-24768033 Extn. No. 276/ 183	Faculty of Public Health Building Ground Floor

10.	Sri Ramachandra Faculty of Sports & Exercise Sciences	Prof. Jolly Roy Principal	hod.sportsmedicine@sriramachandra.edu.in	044-24768033 Extn. No. 7962/3902	Faculty of Sports & Exercise Sciences Building First Floor
11.	Sri Ramachandra Faculty of Clinical Research	Dr. Solomon F.D. Paul HoD	headfcr@sriramachandra.edu.in	044-24768033 Extn. No. 7924/8329	Dental College Building Basement
12.	Sri Ramachandra Faculty of Engineering and Technology	Dr. T.Raghunathan Dean	deansret@sriramachandra.edu.in	044-24768033 Extn. No. 3927/3922	Engineering college Building First Floor
13.	Sri Ramachandra Faculty of Audiology and Speech Language Pathology	Dr. Prakash Boominathan Principal	principal.srfaslp@sriramachandra.edu.in	044-24768033 Extn. No. 8969/8980	Kamalam Ramasamy Udayar Block Second Floor
14.	Sri Ramachandra Faculty of Occupational Therapy	Dr. P. Raghuram HoD	raghurammot@sriramachandra.edu.in	044-24768033 Extn. No. 7040	Vidya sudha Block Fourth Floor

SRI RAMACHANDRA
INSTITUTE OF HIGHER EDUCATION AND RESEARCH
(DEEMED TO BE UNIVERSITY)

FACULTY WISE LIST OF PROGRAMS OFFERED BY THE DEEMED UNIVERSITY

Sl. No.	Name of the Program
1.	D.Sc. offered in all the Faculties
2.	Ph.D. offered in all the Faculties
SRI RAMACHANDRA MEDICAL COLLEGE AND RESEARCH INSTITUTE	
Undergraduate	
3.	Bachelor of Medicine and Bachelor of Surgery (MBBS)
Super Speciality Programs	
4.	D.M. Cardiology
5.	D.M. Neurology
6.	D.M. Nephrology
7.	D.M. Medical Gastroenterology
8.	D.M. Critical Care Medicine
9.	D.M. Neuro Radiology
10.	D.M. Neonatology
11.	D.M. Medical Oncology
12.	D.M. Endocrinology
13.	D.M. Clinical Immunology and Rheumatology
14.	D.M. Cardiac Anaesthesia
15.	D.M. Hepatology
16.	D.M. Paediatric Oncology
17.	M. Ch. Neurosurgery
18.	M. Ch. Urology
19.	M. Ch. Cardiovascular and Thoracic Surgery
20.	M. Ch. Surgical Gastroenterology
21.	M. Ch. Plastic & Reconstructive Surgery
22.	M. Ch. Paediatric Surgery
23.	M. Ch. Vascular Surgery
24.	M.Ch. Reproductive Medicine and Surgery
25.	M.Ch. Hand Surgery
26.	M.Ch. Surgical Oncology
Postgraduate Degree Programs (Clinical)	
27.	M. Ch. Neurosurgery (6 years)
28.	M.D. General Medicine
29.	M.D. Paediatrics
30.	M.D. Anaesthesiology
31.	M.D. Radio-Diagnosis
32.	M.D. Dermatology, Venereology & Leprosy
33.	M.D. Psychiatry
34.	M.D. Respiratory Medicine

35.	M.D. Sports Medicine
36.	M.D. Emergency Medicine
37.	M.D. Radiation Oncology
38.	M.S. General Surgery
39.	M.S. Orthopaedics
40.	M.S. Obstetrics & Gynaecology
41.	M.S. Otorhinolaryngology
42.	M.S. Ophthalmology
Postgraduate Degree Programs in Basic Medical Sciences	
43.	M.D. Anatomy
44.	M.D. Physiology
45.	M.D. Biochemistry
46.	M.D. Pathology
47.	M.D. Microbiology
48.	M.D. Pharmacology
49.	M.D. Community Medicine
50.	M.D. Immuno Haematology and Blood Transfusion
51.	M.D. Forensic Medicine
Masters Programs in Basic Medical Sciences	
52.	M.Sc. Medical Anatomy
53.	M.Sc. Medical Physiology
54.	M.Sc. Medical Biochemistry
55.	M.Sc. Medical Microbiology & Applied Molecular Biology
56.	M.Sc. Clinical Embryology
SRI RAMACHANDRA DENTAL COLLEGE AND HOSPITAL	
Undergraduate	
57.	Bachelor of Dental Surgery (BDS)
Postgraduate	
58.	M.D.S. Prosthodontics and Crown & Bridge
59.	M.D.S. Conservative Dentistry and Endodontics
60.	M.D.S. Periodontology
61.	M.D.S. Orthodontics & Dentofacial Orthopaedics
62.	M.D.S. Oral & Maxillofacial Surgery
63.	M.D.S. Oral & Maxillofacial Pathology and Oral Microbiology
64.	M.D.S. Oral Medicine & Radiology
65.	M.D.S. Paediatric Dentistry
SRI RAMACHANDRA FACULTY OF PHARMACY	
Undergraduate	
66.	B. Pharmacy
67.	Pharm. D. (Doctor of Pharmacy)
68.	B. Pharmacy (Practice)
Postgraduate	
69.	M. Pharm. Pharmacy Practice
70.	M. Pharm. Pharmaceutics
71.	M. Pharm. Pharmaceutical Quality Assurance

72.	M. Pharm. Pharmacognosy
73.	M. Pharm. Pharmacology
74.	M. Pharm. Pharmaceutical Analysis
75.	M. Pharm. Regulatory Affairs
76.	Pharm D. (Post Baccalaureate)
SRI RAMACHANDRA FACULTY OF NURSING	
Undergraduate	
77.	B.Sc. Nursing (Basic)
78.	B.Sc. Nursing (Post Basic)
Postgraduate	
79.	M.Sc. Medical Surgical Nursing
80.	M.Sc. Child Health (Paediatric) Nursing
81.	M.Sc. Obstetrics & Gynaecological Nursing
82.	M.Sc. Community Health Nursing
83.	M.Sc. Mental Health (Psychiatric) Nursing
84.	M.Sc. Nursing (Nurse Practitioner in Critical Care)
SRI RAMACHANDRA FACULTY OF PHYSIOTHERAPY	
Undergraduate	
85.	Bachelor of Physiotherapy (BPT)
Postgraduate	
86.	M.P.T. Orthopaedics & Traumatology
87.	M.P.T. Neurosciences
88.	M.P.T. Cardio Pulmonary Sciences
89.	M.P.T. Women's Health
SRI RAMACHANDRA FACULTY OF ALLIED HEALTH SCIENCES	
Undergraduate	
90.	B.Sc. (Hons.) Allied Health Sciences
91.	B.Sc. Trauma Care Management
92.	B. Optometry
93.	B.Sc. (Clinical Nutrition)
94.	B.Sc. (Hons.) Medical Microbiology and Applied Molecular Biology
95.	B.Sc. Applied Psychology
96.	M.Sc. Medical Radiology & Imaging Technology (5 years integrated)
97.	B.Sc. (Hons.) Radiotherapy Technology
98.	B.Sc.(Hons.) Renal and Dialysis Technology
99.	B.Sc.(Hons.) Respiratory Therapy
100.	B.Sc.(Hons.) Radiology and Imaging Science Technology
101.	B.Sc.(Hons.) Cardiac Technology
102.	B.Sc. Medical Laboratory Technology
Postgraduate	
103.	M.Sc. Neuroscience
104.	M.Sc. Medical Laboratory Technology
105.	M.Sc. Medical Imaging Technology
106.	M.Sc. Renal Sciences & Dialysis Technology
107.	M.Sc. Trauma Care Management

108.	M.Sc. Clinical Nutrition
109.	M.Sc. Perfusion Technology
110.	M.Sc. Applied Child Development
111.	M. Optometry
112.	M.Sc. Urology Technology
113.	M.Sc. Medical Psychology
114.	M.Sc. Clinical Psychology
115.	M.Sc. Respiratory Therapy
116.	M.Sc. Mind-Body Medicine and Lifestyle Science
117.	M.Sc. Clinical Immunology
118.	M.Phil. Clinical Psychology
119.	M.Sc. Forensic Science
120.	M.Sc. Cardiovascular Sciences (Echocardiography)
121.	Postgraduate Diploma in Clinical Embryology
122.	M.Sc. Critical Care Technology
123.	M.Sc. Counselling Psychology
SRI RAMACHANDRA FACULTY OF MANAGEMENT SCIENCES	
Undergraduate	
124.	B.B.A.(Hospital & Health Systems Management)
125.	B.Com. (Hons.) - 4 years
126.	B.Com. - 3 years
Postgraduate	
127.	M.B.A. Hospital & Health Systems Management
128.	Executive Diploma in Healthcare Management
SRI RAMACHANDRA FACULTY OF BIOMEDICAL SCIENCES & TECHNOLOGY	
Undergraduate	
129.	B.Sc. (Hons.) Biomedical Sciences
Postgraduate	
130.	M.Sc. Human Genetics
131.	M.Sc. Biotechnology
132.	M.Sc. Biomedical Sciences
133.	M.Sc. Applied and Regulatory Toxicology
Certificate Course in	
134.	Genetic Counselling
SRI RAMACHANDRA FACULTY OF PUBLIC HEALTH	
Undergraduate	
135.	B.Sc. (Hons.) Environmental Health Sciences
136.	B.Sc. Public Health
Postgraduate	
137.	M.P.H. Occupational & Environmental Health
SRI RAMACHANDRA FACULTY OF SPORTS & EXERCISE SCIENCES	
Undergraduate	
138.	B.Sc. (Hons.) Sports & Exercise Sciences
Postgraduate	
139.	M.Sc. Sports and Exercise Psychology
140.	Master of Physiotherapy (Sports)

Certificate Course	
141.	Sports Nutrition
142.	Sports Physiotherapy
143.	Sports Psychology
144.	Strength & Conditioning
SRI RAMACHANDRA FACULTY OF CLINICAL RESEARCH AND TECHNOLOGY	
Undergraduate	
145.	B.Sc. Clinical Research
Postgraduate	
146.	M.Sc. Clinical Research
147.	M.Sc. Stem Cell and Regenerative Biology
SRI RAMACHANDRA FACULTY OF ENGINEERING & TECHNOLOGY	
Undergraduate	
148.	B.Tech. Computer Science and Engineering (Artificial Intelligence and Machine Learning)
149.	B.Tech. Computer Science and Engineering (Cyber Security and Internet of Things)
150.	B.Tech. Computer Science and Medical Engineering
151.	B.Tech. Computer Science and Engineering (Artificial Intelligence and Data Analytics)
152.	B.Sc. Computer Science (Artificial Intelligence and Data Analytics)
153.	B.Sc. Bioinformatics
154.	B.Sc. Data Science
Postgraduate	
155.	M.Sc. Medical Bioinformatics
156.	M.Sc. Artificial Intelligence (Full-Time & Part-Time)
157.	M.Sc. Data Analytics (Full-Time & Part-Time)
SRI RAMACHANDRA FACULTY OF AUDIOLOGY AND SPEECH LANGUAGE PATHOLOGY	
Undergraduate	
158.	Bachelor in Audiology and Speech-Language Pathology
Postgraduate	
159.	M.Sc. Audiology
160.	M.Sc. Speech-Language Pathology
FACULTY OF OCCUPATIONAL THERAPY	
Undergraduate	
161.	Bachelor of Occupational Therapy (BOT)
Postgraduate	
162.	Master of Occupational Therapy (Paediatrics)
163.	Master of Occupational Therapy (Neurology)
164.	Master of Occupational Therapy (Mental Health)
165.	Master of Occupational Therapy (Hand and Musculoskeletal Rehabilitation)
166.	Master of Occupational Therapy (Oncology and Palliative Care)
CERTIFICATE COURSE	
167.	Hospital Ward Technician

SRI RAMACHANDRA
INSTITUTE OF HIGHER EDUCATION AND RESEARCH
(DEEMED TO BE UNIVERSITY)

1. SRI RAMACHANDRA MEDICAL COLLEGE & RESEARCH INSTITUTE

Sri Ramachandra Medical College & Research Institute was started in the year 1985 with MBBS program and has a sprawling campus equipped with modern facilities and infrastructure to support medical education and patient care. The hospital attached to the college provides comprehensive healthcare services to the community and serves as a training ground for medical students.

The Medical College is one of the first few colleges in India to obtain permission to admit 250 students since the academic year 2011. The MBBS programs as well as all the medical postgraduate programs that come under the purview of the National Medical Commission (NMC) are conducted with the approval of the NMC. Postgraduate education opportunities such as M.D., M.S., D.M. and M.Ch. are available in a wide spectrum of specialties and super specialties in the Medical College.

The Undergraduate Medical (MBBS) Program is fine tuned to meet not only the criteria laid down by the NMC but includes the nuances of education as practiced in Harvard Medical School. The Harvard connection that we nurtured and developed in the past had consistently helped us in establishing and monitoring the quality of medical education, healthcare and research.

The Annual Rep of the Harvard Medical International (HMI) stated that "It is wonderful to see that Sri Ramachandra Medical College & Research Institute is now known as a Center of Excellence in India for education programs". Further, the HMI Report for 2007 stated that "Sri Ramachandra is the model of a learning institution in both its Medical College and hospitals. The Institution stands out because of its commitment to taking care of all".

In the NIRF-2023, a Ranking System implemented by the MHRD of Govt. of India for the Higher Educational Institutions, Sri Ramachandra Medical College & Research Institute has been placed at 21st rank among all the Medical Colleges in India.

Competency Based curricula as notified by the NMC are being implemented for the MBBS and PG medical programs from the academic year 2019-20 onwards. Blended mode of teaching has been adopted to cope with the Covid-19 pandemic situation.

The college follows a rigorous curriculum (Competency Based curricula as notified by the NMC) that combines theoretical knowledge with practical training. It has a faculty comprising of experienced doctors, professors, and medical professionals who guide and mentor the students throughout their academic journey.

Sri Ramachandra Medical College & Research Institute has a strong emphasis on research and innovation, with central research center facilities dedicated to advancing healthcare and medical sciences. It also has collaborations with several international institutions for research and academic exchange.

2. SRI RAMACHANDRA DENTAL COLLEGE & HOSPITAL

Sri Ramachandra Dental College & Hospital was started in 1995 as a constituent college of the Deemed University. Utilizing a floor space of 2,29,000 sq.ft, the college has 330 well equipped dental chairs to fulfill the needs of the undergraduates and postgraduates in every branch of dentistry. There are specially designed laboratories and teaching facilities such as lecture halls, auditoria and departmental seminar rooms and departmental libraries which make this a well-recognized institution in the country. Advanced diagnostic equipment such as Orthopantomographs, Cephalostats and maxillofacial and dental radiography have been included. In addition to the state-of-the-art designated dental operation theatres, the vast diagnostic facilities that are available at the Medical Centre are also readily accessible for the students and faculties of the dental college. Several hundred patients who visit the dental college and hospital every day appreciate the comprehensive care provided. Integrated Curriculum for the BDS program has been introduced. The B.D.S. Program offered is recognized by the Dental Council of India and the Dental Councils of Malaysia and Sri Lanka. Among the academic collaborations entered into by the college those with the University of Campania Luigi Vanvitelli-Italy, Southampton University NHS foundation trust-United Kingdom, West Virginia University-United States of America, Pusan University-Korea, Ajman University-UAE are notable. In NIRF 2023 Rankings of Dental colleges in India, Sri Ramachandra Dental College has been placed at 7th rank among all the Dental colleges in India.

3. SRI RAMACHANDRA FACULTY OF PHARMACY

Faculty of Pharmacy established in 1993, this constituent college is a prestigious institution located in a multilevel building with well-equipped research laboratories and draws research scholars from different parts of the nation. The college offers a 4 year professional degree in pharmacy (B. Pharmacy) and 2 years M.Pharmacy program with specialization in Pharmacy Practice, Pharmaceutics, Quality Assurance, Pharmacognosy, Pharmaceutical analysis, Pharmacology and Regulatory affairs. The college also offers a 6-year Pharm. D. Program and 3 years Pharm. D. (Post Baccalaureate) program for those with B. Pharmacy qualification. Most prominent in the program are hospital/clinical pharmacy, health management and research. State of the art equipment and up to date information on the latest drugs and therapies equip the students to practice anywhere in the world. The Undergraduate & Postgraduate degree programs are approved by Pharmacy Council of India, New Delhi. In NIRF 2023 Ranking, the Pharmacy college has been placed at 36th rank among all the Pharmacy colleges in India. B.Pharmacy program is accredited by National Board of Accreditation for 3 years from 2019 -2022 and applied for reaccreditation for the year 2022-2025.

4. SRI RAMACHANDRA FACULTY OF NURSING

Sri Ramachandra Faculty of Nursing established in 1993 is committed to prepare proficient students by providing balance between curricular, co-curricular and extra-curricular activities. The institution with state-of-the-art infrastructure, unparalleled technical expertise, comprehensive and innovative teaching- learning activities and diligent faculty aspires to prepare intellectually enlightened, morally upright, spiritually inspired, emotionally balanced, and socially committed professional nurses. The institution offers competency based curriculum that includes theoretical content, simulated learning in skills labs and clinical experience in multi-specialty, in-house University teaching hospital and community health centers. The varied research opportunities for the students with faculty members as mentors create a platform to develop inquisitiveness and innovations. Linking theory with integrated practice to bridge the skill gap is our strength. Active and vibrant collaboration with international Universities is an added advantage.

The institution offers a four-year undergraduate degree program B.Sc. Nursing (Basic), two-year B.Sc. Nursing (Post-Basic) program, and a two-year Postgraduate degree M.Sc. Nursing program. The M.Sc. Nursing (Nurse Practitioner in Critical Care) is a Nursing residency program with a focus on competency based training. The programs offered by the institution have been designed as per regulations notified by the Indian Nursing Council.

5. SRI RAMACHANDRA FACULTY OF PHYSIOTHERAPY

Sri Ramachandra Faculty of Physiotherapy is a dynamic health care profession that restores movement and functions affected due to various medical conditions; reduces health related risk factors, and promotes healthy life style through optimal physical performance. Physiotherapist uses exercises/ movements and physical modalities like heat, sound, and electricity as therapeutic modalities.

The Faculty of Physiotherapy was established in August 1993, initially affiliated with Tamil Nadu Dr. M.G.R University and from 1995, it is a Constituent Faculty of Sri Ramachandra Institute of Higher Education and Research (Deemed to be University). This Faculty offers an under-graduate program, post-graduate program with distinct specialty training in orthopedics, neurology, cardiopulmonary and women's health with a focus on specialized skills and competencies. The programs are offered under Choice Based Credit System (CBCS). Further the faculty offers Ph.D. program and fellowship programs in oncology rehabilitation & neuro-motor rehabilitation. Faculty of Physiotherapy is committed to prepare the students with leadership roles in rehabilitation, expertise in preventive health care, fitness and wellness.

The Sri Ramachandra Faculty of Physiotherapy is located in a five storied individual building with well-equipped lecture halls, labs, comprehensive outpatient Clinic and demonstration halls. Students get their skill development and clinical practice at Sri Ramachandra Hospital, Medical Centre and Sri Ramachandra Rehabilitation Centre, which are the multi-specialty health care hubs attached to the University.

6. SRI RAMACHANDRA FACULTY OF ALLIED HEALTH SCIENCES

Sri Ramachandra Faculty of Allied Health Sciences offers Undergraduate and Post-Graduate Programmes to meet the acute health care needs of the community. In the world of modern health care, the need for a team approach in curing illness and sustaining life is essential and it takes people with varying skills and expertise to make up the team.

The objectives of Sri Ramachandra faculty of Allied Health Sciences to create competent Allied Health Professional who,

1. As a healthcare provider applies the acquired knowledge and skills in prevention, investigations, and managing patients under the direction of a medical professional.
2. As a communicator, leader and team member advocates effective communication, inter professional and leadership skills in delivering contemporary health care needs of the community
3. As an independent professional and a lifelong learner Demonstrates high standards of professional ethics, integrity & continuous learning.

Candidates qualified from this faculty will be a

1. Competent Allied Health Care Provider
2. Critical thinker
3. Professional
4. Ethical practitioner
5. Communicator
6. Team player
7. Reflective practitioner
8. Lifelong learner

7. SRI RAMACHANDRA FACULTY OF MANAGEMENT SCIENCES

Sri Ramachandra Faculty of Management Sciences (SRFMS) is a unit of Sri Ramachandra Institute of Higher Education and Research (SRIHER), a Deemed to be University (formerly known as Sri Ramachandra University). SRFMS, established in the year 2001, is one of the leading management hubs in India offering very unique programs in the field of Hospital & Health Systems Management and Commerce. SRFMS offers PG and UG programs in Hospital and Health Systems Management, besides B.Com (Hons.) and B.Com (Twinning) in Collaboration with Bentley University, USA. The Faculty has been rated as one of the best management schools in the State by Business Standard B-School Survey. It has continuously been placed under "Platinum Category" by AICTE-CII Industry-Institute Survey, since 2019. It forges partnership with outstanding academic institutions and healthcare organizations like ICAI, XLRI, Qur Health, Mellon Ai to learn and acquire knowledge and practices for the benefit of students and fosters collaborative research and training for mutual benefit.

8. SRI RAMACHANDRA FACULTY OF BIOMEDICAL SCIENCES & TECHNOLOGY

Sri Ramachandra Faculty of Biomedical Science & Technology is one of the broadest areas of modern science which focuses on the complexity of the human body and underpins much of modern medicine. Biomedical Science research is an exciting and dynamic areas that are highly relevant to the understanding and treatment of human diseases, from cancer diagnosis to vaccine discovery, from infections to genetic diseases. The multidisciplinary approach practiced in the Faculty of Biomedical Sciences and Technology is internationally recognized by leading experts working in the clinical and non-clinical departments. Extensive research activities that attract funding from national and international agencies ensure that increasing emphasis is placed on biomedical science research. This Faculty offers undergraduate program on B.Sc. (Hons.) BMS with specialization in (Human Genetics, Biotechnology, Bioinformatics and Applied Biomedical Sciences) and postgraduate M.Sc. programs in biotechnology, human genetics and biomedical sciences. The integrated academic, research and diagnostic activities housed within Faculty of Biomedical Sciences and Technology provides outstanding opportunities for students who wish to pursue a career in research, education, and service in this field. Well - equipped laboratories and modern classrooms with highly qualified and experienced faculty members make the constituent faculty among the best in India.

9. SRI RAMACHANDRA FACULTY OF PUBLIC HEALTH

Department of Environmental Health Engineering was set up, as a part of the Basic Science Research Wing of Sri Ramachandra Deemed University, Chennai in 1998 with the aid of financial assistance provided by the United Nations Industrial Development Organization. The department is presently functioning under Sri Ramachandra Faculty of Public Health which was constituted in 2017. The department originally setup to provide occupational safety and industrial hygiene monitoring services to the leather/tanning industry in Tamil Nadu, has since then been expanded to include a variety of Industry sectors.

As the department is equipped with a state of the art environmental monitoring and industrial hygiene laboratory, routine occupational safety and health consultancy services are continued to a wide spectrum of industries across India.

The primary focus of the department is to conduct the health risk assessments for environmental pollutants (in both-the occupational and ambient environment). With more than two and a half decades of experience in global environmental health research, the department has been involved with a network of more than 50 national and international organizations for research and training collaborations, the most notable amongst them being the collaboration with UC Berkeley under support from the ITREOH program of The Fogarty International Center and the International Integrated Experts Program of the GTZ.

The department is a recipient of several extra-mural research and training grants from USEPA, NIH (USA) & Bill and Melinda Gates Foundation, WHO, World Bank, UNDP, UNEP, NIHR, ICMR, DBT and other Central and State Ministries of Govt. of India. The World Health Organization (WHO) has designated Sri Ramachandra Institute of Higher Education and Research (formerly known as SRMC & RI) as a WHO Collaborating Centre for Research and Training in Occupational Health from 2007 (from 2015 as WHO Collaborating Centre for Research and Training in Occupational and Environmental Health). Also, Indian Council of Medical Research (ICMR) has designated this centre as ICMR Centre for Advanced Research on Environmental Health: Air Pollution from 2010 (from 2016 as ICMR Centre for Advanced Research on Air Quality, Climate and Health). The Environmental Health Engineering Department has also been recognized by the International Labour Office of the United Nations, Geneva as a collaborating centre of the International Occupational Safety and Health information Centre (CIS) Network. The department has contributed to several national and international technical Contribution concerned with air quality including the Global Burden of Disease and Comparative Risk Assessments (GBD 2000, GBD 2010, GBD 2013); The IARC Monographs for household (2006) and ambient air pollution (2013); The Global Energy Assessment (2009); and the World Health Organization Air Quality Guidelines for ambient (2006, 2014, 2021) and the department research projects have contributed immensely to the ratification of international conventions and protocols. The department facilities have also published more than 200 peer-reviewed articles in high impact journals. The department has been conducting several short term trainings for the industries in the area of occupational health and safety. In addition, the department also conducts undergraduate, post graduate, doctoral and post-doctoral program.

10. SRI RAMACHANDRA FACULTY OF SPORTS & EXERCISE SCIENCES

The Sri Ramachandra Faculty of Sports and Exercise Sciences (SRFSES) is a constituent college of Sri Ramachandra Institute of Higher Education & Research (Deemed to be University). It is attached to the Sri Ramachandra Centre for Sports Science, a premier institute for sports medicine and sports sciences offering a host of multidisciplinary services to sports persons through a team of highly qualified and experienced professionals along in sports medicine, physiotherapy, Biokinetics, Biomechanics, Nutrition and Sports Psychology etc. It has state of the art labs for the above and all related facilities. The centre has been accredited by various international and national sports organizations and authorities including International Cricket Council (ICC), Asian Football Confederation (AFC), Sports Authority of India (SAI), Sports Development Authority of Tamil Nadu (SDAT). The attached Water Sports Centre is a National Centre of Excellence (NCOE) for Rowing. Sri Ramachandra CSS has 4 sports academies under the Govt. of India's Khelo India scheme, viz. Rowing, Shooting, Weightlifting and Hockey. For more details visit <https://www.csstrucoach.in/>

The undergraduate B.Sc. (Hons.) programme in Sports & Exercise Science is popular among the students with good intake of students every year. The course was developed in academic collaboration with the University of Cape Town, South Africa. This four-year programme covers all aspects of sports and exercise sciences and is compatible for applying to Masters Programme to international universities. Masters level programmes in Sports Physiotherapy and Sports Psychology are being offered along with the UG programme.

Besides class room teaching, the students get practical experience through postings in various sports and athletic clubs and other academies. Through the several MoUs with leading international universities, the students of SRFSES have good opportunity to gain international experience during their study period by way of student and staff exchange. Students who graduate will have ample opportunities in getting employment in sports and science establishments, associations, wellness centres and clubs - both private and public sector. There is good track record for placements for the alumni at national and international levels which is facilitated by a dedicated Student Placement Cell.

11. SRI RAMACHANDRA FACULTY OF CLINICAL RESEARCH

Sri Ramachandra Faculty of Clinical Research and Technology is the branch of science that systematically determines the safety and effectiveness of medications, devices, diagnostic products, and treatment regimens for use in human subjects. Clinical research is a component of medical and health research intended to produce valuable knowledge for understanding human disease, preventing, and treating illness, and promoting health. Clinical research embraces a continuum of clinical studies involving approaches to decipher disease mechanisms; translational research; therapeutic interventions including development and clinical trials of drugs; biologics, devices, and instruments; prevention (primary and secondary) and health promotion; epidemiology; community-based and managed care-based research, etc. under proper ethical guidelines. Faculty of Clinical Research at SRIHER was initially established as a Central Research Facility (CRF) in 2007 and has been engaging in various research and development activities of the University and coordinates with the diverse centers of research across the faculties. With selected faculty members dedicated towards carrying out excellent research in exciting areas of science and medicine, the department has been providing infrastructure and instrumentation support to various faculty members, researchers, and doctoral research students to carry out their research projects. Support on statistical analysis of research data, manuscript editing and submission and management of research funds are also being provided by the faculty for entire university. A full-fledged Clinical research division conducts clinical trials on various disciplines in the field of medicine. The Central research facility emerged as faculty of clinical research in the year 2018. Two programs on Clinical research (B.Sc. and M.Sc. Clinical research) are being offered from 2019. A new program on stem Cells (M.Sc. Stem cell and regenerative biology)

is being offered under the faculty from 2020. These programs are research oriented with the aim of introducing students to various aspects of Clinical research.

12. SRI RAMACHANDRA FACULTY OF ENGINEERING AND TECHNOLOGY

Sri Ramachandra Faculty of Engineering and Technology (SRET) was established in 2019 with a mission to promote excellence in engineering and technology education, to prepare graduates to solve society's problems and to be at the forefront of innovation and research in the fields of Artificial Intelligence, Medical Engineering and Health Informatics.

The unique aspects of the SRET programs are:

- Practice oriented curriculum
- Compulsory industry internships in all academic years including the first year
- Placement training by industry professionals
- Several Memorandums of Understanding (MoUs) with foreign Universities for internships and higher education
- Support to establish startups
- Opportunities to carry out research activities in Medical Engineering and Health Informatics
- Placement opportunities in top-rated Information Technology, Engineering Management and Health Care Industries.

SRET programmes are modeled after some of the best programmes in India and around the world. With a blend of strong fundamentals and experiential learning, these programmes are aimed at preparing graduates to meet the engineering challenges of industry and society. Engineering and technology programmes at such institutions as the Indian Institutes of Technology, and the National Institutes of Technology in India and the Purdue University, Virginia Polytechnic Institute, the State University of New York, the Rochester Institute of Technology and the Northeastern University in the USA and McMaster University in Canada and others elsewhere served as benchmark programmes in formulating the curricula. Input from experts in industry, academia and the research organizations guided the development of the programmes and their curricula.

13. SRI RAMACHANDRA FACULTY OF AUDIOLOGY AND SPEECH LANGUAGE PATHOLOGY

The Department of Speech, Language and Hearing sciences was established on 5th October, 1995 as an adjunct to the ENT Department in the hospital and in the Faculty of Allied Health Sciences. Subsequent to completion of the Silver Jubilee in 2020, the Department was recognized as an independent faculty (SRFASLP) by the board of

management of SRIHER (DU) on 23rd June, 2022. The faculty offers RCI recognized undergraduate (since 1995), postgraduate (since 2004) and Ph.D. programs in the field of Audiology and Speech Language Pathology. A student-centered multidimensional approach to curriculum transaction is followed to facilitate the acquisition of knowledge and skills required to practice as a professional in the field. The various facilities at our department such as the audiological suites, electrophysiology labs, speech diagnostic and therapeutic units serve as a primary source for clinical and research training. We offer unique services in association with Sri Ramachandra Medical Centre for individuals with communication difficulties. The students have the opportunity to undergo training in various specialty areas that includes newborn hearing screening, early intervention programs, vestibular assessment, Bedside evaluation of adults with communication difficulties, Assessment and management of voice disorders, Stuttering therapy, hearing evaluation for pediatric and adults, Hearing aid trial and dispensing, cochlear implant assessment and management, Tele-rehabilitation for speech language and communication disorders and other routine hearing, speech and language evaluation and rehabilitation services.

14. SRI RAMACHANDRA FACULTY OF OCCUPATIONAL THERAPY

Sri Ramachandra Faculty of Occupational Therapy referred to as OT, is an integral part of the health care system. Occupational Therapists focus on developing, recovering, or maintaining the daily living and working skills of people with physical, mental or cognitive impairments. Occupational Therapists practice in a wide range of areas like Paediatrics, Neurological, Hand & Musculoskeletal, Mental health, Oncology and Palliative, Geriatric conditions etc. The focus of Occupational Therapy is to approach the patient's care in a holistic manner.

The Department of Occupational Therapy was established in the year 2017. Faculty of Occupational Therapy is a constituent faculty of Sri Ramachandra Institute of Higher Education and Research (Deemed to be University). This Faculty offers an under-graduate program and a post – graduate program with 5 Specialties. Specialties are Paediatrics, Neurology, Mental Health, Hand & Musculoskeletal Rehabilitation, Oncology and Palliative care.

The Faculty of Occupational Therapy offers the B.O.T program (Bachelor of Occupational Therapy) and M.O.T (Master of Occupational Therapy). Students in both U.G & P.G programs learn the skills in Health conditions, Human Occupations, Evaluation, Intervention and Research methods. The students are given hands on clinical training in the attached Sri Ramachandra Hospital, Sri Ramachandra Medical Centre, Sri Ramachandra Rehabilitation Centre and Sri Ramachandra Rural Health and Training Centre. Students have excellent exposure to a wide range of clients in the department of Paediatrics, Neurology, Neurosurgery, Orthopedics, Plastic surgery, Cardio - pulmonary, Neuro ICU, Neonatal ICU, Mental Health, Oncology and Community center. Students also posted in the Department of

Occupational Therapy for hands-on training in the specialized fields of practice. The Department of Occupational Therapy is providing services with the specialized units of Child health, Mental Health, Play therapy, Sensory Integrative Therapy, Group Therapy, ADL Training, Hand splinting, Hand Therapy and more.

CERTIFICATE COURSE

The Certificate in Hospital Technician Course was started in the year 1994 by our Founder Chancellor Thiru. N.P.V. Ramasamy Udayar with a noble vision to provide qualified technicians to the hospital. This course is designed to enable a Hospital Technician to develop the competencies for skilled patient care, in a hospital/clinic/ health sectors. The students are given practical training in Sri Ramachandra Hospital. The candidate who have shown interest towards learning and who are in the below poverty line are enabled to pursue this education with free of cost offered by Sri Ramachandra Deemed University and also a stipend of Rs.500/- is given monthly to every student to meet the expenditure and as an encouragement. The successful candidates of the course are offered immediate placement in our Institution. Now, many of the former students are well placed, earning more and also many have done their higher education in various fields.

**UNIVERSITY WEBSITE,
PORTAL INFORMATIONS,
STUDENT OFFICIAL EMAIL ID
AND
STUDENT ID CARD**

University Website : www.sriramachandra.edu.in

Portal URL : <https://digicampus.sriramachandra.edu.in>

Official email ID : UniqueID@sriher.edu.in

Example : M01XXXX1@sriher.edu.in

Identity Card : Will be issued immediately on commencement of College.

DEAN STUDENTS' OFFICE

Sl. No.	Name of the Faculty	Designation	Department	Mobile No.	Email ID
1.	Dr. S. Anandan	Dean-Students	Professor Department of Dermatology	9444150373	deanstudents@sriramachandra.edu.in
2.	Dr. Leena Dennis Joseph	Associate Dean	Professor & Head, Department of Pathology	9840273620	leenadennisj@sriramachandra.edu.in
3.	Dr. A. Manikandan	Assistant Dean – Medical College	Associate Professor Department of Biochemistry	9841624314	manikandan@sriramachandra.edu.in
4.	Dr. R Chandru	Assistant Dean - Medical College	Associate Professor Department of General Surgery	8220913630	chandru.r@sriramachandra.edu.in
5.	Dr. K. Vignesh	Assistant Dean - Dental College	Professor & Head, Department of Orthodontics Sri Ramachandra Dental College & Hospital	9840237177	vignesh.k@sriramachandra.edu.in
6.	Dr. Lakshmi Venkatesh	Assistant Dean – Audiology & Speech Language Pathology, Allied Health Sciences, Occupational Therapy	Associate Professor, Faculty of Audiology & Speech Language Pathology	9940074052	lakshmiv@sriramachandra.edu.in
7.	Dr. J. Srikanth	Assistant Dean – Pharmacy, Physiotherapy, Sports & Exercise Sciences	Associate Professor, Faculty of Pharmacy	9094020093	srikanth.j@sriramachandra.edu.in
8.	Dr. A. Seethalakshmi	Assistant Dean – Nursing, Management	Professor, Faculty of Nursing	9940420846	seethalakshmi.a@sriramachandra.edu.in
9.	Dr. R. Sumitha	Assistant Dean – Biomedical Sciences and Technology, Public Health, Clinical Research	Assistant Professor, Faculty of Biomedical Sciences and Technology	8939911595	sumithar@sriramachandra.edu.in

STUDENTS SUPPORT AND COUNSELLING SERVICES

SRIHER STUDENT COUNSELLORS

Sl. No.	Name of the Counsellor	Faculty/ Department	Assistant Dean (Students)	Contact No.	Email ID
1.	Ms. A Rishikulya	Medical College	Dr. A Manikandan Dr. R Chandru	044 -24765512 Ext – 3191	rishikulya@sriramachandra.edu.in
		Dental College	Dr. K Vignesh		
		Pharmacy, Physiotherapy, Sports & Exercise Sciences	Dr. J Srikanth		
2.	Ms. Deborah Deepa David	Allied Health Sciences, Audiology & Speech Language Pathology, Occupational Therapy	Lakshmi Venkatesh		deepadavid@sriramachandra.edu.in
3.	Dr. P. Durga Sri	Nursing, Management Sciences	Dr. A Seethalakshmi		durgasri@sriramachandra.edu.in
		Biomedical Sciences, Public Health, Clinical Research, Engineering	Dr. R Sumitha		

SRIHER–YOURDOST COLLABORATION FOR STUDENTS WELL BEING

SRIHER has collaboration with YourDOST, India's first and the largest online mental health and emotional wellness coach since September 2021. YourDOST gives expert support from over 1000 specialists to SRIHER MBBS and BDS students with 24 x 7 hrs. counseling session for the students in the online platform, with complete privacy, secrecy, and anonymity on a variety of subjects including

- Stress
- Time Management
- Confidence Building
- Career Coaching
- Relationships
- Sexual Wellness and much more

YourDOST platform can be used by **medical and dental students** through **SRIHER student portal**. Students can register and then utilize it whenever required. Students can participate in monthly events and webinars. All information about programs and webinars is distributed to students via the Department of Medical Education. All reports are kept confidentially and they raise a red flag alert when medical intervention is needed. Students can register themselves on the platform to get access to these services which are absolutely free.

Mentorship program

The University takes pride in its structured mentor-mentee system, where every student is guided by a Faculty Mentor. The mentor not only addresses the academic problems faced by students but also counsel students on personal issues. This is in addition to the student counselling centre with counselors as well to meet any psychological needs of the students. Personality Enhancement is greatly stressed through active participation of the students in the NSS, NCC, and various student clubs. Students also have special sessions with experts from within and outside SRIHER for personality development, stress and emotional wellbeing, entrepreneurial skill development.

STUDENTS COUNCIL – 2023 – 2024



The Students Council of Sri Ramachandra Institute of Higher Education & Research is reconstituted with the following office bearers of the Executive Committee. The term will be for the academic year 2023-2024.

The student council can be contacted for any queries through their official email address studentcouncil@sriramachandra.edu.in.

EXECUTIVE COMMITTEE

President	- Ms. Charis Vasanthini V, MBBS (2020-2021 Batch)
Vice-President	- Mr. Gokul. K, BDS (2019-2020 Batch)
General Secretary	- Ms. Vaatsalya B, MBBS (2020-2021 Batch)
Treasurer	- Ms. Maanasa M, MBBS (2020-2021 Batch)
Library Secretary/	- Mr. N. S. Thillai Arunachalam, MBBS (2020-2021 Batch)
Journal/News / Letter Editor	- Ms. Aathmika A, Faculty of Pharmacy (2020-2021 Batch)
Sports Secretary	- Mr. Anoop Ranganathan, MBBS (2020-2021 Batch) Ms. Arya Nandana, Faculty of Sports & Exercise Sciences (2021-2022 Batch)
Cultural Secretary	- Ms. Shreya V, MBBS (2020-2021 Batch) Ms. H B Sunandhini, Faculty of AHS (2021-2022 Batch)

NAME OF THE FACULTY/ PROGRAM	NAME OF THE REPRESENTATIVES	YEAR/ BATCH
SRI RAMACHANDRA MEDICAL COLLEGE & RESEARCH INSTITUTE	Mr. Bavisetty Sritanaya Ms. Mullapudi Swarna Sundara Sivani	2019-2020 2019-2020
	Mr. Karun Ashwath G K Ms. Edina Catherine	2021-2022 2021-2022
SRI RAMACHANDRA DENTAL COLLEGE & HOSPITAL	Ms. Shanmathi S	2019-2020
FACULTY OF PHARMACY	Mr. Hemprasath S	2020-2021
FACULTY OF BIOMEDICAL SCIENCES & TECHNOLOGY	Ms. Kripa Krishnakumar Mr. Sriashwin Sridharan	2022-2023 2021-2022
FACULTY OF PHYSIOTHERAPY	Mr. Deshna J Ms. Theivaseelan Suwarnnasabaesan	2020-2021 2020-2021
FACULTY OF MANAGEMENT	Mr. Dhanush S Ms. Sruthi B	2021-2022 2021-2022
FACULTY OF NURSING	Mr. Harish Narayan G Ms. Evanjaline Mariajoseph	2020-2021 2020-2021
FACULTY OF SPORTS & EXERCISE SCIENCES	Ms. Hannah P	2021-2022
FACULTY OF ENGINEERING AND TECHNOLOGY	Mr. Sri Krishna Bellam Ms. Catherine Shiny E	2021-2022 2021-2022
FACULTY OF AUDIOLOGY & SPEECH LANGUAGE PATHOLOGY	Ms. Sumayya Shakul Hameed Ms. Krishnapriya P	2022-2023 2021-2022
FACULTY OF OCCUPATIONAL THERAPY	Mr. Bowas S Ms. Pooja J	2021-2022 2021-2022
FACULTY OF ALLIED HEALTH SCIENCES	Mr. G Sakthivelayudham Mr. Ashwin Kiran B Ms. Priyanka J R Mr. Karthikeyan G D	2021-2022 2020-2021 2021-2022 2020-2021
1. DEPARTMENT OF CLINICAL NUTRITION	Ms. G V Sankhya Sree Mr. Rahul Raj B V	2021-2022 2022-2023
2. DEPARTMENT OF OPTOMETRY	Ms. Kanimozhi R S Ms. William Santiya Jeneet	2020-2021 2021-2022
3. DEPARTMENT OF TRAUMA CARE MANAGEMENT	Mr. Mir Saqlain Abbas Ms. Veenu A S	2020-2021 2021-2022

PLACEMENT CELL

A Centralized Placement Cell has been established due to the huge number of students studying various courses at Sri Ramachandra Institute of Higher Education and Research. The placement period in a given academic year will be from June to July. The step by step registration process are as follows.

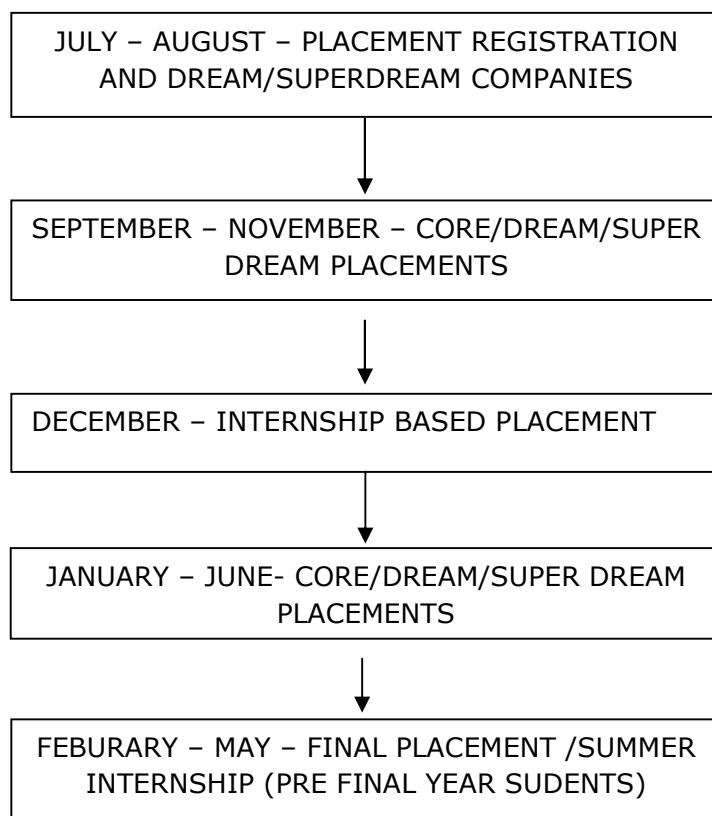
REGISTRATION PROCESS:

The placement cell has uploaded the following two career links for the final year students in our esteemed student portal (Placement Tab). It is mandatory to all the final year students.

LINK 01 : PLACEMENT REGISTRATION (STUDENTS OPTING FOR THE PLACEMENT)

LINK 02 : CAREER PLAN (STUDENTS OPTING FOR HIGHER STUDIES AND OTHER CAREER PLANS) WITH SELF DECLARATION FORM

Placement Period/Offer



Dream Offers – Companies which offer CTC \geq 5L

Super Dream Offers - Companies which offer CTC \geq 10L

International Offers - Companies which offer selected students' placement overseas. Irrespective of the offers (Core/Dream/Super Dream), a student (as per the company's eligibility) is eligible to express his/her willingness for such International Offers. This year Placement Cell made nearly **700** offers through **230** campus process. The salary package offered ranges between Rs. 2.2 Lakhs to Rs. 72.00 Lakhs p.a. SRIHER placement cell has initiated continuous relationship with the various organization through Internships, Workshops, Technical Events Etc., to make the students employable (Industry ready). This year, over 150 students were placed full-time through internships (Internship-based Placement). Our SRIHER Placement Cell offers worldwide campus recruitment, an excellent opportunity for all eligible outgoing students. This year's recruiters were BMR Health Services Inc., USA, and Edtheory, USA with salary packages ranging from 70 to 72 LPA.

OUR RECRUITERS:

GE-Wipro, Siemens, Philips, TCS, Pfizer, Byjus, Indegene, Astra Zenca, Abbott, Cipla, HCL Technologies Nestle, Tech Mahindra, Nova Nordisk, The Himalaya, Wockhardt, TITAN, Specsmaakers, Apollo Group, Global Hospitals, Fortis group, Strides group, Lenskart, Biocon, etc.

Policy for facilitating Coursework/Internship/ Observership/In-Plant Training in Academic Institution/Industry either in India or International Site		Policy No.: 35 Last reviewed: 2023 Issue: 1 Page: 1 to 8
Policy	Sri Ramachandra Institute of Higher Education and Research (SRIHER) Deemed to be University has policy for facilitating Coursework/Internship/ Observership/In-Plant Training in Academic Institution/Industry either in India or International Site.	
Date effective from	05.05.2023	
Date of next review	04.05.2026	
Purpose	<ul style="list-style-type: none"> Facilitating Course Work/Research Project /Internship/ Observership/In-plant training in an Academic Institution/ Industry in India or Abroad for Undergraduate / Postgraduate students of SRIHER. Facilitating credit transfer for students undergoing undergraduate and postgraduate programs 	
Scope	This will apply to UG/PG student desiring to complete Course Work/ Research Project/ Internship/ Observership/ In-plant training in an Academic Institution/Industry in India or Abroad. This policy will not applicable for students undergoing Twinning/Joint Degree Programs.	
Terminology	<p>Training - refers to CourseWork /Internship/ Observership / In-plant training/Research Project. Candidate - refers to student</p> <p>Coursework – Theory/Practical courses Internship - Full-time on the job supervised training; usually offered after necessary Contact hours i.e., as prescribed by UGC for Full- time UG / PG teaching programs is completed.</p> <p>Summer Training/ In-plant training: Is provided during the program but outside their Contact hours e.g., vacation training. It may be used to gain additional credits in Grade Card (Credits 2-3).</p> <p>Observership – It is provided during the program or during vacation to get additional insight into Industry, usually not credit based.</p> <p>Institutions/Industry: Institutions which are approved by the University as source of learning or those which are accepted as place of training based on MoU/agreement.</p>	

	<p>Credit Transfer: Validating the learning and transferring the credits to fulfill the Credit requirement for the program at SRIHER (DU) will be based on MoU/Agreement and with approval of the competent authorities.</p>
Procedure	<p>1. Eligibility for location of training:</p> <p>An institution or industry is eligible as a site for coursework/ internship/ observership/ in-plant training only if</p> <ol style="list-style-type: none"> 1.1. There is an active MoU or Agreement is in place between SRIHER and the Institution/Industry. 1.2. Institution/ Industry is approved by Competent Authority/ HoD of the Program as relevant/suitable for training/ observership for that particular program. <p>2. Eligibility for credit transfer:</p> <ol style="list-style-type: none"> 2.1. Credit transfer is permitted from the training Institution/ Industry as detailed in the MoU/ Agreement. 2.2. Credits matching between the existing curriculum and learning during training is mapped and approved by competent authority of the University. 2.3. Credit transfer is permitted as per the regulations of the program/ regulations of the Council whichever is applicable. <p>3. Application process for Coursework/Internship/ Observership/In-Plant training</p> <ol style="list-style-type: none"> 3.1. Student shall be sensitized by the HoD/Principal regarding the scope for Course work / Internship/ Observership/ In-plant training in the program 3.2. Students interested in taking the Coursework/ Internship/ Observership/ In-plant training shall apply through HoD/ Principal to Dean (Students) for permission to proceed with the process. 3.3. International Office need to be informed and assistance is obtained wherever necessary. 3.4. Information shall be provided to Student's Section regarding the postings and duration. 3.5. Student will submit an Application and sign with Undertaking on approval by Dean (Students)/Dean (Education) the student will be provided with a Letter of Permission.

	<p>3.6. All the process/ documentations will be informed/ permitted/signed by the Principal/ HoD/ Dean depending on the administrative capacity in the Faculty. The highest authority in the Faculty must be informed through relevant means if the process is handled by immediate superior authorities of the faculties.</p> <p>3.7. All communications sent from international office to the candidate/ training institutions must be copied to the administrative heads of the faculty.</p> <p>3.8. All communications from the training institutions must be copied or routed through the administrative heads of the faculty.</p> <p>3.9. The student affair section must be informed by the administrative heads regarding the processing of application, starting of training and returning of the candidate from the training.</p> <p>3.10. Student shall not be permitted to proceed with the application/ shall be stopped at any point of the process if he/she does not provide consent from the parent for the application or parent consent is revoked during the process of application. The consent should specify the purpose of training, its impact on the academics and finance, duration of training, disclaimer for responsibility for their ward during time of training. Consent without explicit mention of the above points shall not be accepted by the HoD/Principal/ Dean.</p> <p>3.11. The candidate should obtain a letter of permission from the Dean of Students with date to leave SRIHER and rejoin SRIHER before leaving for training. The dates shall be proposed by HoD/Principal/Dean discussing with student/International Office/training institution wherever applicable.</p> <p>4. Financial implications:</p> <p>4.1. The student must have paid the tuition fee for the academic year during which he/she is posted into the training.</p>
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	<p>4.2. Student affair section will make relevant communications and checks regarding these financial components to the finance section</p> <p>4.3. Payment of fee for extension of the study period</p> <p>4.3.1. If the candidate gets training without credit transfer for a semester/ partial credit transfer i.e. for a course (s), is liable for an extension in the study period to earn the credit requirement for the degree program</p> <p>4.3.2. The payment of fee for such period will be decided based on the regulations of the program and MoU lead to the training.</p> <p>5. Academic Program continuation during postings:</p> <p>5.1. The Students shall not compromise on the learning outcomes as prescribed in the curriculum at SRIHER (DU).</p> <p>5.2. Credit transfer is permitted with relevant documentation</p> <p>5.3. Learning is liable to be impacted when Coursework/ Internship/Observership/In-plant training when happens during mid-semester or during University Examination. In such cases</p> <p>5.3.1. The candidate can appear in the subsequent University Examinations if they are unable to appear in a University Examination due to training and the attempt will be considered as first attempt (only for immediate subsequent exam)</p> <p>5.3.2. If the SRIHER curriculum includes a Project Work, Research Work in the training site shall be considered only if :</p> <p>5.3.2.1. The training institution permits the data transfer based on the MoU or Agreement.</p> <p>5.3.2.2. A Faculty of SRIHER must be a Coursework Guide or Co-investigator in the project carried out</p> <p>5.3.2.3. A Faculty/Person accepted by the SRIHER in the place of the Project Site shall supervise the Research project</p>
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	<p>5.3.2.4. The intent of doing the Research Project in the training site must be approved by a Competent Authority before commencement of the training.</p> <p>5.3.2.5. If the SRIHER curriculum has a Project Work during the training, research work in the training site shall be considered only if the above clauses are fulfilled. Otherwise the candidate has to complete the Research Project in SRIHER/ as per regulations of the program required.</p> <p>5.3.3. If the regulation imposes break in-semester due to lack of appearance of examination due to training, the break-in semester shall not be deemed to be violated.</p> <p>5.3.4. If credit from training site could not be mapped with the curriculum, faculty can offer courses through online mode to the candidate or offer classes when the candidate returns to the Institution and assess with suitable method to provide CIA for eligibility to appear for the University examinations.</p>
Roles and Responsibilities:	<p>1. Student:</p> <p>1.1. Informing the HoD/Principal/Dean regarding the interest for training/ any information received from international office or other resources regarding training,</p> <p>1.2. Informing parents and obtaining consent,</p> <p>1.3. Keeping the HoD/Principal/Dean informed about any communication received regarding the training from the institution for training</p> <p>1.4. Keeping them update about the progress during the training,</p> <p>1.5. Adhering to the timelines for training</p> <p>1.6. Maintaining the dignity of country and SRIHER in the training institution</p> <p>1.7. Agreeing for the impact of the training in academic and financial aspects</p> <p>1.8. Must sign an undertaking in non-Judicial stamp paper</p>

	<p>2. Parent:</p> <p>2.1. Understanding and providing consent for the training as given in clause 5.10</p> <p>2.2. Sensitising their ward to maintain communication with them and institution during the period of training</p> <p>2.3. Sensitising their ward regarding safety issues in the training institutions/ areas</p> <p>2.4. Understanding the academic and financial implications well before providing consent</p> <p>2.5. Not to hold SRIHER responsible for any unforeseen incidences affecting their ward during the training period</p> <p>2.6. Must sign an undertaking in non-Judicial stamp paper</p> <p>3. HoD/Prinicpal/Dean:</p> <p>3.1. The communications will be done by the superior administrative authority in the faculty. However, the Dean/Principal will be informed regarding the proceedings.</p> <p>3.2. Shall sensitise the students regarding training and related MoU/agreements</p> <p>3.3. Shall sensitise the students regarding the academic and financial implications</p> <p>3.4. Shall communicate with the training institutions/ inform them to keep them in the line of communication with the candidates</p> <p>3.5. Shall communicate with the international office whenever required.</p> <p>3.6. Shall process the letters from the students, communicate between the student and International Office/ training institutions, officers of the university, student affair section and parent of the candidate</p> <p>3.7. Shall be continued to monitor the progress of the candidate during the training period.</p> <p>3.8. Shall be responsible for creating relevant documents for credit transfers and communicating.</p> <p>3.9. Shall be responsible for communication with CoE office for credit transfer/ obtaining prior permission whenever required.</p>
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	<p>3.10. Must receive an undertaking in non-Judicial stamp paper from the student</p> <p>4. Student Affair section</p> <p>4.1. Assisting the HoD/Dean/Principal's to get relevant document regarding the students for any selection criteria required for training</p> <p>4.2. Facilitating student to receive relevant certificates/ documents/ enclosures to complete the formalities for travel/ training/funding etc.</p> <p>4.3. Compiling all the relevant documents supplied by the student/ faculty related to the training</p> <p>4.4. Verifying and sensitising the concerned student/parent/faculty for the documents and altering when the process does not follow the guidelines based on the documentary evidences.</p> <p>4.5. Communicating with the finance section for fee related matters</p> <p>4.6. Must check the receipt of an undertaking in non-Judicial stamp paper from the student by the HoD/Principal.</p> <p>5. International Office</p> <p>5.1. Shall communicate the offers of training only through the HoD/Principal/Dean to the students</p> <p>5.2. Shall maintain communication with the HoD/ Principal/Dean regarding the communications from training institution/ student/ parent</p> <p>5.3. Shall sensitise the HoD/Principal/Dean if the training is not covered under MoU/Agreement to act accordingly</p> <p>5.4. Shall adhere to this guidelines and shall not process applications without the parent consent and HoD/Principal/Dean consent to proceed further in the application</p> <p>5.5. Must check the receipt of an undertaking in non-Judicial stamp paper from the student by the HoD/Principal.</p>
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Policy Execution:	<ol style="list-style-type: none"> 1. Process flow across the Administrative Offices as mentioned: <ol style="list-style-type: none"> 1.1. Sensitization of the Policy: HoD/Principal of the Program 1.2. Validation of Training Site: HoD/Principal of the Program, Academic Officer and the Registrar. 1.3. Validation of Course Mapping and Credit Transfer: Principal of the Program, Curriculum Committee, Academic Officer, and the Registrar. 1.4. Validation of MoU / Agreement: HoD / Principal of the Program, Registrar and International Office (Wherever required). 2. Sharing of Information to end points: <ol style="list-style-type: none"> 2.1. Controller of Examination: HoD/ Principal of the Program 2.2. Student's Section: HoD/ Principal of the Program 2.3. VC Office/ Pro Vice-Chancellor/Registrar's Office/ Principal of the Program /HoD
Frequency of Review	Once in three years
Time	May 2026
Related/Supportive Documents	MoU/Agreement Course mapping template Offer Letter/ Related document for training from offering institution Application Form Letter of Undertaking.
Custodian	

Prepared by	Verified by	Approved by	
 Dr. R. Sivakumar Academic Officer	 Prof. Roopa Nagarajan Registrar	 Dr. Mahesh Vakamudi Pro Vice-Chancellor	 Dr. Uma Sekar Vice-Chancellor

Course and credit mapping form

(One form for one course)

Student Name:	Program:	Syllabus year:	
Purpose of Mapping:		Courses mapped for credits: <i>(Provide SRIHER course title with course code and course intended to map with code or relevant details with University or institution name)</i>	
Mapping criteria (record relevant points under the column)	SRIHER course	Course mapped	Remark
Learning outcomes:			
Credits: (Whether credits are equitable)			
Final remarks:			

Credit transferred: Yes/ No.

HoD	Principal	Dean (Education)
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**Template to be filled-up by the Student before departure for Internship/Elective
Course in Foreign Universities**

Name of the Student		
Date of Birth		
Gender		
Citizenship		
Unique ID No.		
Program		
Program duration		
Elective Department		
Year of Study		
Purpose		
Name of the Visiting Institution along with complete postal address		
Passport No. and Validity (Enclose Copies of Passport and VISA)		
Period as Approved	From	To
Overseas Correspondence Address and Name of the Co-ordinator		
E-mail /Telephone / Mobile / Fax No. (s) for contact		
Emergency contact No. and Name (In India)		
History of any Medical illness / Allergies		
Relevant documents may be attached hereto		

Signature of HoD

Signature of Candidate

I, hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage my candidature shall be liable to cancellation / termination without notice or any compensation in lieu thereof. I will not over stay the approved period and will adhere to all the Rules and Regulations of SRIHER (DU) and the host Overseas Institution. In case of non-adherence, I will be personally liable.

Signature of the Candidate

Place:

Date :

Signature of HoD

(IN RS.100/- NON-JUDICIAL STAMP PAPER)

**(UNDERTAKING TO BE GIVEN BY BOTH THE STUDENT OF SRI RAMACHANDRA
INSTITUTE OF HIGHER EDUCATION AND RESEARCH (SRIHER) AND HIS/HER
PARENTS)**

UNDERTAKING

Name of the Student:

Register Number:

Course:

Course duration:

Elective Department:

Year of Study:

1. I, (Name) S/o. Mr....., student of Sri Ramachandra Institute of Higher Education and Research (Deemed to be University) (SRIHER), is travelling to the United States of America (USA) for internship on my personal interest and at my own risk. I confirm and state that SRIHER will not be responsible for any accidents, natural calamities, health issues and medical emergencies faced by me during the period of my Internship at USA.
2. All the expenses incurred by me for this Internship shall be borne by me/my Parents. SRIHER will not in any way be responsible for the expenses incurred by me. I undertake and state that, no Claims or Requests whatsoever shall be made by me or my parents in this regard.
3. As a student I am well aware that I am expected to fulfill the academic requirements laid down by SRIHER in terms of Attendance, Course Work (Theory and Practical) including IA, Seminars, Assignments and Submission of Dissertation in the format of SRIHER based on the guidelines given by SRIHER. I fully understand that only upon fulfillment of the above, I will be eligible and permitted to take up the SRIHER University Examinations, on my return. During the Internship, I will abide by the Rules and Regulations of the Foreign University and uphold the decorum.
4. I also understand that I am expected to attend classes at SRIHER in the month of to compensate the attendance and to meet the eligibility requirements, which I undertake to complete. In addition, I will appear and clear the internal tests if any due to be completed, based on SRIHER Regulations.
5. I further undertake to submit my Dissertation on the approved topic, duly endorsed by the Internal Guides and HoD as per SRIHER format as required under the Regulations.
6. I understand that as a student I am expected to report to SRIHER for the immediate next session of SRIHER University Examinations to be eligible for me to claim first attempt pass.

7. I further note, for any reason if I fail to appear and clear the University Examinations in the above-referred session, my status will be considered as Reappearance (RA).
8. I and my Parents both agree that we shall indemnify, defend and hold harmless the authorities of Sri Ramachandra Institute of Higher Education and Research (Deemed University), Chennai, from and against any and all losses, liabilities, claims, damages, costs, expenses, and interest chargeable thereon, that may arise out of, resulting from, or in connection with, any breach (in whole or in part) of this undertaking executed by us.
9. I shall abide by the instructions/Rules/Regulations issued by the Statutory Authority/ Governmental or any such Authorities, from time to time.
10. The above undertaking is binding and irrevocable.
11. We further undertake that no deviation from the above undertaking will be sought by us.

Signature of the Parent:

Name:

Date:

Place:

Signature of the Student:

Name:

Date:

Place:

INTERNATIONAL RELATIONS OFFICE

Welcome to Sri Ramachandra Institute of Higher Education and Research and Chennai, India! We know you have travelled from far away and are looking forward to your educational experience in India. We at the Sri Ramachandra Institute of Higher Education and Research International Relations look forward to meeting you and supporting you throughout your time on campus

SRIHER offers a wide range of programs and services designed to make you feel welcome and to support your academic and social success during your time at SRIHER. Our International Student Advisors and professional staff provide confidential advice and services on a range of topics such as immigration, intercultural communications, English conversation support and much more. This handbook will give you a brief introduction to these programs and services, and serve as a guide as you make the transition into your new academic setting.

International students enrich our classrooms, research initiatives and campus as whole SRIHER welcomes diversity. During their time students are expected to share their diverse experiences, as they interact with fellow students, faculty members and staff, both inside and outside the lecture hall. Sri Ramachandra Institute of Higher Education and Research has an active International Student's Support Cell (ISSC) to cater to the requirements of NRI/ Foreign students. This cell extends meet and greet service for international students, health and welfare provision, conflict of resolution, individual counseling services, etc. This Cell also handles short visit of international students under exchange of students between SRIHER and partner Universities, visas assistance, travel and hostel accommodation for the students etc. Importantly the cell also assists international students on extension of visas.

This cell promotes friendship and cultural understanding through interactive events between the students. The cell also assists the International students to go through the online registration (C Form & S Form, etc.) process as well facilitate their visit to the FRRO office and guide them through the FRRO formalities and requirements.

Foreign passport holders (Students and those coming for Observership/Training/Internship)) should visit the [http://: www.indianfrro.gov.in/eservices/home.jsp](http://www.indianfrro.gov.in/eservices/home.jsp) register formally with FRRO to complete the C Form online within 24 hours of checking into hostel/Guest House complex in the campus. This should be complied with strictly.

MEDICAL EXAMINATION

Every International candidate needs to undergo a medical examination (refer the attachment sent along with PAL for the nature of tests to be undergone by the candidate) in any reputed hospital and the report to be submitted to the Office of the International Relations, Sri Ramachandra Institute of Higher Education and Research (SRIHER). Confirmed Admission Letter will be issued only after the receipt of the medical examination report.

SECURITY REGISTRATION

It is a mandatory process that within the stipulated time frame of arrival in India, the student has to register his/ her name with the Foreigner's Registration Office (FRO) / Foreigner's Regional Registration Office (FRRO). A student with a PIO card also must register at the FRRO. Only OCI card holders need not register. Sri Ramachandra Institute of Higher Education and Research (SRIHER) would provide necessary assistance in this regard. The applicable immigration processing fees and other related expenses have to be additionally borne by the student.

THE INTERNATIONAL STUDENT EXPERIENCE

Ever since its inception, international students have been a part of SRIHER (DU). Drawn from countries all over the globe, students have found the Deemed University a home away from home. Separate comfortable hostels are available for international students. An international student officer and counselor provide individualized attention to the needs of international students.

INTERNATIONAL EXCHANGE PROGRAM

Enrolling in a foreign exchange program is an eye-opening experience. SRIHER student's exchange programs are varied in length and objective. Going abroad as a foreign exchange student will give you a big leg up, whatever your future goals.

Exchange program will improve the students for gaining independence and come home with an entirely new perspective on what it means to be a citizen of the world. Whichever student exchange program you choose, you can be certain that you won't soon forget all that you've learned while studying in a foreign country.

MoUs AND COLLABORATIONS

There are 29 functional MoUs as on June, 2023 with foreign and Indian institutions/ Universities/ Industries for academic & research collaborations with provision for students and faculty exchanges and for conducting joint teaching & research Programs.

INTERNATIONAL UNIVERSITIES / INSTITUTIONS COLLABORATING WITH SRIHER

Sydney Nursing School, The university of Sydney – Australia, Queen Margaret University college of Edinburgh – UK, Royal College of physicians and surgeons of Glasgow – UK, Rollins School of public health, Emory University – USA, International Medical University Education SDN BHD – Malaysia, Hull University Teaching Hospital NHS trust – UK, University of Glasgow – UK, University of North Carolina at Chapel Hill, USA, Hochschule Hannover – university of applied sciences and arts, faculty of media, information and design – Germany, Ecole Polytechnique d’ Abomey – Calavi, Benin, The university of Leeds – UK, Bournemouth University – UK, Dartmouth – Hitchcock Medical Centre – USA, University of Campania Luigi Vanvitelli - Italy, TZU CHI University – Taiwan, AIMST University – Malaysia, The state university of New York at Binghamton – USA, Asia Pacific University of technology & Innovation – Malaysia, Rochester Institute of Technology – USA, Keele University – UK, University of South Australia – Australia, Universitas Esa Unggul – Indonesia, University of Malaya – Malaysia, University of Michigan Dearborn – USA, Universitas of Muhammadiyah Sumatera Utara – Indonesia, Ajman University – UAE, Colorado State University – USA, University of California School of Public health, Berkeley – USA, University of Wisconsin – Oshkosh-USA, Bentley University - USA.

SCHOLARSHIP AND OTHER FUNDING SUPPORT OFFERED TO STUDENTS

A. FOUNDER-CHANCELLOR MERIT-CUM-MEANS SCHOLARSHIP

The "Sri Ramachandra Institute of Higher Education and Research – Founder-Chancellor Merit-cum-Means Scholarship" has been instituted by the parent trust Sri Ramachandra Educational and Health Trust, aid to students from economically disadvantaged backgrounds undergoing program of study in the constituent units of Sri Ramachandra Institute of Higher Education and Research (Deemed to be University).

The students who have passed University examinations up to the previous year/semester in the first attempt are only eligible for the scholarship. It is applicable to the students undergoing the UG paramedical programs from II year onwards under all the paramedical programs. Students desiring to avail of the scholarship shall apply in the prescribed application form, through the Head of the Department/Course Chairman/ Principal, with attested photocopies of their Grad card/Statement of marks of the previous year University examinations and income certificate.

B. FOUNDER-CHANCELLOR CASH AWARD

Founder-Chancellor Cash Award is given to the students who obtain the highest marks in the first year University examinations of all undergraduate programs of this University. This Cash Award will be issued during the time of University Day Celebrations of every year.

C. CHANCELLOR UNDER GRADUATE SUMMER RESEARCH FELLOWSHIPS:

All UG students of all disciplines of the Deemed University are eligible to apply for the 75 Summer Research Fellowships that are annually allotted to be conducted from April to June for a duration of three months. Each selected UG-Fellow is provided with a grant. The distribution pattern of the UG - Summer Research Fellowships is MBBS: 30; BDS: 20; other UGs in Pharmacy, Physiotherapy, Nursing, Biomedical Sciences & Technology, Allied Health Sciences and Management: 25.

D. CHANCELLOR'S POST-GRADUATE DISSERTATION/PROJECT SUBSIDY SCHEME:

Post-graduates under all the Faculties of the Deemed University who are required to carry out a research dissertation/research project in partial fulfilment for the award of their PG degree would be eligible for this scheme. Each candidate would be provided with a subsidy up to Rs. 25,000 towards their investigational/project expenditures.

E. FOUNDER-CHANCELLOR FELLOWSHIP FOR PH.D. STUDENT'S:

The Founder Chancellor Fellowships are open only to the candidates registered for the Ph. D. program of the Deemed University as full-time candidates. The eligibility of candidates applying for the Ph.D. Program of the Deemed University under the various Faculties of the Deemed University would be as per the "Ph.D. — Regulations of The Deemed University" displayed in the Deemed University website. All candidates applying for this fellowship have

to appear for the All India level entrance examination conducted by the Deemed University during January and July, each year after due advertisement in the newspaper(s) and the Deemed University website. The provisional selection of the candidates for award of these Ph.D. fellowships will be based on the merit of the candidates as per the entrance examination marks obtained by them. The final selection of candidates for registering for Ph.D. will be after approval of the Ph.D. research proposal by the Ph.D. admission committee after a presentation-cum-interview. Each fellowship carries Rs. 12,000/- per month for duration of three years along with a contingency grant of Rs. 25,000/- per annum.



ALUMNI ASSOCIATION OF SRI RAMACHANDRA INSTITUTE OF HIGHER EDUCATION

'The Alumni Association of Sri Ramachandra Institute of Higher Education and Research' is registered under the Tamil Nadu Society Registration Act, 1975 on 13th November, 2018. Alumni Association of Sri Ramachandra Institute of Higher Education and Research aims at creating and maintaining a life-long relationship between the Institute and its alumni. In collaboration and active contribution of a team of extremely dedicated volunteer board of directors and members across the constituent colleges, the Alumni Association works to connect, alumni, support students and build an Institute experience through events, programs and services. Membership to the association links the students to a strong network of alumni positioned at various capacities across the globe.

The alumni are registered with the association. All the under graduates, post graduate students and full time Ph.D. scholars are admitted as life time members of the association.

The Alumni are requested to complete:

1. **Registration forms** (Google form) – UG /PG/Full-time Ph.D.
2. **Alumni Feedback form** – University Portal

The association had customized an alumni website named **"Alum book"** which is a social platform in which alumni can connect with each other.

The association issues **Alumni ID cards** to all registered members and the Alumni can avail the following privileges: -

1. Hospital/College medical equipments for learning purposes.
2. University central library to read, to use the other facilities except for borrowing the books.
3. Attending conferences/workshops with the nominal fee.
4. Attending special training programs after UG/PG.
5. Hands on training
6. Sports center and other sports facilities (playground/tennis court, etc...).
7. Annexe building for boarding purposes.

The UG & PG membership fee for each chapter is as follows:

ALUMNI CHAPTERS	MEMBERSHIP FEE
Sri Ramachandra Medical College & Research Institute	Rs. 3,500
Sri Ramachandra Dental College & Hospital	Rs. 3,500
Faculty of Nursing	Rs. 2,500
Faculty of Pharmacy	Rs. 2,500
Faculty of Physiotherapy	Rs. 2,500

Faculty of Biomedical Sciences, Technology & Research	Rs. 2,500
Faculty of Allied Health Sciences	Rs. 2,500
Faculty of Management Sciences	Rs. 2,500
Faculty of Public Health	Rs. 2,500
Faculty of Audiology and Speech Language Pathology	Rs. 2,500
Faculty of Occupational Therapy	Rs. 2,500
Faculty of Sports and Exercise Sciences	Rs. 2,500
Faculty of Clinical Research	Rs. 2,500

The collective functioning of the Alumni and its chapters has ensured a functional and active association. The alumni will also strive to improve its role to our alumni as well as towards the students and the university. The alumni have also catered to provide first-hand information in their designated chapters relating job and placement opportunities.

ALUMNI ASSOCIATION OF SRI RAMACHANDRA INSTITUTE OF HIGHER EDUCATION AND RESEARCH – MEMBERS

SL. NO	NAME	DEPARTMENT	DESIGNATION	EMAIL ID
1.	Dr. Mohan Choudhary B.	Faculty of Medicine	President	mohanchoudhary@sriramachandra.edu.in
2.	Dr. V.Pavithra	Faculty of Medicine	Vice President	pavithrav@sriramachandra.edu.in
3.	Dr. Koushik Muthu Raja M.	Faculty of Medicine	Secretary	koushikmuthuraja.m@sriramachandra.edu.in
4.	Dr. Aruna S.	Faculty of Nursing	Joint Secretary	aruna.s@sriramachandra.edu.in
5.	Dr. V. Deepa Parvathi	Faculty of Biomedical Sciences	Treasurer	deepaparvathi@sriramachandra.edu.in
6.	Mrs. K.N. Priya	Faculty of Management Sciences	Joint Treasurer	priya.kn@sriramachandra.edu.in
7.	Dr. Sudagar Singh	Faculty of Medicine	Executive Member	Rbsudagarsingh_1970@yahoo.co.in
8.	Dr. Arun Kumar .K	Faculty of Medicine	Executive Member	arunkumar.k@sriramachandra.edu.in
9.	Dr. Vaishnavi R	Faculty of Medicine	Executive Member	vaishnaviravi@sriramachandra.edu.in
10.	Dr. Karthigeyan. J.	Sri Ramachandra Dental College & Hospital	Executive Member	karthigeyan.j@sriramachandra.edu.in
11.	Mr. Karthik S.	Faculty of Pharmacy	Executive Member	karthik.s@sriramachandra.edu.in
12.	Mrs. Radhika C M.	Faculty of Physiotherapy	Executive Member	radhikacm@sriramachandra.edu.in
13.	Mr. Thulasidass S.	Faculty of Allied Health Sciences	Executive Member	thulasidass@sriramachandra.edu.in
14.	Mr. Vijay	Faculty of Allied Health Sciences	Executive Member	kjvijay@sriramachandra.edu.in
15.	Dr. R.C. Perumal	Faculty of Audiology and Speech Language Pathology	Executive Member	rcperumal@sriramachandra.edu.in
16.	Mrs. Kalaivani P.	Department of Clinical Nutrition	Executive Member	kalaivani.dieticiansrmc@gmail.com
17.	Ms. Mohana Sundari P.	Department of Trauma care Management	Executive Member	mohana@sriramachandra.edu.in
18.	Mrs.Divya Merciline A.	Department of Clinical Psychology	Executive Member	divyamercline@sriramachandra.edu.in
19.	Dr. Abhinand P. A.	Department of Bioinformatics	Executive Member	p.a.abhinand@sriramachandra.edu.in
20.	Mrs. Jayachelvi Babu	Faculty of Public Health	Executive Member	jayachelvibabu@sriramachandra.edu.in

SCHOLARSHIP OFFERED BY ALUMNI ASSOCIATION OF SRI RAMACHANDRA INSTITUTE OF HIGHER EDUCATION AND RESEARCH

SRAA PG SCHOLARSHIP

'The SRAA PG Scholarship' (Sri Ramachandra Alumni Association PG Scholarship) has been instituted by the Alumni Association of Sri Ramachandra Institute of Higher Education and Research for Alumni, who wish to pursue post-graduation in our university.

To apply kindly contact Alumni office – alumni@sriramachandra.edu.in

THE ELIGIBILITY CRITERIA IS GIVEN BELOW

1. The applicant must have been an undergraduate student of Sri Ramachandra Institute of Higher Education and Research. Only alumni of Sri Ramachandra Institute of Higher Education and Research are eligible to apply for the Scholarship.
2. The students who have passed university examinations (annual or semesters) without arrears up to the previous semester/year are only eligible to apply.
3. The total scholarship sanctioned amount will be Rs.3,00,000/- and the amount sanctioned for one student will be Rs. 50,000 /- per year for two years' duration. The sanctioned amount will be eligible for three students per year.
4. Acknowledgements and grant from other funding agencies must be declared. Statement of conflict of funding must be provided.
5. This scholarship will be awarded to the students whose family annual income is below **5 lakhs or to provide 3 years Income certificate/IT certificate/Bank certificate.**
6. **The scholarships to be awarded will be towards full or partial tuition fee payable by the students and are tenable for the year of award only.**
7. The application form must be duly filled and submitted within the deadline.
8. If the candidates fail in any exam or discontinue the study during the process, the scholarship will also be cancelled.
9. The Scholarship selection list will be released after 15th March of every year.

SRAA RESEARCH SCHOLARSHIP

'The SRAA Research Scholarship' (Sri Ramachandra Alumni Association Research Scholarship) has been instituted by the Alumni Association of Sri Ramachandra Institute of Higher Education and Research for fulltime Ph.D. Scholars.

To apply kindly contact Alumni office – alumni@sriramachandra.edu.in

THE ELIGIBILITY CRITERIA IS GIVEN BELOW

1. The applicant must have been an undergraduate or post graduate student of Sri Ramachandra Institute of Higher Education and Research. Only alumni of Sri Ramachandra Institute of Higher Education and Research are eligible to apply for the SRAA Research Scholarship.
2. The students who have passed University examinations (annual or semesters) in fulltime courses are only eligible to apply (Distance education not applicable)
3. If the applicant is an employee/faculty at Sri Ramachandra Institute of Higher Education and Research, he/she must have not raised a claim/reimbursement for the same purpose with the organization.
4. The total Scholarship sanctioned amount will be Rs.1,50,000/- for two students and the amount sanctioned for one student will be Rs. 25,000/- per year for three years' duration. The sanctioned amount will be eligible for two students per year.
5. Acknowledgements and grant from other funding agencies must be declared. Statement of conflict of funding must be provided.
6. **This scholarship will be awarded to the students whose family annual income is below 5 lakhs or to provide 3 years Income certificate/IT certificate/Bank certificate.**
7. Resume of the applicant mentioning the credentials
8. Details of research publications (Enclose hard copies)
9. Details of oral/poster conference presentations (Enclose proof)
10. Details of certificates reflecting academic merit (Enclose proof)
11. Two letters of Recommendation.
12. Covering Letter forwarded by the Head of the Department.
13. The application form must be duly filled and submitted within the deadline.
14. The Scholarship list will be released after 15th March of every year.

TRAVEL GRANTS SCHOLARSHIP

Travel grants scholarship has been instituted by the Alumni Association of Sri Ramachandra Institute of Higher Education and Research for the Alumni who presents oral / poster presentation at national and international conferences.

To apply kindly contact Alumni office – alumni@sriramachandra.edu.in.

THE ELIGIBILITY CRITERIA IS GIVEN BELOW

1. The applicant must have been an undergraduate and/or post graduate student of Sri Ramachandra Institute of Higher Education and Research. The details of registration number and course of study must be mentioned in the application.
2. If the applicant is an employee/faculty at Sri Ramachandra Institute of Higher Education and Research, he/she must have not raised a claim/reimbursement for the same purpose with the organisation
3. The applicant must be the presenting author of the oral or poster presentation.
4. Attendance certificate along with certificate of presentation confirming participation in the conference must be enclosed.
5. Photograph of recipient of this award at the time of presentation.
6. Acknowledgements and grant from other funding agencies must be declared. Statement of conflict of funding must be provided.
7. Acknowledgement of SRAA towards support in the power point/poster presentation.
8. Resume of the applicant mentioning the credentials
9. Two letters of Recommendation.
10. Covering Letter forwarded by the Head of the Department.
11. The application form must be duly filled and submitted within the deadline.
12. The originals bills and travel receipts (tickets and original boarding pass) must be submitted during reimbursement.
13. All reimbursements will be done only after the conference.
14. Mode of reimbursement will be cheque in favour of the recipient of the award.

Address for Communication:

3rd Floor, Medical College Building, IQAC Wing

Landline: +91-44-45928532

Mobile: +91 9840607060

Mail ID: alumni@sriramachandra.edu.in

LIBRARY

The Central Library, has huge collections of resources, caters to all the needs of courses offered in this Institute. The Library is spread in an area of 40,000 Sq. Ft. with all amenities including centralized air-conditioned facility with Wi-Fi enabled premise. The resource centre remains open for use from 8 a.m. to 10 p.m. in all the working days of the institute and in holidays from 9 a.m. to 4 p.m. The library housekeeping operations are fully automated and FRID technology is enabled. One can access the information through library portal anytime and anywhere and in all the days. The online resources subscribed by the central library include eBooks, e-journals and specialty online database can be accessed by all the members in and out of the campus through remote access facility software remotlog.

A large collection of resources for Medical, Paramedical, Allied health sciences and Biomedical Sciences procured over a period of 35 years is a boon to the Central library. At present the Central library has huge collection of Text and Reference books numbering to 67000 and there is a separate section functioning for economically weaker sections where students are lent books for the whole semester and they can return the books after the examination is over. The library currently subscribed 368 journals including national and international journals in print version and 1305 online journals. The resource centre has huge collections of back issues (Archives) of journals numbering 117957 which support the researchers for literature review. The resource centre has added books currently for the year 2022-2023, 1798 volumes and number of titles are 786. The resource centre has evidence based collections of 6904 VCDs and DVDs on various specialties. The resource centre has digital library section and all the online resources housed in the computers are available for access across the campus. A total of 339 Ph. D theses submitted in all the disciplines have been uploaded in the national reservoir Shodhganga Infilbnet as per the requirement of UGC under MHRD.

NATIONAL SERVICE SCHEME

In order to make the students socially responsible and service minded, NSS has been started in February 2014. Necessary approval has been received from the Ministry of Youth Affairs and Sports for starting 5 units of Self Financing NSS units in the deemed university. At present 5 NSS units are operational comprising 534 NSS volunteers drawn from eight constituent colleges / faculties of the deemed university. The NSS has adopted 11 nearby villages and implementing community and social service programs focusing on Health care, Sanitation and Environmental protection under Swachh Bharat Abhiyan and Unnat Bharat Abhiyan of Govt. of India. Dr. M. Anitha Rani, Professor, Department of Community Medicine is coordinating the activities of NSS in SRIHER, with support from five program officers and Asst. NSS Coordinator.

CURRENT NSS ACTIVITIES INCLUDE

1. English coaching and Yoga training for school students
2. Pond restoration program
3. Tree plantation program
4. Road safety awareness campaigns
5. Physical fitness program for women
6. Wall painting on Hand washing and water conservation
7. Mosquito breeding sites removal campaign
8. Dust bin distribution in adopted villages and educating them on waste segregation.
9. Multi-Speciality medical camps
10. Toilet construction program
11. Health Awareness programs in schools and community
12. Health and safety training for NSS Volunteers
13. Cleanliness drive in the adopted villages.

NATIONAL CADET CORPS

NCC (National Cadet Corps) was established at Sri Ramachandra Institute of Higher Education and Research (DU) on 2018. SRIHER's Navy unit was constituted under 1(TN) naval unit. The SRIHER NCC Army unit was established in 2019 as part of the 1(TN) Medical Unit. SRIHER NCC currently has 52 cadets enrolled for navy and army units respectively. NCC Cadets attend the various camps that are held each year for navy and army units. The various camps includes the following

- Nau Sainik Camp (NSC)
- Thal Sainik Camp (TSC)
- Annual Training Camps/ Combined Annual Training Camps (ATC/CATC)
- National Integration Camps (NIC)
- Special National Integration Camps (SNIC)

- Basic Leadership Camps (BLC)
- Advance Leadership Camps (ALC)
- The Annual Republic Day Camp (RDC)
- Indian Naval Academy attachment camps
- Naval Ship Attachment camps
- All India Trekking Expedition
- Adventure training camps (Camel safari, Trekking, and Mountaineering)
- Rock Climbing Training Camps (RCTC)

STUDENTS CLUB LIST 2023

❖ **English Literary Club :**

Book exchanges, poetry writing, elocution, literary games, book reviews are some hallmarks of the club.

❖ **Medical Quiz Club :**

This is a club devoted for the medical students. Various activities like workshops, case discussions, rapid fire rounds, connexions are held regularly to gain and improve knowledge.

❖ **Quiz Club :**

Weekly online quizzes and monthly in person quiz rounds are conducted by the club.

❖ **Rotaract Club :**

The Rotaract club conducts service projects, social events and professional leadership development workshops. The club at SRIHER is sponsored by the Rotary Club of Madras Porur.

❖ **Student Research & Innovation Club :**

The Student Research & Innovation Club conduct activities that kindle students creativity and also enhance their knowledge of research.

❖ **Green Friends Organization :**

Tree planting, blood donation camps, medical camps, establishing libraries in rural areas, health and vaccine education for women and children.

❖ **MedHope Club :**

This is an NGO which hosts blood donation camps, conducts fundraisers and organizes fun activities for little cancer warriors.

❖ **Carrom Club :**

The Carrom club hosts multiple meetings where students compete in competitive Carrom games.

❖ **Chess Club :**

The chess club hosts multiple meetings where students compete in competitive chess games in various formats of the game. Online chess events and tournaments are organized regularly.

❖ **Yoga Club :**

The Yoga Club focuses mainly on demonstrating basic Asanas, conducting awareness campaigns, accomplishing basic Yoga programmes for the club members.

❖ **Fitness Club :**

Daily challenges, awareness campaigns, fitness walks, cycling and running events are some features of the club.

❖ **Debate Club :**

A club where regular debates are held on diverse topics. This sharpens your public speaking skills and helps in effective communication with your peers.

❖ **Dance Club :**

Express yourself through various dance forms in workshops, flashmobs, competitions (intra and inter college events) and a community of passionate dancers.

❖ **Music Club :**

Instrumental workshops, jamming sessions, on stage performances are the main aspects of the music club.

❖ **Photography Club :**

The Photography club organizes various professional camera, mobile photography events along with image appraisals during their club meetings.

❖ **Tamil Club :**

The Tamil club hosts regular events where students compete in poetry, creative writing and elocution.

❖ **Theatre Club :**

Acting, playwriting, set designing, directing and learning theatre skills are some features of Theatre Club.

PHYSICAL EDUCATION

PLAY FIELD IN THE CAMPUS

OUT DOOR

- | | |
|-------------------------|--|
| ❖ Cricket | - One Turf Wicket – Inter National Standard
One Matting Wicket. |
| ❖ Football | - Two fields - Inter National Standard |
| ❖ Basketball | - Two Courts – Cement Court |
| ❖ Volley ball | - Three Courts |
| ❖ Tennis | - Three Courts / ATP Standard |
| ❖ Ball Badminton | - One Court |
| ❖ Hand ball | - One Court |
| ❖ Throw ball | - One Court |
| ❖ Tennikoit | - One Court |
| ❖ Kho – Kho | - One Court |
| ❖ Kabaddi | - One Court |
| ❖ Cricket Practice Nets | - Eight Wicket |
| ❖ Track & Field | - 200 m Track along with other facilities. |

INDOOR

- | | |
|--|--|
| ❖ Table Tennis | - Four boards |
| ❖ Carrom | - Four boards |
| ❖ Chess | - 10 sets |
| ❖ Snooker and pool board | - Two boards |
| ❖ Fitness Centre | - International Standard (Men & Women) |
| ❖ Aerobic Centre in Ladies Hostel. | |
| ❖ Parallel Bar and Horizontal Bar facilitie. | |
| ❖ Cricket | - One Turf Wicket – Inter National
Standard One Matting Wicket. |

Cricket Field



Football Field



Basketball Court



Volley ball Court



Tennis Court



Badminton Court



Throw ball Court



INDOOR

- ❖ Table Tennis - Four boards
- ❖ Carrom - Four boards
- ❖ Chess - 10 sets
- ❖ Snooker and pool board - Two boards
- ❖ Fitness Centre - International Standard (Men & Women)
- ❖ Aerobic Centre in Ladies Hostel.
- ❖ Parallel Bar and Horizontal Bar facilities.

Table Tennis Court



Chess



Carrom



Snooker



Fitness Centre



PHYSICAL EDUCATION AND SPORTS

CALENDAR 2023-2024

June 28 th 2023	Karthik Varun Memorial Trophy (Basketball Tournament)
July 12 th 2023	Amudhan & Abel Memorial Trophy (Football Tournament)
1 st to 4 th Aug 2023	Altius'23 - 5 th Inter Medical & Dental Tournament
25 th to 26 th Aug 2023	Thiru. N.P.V. Ramasamy Udayar & Smt. Kamalam Udayar Memorial intercollegiate staff Tournament
18 th Nov 2023	Dr. Saratchandra Staff Inter Collegiate Cricket Tournament
27 th Dec 2023 to 10 th Jan 2024	Staff Recreation Club Tournament
Jan 24 th 2024	Madhan Memorial Volleyball Trophy
7 th Feb 2024	Smt. Kamalam Udayar Memorial - Throw ball Tournament
14 th to 17 th Feb 2024	SRIHER 2K24 7 th State Level Inter Para Medical Tournament
20 th March 2024	Shiek Memorial Cricket Trophy





Policy to Facilitate Participation of Students in National or International Sports	Policy No.: 36 Last reviewed:2023 Issue: 1 Page: 1 to 4
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Policy	Sri Ramachandra Institute of Higher Education and Research (SRIHER) Deemed to be University has Policy to Facilitate Participation of Students in National or International Sports
Date effective from	May 2023
Date of next review	May 2026
Purpose	This Policy is developed to facilitate participation of Students in Sports at University/Regional/National and International Levels while pursuing their Academic Programme in SRIHER (DU).
Scope	This will apply to all students of SRIHER(DU) who are identified as Active elite sports persons by the University.
Terminology	Active elite sports person: Every student who is participating in a particular sport representing the University/State/ Country shall be recognized by the University as Active elite sports person. Sports: Includes all In-Door and Out-Door Games.
Procedure	1. Recognition as an Active Elite Sports Person: <ol style="list-style-type: none"> 1.1. Student shall submit a request with relevant Documentary Proof to support his/her Sports Career Achievements and actively participate in sports during the current period as an active Elite Sports Performer which needs to be recognized. 1.2. The request shall be verified and forwarded by the HoD to the Principal/Principal to Physical Director. 1.3. Physical Director shall verify the request to confirm the student's status as an active Elite Sports Performer (AESP). 1.4. After confirmation by the Physical Director, the request shall be approved by Dean of Students. 1.5. Student shall submit leave request each and every time he/she takes leave for participating in the sports activities and events to be considered as leave. If not, the period of absence will not be considered as leave. 1.6. Their status shall be reviewed at the end of each semester.

	<p>1.7. HoD/Principal or a Designated Faculty will act as a SPOC coordinating between the Students, Department and the University Office wherever applicable</p> <p>2. Privileges for Active Elite Sports Person (AESP):</p> <p>2.1. The AESP is eligible to apply for special of absence for.</p> <p>2.1.1 Representing university/state/country at nationally or internationally. Generally these events must be conducted by respective state / national/ international sports organizations.</p> <p>2.1.2 The student will be eligible for leave if he is required to participation in selection trials/pre event training provided he has letter of invitations for the same.</p> <p>2.2. The student is eligible for special leave of absence and the absence shall be permitted by the dean students.</p> <p>2.3. The leave shall be sanctioned by the HoD/Principal based on the request submitted by the candidate. Consent to sanction of leave/accepting the absence shall be obtained from Physical Director whenever needed.</p> <p>2.4. The Department shall schedule and conduct compensatory classes if required for such students to whom the classes were lost during his/her absence.</p> <p>2.5. The Department shall conduct formative assessments (additional / separate) if such student was on approved leave at the time of conduct of the formative assessments.</p> <p>2.6. The student shall obtain minimum eligibility marks in the assessments to appear for the University Examinations.</p> <p>2.7. The University shall permit the student to take the University Examinations missed during the absence, when scheduled next time and the attempt shall be considered as first, if the missed attempt is the first attempt of the examination for the said subject examination.</p>
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	<p>2.8. However, the regulations for break of study in a program shall be applied within reasonable limits. If the student request for advancement into the next semester, the student shall be permitted to attend classes and formative assessment. However, the student shall be permitted to take university examinations of the advancing semester only after passing break semester courses or pre-requisite courses of the previous semester. HoD/ Principal shall apply break semester rules as per the regulations and forward to the Controller of Examinations Office through the Dean of Students.</p> <p>2.9. If the student is unable to complete a Project/clinical requirements due to absence, the student shall complete the project/clinical postings once he/she rejoins the Institution after the leave and to gain the credit as per the Regulations of the concerned program.</p> <p>2.10.If the student does not complete a part of Internship during the absence, he/ she shall complete the internship period on rejoining the Institution after the leave to gain the credit.</p> <p>2.11.If the student is absent for a semester with special privilege, re-admission clause of the University Regulations related to long absence will not apply.</p>
Roles and Responsibilities:	<p>1.1. Student - Shall provide the relevant documents to become eligible for AESP, Shall communicate with the HoD/Principal/ Physical Director whenever required, must communicate with Physical Director for permissions only through the HoD/Principal, Must adhere to these guidelines and regulations of the program.</p> <p>1.2. HoD/Principal – Shall sensitise the student regarding the policy, facilitate in communication with the authorities, provide information to Physical Director whenever required, Communicate with CoE regarding the student status to implement clause 4.7, 4.8, 4.9 and 4.10., Inform the student affair section regarding the status of the student, Inform the parents</p>

	<p>regarding these guidelines and its implications, receiving parent consent whenever required when student takes leave for sports.</p> <p>1.3. Physical Director – shall verify the record submitted to classify the student as AESP, communicate with the Principal/HoD regarding the status of the student whenever necessary, sensitise the student to follow the guidelines.</p>
Process of Communication:	<p>1.1. Request letter: Student - HoD/Principal - Physical Director - Dean-Student</p> <p>1.2. Communication of information regarding privileges given: HoD/Principal - Student Section and Controller of Examinations. If a SPOC has been identified the information shall be added in the communication, student shall be informed about SPOC and their role.</p> <p>1.3. Communication regarding violation of break rule: HoD/Principal, Dean of Students, student section, Controller of examination.</p>
Frequency	Once in 3 Years
Time	April 2026
Related/Supportive Documents	<p>Request letter from Student</p> <p>Letter confirming Elite Sports Person Status.</p> <p>Document related to participation in Sports – Selection to represent University/State/Country at National and International level. Communication for participation in section trials/pre event camps.</p> <p>Letter to CoE/ Student section.</p>
Custodian	

Prepared by	Verified by	Approved by	
 Dr. R. Sivakumar Academic Officer	 Prof. Roopa Nagarajan Registrar	 Dr. Mahesh Vakamudi Pro Vice-Chancellor	 Dr. Uma Sekar Vice-Chancellor

PREVENTION OF RAGGING

ANTI-RAGGING MEASURES

Ragging is strictly prohibited in this campus and the university administration follows a zero tolerance approach for such menace. Sri Ramachandra Institute of Higher Education and Research (Deemed to be University) strictly enforces anti-ragging measures and the campus is free from any form of ragging. The anti-ragging measures adopted by the institute are as below.

1. Anti-Ragging Committee
2. Anti-Ragging Squad displayed in important notice boards and various places in campus
3. Anti-Ragging Cell situated at Department of Forensic Medicine, Medical College building, First Floor
4. Annual events by and for students for awareness against ragging in institutions
5. Anti-ragging duty by faculties in hostels
6. Surprise visits by staff of university and hostels
7. Display of posters and banners in various places and colleges in campus
8. Security measures including CCTV monitoring system in campus and hostels
9. University Helpline: **9080603205**
10. Anti-ragging helpline: **1800 180 5522** or email to helpline@antiragging.in

Legal Adoptions:

1. UGC Regulations on curbing the menace of ragging in higher educational institutions, 2009 (<https://www.ugc.gov.in/oldpdf/ragging/minuteraq230409.pdf>)
2. MCI (Prevention and Prohibition of ragging in Medical College / Institutions) Regulations, 2009 (as amended)
3. DCI Regulations on curbing the menace of ragging in Dental Colleges, 2009 (as amended)
4. AICTE (Prevention and prohibition of ragging in technical institutions, Universities imparting technical education) Regulations, 2009.
5. Judgment of Hon'ble Supreme Court of India, dated 8th May, 2009 (<https://main.sci.gov.in/jonew/judis/34688.pdf>)
6. Tamil Nadu Prohibition of Ragging Act, 1997 (<https://aucermd.edu.in/Files/pdf/Anti/The%20Tamil%20Nadu%20Prohibition%20of%20Ragging%20Act,%201997.pdf>)

Data on Ragging:

1. Incidents of ragging reported in 2023-24: NIL
2. Punishment awarded: NIL
3. Last compliance to UGC filed: October 2023

1. National Anti-Ragging Helpline:

Phone : 1800-180-5522 (24x7 Toll Free)

E-mail : helpline@antiragging.in

2. Online Complaint Portal:

www.sriramachandra.edu.in

<https://digicampus.sriramachandra.edu.in>

Dr. Priyadarshee Pradhan

E-mail: priyadarsheepadhan@sriramachandra.edu.in

ANTI-RAGGING COMMITTEE

Sl. No.	Chairperson/ Member (Representing from)	Name & Address	Phone	Email-id
1.	Chairperson	Dr. Uma Sekar Vice-Chancellor	9840999826	vc@sriramachandra.edu.in
2.	Civil and Public Administration a) Revenue Dept. (Ex-officio)	The Sub-Collector, Ambattur Division, Thirumangalam, Anna Nagar West Extn, Chennai-600 101.	9445461834	ambrdo.tntlr@nic.in
	b) Police Dept. (Ex-officio)	The Assistant Commissioner of Police, SRMC Range, Porur, Chennai-600 116.	9443333003	---
3.	Local Media	Mr. R.Bhagwan Singh R Bhagwan Singh Journalist 133, 10 th Cross St, Ranga Reddy Garden, Neelangarai, Chennai-115.	9840927465	rbhagwan.singh@gmail.com
4.	Non-Govt. Orgns. involved in Youth activities	Mr. M.Keshav Founder & Chief Executive Officer MANTRA-Management Training Research Associates Anna Nagar Chennai- 600 040.	9840241929	mkeshav@ managemantra.com
5.	Faculty Members	1. Dr. Mahesh Vakamudi Pro Vice-Chancellor	9840022626	provc@sriramachandra.edu.in
		2. Dr. K.Balaji Singh, Dean, SRMC & RI	9841044913	deansrmc@sriramachandra.edu.in
		3. Dr. H.Thamizhchelvan, Dean, Dental College & Hospital	9884105711	dean.dental@sriramachandra.edu.in
		4. Dr. S.Anandan Dean (Students)	9444150373	deanstudents@sriramachandra.edu.in
		5. Dr. Sujatha, Professor & Vice-Principal, Faculty of Pharmacy	9444481844	sujatha.k@sriramachandra.edu.in
		6. Prof.P.Antony Leo Aseer, Principal, Faculty of Physiotherapy	9841544303	principal.physiotherapy@sriramachandra.edu.in
		7. Mr.Zacharias Joseph Resident Warden	9840140695	zachsrmc@gmail.com

6.	Parents	1. Mrs.C.Vaideki M/o Ms.Keerthana, M.Sc.(Audiology) No.13/A, 3 rd Street Pushpa Nagar, Ayyappanthangal Chennai 600 056	9790752410	cvtnpesu@gmail.com
		2. Mr.T.G.Mahesh F/o Ms.Heritha T M (A1120010), M.Sc. MRIT, No.25, Thirumalai Raja Puram, Avadi, Chennai- 600054	9941043666	arundhati.mahesh@gmail.com
7.	Students of Fresher's Category	1. Mr. Shree Ram (M0121174) MBBS	9444386633	M0121174@sriher.edu.in
		2. Ms. Pragya Balaji (M0121132) MBBS	9940645713	M0121132@sriher.edu.in
8.	Senior Students	1. Mr. Niranjana Ragavan MBBS 2018-19 Batch Q-69/H 14 TH Street, Anna Nagar, Chennai – 600 040	9840636606	rniranj17@gmail.com
		2. Ms. M.Sneha (A0119206) Dept. of AHS, No.11, Thamirabharani Street, Anna Nagar, Tharamani, Chennai- 600 113	9360556904	snehamurali283@gmail.com A0119206@sriher.edu.in
9.	Convener	Prof. Roopa Nagarajan Registrar	9840084723	registrar@sriramachandra.edu.in

ANTI-RAGGING SQUAD – SRIHER (DU)

Sl. No.	Name	Designation/ Faculty	Phone no.	e-mail ID
1.	Dr. Priyadarshee Pradhan	Chairman, Anti-Ragging Squad Prof. & Head, Forensic Medicine, SRMC & RI	9551630921	priyadarsheepradhan@sriramachandra.edu.in
2.	Dr. Leena Dennis Joseph	Associate Dean of Students, Professor, Pathology, SRMC & RI	9840273620	leenadennisj@sriramachandra.edu.in
3.	Dr. Mohan Choudhary	Dy. Medical Superintendent, SRH	9444037727	mohanchoudhary@sriramachandra.edu.in
4.	Dr. Febe Renjith Suman	Professor, Pathology and Resident Warden, Ladies Hostels	9994081470	febemd@sriramachandra.edu.in
5.	Dr. S.K. Balaji	Professor & Head, Periodontology, Faculty of Dental Sciences	9444081009	balajisk@sriramachandra.edu.in
6.	Dr. Srikanth. J	Assistant Dean, College of Pharmacy	9094020093	srikanth.j@sriramachandra.edu.in
7.	Dr. Mary Elizabeth Gnanambal. K	Associate Professor, Biotech. BMS	9884207285	drelizabethrajesh@sriramachandra.edu.in
8.	Dr. Karthik, V.P.	Asso. Professor, Pharmacology, SRMC & RI	9884812375	karthik.vp@sriramachandra.edu.in
9.	Sara Saphrina	Lecturer, Nursing	9894279745	sarajohn.g@sriramachandra.edu.in
10.	C.R. Praveen Kumar	Asst. Professor, Physiotherapy	9445334017	praveenkumar.cr@sriramachandra.edu.in
11.	Thulasi Dass S.	Asst. Professor, Allied Health Sciences	9894656246	thulasidass@sriramachandra.edu.in
12.	Dr. Padma Prabha	Asst. Professor, Management Sciences	9790717241	cpadmaprabha@sriramachandra.edu.in
13.	Arul Selvan	Sr. Lecturer, Public health	9710404911	arulselvan.s@sriramachandra.edu.in
14.	Dr. SRV Satyanarayana raju	Asst. Professor, SRET	9600026922	sathyanarayanaraju@sret.edu.in
15.	Geetha Sudha U.	Asst. Professor, Sports & Exercise Sciences	7845111090	geethasudha@sriramachandra.edu.in
16.	Dr. Mahalakshmi	Asst Professor, Clinical Research	8056858921	maharavi@sriramachandra.edu.in
17.	Dr. S.Loganathan	Asst. Professor, Occupational Therapy	9841958099	loganathanot@sriramachandra.edu.in
18.	Sanjeev Radhakrishnan	Asst. Professor, Audiology, ASLP	7904977064/ 9036116309	sanjeev@sriramachandra.edu.in
19.	Zacharias Joseph	Resident Warden, Gents Hostels	9840140695	zachsrmc@gmail.com

GRIEVANCE REDRESSAL COMMITTEE

The objectives of the Student Grievance Committee are as follows

1. To maintain the dignity of the institution by promoting a cordial relationship and hold respect among all the staff, faculty and students.
2. To facilitate expression of any kind of grievances freely without fear by all the students.
3. To deal and resolve every grievance in a fair, objective and just manner.
4. To provide a report for every grievance and take remedial action in a timely and utmost confidential manner.

GRIEVANCE REDRESSAL COMMITTEE MEMBERS

Sl. No.	Chairman / Member	Name & Address	Phone	Email-id
1.	Chairman (Senior Professor)	Prof. Antony Leo Aseer P., Principal & Professor, Faculty of Physiotherapy, SRIHER (DU), Chennai-116.	9841544303 Extn: 8271	principal.physiotherapy@ sriramachandra.edu.in
2.	Dean, Student Welfare	Dr. S. Anandan Dean-Students SRIHER(DU)	9444150373	deanstudents@sriramachandra. edu.in
3.	Four Professors/ Senior Faculty Members of the Institution as Members	1. Dr. A. Porkodi Professor & HOD, Medical Surgical Nursing, Faculty of Nursing, SRIHER (DU)	9445261431	porkodi@sriramachandra.edu.in
		2. Dr. Kalpana. R. Professor & Head, Anatomy, SRIHER (DU)	9566137573	kalpanasriram1@gmail.com
		3. Dr. Lakshmi Venkatesh Assoc. Professor, Faculty of SLHS, SRIHER (DU)	9940074052	lakshmiv@sriramachandra.edu.in
		4. Dr. Jaikanth C. Associate Professor, Faculty of Pharmacy, SRIHER (DU)	7904675099	jaikanthc@sriramachandra.edu.in

SPECIAL INVITEES

4.	Registrar	Prof. Roopa Nagarajan Registrar, SRIHER (DU)	9840084723	registrar@ sriramachandra.edu.in
5.	Faculty	Dr. G. Jebarethina Associate Professor, Faculty of Management Sciences, SRIHER (DU)	9841645353	jabarethina@ sriramachandra.edu.in

6.	Student Representative	1. Ms. Bhavika Dugar, III B.D.S. (2020-21), Faculty of Dental Sciences, SRIHER (DU)	7598220193	D0120078@sriher.edu.in
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OMBUDSPERSON: Dr. Prathiba Shyam Kumar,
Former Controller of Examinations, SRIHER(DU).

Mail ID: prathib@rediffmail.com; prathibashyamkumar@gmail.com

For online grievance, visit portal <https://digicampus.sriramachandra.edu.in>

PROCEDURE FOR GRIEVANCES REDRESSAL COMMITTEE

1. Grievances are uploaded by the students ONLINE on the University Portal "digicampus.sriramachandra.edu.in" under Grievances, by using their User ID and Password.
2. Student grievance form can be downloaded in the students ONLINE on the University portal "digicampus.sriramachandra.edu.in" under Grievance and drop the filled in forms in grievance boxes across the University.
3. Immediately after uploading of Grievances, SMS will be received by the Chairman / Deputy Registrar (Student Services Section).
4. The Grievances will be forwarded to the appropriate Committee such as Anti-Ragging Committee, Student's Grievances Redressal Committee, Internal Complaints Committee, Anti-Discrimination Committee for Persons with Disability and Elderly Persons, SC/ST/OBC/ Minority Cell respectively, for taking further action and to submit a report in this regard.
5. Student's Grievances Redressal Committee (SGRC) shall send its report with recommendations, if any, to the competent authority of the institution concerned and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.
6. The action taken will be intimated to the students ONLINE.
Any student aggrieved by the decision of the Students' Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

INTERNAL COMPLAINTS COMMITTEE

The objectives of the Internal Complaint Committee to Prevent Sexual Harassment of Women at the Workplace are as follows:

1. To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
2. To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.
3. To evolve a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of gender based violence at the Institute.
4. To develop a policy against sexual harassment of women at the Institute.
5. To uphold the commitment of the Institute to provide an environment free of gender based discrimination.
6. To create a secure physical and social environment to deter any act of sexual harassment.

INTERNAL COMPLAINTS COMMITTEE MEMBERS

Sl. No.	Chairman / Member	Name and Address	Email-Id
1.	Presiding Officer (Senior Level - Woman)	Dr. V. Vetriselvi, Professor, Dept. of Human Genetics, Sri Ramachandra Faculty of Biomedical Sciences and Technology, SRIHER (DU)	icc@sriramachandra.edu.in vettriselviv@sriramachandra.edu.in
2.	Two Faculty Members	1. Dr. Selvam Jesiah Professor & Vice-Principal Faculty of Management Sciences, SRIHER (DU)	selvamjesiah@sriramachandra.edu.in
		2. Dr. M. Anitha Rani Professor, Community Medicine, SRIHER (DU)	anitharani.m@sriramachandra.edu.in
	Two Non-teaching employees	1. Mrs. M. Viji, Deputy Administrator, Office of the Pro Vice-Chancellor, SRIHER	viji1971@hotmail.com
		2. Mr. V. Aravindan, Assistant Manager, HR Dept., SRIHER	aravindsrmc@gmail.com
3.	Students (3 Nos.) (If the matter involves students)	1. Ms. Ananya Anand Srinivasan, MDBS (2020-21), SRMC&RI, SRIHER	M0120059@sriramachandra.edu.in
		2. Ms. Bhavika Dugar, II B.D.S. (2020-21), SRDC & H, SRIHER (DU)	D0120078@sriramachandra.edu.in
		3. Ms. Reshma S II year Pharm D. (2020- 2021)	P0220022@sriramachandra.edu.in

4.	One Member from NGOs or Assns.)	Mr. M. Keshav Founder & Chief Executive Officer MANTRA-Management Training Research Associates, Anna Nagar, Chennai-600 040.	mkeshav@managemantra.com
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Students are advised to visit web portal **<https://digicampus.sriramachandra.edu.in>** for Handbook on "Prevention of Sexual Harassment of Women at Workplace".

If any complaints contact e-mail ID: **icc@sriramachandra.edu.in**

EQUAL OPPORTUNITY CELL

The basic aim of the Equal Opportunity Cell is to ensure that students and faculty belonging to various diverse backgrounds of community, religion, region, gender or ability are not deprived of their basic opportunities. They all must have access to all the basic rights to promote inclusivity and harmony. Through this cell several activities are organized to promote inclusive policies and practices for all and to look into the grievances to ensure equality and equal opportunities to the disadvantaged group on campus through proper implementation of policies, skills, and programs of society.

Function and Responsibility of the cell:

- (i) To receive the complaint about discrimination or harassment as defined in the UGC Regulation in writing addressed to the Chairman, from a student or a parent of a student or group of students, irrespective of whether the discrimination or harassment is alleged to have taken place within or outside the higher educational institution;
- (ii) To initiate follow-up action including preliminary fact finding inquiry, if the Chairman considers necessary;
- (iii) To send its recommendations to the Vice Chancellor to take appropriate follow-up action;
- (iv) To issue punishment orders received from the Vice Chancellor, to the students concerned;
- (v) The punishment shall commensurate with the nature of the discrimination or harassment and in accordance with the statutes of HEI and the UGC Regulations on Ragging or any other Regulations in force; and
- (vi) To upload on University website all measures for elimination of discrimination and punishments for breaching them and also upload relevant public awareness material for prevention of discrimination against and harassment of any section of the student.

EQUAL OPPORTUNITY CELL MEMBER

Sl. No.	Name and Designation	Designated as
1.	Dr. T. Dhanasekar Professor & Head, Dept. of Chest & TB, SRMC & RI, SRIHER(DU)	Chairman
2.	Dr. C. Siva Subramanian Associate Professor, SRDC & H, SRIHER(DU)	Member
3.	Dr. K. Mary Elizabeth Gnanambal Associate Professor, Dept. of Biotechnology, SRFBMS&T, SRIHER(DU)	Member
4.	Dr. P. A. Abhinand Assistant Professor, Dept. of Bioinformatics, SRFE&T, SRIHER(DU)	Member
5.	Mr. A. Abuthayar Professor & Co-ordinator – HWT, SRFAHS, SRIHER(DU)	Member
6.	Ms. V. Santhoshini Senior Executive Dept. of Human Resource, SRIHER(DU)	Member

1. STUDENTS DISCIPLINARY RULES

GENERAL

Self-discipline is the foundation on which the medical profession thrives. As health care professionals of future, it is incumbent on students to develop self-discipline of the highest degree. It should, therefore, be the endeavour of every student to observe all the rules and regulations as a matter of habit. They will at all times, conduct themselves with proper decorum and cultivate correct manners and etiquette.

MAINTENANCE OF DISCIPLINE

1. Students shall maintain strict discipline in the University premises.
2. All the students must wear their cleanly overcoats during working hours and Identity cards while inside the campus without fail. Any lapse in this regard will attract disciplinary action.
3. Students shall abide by the instructions of the Faculty & Staff members and shall always interact with them with due respect.
4. No student shall take part in or involve himself/herself in any political or other movements in any manner during the course/program of study in the University.
5. Each student should behave with other students in such a manner to respect each other's feelings and create a congenial atmosphere to study together pleasantly.
6. Any act purporting to give rise to groupism and leading to any undesirable behaviour is prohibited.
7. Students must note that individual freedom is always subject to common interests of the student community and subordinate to institutional objectives and goals.
8. All the students shall observe absolute decorum and decency of behaviour at all times including during the conduct of cultural, sports and athletic meets. Any violation will be viewed seriously, calling for such disciplinary action as may be deemed necessary by the authorities.
9. Failure on the part of the students to abide by the disciplinary rules will result in such punishment including expulsion from the College/Hostel as may be imposed by the University.
10. The decision of the University with regard to disciplinary cases shall be final and all the students shall abide by such decisions.

DRESS CODE/UNIFORM

11. Students must wear uniforms allotted to their respective programs/departments within the University Campus on all working days.
12. All students must come neatly dressed to attend classes/clinics.

13. Male students must be clean shaven face with trimmed head hair.
14. On days when students are exempted from wearing uniform, male students should wear their shirts tucked in and wearing shoes is compulsory. Jeans, T-shirts, chappals and sandals are not permitted. Female students must wear sarees, churidar or salwar which are not transparent or tight fitting while attending classes/clinics. Wearing of dupattas/chunnis is compulsory. Jeans, T-shirts, skirts, tops with deep neckline, short tops/ kurthis and kurthas with high slit at the sides, are not permitted.

PROHIBITION OF RAGGING

15. Ragging in any form is strictly prohibited in the University campus and outside. The UGC Regulations on "Curbing the Menace of Ragging in Higher Educational Institutions, 2009" (as amended) and the NMC (Prevention and Prohibiting Ragging in Medical Colleges/ Institutions) Regulations 2009, and DCI Regulations on Curbing the Menace of Ragging in Dental Colleges, 2009 shall be applicable to all students of the University. Students found indulging in ragging in any form will be liable to be expelled from University as per UGC/NMC/DCI/AICTE regulations.
16. a) In addition, it will be the duty of every student noticing such an event (ragging) to immediately report to the University authorities / Resident Warden. All fresher students are instructed to report any incidence of ragging to the University authorities at the earliest.
b) A copy of the following Anti Ragging Regulations framed by the statutory authorities have been uploaded in the University Website/Student Portal. All the students are instructed to read them carefully and abide by said regulations strictly. Any violation/deviation shall call for stringent disciplinary action as laid down in the said UGC and NMC/DCI/AICTE Regulations.

THEFTS

17. Students are solely responsible for the safe custody of their personal belongings. They shall not leave any money or valuables lying about in their room or in the pockets of their dresses hung in coat stands/wardrobes. While joining the institute, the students are advised not to bring any items of jewellery, curios and other fancy or valuable items with them.
18. Any student who is found guilty of stealing or in possession of stolen private or public property/ATM cards/Credit cards/mobile phones/money will be liable to be expelled from the hostel/ institution in addition to appropriate disciplinary/legal action will be taken against him/her.

RESTRICTION ON USE OF MOBILE PHONES WITHIN THE UNIVERSITY CAMPUS

19. The use of mobile phones by the students within the University Campus is prohibited during college hours. It is strictly prohibited in the lecture halls, labs and examination halls.

Any violation of the above instructions will be viewed very seriously and mobile phones will be seized by the faculty member/officers of the University on the spot and handed over to the Dean of Students. Further, a fine of Rs.2,000/- (Rupees Two thousand only) will be imposed on such student who violates the above said rule.

However, postgraduate medical/dental students and interneers are permitted to use mobile phone for the purpose of patient care/emergency call/ official work only.

BAN ON CARBONATED BEVERAGE, JUNK FOOD AND TOBACCO

20. In conformity with the directives issued by the Department of Higher Education, Ministry of Human Resource Development, Govt. of India, storage and use of carbonated beverages and junk foods are banned inside the Institutions of this University. The Deemed to be University campus is declared "**tobacco free area**" as per the guidelines of the Ministry of Health & Family Welfare, Govt. of India.

21. Ban on use of "one time use and throw plastic items" from 01.01.2019 is strictly implemented in this University campus as per the orders of the Tamil Nadu Government.

22. Smoking or consumption of alcoholic beverages, or use of banned materials inside the Institutions, Hostel and University Campus is strictly prohibited. Any violation on any part by the students will be viewed very seriously and they will be suspended from the Institution immediately pending enquiry and in the case of hostellers, they will be expelled from the hostels immediately. Such students will not be permitted to attend the classes/sit for examinations and enter the campus without the written permission of the Deemed to be University.

DRUGS & NARCOTIC SUBSTANCES

23. Possession or consumption of any harmful and intoxicating drugs/substance by students in any form is prohibited. All performance-enhancing drugs are also prohibited. It is the duty of students to the Deemed to be University and society to inform the authorities about other student(s) indulging in such activity. Students found in the company of other students indulging in this activity or allowing fellow students to consume prohibited substances in their rooms will be deemed to have committed an equally serious offence and thus be liable to the same punishment. All offences under this category will invoke very severe disciplinary punishments:-

- a) Fine up to Rs.25,000/-
- b) Suspension from Hostel and Institutions
- c) Expulsion from Deemed to be University/Hostel permanently

Note: Hostel fees and Caution Deposit will not be refunded for students who are removed from the hostels on disciplinary grounds.

ATTENDANCE & PROGRESS

24. Students shall devote their whole time for their studies and should maintain steady progress. They are encouraged to participate in co-curricular extracurricular activities such as (NCC/NSS/etc.) may be permitted by the Deemed to be University.
25. Every student shall earn the minimum attendance prescribed in the respective regulations to qualify for appearing for the Deemed to be University examinations. Those who fail to secure the minimum attendance of 80% prescribed in any subject will not be permitted to take Deemed to be University examination in that subject.
26. Attendance for internal assessment and model examinations is compulsory. If any candidate fails to secure the required passing marks in each subject in the internal assessment, he/she will not be permitted to take Deemed to be University examination. Students are advised to refer the Regulations as program/course concerned.
27. The conduct/ academic performance/ attendance of each student shall be reviewed periodically and appropriate action, including detaining from appearing for the Deemed to be University Exam/ expelling from the Hostel or Institutions, as the case may be, will be taken against the erring student. The students shall abide by the decision of the authorities of the Deemed to be University.
28. Any student who fails to pass the semester or annual examination of the Deemed to be University within the prescribed period (having break of study) shall have the program extended according to the regulations of the course/program concerned and such students shall have to pay tuition fee and other fees for such extended duration of study also.
29. All students are required to mark attendance in the "Bio-metric" attendance machines kept in various classrooms/ locations within the campus. In case of biometric attendance not being registered, students will need to approach the students services section along with letter duly attested by faculty member concerned, on the same day. Failure to do so, will result in their losing the attendance;

GAMBLING

30. All the forms of gambling are prohibited in the campus.

DAMAGE TO ANY PROPERTY OF THE UNIVERSITY / HOSTEL

31. Students shall have to make good to the Deemed to be University, when called upon to do so, any damage caused to apparatus, furniture or any other articles due to their negligence, carelessness or wantonness.
32. Students will not deface, mutilate or damage any building or property belonging to the institution or individual or cut/uproot any plants or trees in the Deemed to be University or hostel premises. Students will not cut or otherwise deface desks, tables, seats or any other furniture within the institution.

SERVANTS

33. No student will employ a private servant during his/her stay at the institution.

CHANNEL OF COMMUNICATION

34. Students should not correspond directly with Deemed to be University authorities. All letters should be submitted through Deans/Principals/Heads.

SECURITY

35. All students will be bound by General Security Orders of the Deemed to be University.

VISITORS/GUESTS

36. Students are not allowed to entertain any visitors/guests during official working hours of the Deemed to be University. Parents may meet faculty members with prior appointment. Parents are expected to be present for all scheduled parent-teacher meetings.

COLLECTION OF FUNDS

37. Students are not permitted to collect funds for any purpose from their Deemed to be University mates. Authorized collections, if any, will be made under the specific / approval/ permission of the administrative authorities and proper accounts maintained, as per norms of the Finance & Accounts Department of the Deemed to be University.

38. No funds will be collected from private parties or sponsorship arranged for any event without prior written permission of authorities concerned.

39. No student will organize/participate in any cultural event or any extra-curricular activity in the Deemed to be University or outside the Deemed to be University without written prior permission of the Pro Vice-Chancellor/Dean of Students.

EMPLOYMENT/BUSINESS

40. Students are not permitted to take up any type of full time/part time employment or indulge in any kind of business while undergoing the course/program. Any business with or without intent to profit, bartering, working on commission or carrying out or helping anybody in such tasks, is strictly prohibited.

41. Students and interns are strictly prohibited from taking employment/working in clinics outside the Deemed to be University campus.

CINEMA HALLS, RESTAURANTS, SHOPPING MALLS

42. Students should not visit cinema halls, restaurants and other public places during University working hours under any circumstances. Failure to abide by this rule will invite disciplinary action.

INTERNET/SOCIAL NETWORKING SITES

43. Students will strictly avoid uploading /posting any news or information about the Deemed to be University which may bring disrepute or negative publicity. Students will also not post or upload news or pictures which depict other fellow students in poor light.

REPORTING OF UNUSUAL OCCURRENCES

44. Any unusual occurrence in the Deemed to be University or hostels will immediately be reported by the students to the Warden or any faculty member available. Students are prohibited from entering into altercations/arguments and fights amongst themselves, or with students of other Universities/Institutions. They will also scrupulously avoid situations which may lead to such incidents.

SICK WHILE ON LEAVE

45. A student falling sick while on leave will immediately inform Deemed to be University administration by email/phone. Upon return from leave, students will furnish proof of hospitalization in the form of medical certificate from Registered Medical Doctors only. Medical certificates will in all cases be signed by Medical Practitioners having degree of MBBS and above only. Medical registration number of the treating doctor and his/her contact phone/mobile number should invariably be present on the medical certificate.

VIOLATION OF ORDERS AND DISCIPLINARY ISSUES

46. Any student found violating orders and indulging in unlawful/illegal activities will be subject to disciplinary action which may include suspension and or fines. The decision of the Deemed to be University administration shall be final and binding on all students and their parents.

2. DISCHARGE OF STUDENTS FROM COURSES / PROGRAMS BY THE COMPLETION OF DOUBLE THE PROGRAM PERIOD:

1. The "Regulations governing discharge of students from a program/course of study" as approved by the Academic Council of the Deemed to be University, shall be applicable to the students. They are advised to peruse them in the Student Manual printed uploaded in the portal. No exemption from the Regulations will be granted to any student under any circumstance.
 - i) "If a student admitted to a program/course of study in this Deemed to be University is for any reason not able to complete the program/course or qualify for the degree by passing the examinations prescribed within a period comprising twice the duration prescribed in the Regulations for the concerned course, he/she will be discharged from the said program/course, his/her name will be taken off the rolls of the Deemed to be University and he/she shall not be permitted to attend classes or appear for any examination conducted by the Deemed to be University thereafter."
 - ii) "In respect of programs/courses where internship is prescribed and if a student is for any reason not able to complete the internship within a period comprising twice the duration prescribed in the Regulations for the concerned course, he/she will be discharged from the said course, his/her name will be taken off the rolls of the Deemed to be University, he/she will not be permitted to undergo the internship in the Hospital thereafter and he/she shall not be eligible for the award of the degree"
 - iii) "The course/program of study shall mean and include all the undergraduate, postgraduate diploma/degree and super specialty courses in medical and all the other Faculties of the Deemed to be University".
 - iv) "The above Regulations shall be applicable to all the students already admitted and to be admitted to a course of study in this Deemed to be University."
 - v) Provided that the clause (i) and (ii) of the Regulation may be relaxed by the Vice-Chancellor for valid reasons, subject to such conditions and payment of additional fee or penalty as may be prescribed, from time to time by the Deemed University.

3. PAYMENT OF TUITION AND OTHER FEE

1. On admission of candidates to the first year of the course of study, all the fee mentioned in the letter of admission, viz., annual tuition fee, registration fee, eligibility fee, health insurance premium, caution deposit, hostel and mess fee, etc., as applicable, should be paid on or before the prescribed date without fail. If any candidate fails to remit tuition fee and other fees within the last date as notified, he/she will forfeit his/her admission to the course concerned.

2. In respect of subsequent year(s) of study, tuition fee and other specified fee shall be paid on or before the date as notified to the parents/students and on the Notice Board of the Deemed to be University/College concerned. Late payment, if any, will attract penalty as specified.
3. In the event of non-payment of tuition fee and other specified fee even after the lapse of the period specified for payment of the fee with penalty, notwithstanding the stage at which the student may be pursuing his/her course of study, the name of the student concerned will be struck off/ removed from the Attendance Register. On such removal of name, the student(s) concerned will not be permitted to the privileges of the course to which he/she has been admitted to, including to attend classes/ practicals, to enter library and or any other facility provided in the college/Deemed to be University campus or to obtain any usual certificate such as to avail concession, etc.
4. Re-admission fee, as prescribed by the Deemed to be University, will have to be paid if any student, after removal of his/her name from the Attendance Register, makes payment of tuition fee and other fee along with the specified penalty.
5. Similarly, examination fee, as prescribed and notified from time to time, shall be paid on or before the due date. If there is any delay, it will attract penalty as specified. If any student fails to remit the examination fee even after lapse of the period specified for payment with penalty, such student will not be issued Hall Ticket for the Deemed to be University examination(s)/debarred from appearing for the Deemed to be University examination(s).
6. All fee, once paid to the Deemed to be University account, will not be refunded or adjusted for any other purpose under any circumstance.
7. All fee shall be paid to the Deemed to be University account through RTGS/NEFT mode only.
8. The Deemed to be University reserves the right to modify the fee structure (tuition fee, hostel fee and other fee) from time to time, which will be applicable to students to be admitted or who are already undergoing a course of study in the Deemed to be University.
9. The tuition fee is payable for the entire duration of the program.

INSTRUCTIONS FOR REMITTANCE OF FEE AND OTHER DUE

For payment of fees up to Rs.3,00,000/- (Rupees Three Lakhs only), it can be made through either online payment gateway (or) remitted through NEFT/RTGS (through your bank (or) net banking facility).

For payment of fees above Rs.3,00,000/- (Rupees Three Lakhs only) should be remitted through NEFT/RTGS (through your bank (or) net banking facility).

For any clarification/guidance you are welcome to contact Mr. Nagarajan, Senior Manager, Finance and Accounts, his cell No.9444578883/044-24768027 Extn. 202 (or) at accounts email id: smfa@sriramachandra.edu.in

GENERAL RULES

STUDENTS CHARGED WITH AN OFFENCE PUNISHABLE UNDER LAW

1. If any student or internee is charged with an offence, punishable under any laws of the India he/she will be placed under suspension, pending enquiry into the misconduct of the student. During the period of suspension, he/she will not be permitted to attend classes or clinical or appear for any examinations (written, practical, clinical and oral) of the Deemed to be University. He/she shall not enter the campus of the Deemed to be University and if a hosteller, should vacate the hostel. It shall be the duty of such student to submit a copy of all the records connected with such alleged offence, to the Authorities of the Deemed to be University immediately, such as notice/charge sheet, or legal documents served on him/her by the police or any other competent authority, or filed/produced by or on behalf of the student to any authority/court.
2. If the student or internee is subsequently convicted for the offence by a court of law, it shall be competent for the Vice-Chancellor, having regard to the nature of offence and the sentence awarded, to suspend the student for a period of time, evict him/her from the hostel or to expel him/her from the institution, altogether. For this purpose, the Vice-Chancellor may constitute a Committee to render proper recommendations.

CHANGE OF DATE OF BIRTH

Once admitted to a course of study in the Deemed to be University, date of birth as furnished in the SSLC (10th) / HSC Mark sheet / TC School record of student and submitted to the Deemed to be University at the time of admission, shall be taken as final proof and no subsequent request for change of date of birth will be entertained by the Deemed to be University, at any time under any circumstance, either during the course of study or after the completion of such study. Every student shall give an undertaking to this effect duly countersigned by his/her parent or guardian, at the time of admission. (Vide order dated 22.02.2019 by the Hon'ble High Court of Judicature at Madras in W.P.No.988 of 2019).

CHANGE OF NAME

Once admitted to a course of study in the Deemed to be University, name as furnished in the HSC/School record of the student and submitted to the Deemed to be University at the time of admission, shall be taken as final proof and no subsequent request for change of name will be entertained by the Deemed to be University. During the course of study, if any student has, for valid reasons, to change his/her name in the official record, he/she has to submit the following to the Student Services Section:

1. Requisition letter for change of name
2. Original Government Gazette Notification for change of name
3. Demand Draft for Rs.3500/- in favour of "Sri Ramachandra Institute of Higher Education and Research, Chennai" payable at Chennai.

IN CASE OF INTERNATIONAL STUDENTS (IN ADDITION TO THE ABOVE)

4. Certificate issued by the Notary Public in the country concerned
5. Copy of Passport (all pages)
6. OCI Registration Certificate

In the above case, with the approval of the University authorities, name will be changed in the official records from the date of publication of Government Gazette Notification only. Change of Name will not be modified on the Mark Statements and other documents issued prior to the date of publication of Government Gazette Notification.

No request for change of name will be entertained under any circumstance from the students after completion of study in this institution and after appearing for the final Year University Examinations.

5. LONG ABSENCE WITHOUT PERMISSION

- i) Where any student is absent for more than one week (including holidays) continuously and without prior permission obtained from the authority concerned, he/she will not be permitted to attend classes unless an application, duly signed by the parent, seeking leave is produced. If the absence exceeds two weeks (including holidays), unless the parent/guardian meets and explains, to the satisfaction of the authority concerned, of the necessity for such long absence without seeking prior permission, the student will not be permitted to attend classes. In case, the period of absence exceeds two weeks, the student will be placed under suspension and liable to such disciplinary action/punishment, as may be deemed fit, by the authority concerned.

- ii) If any student remains absent for more than a month (including holidays) continuously, his/her name will be struck off/removed from the Attendance Register immediately and he/she will not be permitted to any of the privileges of the course to which he/she has been admitted to, including to attend classes/practicals, to enter library and or any other facility provided in the college/Deemed to be University campus or to obtain any usual certificate such as to avail concession, etc., in addition to the disciplinary action being taken as above. On permission being granted to resume studies, such students will have to pay readmission fee as specified.
- iii) Where a student is absent without any prior permission for more than three months, he/she will be treated as "discontinued from course of study" concerned and will be covered under the condition specified below.

6. RULES FOR DISCONTINUANCE FROM COURSE OF STUDY

Where any student applies for discontinuance, or without any application discontinues on his/her own, from the course to which he/she has been admitted, for any reason, at any stage, either after the cutoff date prescribed by the statutory authorities for admission to the first year of the course concerned or where the seat is rendered vacant without having any chance of being filled up with any other candidate, such students will have to remit the tuition fee and other applicable fees for the 'entire/remaining course period'. Unless and until payment of all the prescribed fees for the entire/remaining course period is made to the Deemed to be University account, such student shall not be entitled to any certificate including transfer certificate, mark sheets etc. to be issued by the Deemed to be University and to get back of his/her original certificates deposited with the Deemed to be University at the time of admission. All students and parent will be required to furnish a declaration agreeing to the above said conditions at the time of admission.

UNIVERSITY EXAMINATIONS RULES

PREAMBLE

The Deemed University conducts semester/yearly pattern of university examinations as per the guidelines of the statutory regulatory bodies such as NMC, DCI, AICTE, PCI, INC and RCI. Examinations for programs which do not come under the purview of any statutory regulatory bodies, are conducted in accordance with the norms of the University Grants Commission (UGC) and the guidelines contained in the syllabi and regulations recommended by the respective Boards of Studies and approved by the Academic Council of the University.

In general, the university examination includes theory papers, (objective type of questions, short answers/essays and long essays), clinical/practical and oral as per the specified regulations.

In a year, there shall be one regular (main) examination and one supplementary examination for any subject, both for semester and yearly pattern of examinations. The examination calendar indicating the tentative date of Examination fee notification and commencement of Examination.

Hall Ticket is released through university portal after verification of eligibility criteria prescribed by the respective regulations and clearance from the accounts department.

The following Examination related information shall be communicated to the student through the student portal,

- i) Theory and Practical Examination schedule
- ii) Examination fee notification
- iii) Hall Ticket
- iv) Mark Statement

The University examination shall be conducted as per schedule announced earlier even in the event of holiday being declared for the Institution due to any unforeseen circumstances.

In the event of extraordinary natural calamities or untoward incidents revised schedule shall be announced after due approval by the Pro Vice-Chancellor/Dean Students and intimated to the students and concerned Deans /Principals /Program Coordinators through institution website/portal /university notice board.

ASSISTANCE FOR DIFFERENTLY ABLED PERSONS DURING THEORY EXAMINATION

1. A scribe shall be allowed in the case of a differently abled candidate with an impairment/disability/handicap which prevents him/her from writing.
2. A candidate seeking assistance of a scribe shall apply to the Dean of Students seven working days in advance in cases of pre existing disability or at least 24-48

hours in advance in cases of recent disability with a medical certificate issued by the concerned specialist of Sri Ramachandra Medical College not below the rank of Associate Professor/Doctors specialized in the respective field of the disability, stating clearly the extent of the disability and his/her recommendation, through the Principal/Chairperson of the faculty in which the candidate is to take the examination. The Pro Vice-Chancellor will arrange the scribe and inform the Controller of Examinations and Chief Superintendent.

3. In case of emergency, the Chief Superintendent / Deputy Registrar Invigilation shall arrange a scribe for the student and inform the Pro Vice-Chancellor.
4. The scribe appointed shall not be equal to or of a higher grade in education than the candidate; shall not be related to the candidate; and shall not be from the same program / concerned faculty. More than one scribe can be provided if required for writing for different papers. The scribe should not indulge in any malpractice as mentioned in the Examination rules.
5. The candidate may be permitted to meet the scribe half an hour earlier to the commencement of the examination, if he/she desires.
6. The Chief Superintendent shall arrange a suitable place for the above candidate(s) and appoint a Hall Superintendent if necessary.
7. The rules and procedures laid down as regards malpractice are also applicable to the candidates who are allowed to have scribe(s).
8. In case a scribe is not required, but only extra time is sought, the candidate shall apply to the Dean of students /DOF at least 24-48 hours in advance. Additional time may be granted in deserving cases by the Dean of students / ProVC as directed by the UGC based on O.M.No.34-2/2015-DD.III (Pt) dated 1st January 2019 of Ministry of Social Justice and Empowerment regarding "Guidelines for conducting written examinations for persons with Bench mark disabilities." Compensatory time of not less than 20 minutes per hour of examination shall be provided.

RULE REGARDING INFECTIOUS DISEASE

1. Any infectious disease or Communicable disease (eg. chicken pox which is notifiable disease as per Tamil Nadu Public Health Act 1939.): As per Tamil Nadu Public Health Act, 1939 Chapter VII Part II Section 71 (1) c, no person suffering from Notified Infectious Disease should attend any school or college.
2. In view of the above act any student suffering from any infectious disease or Communicable disease e.g. chicken pox will not be permitted to attend any university examination.

EXAMINATION RELATED INSTRUCTIONS TO THE CANDIDATES

1. The candidates will be allowed to enter the examination hall only with the hall ticket and the University identity card.
2. Hall Ticket to be preserved until Theory and Practical/ Clinical Examinations are over.
3. Any discrepancy noticed in the hall ticket with regard to the name, subject(s) and date(s) for which the candidate is registered should be brought immediately to the notice of the Controller of Examinations through the respective Dean/ Principal/Coordinator/Student service section.
4. The candidate should ascertain the scheme of theory, practical/clinical and oral examinations. The candidate is advised to be seated for the specified examination at least 10 minutes before the commencement of the examination. Examination hall doors will be closed 10 minutes prior to the examination start time.
5. No candidate will be allowed to enter the examination hall after 30 minutes of commencement of the examination. Similarly, no candidate shall be allowed to leave the examination hall before 30 minutes lapse, after the commencement of the examination.
6. Over coats, shoe and socks, Watches of any kind, belts or any other accessories are not permitted inside the theory examination hall and the candidate should adhere to the University prescribed dress code compulsorily.
7. The candidate shall maintain perfect silence in the examination hall.
8. The candidate is required to bring his/her own pens, pencils, scales, erasers, etc., in a transparent pouch. Only blue or black ball point pen/ink pens should be used while answering.
9. The candidate should read carefully the instructions given in page numbers 1 and 2 of the answer booklet, MCQ OMR sheet, MCQ question booklet and question paper as the case may be, before recording the required particulars / before commencing to answer.
10. The candidates should check themselves, before answering, whether they have received the correct question paper. If not, immediately he/she should stand up and get the correct question paper pertaining to the subject and the course/regulation for which he/she is appearing on that day.
11. Before starting to answer the paper, the candidate should write his/her registration number, year/semester, Program, Course and date of the examination only at the appropriate space provided in the first page of the answer book and shade the relevant ovals wherever applicable. The registration number and name should not be written anywhere else in the answer book or in any additional book(s) attached.
12. Except the signatures of the candidate and hall superintendent, no other signature/writing is permitted in the hall ticket. The number of additional sheets

used and the questions answered should be written and shaded in the front page of the answer book compulsorily.

13. If a candidate mentions his/her name, registration number on any part of the answer book/sheets other than the one provided for or indicates any special mark or writes anything which may disclose or give any clue in any way revealing the identity of the candidate, he/she will render himself/herself liable for disciplinary action besides the answer sheets being summarily rejected.
14. The candidate shall not carry any written/printed matter, any paper material, electronic devices, cell phone, pen drive, ipad, programmable calculator, any unauthorized data sheet/table into the examination hall or any other material which is considered objectionable and if any such items are found in his/her possession at any time after entry into the examination hall, the candidate shall be liable for disciplinary action. There is no facility for safe keeping of these devices outside. The university will not take any responsibility if a candidate keeps any valuables inside/outside the examination hall.
15. No candidate shall gesture unnecessarily or pass any part/whole of answer papers/question papers to any other candidate. No candidate shall allow another candidate to copy from his/her answer paper or copy from the answer paper of another candidate. If found committing such malpractice, the involved candidates shall be liable for disciplinary action.
16. The candidate found guilty of using unfair means of any nature shall be liable for disciplinary action as per the provisions of the University Examination Manual.
17. The candidate shall hand over the MCQ question book and OMR sheet on completion of the specified time. Similarly the candidate shall hand over the answer book(s) to the hall superintendent/chief superintendent before leaving the examination hall.

CONDUCT OF PRACTICAL / CLINICAL EXAMINATIONS

1. Practicals / Clinicals / Orals will be conducted in the laboratories/hospital wards/departments with the concurrence of the Controller of Examinations.
2. The students shall not be allowed to use unauthorized papers/answer sheets for the University practical / clinical /oral examinations.
3. Indulging in any kind of unfair means by the candidate during the examinations shall be considered as a malpractice.
4. In case of alleged use of unfair means the delinquent candidate shall be subjected to disciplinary action as recommended by the Examination Disciplinary Committee of the University.

ENFORCEMENT OF DISCIPLINE IN UNIVERSITY EXAMINATIONS

1. Strict discipline shall be enforced in the conduct of University Examinations. During the theory, clinical/practical/viva University examinations, all the candidates shall be under the disciplinary control of the Chief Superintendent (CS)/Convener respectively.
2. Indulging in any kind of unfair means by the candidate/faculty during the examinations shall be considered as a malpractice. **(Refer Appendix I)**
3. The University reserves its right to declare any other act /misdeed as malpractice by adding the same, from time to time, to the list of malpractices in the University Examinations.
4. When a candidate is found indulging in malpractice in University examinations, the unfair means material and the following documents duly filled, are collected immediately by the Chief Superintendent/Convener:
 - i) Statement of the candidate who is alleged to have used unfair means at the University Examination.
 - ii) Form of undertaking by the candidate requesting for permission to continue to appear in the present and subsequent papers.
 - iii) Report of the Additional Chief Superintendent/Hall Superintendent.

CS shall report the matter to the COE and handover all the relevant material evidences and documents mentioned above on the same day.
5. A candidate shall not be forced to give a statement if the candidate refuses to do so, the fact of his /her having refused to make a statement shall be recorded and signed by the Chief Superintendent and the Hall Superintendent/Convener concerned, on duty at the time of occurrence or detection of the incident or immediately thereafter. If possible, eyewitness can be obtained from any other staff available in the examination hall.

6. The candidate will continue to write in the same answer book. The Chief Superintendent shall send the answer book to the Controller of Examinations in a separate sealed envelope along with his/her report.
7. The Controller of Examinations shall forward the report along with relevant materials furnished by the Chief Superintendent/Convener to the Examination Discipline Committee (EDC) for further action.
8. EDC chairman shall serve Show Cause Notice to the candidate and convene the EDC meeting as stipulated in the Examination Rules. After serving a show cause notice, if the implicated candidate fails to appear before the EDC on the day, time and place fixed for the meeting, the candidate may be given one more opportunity to appear before the Committee in his/her defence. Even after providing two chances, if the candidate concerned fails to appear before the committee, the Committee shall take decision in his/her absentia, on the basis of the available evidence/documents which shall be binding on the candidate concerned.
9. The Pro Vice-Chancellor shall, after examining the findings of the Examination Discipline Committee, and the relevant records, pass orders regarding the penalty to be imposed or otherwise as per the relevant provisions of these rules.
10. If any candidate is not satisfied with the order passed by the Pro Vice-Chancellor he/she may file an appeal in writing to the Vice-Chancellor through the Dean of Students within 7 days from the date of receipt of the order. The Vice-Chancellor will consider the appeal and pass appropriate order thereon including remitting the matter to the Examination Discipline Committee for re-examination/ reconsideration of any particular issue.
11. Where the appeal is remitted to the Examination Discipline Committee by the Vice Chancellor, the Examination Discipline committee shall re-examine the connected materials and submit its report to the Vice-Chancellor. The Vice-Chancellor will, after careful consideration of all facts/ evidences, pass order on merit of the case. The decision of the Vice Chancellor shall be final and binding to all concerned. The orders of Vice Chancellor thereon will be communicated to the COE and to the aggrieved appellant candidate/ examinee concerned through the Pro Vice-Chancellor
12. Any candidate punished for malpractice/ using unfair means in the examination will not be eligible for University scholarships, awards, prizes, medals etc.
13. The confiscated devices used for malpractice shall be returned to the candidate on request by the candidate through the Pro Vice-Chancellor, after the candidate clears the course/ courses which were cancelled as a penalty for possessing the device or copying from the device. However the devices shall not be returned in the event of litigation in the Court of law.

EXAMINATION GRIEVANCE REDRESSAL

The following University Examination related grievances/complaints may be addressed to the Dean of Students for further action.

- i. Request for Photostat copy of answer scripts
- ii. Request for revaluation
- iii. Request for correction in certificates

RULES TO OBTAIN PHOTOSTAT COPY OF THE EVALUATED THEORY ANSWER SCRIPT(S)

1. The candidates of all programs of study, except Ph.D., are eligible to apply for issue of Photostat copy of evaluated theory answer script(s) of the University examinations held during the current session and for which results have been declared and statement of marks/Grade card issued.
2. Photostat copy of OMR answer sheet of MCQ section will not be issued, as the OMR answer sheet is evaluated by OMR image scanner.
3. Application should be submitted in the prescribed format **(Form No.1)** along with the prescribed fee and a downloaded copy of the result through proper channel, i.e., the Dean /Principal/Course Chair-Person, and Professor and Head of the Department concerned. It should reach the University Office (student services section) within 3 (three) working days from the date of uploading the statement of marks/Grade card. (Application should not be sent directly to the Office of the Controller of Examinations).
4. On receipt of the document, the Controller of Examinations will arrange to provide the Photostat copy of the evaluated theory answer script(s) to the candidates, through proper channel, within 2 (two) working days.

RULES REGARDING REVALUATION OF THEORY ANSWER PAPERS

1. Only the candidates who have appeared for the recently held examination(s) in undergraduate and postgraduate courses (except Ph.D.) are eligible to apply for revaluation.
2. The revaluation shall be done only for theory papers and not for practical/clinical/oral examination.
3. Revaluation of university theory paper(s) is **NOT PERMISSIBLE**, if there are two papers for a course and the candidate has appeared for one paper only (e.g. Anatomy I & Anatomy II).
4. The application for revaluation should be submitted in the prescribed format **(Form No.2)** along with prescribed fee and the downloaded copy of the result card issued by the University, through the Dean/ Principal of the college/Chair-person and Professor and Head of the department concerned, It should reach the University Office (student affairs section) within 7 working days from the date of

publication of result or date specified in circular issued along with the results. If any application is sent directly to the office of Controller of Examinations it will not be considered.

5. On receipt of all the required documents, the Controller of Examinations shall arrange for revaluation.
6. The fee once paid, for revaluation of theory answer script(s) will not be refunded on any account.

REQUEST FOR CORRECTION / DUPLICATE CERTIFICATES

- (i) Request regarding any correction of printing/factual errors in the statement of marks regarding the name, sex or date of birth (with proof) should be made by the candidate within 10 working days from the receipt of the statement of marks for the first semester/first year examination. If the error in a mark statement / certificates issued to a candidate has occurred due to oversight by the office and if it is found out / pointed out subsequently, fresh mark statement / certificates shall be issued without charging fee. Any other changes in the certificates requested by the candidate shall be made on payment of prescribed fee and provision of relevant supportive documents.
- (ii) The defective Mark statement / certificates shall be surrendered to the office of COE through student services section.
- (iii) Any request for correction in name shall be made with relevant evidence (e g. gazette copy mentioning the change). The changes shall be made only in the certificates issued after the date of the gazette.
- (iv) To obtain any corrected certificates / copies connected with the University examinations, a written requisition should be submitted, giving reasonable period for the office to process the same.

DUPLICATE DEGREE WILL NOT BE ISSUED AS A MATTER OF COURSE. IN EXTRAORDINARY CIRCUMSTANCES, IN CASE OF LOSS OF DEGREE CERTIFICATE THE CANDIDATE SHALL SUBMIT THE FOLLOWING DOCUMENTS FOR CONSIDERING ISSUE OF DUPLICATE DEGREE CERTIFICATE:

- a. Request letter addressed to Pro Vice-Chancellor for issue of duplicate Degree certificate
- b. Payment of prescribed fees (will be intimated by Office)
- c. A sworn affidavit on Non-Judicial Stamp Paper, duly notarized by a Notary Public, narrating the circumstance under which the loss occurred and undertaking that in the event of the original being found, that he/she will surrender the duplicate degree certificate to the Deemed University.
- d. Enclose proof of evidence of damage/ loss (copy of First information report from the police station concerned).

On submission of the above, the Office of COE will issue the duplicate certificate indicating that it is '**DUPLICATE**'.

The reissue shall be recorded in a separate register in the Office of the COE

The following University Examination related grievances/complaints may be addressed to the respective Dean/Principal/Chairperson for further action.

- a. Question paper related grievance
- b. Grievance related to conduct of examination

APPENDIX – II A

LIST OF MALPRACTICES/USE OF UNFAIR MEANS BY THE CANDIDATES IN CONNECTION WITH UNIVERSITY EXAMINATIONS

Sl. No.	Nature of malpractice	Penalty liable to be imposed
1	Talking/communicating by an examinee to another candidate or any person inside or outside the examination hall, either directly or through any gadgets during the examination hours, inspite of instructions of Hall Superintendent/ supervisory staff.	Cancellation of the results of particular subject concerned. (which includes theory, practical/ clinical and oral)
2	Receiving answer or information or reading out or communicating the same, in any manner, to any other examinee in the examination hall.	Cancellation of the results of particular subject concerned. (which includes theory, practical/ clinical and oral)
3	Passing on answers or information or reading out or communicating the same, in any manner, to the examinee(s), either in the examination hall or from outside, by any non-examinee student or outsider including parent/relative for the benefit of the examinee(s).	(a)The matter will be referred to the Pro Vice-Chancellor who will initiate appropriate action. The Controller of Examinations will be informed of the action taken thereon in due course. (b)Cancellation of the results of particular subject concerned. (which includes theory, practical and oral)
4	Taking away the answer book(s) and/or continuation sheet(s) while leaving the examination hall, without handing over them to the Chief Superintendent/Hall Superintendent concerned.	Cancellation of the results of particular subject concerned. (which includes theory, practical/ clinical and oral)
5	a) Deliberately marking the examinee's identity by writing any words or making any peculiar marks/symbols/signs; or writing registration number on any page(s), other than the OMR sheet, in the answer booklet while answering. b) Writing irrelevant matters or using abusive words in the answer scripts.	For both (a) and (b)/any one of the (a) or (b): Cancellation of the results of particular subject concerned. (which includes theory, practical/ clinical and oral)
6	Making an appeal to the examiner through the answer book.	Cancellation of the results of particular subject concerned. (which includes theory, practical/clinical and oral)
7	(a) Possession of or having access to, or using of or copying from, bits of paper, books, records, notes, paper, scribbled writing pad or any other material, whether written, inscribed or engraved, or any other electronic gadgets/ devices	For (a)/(b)/(c) or any combined malpractice: Cancellation of the results of particular subject concerned. (which includes theory, practical/ clinical and oral)

	<p>including but not limited to cell phone, programmable calculator, pen-drive, storage device, wifi-dongle etc., enabling a candidate in answering any part of the question paper.</p> <p>(b) Copying from bits of papers or text books or any other source as mentioned above.</p> <p>(c) Having any written matter on the palm, hand, leg or any other part of the body, handkerchief, clothing, socks, belt, instrument box, identity card, hall ticket, scales, etc.</p>	
8	<p>(a) Passing on or attempting to pass on, during the examination hours, answer/ solution to a question, or a part thereof, to any candidate.</p> <p>(b) Passing on any article including electronic device/optical dense, scale, eraser etc., to any examinee.</p> <p>(c) Writing the answers/hints on the question paper/hall ticket and passing it to any candidate in the examination hall.</p> <p>(d) Possessing the question paper of another candidate containing answers/hints written on it.</p>	<p>For any (a) to (d) or any combined malpractice: Cancellation of the results of particular subject concerned. (which includes theory, practical/ clinical and oral)</p>
9	<p>(a) Leaving the examination hall before the stipulated time after the commencement of the examination in spite of instructions given by the Chief Superintendent/Hall Superintendent.</p> <p>(b) Writing the examination even after the final bell is rung/several warnings given to stop writing.</p>	<p>For (a) and (b)/(a) or (b): Cancellation of the results of particular subject concerned. (which includes theory, practical/ clinical and oral)</p>
10	<p>(a) Concealing, tearing off, destroying, disfiguring, swallowing any bits of written material; running away with any material, causing disappearance of or attempting to do any of the above acts relating to any book, notes, paper or other materials or devices including cell phone, in connection with answering any question in the examination hall.</p> <p>(b) Destroying any evidence pertaining to the above acts.</p>	<p>For (a) and (b)/ (a) or (b): Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/clinical and oral) taken by the candidate(s) concerned in that session.</p>
11	<p>If during the examination, any attempt is made by a candidate or on his/her behalf by an outsider, to influence or interfere with, directly or indirectly, with the discharge of duties of the Chief Superintendent/Hall</p>	<p>In respect of an examinee: Cancellation of the results of the whole examinations in all subjects taken by the candidate(s) concerned in that</p>

	Superintendent/ other personnel involved in the University examinations.	<p>session. which includes theory, practical/ clinical and viva)</p> <p>In respect of an outsider: If the outsider is a parent/non-examinee student/any other person, the matter shall be referred to the Pro Vice-Chancellor who will initiate appropriate action. The Controller of Examinations will be informed of the action taken thereon, in due course.</p>
12	<p>a) Facilitating the other candidate(s) to copy from his/her answer script.</p> <p>b) Possession of another candidate's answer book and/or actual evidence of copying from there.</p>	<p>For (a)/(b) or combined malpractice: Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/ clinical and oral) taken by both the candidates concerned in that session and also debarring the candidates from appearing for the subsequent university examinations session.</p>
13.	Bringing into the examination hall an answer book or a continuation sheet, or taking out or arranging to send an answer book or continuation sheet, or replacing or attempting to get replaced the answer book or continuation sheet, during or after the examination by the examinee with or without the help of any outsider or in connivance with any person connected with examination or through any other agency, whatsoever.	<p>In respect of an examinee: Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/ clinical and oral) taken by the candidate(s) concerned in that session and also debarring the candidate from appearing for the subsequent session of the University examinations.</p> <p>If the outsider is a parent/non-examinee student/any other person: The matter shall be referred to the Pro Vice-Chancellor who will initiate appropriate action. The Controller of Examinations will be informed of the action taken thereon in due course.</p>
14	<p>a) Approaching or influencing directly or indirectly a question paper-setter, examiner, evaluator, moderator, tabulator, or any other person connected with the University examination to leak out the question paper or any part thereof or to enhance marks or favourably evaluate, or to change the award in favour of the candidate.</p> <p>b) Offering or actually paying cash or in kind or any form of inducement to anyone connected with the conduct of University examinations or the valuation</p>	<p>For (a)/(b)/(c)/(d) or any combined malpractice:</p> <p>i. Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/clinical and oral) taken by the candidate(s) concerned in that session and also debarring the candidate(s) from appearing from the subsequent session of the University examinations.</p> <p>ii. If the outsider is a parent/ non-examinee student/ any other</p>

	<p>of the answer books or using other methods to secure unfair or unlawful advantage.</p> <p>c) Any insertion in the answer-booklet including currency notes/ bank cheques/ other material in an attempt to bribe any of the person(s) connected with the conduct of examinations.</p> <p>d) Intimating the contact address / telephone number etc., to the examiner in the answer script.</p>	<p>person: The matter shall be referred to the Pro Vice-Chancellor who will initiate appropriate action. The Controller of Examinations will be informed of the action taken thereon in due course.</p> <p>Note: This money shall be credited to the University Fund.</p>
15	<p>a) Abusing, insulting, threatening or intimidating any candidate during the examinations.</p> <p>b) Assaulting/injuring any candidate in the examination hall.</p>	<p>a. Cancellation of the results of the whole examinations in all the subjects taken (which includes theory, practical/ clinical and oral) by the candidate(s) concerned in that session and also debarring the candidate from appearing for the subsequent session of the University examinations.</p> <p>b. Cancellation of the results of the whole examinations in all the subjects taken by the candidate(s) (which includes theory, practical/clinical and oral) concerned in that session and also debarring from appearing for the subsequent two sessions of the University examinations.</p> <p>c. In addition to the above, the matter shall be referred to the Pro Vice-Chancellor who will initiate appropriate action including reporting to Police depending upon severity of the case, after obtaining permission of the Vice-Chancellor. The Controller of Examinations will be informed of the action taken, in due course.</p>
	<p>Carrying into the examination hall, any kind of weapon/object, which may harm anyone.</p>	<p>a. Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/ clinical and oral) taken by the candidate(s) concerned in that session and debarring from appearing from the subsequent two sessions of the University examinations.</p> <p>b. In addition to the above, the matter</p>

		shall be referred to the Pro Vice-Chancellor who will initiate appropriate action including reporting to Police depending upon severity of the case, after obtaining permission of the Vice Chancellor. The Controller of Examinations will be informed of the action taken, in due course.
17.	Abusing, insulting, threatening or misbehaving, disobeying the lawful instructions given by the Chief Superintendent/Hall Superintendent, or any members of the supervisory staff at the examination hall.	Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/clinical and oral) taken by the candidate(s) concerned.
18.	Intimidating, assaulting or injuring the Chief Superintendent/ Hall Superintendent/ any other personnel involved in examination duties, with or without any weapon/object.	<p>In respect of examinee: Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/clinical and oral) taken by the candidate(s) concerned in that session and debarring the candidate from appearing for the subsequent sessions of the University examination for three years.</p> <p>In respect of the non-examinee student/ outsider: The matter shall be referred to the Pro Vice-Chancellor who will initiate appropriate action including reporting to Police depending upon severity of the case, after obtaining permission of the Vice-Chancellor. The Controller of Examinations will be informed of the action taken, in due course.</p>
19.	Impersonating any candidate to take/appear for the theory/ practical/ clinical and oral examinations conducted by the University.	<p>a) Cancellation of the results of the entire examinations in all the subjects (which includes theory, practical/clinical and oral) taken in that session in respect of the concerned examinee for whom impersonation was done and also debarring him/ her from appearing for the University Examinations for two years.</p> <p>b) If the person who impersonates is a student of the University, suitable action will be taken against such student by the Pro Vice-Chancellor.</p> <p>c) If the person who impersonates is an outsider, suitable action will be</p>

		taken by the Pro Vice-Chancellor to inform the Police, after obtaining permission of the Vice Chancellor.
20.	Insertion of pre-written answer papers.	Cancellation of the results of the whole examination in all the subjects taken in that session (which includes theory, practical/clinical and oral) in respect of the examinee concerned and also debarring him/her from appearing for the University Examinations for one year.
21.	Smoking, possessing and using drugs/alcoholic items in the examination hall.	Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/ clinical and oral) taken by the candidate(s) concerned in that session and also debarring him/her from appearing for the subsequent university examinations for one year.
22.	<p>(a) Forging a document or using it, in part or full, on knowing it to be a forged one, in relation to any matter connected with the University examinations.</p> <p>(b) Amending/adding/deleting any answers in the Photostat copy of evaluated answer scripts.</p> <p>(c) Makes false claim/ representation or uses forged/ fake document(s) pertaining to his/ her eligibility to appear at the examination.</p>	<p>For (a), (b) and (c) or any one of the malpractice:</p> <p>Cancellation of the results of the whole examinations (which includes theory, practical/clinical and oral) taken by the candidate(s) concerned in that session and also debarring him/ her from appearing for the subsequent University examinations for two years.</p>
23.	Mass copying in the examination hall	Cancellation of the results of the particular subject (which includes theory, practical/clinical and oral) for all the candidates indulged in mass copying.
24.	Forging/tampering with the statement of marks, consolidated mark statement, provisional and degree certificates issued by the University.	<p>The matter will be referred to the Police by the Pro Vice-Chancellor for further action after obtaining permission of the Vice- Chancellor.</p> <p>b) The tampered certificate(s) will be retained in the University and a duplicate copy will not be issued till the criminal case is settled by the Police/Court.</p>
25.	Counterfeiting of the University/COE's seal or answer-booklets or stationery used in the University examinations.	Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/ clinical and oral) taken by the candidate(s) concerned in that session and also

		<p>debarring him/her from appearing for the subsequent two sessions of the University examinations.</p> <p>The matter will be referred to the Police by the Pro Vice-Chancellor for further action after obtaining permission of the Vice- Chancellor.</p>
26.	When a candidate on permission goes to the rest room during the examination and if found to be possessing incriminating material/ indulging in any malpractice.	Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/ clinical and oral) taken by the candidate(s) concerned in that session and also debarring him/her from appearing for the subsequent session of the University examinations.
27.	Presenting a thesis, dissertation, clinical/practical or class-work record-book not prepared, either fully or partly, by the candidate himself/herself, i.e., plagiarism.	Cancellation of the results of the whole examinations in all the subjects of the candidate of that session (which includes theory, practical/ clinical and oral) and also his/her thesis/project work record/ dissertation, clinical/ practical or class work record book, etc.
28.	Involvement by Ph.D. candidate in malpractice in dissertation/thesis work (plagiarism).	Cancellation of the Ph.D. registration forever.
29.	Damaging the furniture/any other property of the University before/ during/after the examinations.	<p>Cancellation of results of the whole examinations (which includes theory, practical/clinical and oral) in all the subjects of that session.</p> <p>The matter will be referred to the Police by the Pro Vice-Chancellor for further action after obtaining permission of the Vice- Chancellor.</p>
30.	Any other acts constituting malpractices/ unfair means reported during theory/ practical/clinical/oral examination.	Any of the above penalties depending upon the severity/ nature of malpractice.
31.	Repeated indulging in malpractice/ using unfair means.	Cancellation of the results of the whole examinations in all the subjects (which includes theory, practical/ clinical and oral) taken by the candidate concerned in that session and also debarring him/ her from appearing for the subsequent University examinations for two years.

Any student punished for malpractice/ using unfair means in the examination will not be eligible for University scholarships, awards, prizes, medals etc.

Appendix- IV
FORM No. 1



SRI RAMACHANDRA
INSTITUTE OF HIGHER EDUCATION & RESEARCH
(Deemed to be University)
Porur, Chennai - 600 116.

**APPLICATION FORM FOR ISSUE OF PHOTOSTAT COPY OF
EVALUATED THEORY ANSWER SCRIPT(S)**
(Applicable only for theory component of the course/subject)

Name of the Candidate:	D.O.B. :
Program :	Registration No. :
Year/Semester of exam:	
course title :	

I hereby apply for issue of Photostat copy of the following evaluated answer script(s) of the theory paper(s) in the University Examination conducted during (Month and Year) _____.

Fill up the name of the paper and put tick (✓) mark for pass/fail column:

Sl. No.	Course/ Subject Code	Course/Subject Title	Theory		Practical/ Clinical/Oral	
			PASS	FAIL	PASS	FAIL

DECLARATION

I declare that I have read and understood clearly the rules of the Deemed University regarding the issue of Photostat copy of evaluated theory answer script(s) to the candidates and that I shall abide by them.

Place :

Date:

Signature of the Candidate

Encl.:

- Amount paid Rs.-----
- Cash /DD Receipt (DD drawn in favour of SRIHER (DU), payable at Chennai)
- Cash Receipt No. ----- Date-----
- D.D. No.-----Date-----
- Copy of Statement of Marks/Grade Card

(FOR OFFICE USE ONLY)

ENDORSEMENT – I

Certified that the above candidate is eligible to apply for obtaining photostat copy of the evaluated theory answer script(s) as per the guidelines.

Signature of the Professor and
Head of the Department with seal

Signature of the Principal/Dean
Course Chair-person with seal


Date:

Date:

ENDORSEMENT - II

Forwarded to the Controller of Examinations for necessary action.

Dean of Students
Date:

	SRI RAMACHANDRA INSTITUTE OF HIGHER EDUCATION & RESEARCH (Deemed to be University) Porur, Chennai - 600 116.					
APPLICATION FORM FOR REVALUATION OF THEORY ANSWER PAPERS (Applicable only for theory component of the course/subject)						
Name of the Candidate	:		D.O.B.	:		
Program	:		Registration No.	:		
Year/Semester of exam	:					
Course title	:					
I hereby apply for revaluation of the following answer script(s) of the theory paper(s) in the University Examination conducted during (Month and Year) _____. Fill up the name of the paper and put tick (✓) mark for pass/fail column:						
Sl. No.	Course/Subject Code	Course/Subject Title	Theory		Practical/Clinical/Oral	
			PASS	FAIL	PASS	FAIL
DECLARATION						
I declare that I have read and understood clearly the rules of the Deemed University regarding revaluation of theory answer script(s) and that I shall abide by them. Place : _____ Date : _____ Signature of the Candidate _____ Encl.: _____ Amount paid Rs.----- Cash /DD Receipt (DD drawn in favour of SRIHER (DU), payable at Chennai) Cash Receipt No. ----- Date----- D.D. No.-----Date----- Copy of Statement of Marks/Grade Card						

(FOR OFFICE USE ONLY)

ENDORSEMENT – I

Certified that the above candidate is eligible to apply for obtaining photostat copy of the evaluated theory answer script(s) as per the guidelines.

Signature of the Professor and
Head of the Department with seal

Signature of the Principal/Dean
Course Chair-person with seal

Date:

Date:

ENDORSEMENT - II

Forwarded to the Controller of Examinations for necessary action.

Dean of Students
Date:

SRI RAMACHANDRA

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(DEEMED TO BE UNIVERSITY)

PORUR, CHENNAI - 600 116.

REVISED FEE STRUCTURE FOR UNIVERSITY EXAMINATION WITH EFFECT FROM 20th FEB 2020 FOR THE APRIL 2020 UNIVERSITY EXAMINATION ONWARDS

Course	Fee
1 Category: <u>Higher Speciality(D.M. /M.Ch.)</u>	
Fees for	Rs.7,000/- per Theory Rs.15,000/- Clinical
• Examination	
• Dissertation	Rs.7,000/-
• Application	Rs.500/-
• Statement of Marks	Rs.500/-
2 Category: <u>Postgraduate Degree</u> <u>(Medical/Dental)</u>	
Fees for	Rs.6,000/- per Theory Rs.10,000/- Clinical
• Examination	
• Dissertation	Rs.6,000/-
• Application	Rs.500/-
• Statement of Marks	Rs.500/-
3 Category: <u>Postgraduate Degree (PG-</u> <u>Paramedical & Engineering and Technology)</u>	
Fees for	
▪ Examination (Semester Pattern) [Pharmacy/Speech Hearing/Audiology]	Rs.1,750/- per Theory Rs.2,000/- per Practical
▪ Examination (Year Pattern) [Nursing /Pharm.D. (PB) / Pharm.D.(Doctor of Pharmacy IV & V Yr]	Rs.3,000/- per Theory Rs.2,000/- per Practical
▪ Examination (Year Pattern) M.Phil Clinical Psychology / M.Sc. Clinical Embryology	Rs.3,000/- per Theory Rs.3,000/- per Practical
Examination [Other Health Sciences (CBCS) & Engineering and Technology]	Rs.2,500/- per paper (Theory – Rs.1,250) (Practical – Rs.1,250)
Dissertation	Rs.5000/-
Application	Rs.500/-
Statement of Marks	Rs.500/-
Consolidated Mark Statement	Rs.3000/-
4 Category:	
Fees for	Rs.2,000/- per Theory Rs.2,500/- per Clinical
▪ Examination	
➤ M.B.B.S. / M.Sc. Non Clinical	Rs.1,500/- per Theory Rs.2,000/- per Clinical
• B.D.S.	
<u>M.B.B.S. & B.D.S.</u>	
• Application	Rs.500/-
• Statements of Marks	Rs.500/-
• Consolidated Mark Statement	Rs.3,000/-

5 Category: <u>Undergraduate Degree (UG- Paramedical, Nursing (semester pattern & Engineering and Technology)</u> Fees for ▪ Examination (Semester Pattern) [Pharmacy/Speech Hearing/ Engineering/ Nursing-semester pattern]	Rs.500/- per Theory Rs.500/- per Practical
▪ Examination (Year Pattern) [B.Sc.Nursing/B.Sc. Nursing (Post Basic)]	Rs.750/- per Theory Rs.500/- per Practical
• Pharm.D.(Doctor of Pharmacy I to III Year)	Rs.850/- per Theory Rs.400/- per Practical
• Project Fee (B.Pharm/ Speech Hearing)	Rs.750/-
• Examination [BOT & Other Health Sciences (CBCS)]	Rs.600/- per paper (Theory – Rs.300/- Practical – Rs.300/-)
• Application	Rs.500/-
• Statement of Marks	Rs.500/-
• Consolidated Mark Statement	Rs.3,000/-
6 Category: <u>Hospital Ward Technician Course</u>	
• Examination	Rs.100/- per paper
• Application	Rs.50/-
• Statement of Marks	Rs.100/-
7 Category: <u>Other Fee (Common to all)</u> Change of name in the statement of Marks (Gazette copy to be encl.)★	Rs.3,500/- each
Provisional Certificate	Rs.600/- each
Bridge Course Examination	Rs.300/- per paper
Registration (New admission)	Rs.3,000/-
Condonation	Rs.3,000/-
Convocation (In person)	Rs.6,000/-
Convocation (In Absentia) in India/post	Rs.6,000/-
Convocation (In Absentia) in Abroad	Rs.7,500/-
Duplicate Statement of Marks ★	Rs.1,500/- each
Duplicate Provisional Certificate★	Rs.1,200/- each
Duplicate Consolidated Marks Statement★	Rs.6,000/-
Duplicate Convocation Certificate★	Rs.10,000/-
Duplicate Hall ticket	Rs.100/-
Revaluation	All UG & PG (Other than Medical/ Dental) Rs.3,000/- per paper PG Medical/Dental/M.Phil/ Higher Specialities Rs.4,000/- per paper
Retotalling	Rs.1,500/- per paper
Photostat copy of evaluated theory answer script(s)/Rank Certificate	Rs.1,000/- per paper
Degree certificate prior to convocation	Rs.50,000/-
8 Category: Late Fee for remittance of Examination Fee Late Fee (within 7 days from the last date)	Rs.100/-
Late Fee (within 8-12 days from the last date)	Rs.500/-
Late Fee (within 13-15 days from the last date)	Rs.1,000/-

★ Search fee of Rs.300/- will be collected as an additional fee for each retrospective year(s)

Controller of Examinations

8. RULES FOR HOSTEL STUDENTS

There are separate Hostel facilities available in the campus for males and females to accommodate more than 4,000 students of various disciplines. The hostels are equipped with uninterrupted power and water supply, Wi-Fi, study hall, laundry service, mess, cafeteria, indoor sports etc. apart from the support staff including wardens, security personnel, maintenance staff and housekeeping personnel. The rules and regulations of the hostels are followed strictly and students are also expected to abide by them. The serenity of the hostels with the lush of greenery by the abundance of flora and meadows makes the hostels a pleasant and memorable place to continue the education.

HOSTEL ADMINISTRATION

The Hostel Committee is responsible for the hostel administration of the Deemed to be University and the policies framed are executed by the following persons.

- a. Chief Warden
- b. Resident Wardens
- c. Deputy Resident Wardens
- d. Assistant Resident Wardens

The above are assisted by the support staff of the Deemed to be University in the discharge of their responsibilities. Assistant wardens are available round the clock in the hostel premises. All hostels are to be managed by resident wardens who reside within the Deemed to be University campus. Students may approach any of the above named officials for help, guidance and any other assistance at any time of the day.

(a) Sri Ramachandra Institute of Higher Education and Research (Deemed to be University) strives hard to provide the best possible hostel environment for studies and all round personality development. Students are requested to co-operate with the hostel administration and follow all the rules and regulations to facilitate their comfortable, enjoyable and safe stay in the hostel. A hostel inmate will continue to enjoy the privileges of being an inmate so long as he/she follows the rules and regulations of the hostel and there is no rent due from him/her.

(b) The Deemed to be University reserves the right to change/amend the rules from time to time. Students will be informed of the changes through general circulars displayed on the hostel notice boards.

All inmates of the Hostel shall observe the following rules for the smooth and efficient running of the hostel and for their comfortable stay:-

1. ACCOMMODATION

(a) Hostel accommodation can be availed only by the bonafide students of the institute. The students are entitled to hostel accommodation as long as they are full time registered students.

(b) At the time of admission to hostel, each student is required to submit a duly completed personal data form. The telephone number of the parent with the STD code and email id must be provided. The students will be permitted to have only one local guardian whose details will be submitted. Any change of address/telephone number of parent or local guardian must be immediately intimated to the hostel office. It will be the responsibility of students to keep their personal data form updated at all times.

(c) Allotment of rooms will be made as per availability of rooms. No preferential allotment of rooms will be made.

(d) As far as possible, undergraduate students and post graduate students/interns will be housed in separate blocks of the hostel. To the extent possible, students from the same course will be allotted rooms in the same hostel blocks.

(e) Shifting of rooms: The students may be asked to shift any time during the course of study for administrative reasons. No representations will be entertained in this regard.

(f) Rooms once allotted to students for an academic year will not ordinarily be changed except under special, circumstances approved by the resident warden or chief warden.

(g) Any student who is removed from the rolls of the institute/rusticated from Deemed to be University on disciplinary grounds will automatically cease to be a resident of the hostel. Such students shall forthwith vacate the hostel accommodation immediately.

Note: HOSTEL FEES WILL NOT BE REFUNDED FOR STUDENTS WHO ARE REMOVED FROM THE HOSTELS ON DISCIPLINARY GROUNDS.

(h) If a student staying in the hostel is suspended from the Deemed to be University as part of any disciplinary action, he/she will be automatically removed from the hostel.

(i) Students who fail in three consecutive Deemed to be University examinations will not be allowed to retain hostel accommodation. Accommodation may be provided once they pass subject to availability

(j) Students are expected to stay in the rooms allotted to them. In case of an occasional requirement of staying in a friend's room, the respective wardens should be duly intimated by the student.

2. VACATING THE HOSTEL ACCOMMODATION

(a) Students must vacate the hostels within one week from the date of completion of the course.

(b) If any student wishes to vacate before completion of the course, an application form duly signed by the parent has to be submitted. The parent need to be physically present at the time of leaving.

(c) The students who completed the course shall submit the hostel vacating form. in triplicate. When a student vacates hostel he / she has to fill a prescribed vacating form and hand over the room key at the hostel office failing which he / she will be continued to be charged for the room until he / she vacates the hostel officially

(d) The furniture and fixtures as per inventory list must be handed over to the designated staff member of the hostel. Any deficiencies/breakages and damage to walls, fixtures etc. will be made good by the student by paying such amount, as may be decided by the maintenance department.

(e) If a student vacates hostel during the course voluntarily or by the order of authority he / she will not be permitted for readmission into the hostel.

3. Hostel Fee:

All students will pay all stipulated hostel fees/room charges at the beginning of the academic year. A copy of the fees receipt should be given to the hostel office for filing in the students' record file. If they fail to remit the hostel fees, they will not be permitted to stay in the hostel.

4. Entry/Exit from Hostels:

Biometric attendance recorders are placed in all hostels. All entry/exit places in hostels are under surveillance of closed circuit cameras. Hostel entry/exit doors are controlled by biometric readers. Students are required to punch in/out at the times of their entry to /exit from hostels.

5. Out pass from Hostels:

All students planning to go outside the main gate of the Deemed to be University campus, have to enter their particulars in the out pass register kept in the hostel office. They should return before 9.00 p.m. Entry should be made on arrival.

6. Leave /Stay out from Hostel:

The parent of the student has to mail/send SMS OR Whatsapp message to the assistant resident warden of the block from his/her email id/mobile number given to the hostel office at the time of admission. The student has to write in the STAY OUT REGISTER while leaving and coming back. They have to mention about the expected day of arrival also. If there is extension of their stay it should be informed through parents. No excuse whatsoever will be accepted for not entering the particulars in the register. Ignorance of rules, leaving in a hurry etc., will not be accepted as valid excuse.

7. Gate Closing Time:

Gate closing time for the hostels is 9 p.m. Students will not be allowed to go outside after 9 p.m. Students shall ensure that they are inside the respective hostels by 9 pm. Defaulters will invite disciplinary action.

8. Attendance in Hostels:

The students should give their attendance between 8pm and 9pm in the hostel office. They are not permitted to go out after giving attendance. If they fail to do so they are liable to be marked as absent with attendant disciplinary action. No excuses whatsoever will be entertained in this regard.

9. Absence from Hostel:

No unauthorized absence from hostel is permitted on any day including weekends and holidays. The wardens are authorized to telephonically contact the local guardians/parents to verify the safety of the students. Students who ignore this directive will be warned and intimation will be sent to parents. Students who repeatedly ignore this directive will not be permitted to stay in the hostel premises. The decision of the Deemed to be University administration will be final and binding on all inmates of hostels.

10. Hostel Property/Fixtures/Fittings:

(a) Inmates should not remove any furniture from the rooms and no extra furniture can be brought in from outside.

(b) Tampering with fixtures and electrical connections in the rooms allotted is strictly prohibited.

(c) No poster or picture should be stuck inside and outside the room either on the walls or on the windows or anywhere around the premises of the hostel or College.

(d) Students should take care of hostel property. Any damage to hostel buildings, property, furniture, fixtures or walls. The damage caused by them will be fined for.

(e) Air conditioners, lights and fans should be switched off by hostel inmates when not in the room.

(f) The inmates are advised to make sure that they close the taps after use in order to avoid wastage of water

(g) All rooms, corridors, toilets etc. must be kept clean and any student who violates the rule will not be allowed to stay in the hostel.

(h) Wastes are to be disposed off in the dustbins provided. The student is liable to be fined if this rule is violated.

11. Electricity Supply:

All hostels are provided with reliable electricity connections. All hostel complexes are also provided with backup generator power in the event of main electricity grid failure. Power supply for air conditioners and geysers will not be provided during college working hours.

12. Maintenance of rooms, toilets & bath rooms:

- (a)** The students should keep their rooms neat and tidy at all the times.
- (b)** Students should maintain hygienic habits of maintaining the bath rooms and toilets so that it is presentable to the next user.
- (c)** The students should be available in their rooms for the house keeping staff to clean the rooms as per the schedule.
- (d)** All complaints regarding room cleaning, any maintenance, toilets, water supply, AC and power supply should be made to the assistant resident warden in writing through the register of complaints kept in the hostel office.
- (e)** The students should be available in their rooms between 4pm-7pm for the maintenance complaints to be rectified. Coordination with warden is essential.

13. Electric appliances:

- (a)** No cooking appliances, individual hotplates and microwaves are permitted in the hostel rooms. Cooking is strictly prohibited within the hostel.
- (b)** Iron boxes, personal televisions, refrigerators, air conditioners, electrical heating systems, immersion rod, home theatre systems etc are not permitted.
- (c)** Such electric and electronic items, if found in hostel rooms, will be confiscated and returned only if inmate takes it out of the hostel for disposal. A monetary fine will also be imposed.

14. Visitors/Local guardians/Parents:

- (a)** No guest or day scholar will be permitted to the hostel room.
- (b)** Visitors may be allowed in the visiting hall of respective hostel between 4.00p.m and 7.00 p.m. with prior permission of warden only.
- (c)** Mother of the girl student is permitted to her daughter's room between 4pm and 6 pm for 2 hours once in 2 months with the permission of the warden and after making due entry in the register.

15. Dining:

- (a)** Canteen and mess facilities for dining are available in the hostel complexes. For enrolment in the mess students have to make direct payment prior to hostel admission.
- (b)** Dining services will be provided only in the mess and there will be no room service.
- (c)** Cafeterias are available during night within the hostels between 9 pm and 1 am. Snacks, coffee/tea etc., will be available in these night cafeterias.

16. Sickness/Medical Aid/Treatment:

(a) Whenever any hosteller falls sick the same should be reported by him/her to the warden who will provide all necessary assistance to get appropriate treatment or medicines.

(b) Students of the Deemed to be University are provided with health insurance cover. While insurance cover provides basic health care, some charges may not be covered by insurance. Payment of such charges will be the responsibility of the student/parents/local guardians.

(c) Any student falling sick while on leave will immediately inform Deemed to be University administration by phone. Upon return from leave, students will furnish proof of hospitalization in the form of medical certificate from Registered Medical Doctors only. Medical certificates will in all cases be signed by Medical Practitioners having degree of MBBS and above only. Medical registration number of the treating doctor and his/her contact phone/mobile number should invariably be written in the medical certificate.

17. Smoking, Alcohol abuse, Drugs & Narcotic substances:

(a) Smoking or consumption of alcoholic beverages or use of banned materials inside the College, Hostel and Campus is strictly prohibited. Any violation on the part of the students will be viewed very seriously and they will be suspended from the college immediately pending enquiry and in the case of hostellers, they will be expelled from the hostels immediately. Such students will not be permitted to attend classes/sit for examinations and enter the campus without the written permission of the authorities.

(b) Possession or consumption of any harmful and intoxicating drugs/substance by students in any form is prohibited. All performance-enhancing drugs are also prohibited. It is the duty of students to the Deemed to be University and society to inform the authorities about other student (s) indulging in such activity. Students found in the company of other students indulging in this activity or allowing fellow students to consume prohibited substances in their rooms will be deemed to have committed an equally serious offence and thus be liable to the same punishment. All offences under this category will invoke very severe disciplinary punishments which includes expulsion from Deemed to be University/hostel and/or heavy fines. Punishments for violation of this rule are as follows:-

- a) Fine up to Rs.25,000/-
- b) Suspension from Hostel and College
- c) Expulsion from Deemed to be University/Hostel permanently

Note: Hostel fees will not be refunded for students who are removed from the hostels on disciplinary grounds.

18. Vehicle parking:

(a) There is no requirement for students staying in hostels to get personal vehicles. In the interest of safety of students, the Deemed to be University authorities strongly advise parents not to provide vehicles to their wards. Parents and students ignoring this directive will do so at their own risk. The Deemed to be University administration takes no responsibility of safety and security of personal vehicles in the hostel premises.

(b) Students' vehicles should be parked in the designated vehicle parking area only. Haphazard parking will invite fine and other remedial action like towing.

(c) All students keeping vehicles in the hostels will provide details of the vehicle (Two-wheeler or car) to hostel staff. Students will be issued vehicle stickers which will be affixed to vehicles. Only one vehicle sticker per student will be issued. Vehicles without vehicle stickers will be denied entry to hostel areas by security staff.

19. Personal belongings:

(a) All students are advised to lock up their personal belongings. Valuables and large amounts of money should not be kept in the hostel. It is the sole responsibility of the inmates to keep under lock personal belongings in the hostel during temporary absence or leave. The hostel authorities are not responsible for any loss of belongings, if any.

(b) Students are advised to use a good quality lock for their rooms. Students are advised not to give their room keys/duplicate room keys to their friends. Locks with combination numbers should not be used.

20. General:

(a) Mess /hostel workers/staff should not be used by students for personal errands

(b) All issues/complaints should be routed through hostel office only.

(c) Inmates shall keep their area noise/pollution free.

(d) Audio set, if used should be played in low volume without disturbing the neighbouring students. If the rule is violated, the sets will be confiscated and will be returned to the student only after the completion of the course

(e) Male hostellers should not wear shorts, bermudas and lungis outside the hostel rooms; Female students when coming out of the rooms should wear sarees / churidhar / salwar / full ankle length pants only.

(f) Students are not allowed to keep animal pets in the hostel.

(g) Violation of these rules and indulging in unlawful/illegal activities leads to disciplinary action which may include expulsion/ suspension /monetary fines. The decision of the Deemed to be University authorities will be final and binding on all students and their parents.

General damage to the hostel property will be the collective responsibility of all the residents and they will be required to make good such damage, if the students who caused the damage are not identified. Residents should not indulge in practices/activities which may endanger their own personal safety as well as those of others.

(h) Hostel wardens are authorized to check rooms of any inmate. They are also authorized to check the bags/baggage/belongings of students entering or leaving the hostel

(i) All students will be governed by the rules stated above and by those that will be framed from time to time during the academic year.

9. IMPORTANT NOTE

Every student who joins a course of study and who is already undergoing a course of study, should submit the following declarations (and any other declaration as may be prescribed from time to time, in accordance with the above rules), duly signed at the time of admission and also as and when required during the course of his/her study in the Deemed to be University

DECLARATION

I have read and understood the 1) Students Disciplinary Rules 2) Discharge of Students From Courses / Programs 3) Payment of Tuition and other Fees 4) General Rules 5) Long Absence Without Permission 6) Rules for Discontinuance From the Course of Study 7) University Examinations 8) Rules for Hostel Students 9) Important Note and I hereby undertake to abide these Rules in letter in spirit.

Countersigned by the Parent

Signature of the Student

Signature:

Signature:

Name:

Name:

Date:

Date:

GENERAL HOLIDAYS 2023-2024

Sl. No.	Public Holidays	Year	Date	Day
1.	Bakrid (Idul Azha)	2023	29.06.2023	Thursday
2.	Muharram		29.07.2023	Saturday
3.	Independence Day		15.08.2023	Tuesday
4.	Milad-un-Nabi		28.09.2023	Thursday
5.	Gandhi Jayanthi		02.10.2023	Monday
6.	Ayutha Pooja		02.10.2023	Monday
7.	Vijaya Dasami		24.10.2023	Tuesday
8.	Christmas		25.12.2023	Monday
9.	New Year's Day	2024	01.01.2024	Monday
10.	Pongal		15.01.2024	Monday
11.	Thiruvalluvar Day		16.01.2024	Tuesday
12.	Uzhavar Thirunal		17.01.2024	Wednesday
13.	Thai Poosam		25.01.2024	Thursday
14.	Republic Day		26.01.2024	Friday
15.	Good Friday		29.03.2024	Friday
16.	Telugu New Year's Day		09.04.2024	Tuesday
17.	Ramzan (Idu'l Fitr)		11.04.2024	Thursday
18.	May Day		01.05.2024	Wednesday

UNIVERSITY VACATION DAYS

From 24.12.2023 to 31.12.2023

From 16.05.2024 to 31.05.2024

ACADEMIC CALENDER 2023-2024

Each student can access the academic calendar through the Student Portal. The Calendar, in addition to having information regarding General Holidays and Vacation, will also include information on University / Faculty / Program specific activities and events.

These will be updated regularly and students are advised to access these pages regularly.