



# VKNRL SCHOOL OF NURSING

PONKAGRANT, NUMALIGARH  
DIST. GOLAGHAT, PIN- 785699, ASSAM



**PROSPECTUS**  
GNM PROGRAMME  
SESSION : 2019-20

VKNRL SCHOOL OF NURSING

**A CSR INITIATIVE OF NRL**



## MESSAGE FROM CHAIRMAN, VKNRL NURSING SCHOOL TRUST



S. K. Barua  
Managing Director  
Numaligarh Refinery Limited

VKNRL School of Nursing at Numaligarh is entering its 3rd year after successful academic sessions. This institute of learning has become a beacon of light to the numerous girl students who aspire to serve the society through the noble profession of Nursing. The setting up of this institute is in line with the Skill India Mission of Govt. of India—a sincere manifestation of NRL'S efforts towards skilling the youths in its neighborhood and the region as a whole, thereby opening floodgates of opportunities for their gainful employment. It is also NRL's contribution towards empowering women by providing the requisite skills to stand up on their own feet.

Nursing is by far one of the noblest professions on earth, possibly as old as the human civilization. Good nursing care is one of the cornerstones of a healthy society and a healthy world. The health sector in our country is growing in leaps and bounds leading to a dearth of trained and skilled nurses in the region and the country as a whole. I am hopeful that the nurses who emerge from this institution will be one of the best in the country, equipped with skills of the trade coupled with compassion and care to be of service to the sick and needy.

The state-of-the-art facilities of this Institute provides a conducive learning atmosphere which is complimented by dedicated staff, an ideal combination for all round development of the students, I am hopeful that the prospective candidates will hone their skills and develop themselves as good caregivers in the VKNRL School of Nursing , contributing to the society in ample measure.

I welcome you all to join the VK NRL School of Nursing and make the most of the world class facilities. I am sure you will have an invigorating learning experience here and equip yourselves with the skill sets that will hold you in good stead when you embark on your professional journey.

With sincere regards,

A handwritten signature in blue ink, appearing to read 'S.K. Barua', written in a cursive style.

S.K. Barua,  
Chairman, VKNRL Nursing School Trust



Namita Chetri  
Principal Incharge  
VKNRL School of Nursing

## FROM THE DESK OF THE PRINCIPAL

It gives me immense pleasure to welcome you to VKNRL School of Nursing, Numaligarh. Located in the midst of tea garden, the new institute is the cynosure of all eyes. VKNRL School of Nursing is a Corporate Social Responsibility initiative of Numaligarh Refinery Limited in collaboration with Vivekananda Kendra Kanyakumari through the establishment of VKNRL Nursing School Trust.

The progress of a country depends on the health of the citizens and education of Nurses contributes a lot to promote and maintain the health of the nation as a whole. Therefore competent nurses are in demand all over the world. Nursing is a service oriented profession and it is growing with current trends and technology. Trained Nurses help people in every walk of life. Mostly we see Nurses working in hospital settings giving care to ill patients. However, from world wide experience, it is seen that in nursing, career can take many forms apart from working in a hospital that includes working in schools, corporate houses, insurance companies, community settings, counselling centres etc with various roles and responsibilities. Nurses help individuals from before birth to the time of death, and even help family members cope with the loss of a loved one after death. Nurses are there for almost every imaginable situation involving the health or illness of a person. After completion of Diploma level programme, a competent student may pursue graduation, post-graduation, nurse practitioner and doctorate level courses in a variety of clinical and social disciplines. Our significantly well infrastructure institution imparts high quality professional education to young and aspiring candidates who have dedicated themselves to be efficient nurses and also meet the acute shortage of qualified and skilled nursing manpower

Our students excel in sports, curricular and co-curricular activities. Institute has an excellent, efficient, highly qualified and motivated faculty who plan meticulously all the curricular and co-curricular activities for the students.

Under the canopy of Vivekananda Kendra, we, along with the nursing education and practice also inculcate social and moral values, compassion for nature, pride for Indian culture and tradition and awareness for one's rights and duties so that the students will be good human beings and confident leaders. I intently believe that students would develop versatile personality during their stay in this temple of learning.

Discipline and hard work is the key to success. As Swami Vivekanada says "Take up one idea, make that one idea your life. Think of it, dream of it, Live on that idea let the brain, muscles, nerves, every part of your body be full of that idea, and just leave every other idea alone. This is the way to success". Be focussed on your goals, your concerted efforts with the able guidance of your teachers would definitely provide you a blissful and successful life.

With Regards

Namita Chetri  
Principal Incharge  
VKNRL School of Nursing

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**PROSPECTUS: VKNRL School of Nursing**



**Important dates**

Availability of Prospectus and online application	9 <sup>th</sup> July 2019 – 31 <sup>st</sup> July 2019
Checking of eligibility status online	5 <sup>th</sup> August 2019 - 14 <sup>th</sup> August 2019
Admit card Download	19 <sup>th</sup> August 2019 – 24 <sup>th</sup> August 2019
Date of entrance examination	1 <sup>st</sup> September 2019
Provisional Selection list	25 <sup>th</sup> September 2019
Counseling and Medical Check up	30 <sup>th</sup> September 2019
Admission	14 <sup>th</sup> October 2019
Commencement of the Course	21 <sup>th</sup> October 2019

**N.B.: The above mentioned dates are tentative.**

**Contact us:**

Office of the Principal, VKNRL School of Nursing, Numaligarh: 03776-265448  
Online Prospectus and Application Form is available in the Institute website at  
**[www.vknrlnursingschool.edu.in](http://www.vknrlnursingschool.edu.in)**

**WARNING**

***“Any attempt on the part of the Candidate to influence selection process, directly or indirectly, will be treated as a disqualification.”***

## INTRODUCTION

**VKNRL School of Nursing** has been set up by NRL as a part of its Skill Development Initiative. To carry this initiative forward, a Trust Deed was signed between Numaligar Refinery Limited (NRL) and Vivekananda Kendra (VK), Kanyakumari. The '**VKNRL School of Nursing**' shall be managed by this Trust formed in the name and style of '**VKNRL Nursing School Trust**' comprising of members from NRL and Vivekananda Kendra.

This social venture of setting up a Nursing School in Numaligarh has been initiated by NRL under its Corporate Social Responsibility initiatives; which amongst others, focuses on skill development and generating livelihood opportunities for the local people and to meet the increasing demand of qualified nurses all over the country.

Vivekananda Kendra is a well-known service organization with its mission primarily based on the principles of Swami Vivekananda who preached "**man making and nation building**" as the basic objective. Swami Vivekananda stressed on serving humanity as he could visualize that "There are lots of poor people sunk in degradation and misery who need to be served with zeal and enthusiasm and needful action to be taken to help them in alleviating their problems and making their life a better one.

## LOCATION

VKNRL School of Nursing is situated in Village No.1 Ponka Grant of Marangi Circle, Golaghat District, Assam, India. It is situated at a distance of 30 km from Golaghat Town, 265 km from Guwahati and 65 km from Jorhat. The National Highway 37 (India) passes through Numaligarh, which is at a distance of 10 KM from the school. The nearest Railway Station is in Golaghat and the Airport is in Jorhat.

## **VISION**

We are a state-of-art institute of national repute, committed to achieve excellence in nursing education by developing skilled and dedicated nursing professionals, contributing to health care needs and socio-economic upliftment of the region.

## **MISSION**

1. Create state-of-art Nursing Institute of National repute with competent faculty.
2. Develop skilled and dedicated Nursing professionals with high quality education.
3. Focus on continuous improvement in curriculum and professional updation.
4. Adopt best-in-class practices with good governance and ethical standards.
5. Contribute towards socio-economic development of the region with 100% placement assistance.

## **PHILOSOPHY OF VKNRL SCHOOL OF NURSING**

1. We believe nurses, as qualified professionals, are an integral & necessary part of a collaborative health care team, promoting health, preventing diseases, providing therapeutic care and rehabilitative care.
2. We believe that GNM program will train the student nurses to render quality nursing care which is scientifically sound and evidence based, in the health care practice at the institutional level and community outreach programme.
3. We believe that nursing education will provide opportunities for nurses to develop to their fullest potential as professional nurses and citizens so that they may help their people and society to achieve the physical, emotional, social, moral, intellectual and spiritual well-being that we desire for all. The dynamic processes of planning, providing and evaluating



nursing care are necessary to meet the unique needs of individuals, their families and the communities.

4. VKNRL School of Nursing has been set up to inculcate human values, to provide contemporary knowledge and impart skills, thereby creating employment opportunities to young ladies in the profession of nursing.

## **ABOUT THE COURSE**

### **Name of the Course**

General Nursing and Midwifery (GNM)- Diploma Course.

### **Duration of the Course**

3 years including internship.

### **TOTAL NUMBER OF SEATS**

Forty (40) seats for GNM Programme.

### **Nursing Education**

Nursing education is the professional education for the preparation of nurses enabling them to render professional nursing care to people of all ages, in all phases of health and illness, in a variety of settings. As students develop their education and understanding of general healthcare over the years, they can move on to more specified areas of healthcare such as child care, orthopedics, emergency nursing, intensive care and midwifery among other healthcare fields. GNM may work in a variety of healthcare settings within both the public and private healthcare sectors and may operate in hospitals, nursing homes, hospices, armed forces, community centers, healthcare facilities and college, universities among other healthcare settings.

In addition to bachelor programme, GNM may also choose to continue

their education in a post graduate programme where they can earn their masters degree and find work in more prominent position such as management, administration and leadership roles within their profession or they can choose to work in areas related to education, research and development.

### **AFFILIATION**

The Course is affiliated to the Assam Nurses Midwives and Health Visitors' Council, Guwahati, Assam and Indian Nursing Council, New Delhi.

### **AIMS AND OBJECTIVES:**

#### **Aims**

The aims of Diploma in General Nursing and Midwifery program are:

1. To prepare nurses with a sound educational programme in nursing to enable them to function as efficient members of the health team, beginning with the competencies for first level positions in all kinds of healthcare settings.
2. To help nurses develop an ability to co-operate and co-ordinate with members of the health care team in the prevention of disease, promotion of health and rehabilitation of the sick.
3. To help nurses in their personal and professional development, so that they are able to make maximum contribution to the society as useful and productive individuals, citizens as well as efficient nurses.
4. To serve as a base for further professional education and specialization in nursing.
5. To prepare nurses to keep pace with latest professional and technological developments and use these for providing nursing care service.

## Objectives

The nurses on completion of this course will be able to:

1. Demonstrate competency in providing healthcare to individual, sick or well, using nursing process.
  - Assess the nursing need of clients from birth to death.
  - Plan and carry out appropriate action to meet nursing needs.
  - Provide effective nursing care for maintaining of best possible level of health in all aspects.
  - Promote self care in people under their care.
  - Apply problem solving techniques in nursing practice.
  - Evaluate effectiveness of nursing care.
2. Apply knowledge from the humanities, biological and behavioral sciences in functioning as a nurse.
3. Function effectively with members of the health team and community applying the knowledge of human relations and communication skills in her work.
4. Participate as a member of the health team in delivery of curative, preventive, promotive and rehabilitative healthcare service.
5. Mobilize community resources and their involvement in working with the communities.
6. Demonstrate use of ethical values in their personal and professional life.
7. Demonstrate interest in activities of professional organization.
8. Recognize the need for continuing education for professional development.
9. Demonstrate basic skills in teaching the patients and giving nursing care to them.
10. Demonstrate basic skills in administration and leadership while working with other members of healthcare team and community.
11. Assist in research activities.

## **COURSE CURRICULUM**

The Curriculum and the Syllabus is designed as per the guideline of Indian Nursing Council, New Delhi.

<b>Subjects</b>	<b>Theory (hours)</b>	<b>Practical (hours)</b>	
<b>Bio Sciences</b>	<b>120</b>		
• Anatomy & Physiology.	90		
• Microbiology	30		
<b>Behavioral Sciences-</b>	<b>60</b>		
• Psychology ·	40		
• Sociology	20		
<b>Nursing Foundations-</b>	<b>210</b>	200 (lab)	680(clinic)
• Fundamentals of Nursing.	190	(22 weeks)	
• First aid	20		
Community Health Nursing	180	320 8 weeks	
- CHN-I	80		
- Environmental Hygiene	30		
- Health Education & Communication Skills	40		
- Nutrition	30		
English	30	-	
Computer Education	15	15	
Co-curricular activities	10	-	
<b>Total</b>	<b>625 (16 wks)</b>	<b>1215 (30 wks)</b>	
	<b>1840</b>		

## SECOND YEAR

Subjects	Theory (hours)	Practical (hours)
Medical Surgical Nursing	120	
Medical Surgical Nursing –II	120	800 (20 wks)
Mental Health Nursing	70	320 (8wks)
Child Health Nursing	70	320 (8 wks)
Co-curricular activities	20	-
<b>Total</b>	<b>400 (10 weeks)</b>	<b>1440 (36 weeks)</b>
	<b>1840</b>	

## THIRD YEAR PART- I

Subjects	Theory (hours)	Practical (hours)
Midwifery &Gynecological Nursing	14	560 (14wks)
Community Health nursing- II	90	160 (4 wks)
Co-curricular	10	-
<b>Total</b>	<b>240 (6 weeks)</b>	<b>720 (18 weeks)</b>
	<b>960</b>	

**THIRD YEAR PART - II (INTEGRATED SUPERVISED INTERNSHIP)**

<b>Subjects</b>	<b>Theory (hours)</b>
Nursing education	20
Introduction to research and statistics	30
Professional trends and adjustment	30
Nursing administration and ward management	40
<b>Total</b>	<b>120 (2 weeks)</b>

**THIRD YEAR PART - II (INTEGRATED SUPERVISED INTERNSHIP)**

<b>Clinical Areas</b>	<b>Clinical Hours/ weeks *</b>
Medical Surgical Nursing	288 (6wks)
Community Health Nursing	288 (6 wks)
Child Health Nursing	96 (2wks)
Midwifery and Gynecological Nursing	384 (8wks)
Mental Health Nursing	96 (2wks)
<b>Total</b>	<b>1152 (24 weeks)</b>

**SCHEME OF EXAMINATION**

**FIRST YEAR**

<b>Paper</b>	<b>Subjects</b>	<b>Total Marks</b>	<b>Internal Assessment</b>	<b>Council/ Board examination</b>	<b>Weightage</b>	<b>Duration of Examination (Hrs.)</b>
I	Bio Sciences- - Anatomy & Physiology - Microbiology	100	25	75	65%  35%	3

II.	Behavioral Sciences - Psychology - Sociology	100	25	75	65% 35%	3
III.	Foundation of Nursing - Fundamental of Nursing -First aid	100	25	75	-	3
IV	Community Health Nursing - CHN-I - Environmental Hygiene - Health education & Communication Skills - Nutrition	100	25	75	50	3
	Practical - 1 Fundamental of Nursing	100	50	50	-	-

## SECOND YEAR

Paper	Subjects	Total Marks	Internal Assessment	Council/ Board examination	Duration of Examination (Hrs.)
I	Medical Surgical Nursing-I	100	25	75	3
II	Medical Surgical Nursing –II	100	25	75	3

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III	Mental Health Nursing	100	25	75	3
IV	Child Health Nursing	100	25	75	3
	Practical – I Medical Surgical Nursing	100	50	50	-
	Practical-II Child Health Nursing	100	50	50	-
	Practical-III* Mental Health Nursing	100	50	50**	-

**Note:**

\* Practical examination for psychiatric nursing will be conducted at the place of clinical experience at the end of clinical instruction by school, itself and marks shall be sent to the council/board.

\*\* Only school examination, no council/board exam.

**THIRD YEAR PART-I\***

Paper	Subjects	Total Marks	Internal Assessment	Council/ Board examination	Duration of Examination (Hrs.)
	Midwifery & Gynecological Nursing	100	25	75	3
I	Community Health Nursing-II	100	25	75	3
II	Practical I Midwifery	100	50	50	-
	Practical –II Community Health Nursing	100	50	50	-

\* Examination for Part-I will be conducted at the end of Third Year



### THIRD YEAR PART-II (School Examination)

Paper	Subjects	Total Marks	Term Assessment	School Exam	Duration of Examination (Hrs.)
I	Nursing Education and Introduction to Research and statistics	100	50	50	3
II	Professional Trends & Adjustment, Nursing administration and Ward Management	100	50	50	3

#### ATTENDANCE

90% attendance in Theory (irrespective of the kind of absence) and 100% attendance in practical (clinical area) are necessary for completion of the course.

#### COUNCIL EXAMINATION

Assam Nurses' Midwives' and Health Visitors' Council, Guwahati, Assam conducts final examination after one full academic year.

#### CERTIFICATION

Diploma by the Assam Nurses' Midwives' and Health Visitors' Council, Guwahati, Assam will be issued only after successful completion of the GNM course.

#### VACATION

- Students shall be granted 30 days vacation in each calendar year as per guideline of Indian Nursing Council and Assam Nurses' Midwives' and Health Visitors' Council, Guwahati, Assam.

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- The students shall be entitled to 10 days of Sick Leave (if sick) and 7 days of Study Leave (Prior to Council Examination).
- Whenever a student leaves the premises of the School on account of vacations/leave or any other reason, parent/local guardian shall take full responsibility of their ward till return to the School.

**STUDENT NURSES ASSOCIATION (SNA)**

This is an organization under the Trained Nurses' Association of India. A student Nurse of any school of Nursing recognized by INC is eligible to become a member of the Student Nurses Association of India.

SNA unit is responsible for the selection and participation of the students for the State and National level programmes, workshop, seminar, publication of research paper, peer review and other competitions.

**ELIGIBILITY CRITERIA AND ADMISSION PROCEDURE TO THE GNM COURSE**

1. **Minimum education eligibility criteria for admission into GNM**

- Applicant must be a Female Candidate.
- Candidates must be a citizen of India.
- 10+2 with English and must have obtained a minimum of 40% at the qualifying examination and English individually from any recognized board. Candidates are also eligible from State Open School recognized by State Government and National Institute of Open School (NIOS) . However science is preferable.

- Age: Candidates must be within the age limit of 17 to 35 years as on 31.12.2019.
- Registered as ANM.
- Candidates should be medically fit.

2. **Reservation**

- For disabled candidates: 5% disability reservation to be considered with a disability of locomotor to the tune of 40% to 50% of the lower extremity and other eligibility criteria with regard to age and qualification will be same as prescribed for nursing programme.
- 5% of total marks is relaxed for SC/ST candidates.
- Seat reservation as per Govt. of Assam norms. (SC-7%, ST (P)-10%, ST (H)-5%, OBC/MOBC-15%). In case of unavailability of suitable candidates from the reserved categories, the vacant seats will be filled up by the candidates from the open merit list.
- 30% of the seats shall be reserved for the candidates from 10 KM radius of Numaligargh Refinery Limited (Schooling from school covered under Gyandeeep Scheme), 30% of the seats shall be reserved from Golaghat District and 40% of the seats is open for all. In case of non-availability of suitable candidates from 10 km radius of Numaligargh Refinery Limited, these seats shall be filled from the merit list of Golaghat District and in case of non-availability of suitable candidates from Golaghat District; the same shall be filled from open merit list.

### **3. Availability and submission of Application/Prospectus**

a) Availability of prospectus and online application: 9<sup>th</sup> July, 2019

b) Last date of Submission: 31<sup>st</sup> July, 2019

An amount of Rs.100 should be paid through online mode during application.

### **4. Selection Process**

- Selection shall be based on the percentage of marks scored in the qualifying examination and Entrance Examination. In case of Science stream students, 7% marks shall be added to the percentage of marks obtained in their qualifying examination.
- The provisional list, taking all criteria into consideration, shall be prepared and published in the school website at  
<http://www.vknrlnursingschool.edu.in> latest by 25<sup>th</sup> September 2019.
- The candidates selected for admission will have to undergo medical examination by a medical board consisting of Doctor/faculty members of the institute. If in the assessment of the medical board, a candidate is found medically unfit, she will not be allowed to take admission in the course. The institute will also cancel the admission even if a candidate is diagnosed with major disease within 3 (three) months of admission.
- Candidates are requested to visit the website from time to time and any changes made in the admission process will be uploaded in the same.
- Candidates once admitted in the GNM course will not be permitted to pursue any other course of studies simultaneously and will automatically forfeit the GNM seats if they do so.

### **5. Criteria for Rejection of Application Forms**

- Candidates who fail to fulfill the age criterion.
- Candidates who fail to obtain the minimum stipulated marks in the qualifying examination (Higher Secondary / 10 + 2/etc.).
- Faulty submission and incomplete details in the online Application Form or non- receipt of Examination Fee.

### **6. Admission Process**

- i. Candidates whose names appear in the provisional selection list, based on selection process stated above, will be called for documents verification and medical checkup. A final list of selected candidates will be prepared for the admission. (The candidate has to bring their original documents for verification and 2 sets of photo-copy of all the submitted documents and 2 copies of recent passport size photographs)
- ii. Candidate selected shall have to pay the fee/dues, etc. on the day of admission, failing which her selection shall be treated as cancelled and seat will be offered to the next candidate on the waiting list in order of merit.
- iii. Selected candidates who have been admitted but failed to join the course within a week after the commencement of the academic session shall automatically forfeit their seat and no correspondence shall be entertained.
- iv. Each Candidate admitted to the Institute will have to give an undertaking counter-signed by parents/legal guardian, that she shall maintain good conduct, pay the requisite fees and other charges by the scheduled date, attend classes regularly and abide by the rules and regulations of the Institute failing which she is likely to be suspended or terminated as a student of the Institute.

**FEES STRUCTURE, VKNRL SCHOOL OF NURSING, NUMALIGARH**

SL. NO	Fee Particulars	Amount (In Rs.)		
		1st Year	2nd Year	3rd Year
1	<b>Admission Fee</b>	6000.00	5000.00	5000.00
2	<b>Library Fee</b>	1000.00	2000.00	2000.00
3	<b>Laboratory Fee</b>	6000.00	4000.00	4000.00
4	<b>Clinical Exposure Fee</b>	6000.00	8000.00	8000.00
5	<b>Transportation</b>	12500.00	12500.00	12500.00
6	<b>Tuition Fee</b>	40000.00	40000.00	40000.00
7	<b>Hostel Fee</b>	20000.00	20000.00	20000.00
8	<b>School Development &amp; Student Welfare Fee</b>	2000.00	2000.00	2000.00
9	<b>Hostel Security Money (Refundable)</b>	2000.00		
10	<b>Uniform</b>	10000.00	10000.00	10000.00
11	<b>Internal Exam Fee and Stationary Fees</b>	3000.00	3000.00	3000.00
12	<b>Student's Nurses' Association Fee</b>	2000.00		
13	<b>Recreation, Annual Sports, etc.</b>	2000.00	2000.00	2000.00
	<b>Sub-Total</b>	<b>112500.00</b>	<b>108500.00</b>	<b>108500.00</b>
14	<b>Hostel Mess Charges</b>	18000.00	18000.00	18000.00
	<b>Grand Total</b>	<b>130500.00</b>	<b>126500.00</b>	<b>126500.00</b>

**TOTAL COURSE FEE**

**383500.00**

**N.B.:**

- **Mess fee has to be paid by the students every month.**
- **SNA Registration Fee & Enrollment fee shall be charged as prescribed by TNAI and State Nursing Council respectively.**
- **Other fees shall be borne by Numaligarh Refinery Limited.**

**HOW TO PAY ADMISSION/SCHOOL FEES**

Fees can be paid through online banking/NEFT/demand draft favoring VKNRL School of Nursing payable at SBI, NRC Br. Bank Account Number 37594045054 (IFSC: SBIN0005377).

**COMMENCEMENT OF THE COURSE**

- The course will commence with effect from 21<sup>st</sup> October, 2019.

**MEDIUM OF INSTRUCTION**

The medium of instruction will be English.

**FACILITIES AVAILABLE**

**Teaching Staff:**

The institute has a team of dedicated, highly qualified and experienced faculty with professional competence.

**Physical Infrastructure:**

- **Lecture Hall:** The classroom is well furnished, well ventilated and equipped with modern teaching aids such as smart board/LCD Projector/ slide projectors/charts etc.
- **Nursing Practice laboratory:** is well equipped with Modern Teaching Aids/Models such as Functional Nursing Mannequins/Dummies/ Equipments/Articles etc. There are also the facilities of simulators used to teach, practice and learn advance skills.

- **Pre-clinical science laboratory:** It has advanced anatomical models such as Human skeleton, all body model such as jumbo heart model, giant ear model, human lungs, spinal cord, model of GI system, various human anatomical charts, equipments and articles of Microbiology and Biochemistry etc to aid in better understanding of the human body system
- **Advance Practice Laboratory:** This laboratory is equipped with all modern equipments and technologies with aspect of skilled Practice Lab making the students a skillful one.
- **OBG and Pediatric Laboratory** is well equipped with Mannequins, equipments and articles to provide proper knowledge and skill regarding the care of the mother and child.
- **Nutrition laboratory** has facilities for imparting basic knowledge of various methods of cooking for the healthy as well as for the sick with all facilities.
- **Community Health Nursing Laboratory** have an appearance of rural and urban community settings including health awareness programme to the community irrespective of their age, sex, religion, caste, creed and other ethnic group etc.
- **Computer Laboratory:** This laboratory is equipped with computers along with internet facilities to pertain the knowledge of the concerned area which will help the students in utilizing the knowledge and worldwide advancement taking place in the nursing field.



- **Library:** The School shall provide adequate library facilities to the students having access to reference books, national/ international journals, Internet facilities etc.
- The institute also has the **Multipurpose Hall, Auditorium and Conference Room.**
- The School shall provide facilities to the students for sports and other recreational activities as the resources permit.

### **CLINICAL FACILITIES**

The VKNRL School of Nursing is affiliated to the following health centers/hospitals for practical/clinical exposure of students:

1. VKNRL Hospital, NRL Township, Numaligarh, Golaghat, Assam (Parent Hospital).
  - a. Jorhat Medical College & Hospital, Jorhat, Assam (Affiliated Hospital).
2. Affiliated/Adopted Community Health Centre.
  - a. Bokakhat Sub-Divisional Civil Hospital, Bokakhat, Golaghat, Assam (Urban).
  - b. Dergaon CHC, Dergaon, Assam (Rural).

**Note:** Students are also posted in specialized hospitals like Dr. Bhubaneswar Borooh Cancer Institute, Guwahati and Lokapriya Gopinath Bordoloi Regional Institute of Mental Health, Tezpur.

### **ABOUT THE PARENT HOSPITAL**

The Parent Hospital, VKNRL Hospital, Numaligarh was established at Numaligarh Refinery Township on 19<sup>th</sup> September, 1997. It is conducted by Vivekananda

**PROSPECTUS: VKNRL School of Nursing**

Kendra, Kanyakumari. 'Medical Service at doorstep of the poor and needy' is the aim with which VKNRL Hospital is striving to serve the employees of Numaligarh Refinery Limited and the community residing in neighborhood of the Refinery and its Township. The VKNRL Hospital has the upgraded capacity of 100 beds at present.

**THE FACILITIES AVAILABLE AT VKNRL HOSPITAL**

**Accident & Emergency:**

Accident & Emergency is manned by Doctors round the clock. They are assisted by the specialist Doctors as and when necessary.

**Outdoor Departments:**

- General OPD
- Medicine
- General Surgery
- Obstetrics & Gynaecology
- Anaesthesia & Critical Care
- Paediatrics & Neonatology
- ENT
- Ophthalmology
- Dentistry
- Dietetics
- Physiotherapy
- Yoga & Meditation

**Indoor Facilities:**

- Medicine
- Surgery (General
- OBG &Gynaecology
- Paediatrics

- Neonatal
- ICU
- Emergency
- Burn

### **RULES & REGULATIONS OF THE SCHOOL**

1. Students are expected to follow the rules and regulations of the nursing school.
2. No visitors will be allowed to visit the student while she is in class or in clinical duty.
3. No make-up, jewellery is allowed during duty hours. Hair should be tied up and clipped.
4. Friendly and healthy relationship should be maintained among the students and with other staff of the School.
5. Students are not allowed to use harsh, abusive, filthy and insulting language with anyone or with each other. Found guilty will be punished and dealt with strictly.
6. Each student is responsible for the proper handling and safe custody of any apparatus or equipment/ library books that she may be using. In case of any loss or damage to the school/hospital property, the student shall have to pay the cost of repair or replacement.
7. Ragging of any sort is strictly prohibited. Students found guilty of this offence will be liable for severe punishment including expulsion from the institution and the matter be referred to police as ragging has been declared as a criminal offence by the government.
8. Students should carry their nursing kit bag during the duty hours.
9. Students are not allowed to go home alone. Parents/ authorized guardian were only allowed to accompany the student during vacation or leave from the School and to the School.

10. All the students will be entitled to avail 30 days annual vacation (15 days in summer and 15 days in winter). If they will take leave within the course period, then the nos. of days of leave availed will be deducted from the annual vacation
11. All the students will be entitled to avail 10 days sick leave annually in case of major illness only. If it exceeds, then the nos. of exceeding days will be deducted from the annual vacation
12. Student's absence in the clinical duty will have to make – up duty at the end of academic session for completion of required clinical hours as per INC norms.
13. Anybody fails to remit her fees in due time, her result of final examination will be withheld and not be promoted to the next academic Year.
14. As per INC norm, there will be a preliminary period of 12 weeks for the 1<sup>st</sup> year GNM students for assessing their academic achievement.
15. As per INC norms, total 46 weeks is maintained for academic activities including theory and practical experiments. Within this period, each student has to maintain 90% of attendance in theory and 100% in practical. If any student fails to maintain attendance in theory and practical, then she will not be allowed to appear/ sit in the Council's final examination.
16. Any student found breaking the school rules will face disciplinary action. Repeated breaking of school rules may lead to expulsion from the school as well as from the hostel.

### **HOSTEL FACILITY**

Hostel shall be provided to all the students with facilities of safe drinking water, uninterrupted electricity supply, transport facility etc. There shall be a common Hostel Mess facility with healthy and balanced diet. The Mess shall be managed by the Mess Staff under the overall direction and guidance of Warden & Mess Committee having representatives of the students.

### **CAMPUS AND ATMOSPHERE**

The girl's hostel is housed within the main School campus. The rooms are well ventilated and spacious.

### **HOSTEL MANAGEMENT**

1. The following officers constitute the hostel management.
  - a. Principal.
  - b. One Nominated Faculty (As Hostel Superintendent).
  - c. Warden.
  - d. Hostel Monitor (From Students).

The students should approach any of the above officers for help, guidance and grievance redress.

### **ADMISSION TO THE HOSTEL**

Every student before admission to the hostel must give an undertaking in writing that she abides by the rules of the hostel which will also be signed by the parents.

### **DOCUMENTS TO BE SUBMITTED**

(At the time of hostel admission)

1. Completed application form.
2. Three passport size photo(s) of the student, Local Guardian and Legal Guardian. (Three copies each).
3. Correspondence address of parents, Local Guardians and two contact numbers.
4. Deposition of the hostel quotient money.
5. Hostel undertaking form duly signed by student and parents.

**ROOM ALLOTMENT:**

1. Allotment of rooms may not necessarily be of one's choice. It is at the sole discretion of the Hostel Management Team, which may allot the rooms either on first come first serve basis or any other basis, say academic background etc.
2. The students will be provided with cupboard, chair and table. Mattress and other requirements shall be brought by the students. Any inconvenience / requirement shall be reported to the Warden/Principal.
3. School Management intentionally place students of varying academic, cultural, social, background together so that cross cultural, social and community learning is achieved. Students are expected to give full respect and equal right to their roommates, irrespective of their varying backgrounds.
4. Students must occupy the room allotted to them and should not exchange without the knowledge of the concerned authority.
5. The Hostel management Team may shift inmates from one room to another without assigning any reason.

**BEHAVIOUR AND DISCIPLINE**

1. Hostellers are expected to behave properly, maintain discipline and decorum in the hostel premises.
2. All students are expected to be in the hostel immediately after the classes / clinics. If any student wish to be away from the hostel during the weekend,

holidays or any other time she must take prior permission from the Hostel Management Team. Students shall strictly report to the hostel Warden within the allotted time. Students not returning within the time allotted or reported /returned late will be considered as misconduct and viewed seriously.

3. Students should cooperate in carrying out maintenance work and vacate their rooms completely when the hostel management requires the rooms for this purpose.
4. All the residents should sign the completed inventory form of their room.
5. In case of damage to or loss of hostel property the warden should be informed for further action.
6. Pasting of posters, writings, wall chalking slogans of any kind or defacing the hostel in any form is not allowed.
7. The residents shall not move any furniture / fittings from its proper allotted place.
8. Smoking, use of tobacco, gutka, panmasala, alcohol and drugs etc. are not be permitted in the entire campus. Any student violating these norms will be referred to the disciplinary committee for necessary action.
9. All the students are expected to be properly dressed before moving out from the hostel premises, decent and dignified dress will reflect your personality.

10. Residents are advised in their own interest not to keep money or other valuable in their rooms. If they keep, the hostel authorities shall not be responsible for any loss of private property belonging to residents.
11. Parents shall directly send a letter / fax / e-mail to the school office for permission to take the students for any important functions / emergency.
12. No one other than parents and authorized local guardian is allowed to see the students in the hostel, students will not be allowed to take their student friends to meet their visitors, and visitors are not permitted to go to the student's room.
13. Using cell phones are prohibited in clinical & school premises, if anyone is found using, she will be fined of Rs. **1000/-**. If anyone is found using second time, the mobile will be taken and will not be returned until the student finish the course.

#### **UPKEEP OF THE HOSTEL**

1. Hostellers are responsible for keeping their rooms and the common areas in the hostel such as visitors' area, bathrooms, stair case, washing area and prayer room etc. clean and tidy at all times.
2. Students shall maintain personal and environmental hygiene.
3. Cleanliness activity shall be carried out every Sunday and each student has to take part actively to keep the school and hostel campus clean.
4. All fans and lights must be switched off when the residents are not in the room/ respective area. A penalty will be imposed for failure to comply.
5. Cooking is not allowed in the hostel rooms. A penalty will be imposed on residents found cooking in the unit.



6. The hostel management reserves the right to make spot checks in the hostel rooms without prior notice to the students.
7. Maintenance staff may enter rooms when necessary in the course of their duty under the directive of the hostel management. However, every effort will be made to respect the privacy and dignity of the hostellers.
8. Common hostel furniture must not be moved without the permission of the Hostel authority.
9. Attendance will be closely monitored every day morning, evening and night. The action will be taken on absentees.
10. Hostellers are expected to sign with timings in the register while leaving and returning the hostel

### **VISITORS**

1. Visitors including parents are allowed only in the visitors' area of the hostel during the visiting hours as follows:
  - a) Every 2<sup>nd</sup> and 4<sup>th</sup> Sunday between 8:00AM to 4:00 PM.
  - b) No visitors are permitted during the working days.
2. All visitors to the hostel including the parents and guardians must make necessary entries in the visitor's book available at the hostel entrance with the warden / security guard.

### **OUTPASS**

The students may be allowed for going out only after taking permission from Principal by arranging clinical and theory classes through the class-coordinator.

***Information to higher authorities must be forwarded through proper channel.***

## **SECURITY**

1. Residents are solely responsible for the safety of their own valuables. A duplicate key for the room should be given to the warden. The warden reserves the right to cut the lock when required without giving any prior notice to the residents concerned if no duplicate key has been lodged with them.
2. The hostel management is not responsible for any loss, theft of private property. The hostellers are strongly advised to keep their valuables under lock and key at all times.
3. Hostellers are not permitted to change rooms or sleep anywhere other than in their own bedroom without the consent of the warden.
4. Any hosteller who finds her roommate missing for more than 24 hours must report to the warden immediately, this is to enable the hostel authorities to take immediate action, if any untoward incident takes place. Your cooperation is very much appreciated.
5. Possession, distribution and use of drugs, alcohol, toxic and hazardous material is strictly prohibited in the hostel. Keeping of electrical appliances (except Iron) in the rooms is prohibited.
6. Pets are not allowed in the hostel complex.

## **RAGGING**

1. Ragging is a cognizable offence.
2. Ragging in any form is strictly prohibited and students are advised not to indulge in such activities as per Indian Nursing Council, Govt. orders and university rules.
3. Ragging entails heavy fines / suspension /expulsion from hostel, institution or university.
4. Any student with the intention of causing ragging or with the knowledge that she is likely by such act to cause ragging commits or abets ragging and thereby teases or embarrasses or humiliates or assaults or uses

criminal force criminally intimates or wrongfully restrains or wrongfully confines or causes grievous hurt or commits unnatural offence or cause death or abets suicide shall be punished as per the prohibition of ragging act 1997.

5. If the individual committing or abetting ragging is not identified, collective punishment could be resorted to act as deterrent punishment and to ensure collective pressure on the potential raggers.

### **MESS**

1. Once a student joins the hostel she becomes a member of the mess until she vacates the hostel officially.
2. Menu will be displayed on the notice board. Changes can be made on requirement basis, students shall specify their choice of vegetarian or non-vegetarian foods.
3. Food will not be served in rooms and the inmates are not supposed to take food to their rooms. If an inmate is ill it should be intimated to the warden/principal who will make suitable arrangements.
4. The hostellers should not enter the Kitchen.
5. Discipline should be maintained in the dining hall.
6. Hostellers are expected to adhere to the meals timing strictly.
7. Students should not waste the food.
8. Hostellers should not leave the plates, glasses and cups on the dining table.

9. Outside food items will not be allowed in the dining hall.
10. Food will be served only during the scheduled hours, late coming is not allowed. If the boarder cannot be present in the dining hall because of duty during the regular meal time she may arrange with mess manager for keeping food till she comes.
11. Roaming in house-coat or any informal dress in the mess is prohibited.

### **MESS PAYMENT**

The students shall have to deposit Rs. 1500/- per month as mess charges by 10th of every month.

### **TELEPHONE**

Mobile phone is allowed only on Sunday 10 am to 5 pm. Incoming / outgoing calls from the Hostel/ school land line will be allowed in emergency.

### **SHOPPING**

Students are allowed to go for local shopping on 2<sup>nd</sup> and 4<sup>th</sup> Saturdays from 2:00 PM to 4:00 PM. The students should get written permission on special occasion to leave the hostel for shopping with parents / guardians on special occasion.

### **HEALTH**

Students shall keep the warden informed of their past, present illness to render

timely help in case of emergency. Sickness of any abnormal physical condition shall be brought to the notice of the warden immediately. Minor illness will be treated by our hospital doctors. No students will be permitted to remain in the hostel without valid reasons. Sick students shall submit sick leave form to the Principal to stay in the hostel during class / clinical hours. Student shall submit medical certificate for illness for more than three (3) days of absence.

### **STUDY HOURS**

Study hours for the students will be between 5: 30 AM to 8:30 AM and 6:00 PM to 10:00 PM daily excluding dinner time. Strict silence to be maintained during study time and students are expected to use this time only for studies. Students may utilize the available time from their own.

### **RELIGIOUS ACTIVITIES**

All the students are required to attend the prayers in the campus morning and evening.

### **PRAYER TIMINGS**

Morning Prayer : 5:00 AM to 5:30 AM.

Evening Prayer & Bhajan Sandhya : 5:00PM to 5:30 PM.

### **RECREATION FACILITY**

Students can play Indoor games and outdoor games within the allotted time 04:30 PM to 05:00PM.

### TIME SCHEDULE FOR THE HOSTEL

SL. No.	AREA	TIMING (Partial Block)	TIMING (Theoretical Block)
1	Roll Call, Prayer&Yoga	5:00 -5.30 AM	5:00AM -5.30 AM
2	Study Time		5.30AM-8.30 AM
3	Breakfast	6:00 AM– 6:45 AM	8.30AM-9:15 AM
4	Practical	7.00AM –1.PM	
5	Lunch	1.00PM– 2.00PM	1.00PM – 2.00PM
6	Class	2.00PM- 4.30PM	9.30AM-4.30 PM
7	Evening tea	5:00PM-5.30PM	5.00PM-5.30 PM
8	Roll Call and BhajanSandhya	5.30PM-6 PM	5.30PM-6.00 PM
9	Study	6.00PM-8.00PM	6.00PM-8.00PM
10	Dinner	8.00PM-9.00PM	8.00PM-9.00PM
11	Attendance	9.00PM	9.00 PM
12	Sleep	10:00PM	10:00PM

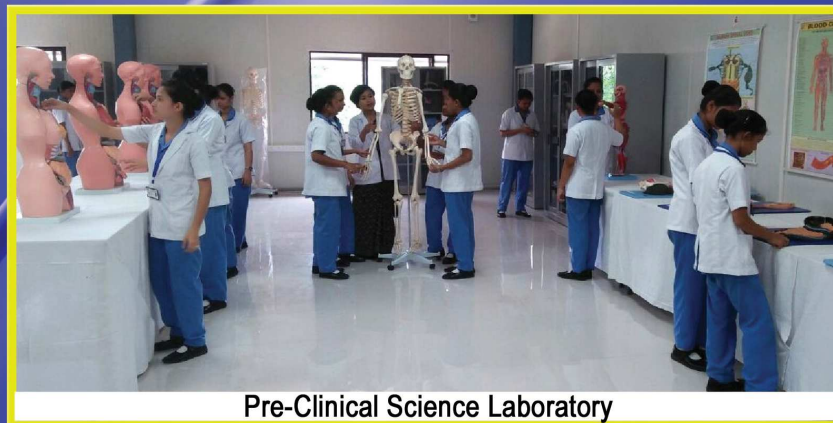
*“The unique function of the nurse is to assist the individual, sick or well, in performance of those activities contributing to health or its recovery (or peaceful death) that he/she would perform unaided if he/she had the necessary strength, will or knowledge”.*

**IMPORTANT NOTE**

1. VKNRL School of Nursing reserves the right to make changes in the information provided in this Prospectus based on directives from competent authorities. This cannot be quoted for any sanction.
2. Notwithstanding the information given in this Prospectus of VKNRL School of Nursing, has the ultimate right to decide on any issue as per its Rules and Regulations.
3. For any up-to-date information including changes in the datelines, seat matrix, etc., Candidate may check the Institute website [www.vknrlnursingschool.edu.in](http://www.vknrlnursingschool.edu.in) from time to time.



**Faculty & Staff**



**Pre-Clinical Science Laboratory**



**Computer Laboratory**





**Nutrition Laboratory**



**Advance Practice Laboratory**



**Community Health Nursing Laboratory**

## Sports

