

**GOVERNMENT OF KERALA****Abstract**

Health & Family Welfare Department - Academic - Admission to Post Basic Diploma Courses in Specialty Nursing for the academic year 2024-25 - Prospectus approved - Orders issued.

HEALTH & FAMILY WELFARE (C) DEPARTMENT

G.O.(Ms)No.123/2024/H&FWD Dated, Thiruvananthapuram, 24-06-2024

Read: Letter No.B6/1730/2024/DME dated 28.03.2024 from the Director of Medical Education, Thiruvananthapuram.

ORDER

The Director of Medical Education has forwarded the draft prospectus for admission to Post Basic Diploma Courses in Specialty Nursing for the Academic Year 2024-25 for approval, as per the letter read above .

2. Government have scrutinized the draft prospectus and are pleased to approve the same for admission to Post Basic Diploma Courses in Specialty Nursing for the Academic Year 2024-25, as appended to this order.

(By order of the Governor)
CHITHRA K DIVAKARAN
JOINT SECRETARY

Director of Medical Education, Thiruvananthapuram.

The Director of Health Services, Thiruvananthapuram.

The Director of LBS Centre for Science and Technology, Thiruvananthapuram.

The Registrar, Kerala Nurses and Midwives Council, Thiruvananthapuram.

Information and Public Relations Department (Web & New media)

Stock file/Office copy.

Forwarded /By order
Signed by

Prijith. G

Date: 25-06-2024 16:12:03
Section Officer

Copy to:- the Private Secretary to the Honourable Minister for Health,
Woman and Child Development for information.



Government of Kerala

**Prospectus for Admission to
Post Basic Diploma Courses in Specialty Nursing**

2024

Approved as per G.O. (Ms) No. 123/2024/H&FWD Dated 24.06.2024

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Admission to Post Basic Diploma Courses in Specialty Nursing- 2024 PROSPECTUS

1. INTRODUCTION

- 1.1 Prospectus for Admission to Post Basic Diploma Courses in Specialty Nursing for the academic year 2024-2025 which has been approved by the Government of Kerala is published herewith. It contains general information and rules relating to the admission to course and other related information. Candidates are required to go through the Prospectus carefully and acquaint themselves with all the relevant information. Candidates are also requested to visit the official website of the LBS Centre for Science and Technology www.lbscentre.kerala.gov.in regularly for notifications, updates and announcements.
- 1.2 The Prospectus issued in the earlier years for the Courses is not valid for the year 2024. This Prospectus sets out the rules and regulations for selection and admission to course conducted by the Director of Medical Education at Govt. Nursing College, Thiruvananthapuram and Govt. Nursing College, Kannur.
- 1.3 Post Basic Diploma Courses in Specialty Nursing aims at improving the efficiency of Nursing officers working in the specialty departments since Nursing officers also need to update their knowledge and skill so as to provide cost effective quality care to patients in specialty areas in the present era of scientific & technological advancement, specialization and super specialization. **The admitted candidates will be eligible for Rs.7000/- per month as stipend as per GO (MS) No.1496/2017/H&FWD, Dated 27.05.2017**
- 1.4 Admissions to the courses are regulated based on merit as assessed by their marks in entrance examination and skill test. **The selection of candidates under Service Quota will be strictly based on their eligibility and seniority as on the last date for submission of Application form, as per clause 8.3.3.**
- 1.5 **This Prospectus or any part of it is subject to modification/addition/deletion as may be deemed necessary by the Government.**

2. COURSES, INSTITUTIONS AND SEATS

- 2.1 The seats are available for Post Basic Diploma Courses in Specialty Nursing 2024 in the Govt. Nursing College, Thiruvananthapuram and Govt. Nursing College Kannur only. The distribution of seats in the two colleges for various clinical specialties for different categories is given in the following table.

Sl. No.	Courses	NUMBER OF SEATS							GENERAL MERIT SEATS
		GOVT. COLLEGES OF NURSING			SERVICE QUOTA				
		Thiruvananthapuram	Kannur	Total	DME SQ	DHS SQ	IMS SQ	Total	
1	Cardiothoracic Nursing	-	15	15	1	1	-	2	13
2	Critical Care Nursing	10	-	10	2	1	1	4	6
3	Emergency and Disaster Nursing	10	-	10	2	1	2	5	5
4	Neonatal Nursing	10	-	10	2	1	-	3	7

5	Nurse Practitioner in Midwifery	10	-	10	1	2	2	5	5
	Total	40	15	55	8	6	5	19	36

Divisions of seats under DME and DHS have been done based on availability of Specialty Departments and requirement of specialized nurses. Division of seats under Insurance Medical Services has been done based on GO (Rt)No.2334/2017/H&FWD, Dated 23.08.2017.

2.2. DISTRIBUTION OF SEATS

2.2.1 Total seats available for Post Basic Diploma Courses in Specialty Nursing except Service quota will be distributed as per the mandatory reservation principle, contemplated in G.O. (P) 208/66/Edn dated 2.5.1966, G.O. (MS) No. 95/08/SCSTDD dated 06/10/2008 and G.O. (MS) No. 10/2014/BCDD dated 23.05.2014, GO (MS)No.185/2020//H&FWD, dated 02.11.2020 and as modified from time to time.

2.2.1.1 **Seats for Persons with Disabilities:** Leaving the seats set apart for Service candidates, 5% of the seats available for the centralized allotment, in all Govt, Govt aided and Government Cost-sharing institutions are reserved for the candidates with Disabilities.

The percentage break-up of seats as per mandatory reservation is as follows:

				Horizontal reservation for
(A)	State Merit (SM)	50%		
(B)	Socially and Educationally Backward Classes (SEBC)	30%		
	a. Ezhava (EZ)		9%	
	b. Muslim (MU)		8%	
	c. Other Backward Hindu(BH)		3%	
	d. Latin Catholic and Anglo Indian (LC)		3%	
	e. Dheevara and related communities (DV)		2%	
	f. Viswakarma and related communities (VK))		2%	
	g. Kusavan and related communities (KN)		1%	
	h. Other Backward Christian (BX)		1%	
	i. Kudumbi (KU)		1%	
(C)	Scheduled Castes & Scheduled Tribes	10%		
	a. Scheduled Castes(SC)		8%	
	b. Scheduled Tribes (ST)		2%	
(D)	a. Forward Community Members belonging to EWS category	10%		
(E)	a. Persons with Disabilities (PD) Category	5%		Horizontal reservation

2.2.2 Seats falling vacant under Service Quota in Medical Education shall be added to Service Quota of Health Services / Insurance Medical Services and vice versa. If seats still remain vacant such seats will be added to the merit quota.

2.2.3 The seats un-availed by the Scheduled Castes candidates will be added to the Scheduled Tribes candidates and vice versa.

2.2.4 The seats un-availed by the SC/ST candidates will be added to “Other Eligible Community” (OEC) candidates. The seats that still remain un-availed will be added to the State Merit Quota.

2.2.5 The seats un-availed by the SEBC category candidates will be allotted under State Merit in the final allotment process in the stream.

2.2.6 The seats un-availed by the EWS category candidates will be allotted under State Merit in the final allotment process in the stream.

2.2.7 The seats un-availed by the PD category candidates will be allotted under State Merit in the final allotment process in the stream

3. DURATION OF THE COURSE

3.1 The duration of the course shall be one Academic year (**12 months**) from the date of commencement of the course.

4. FEES

4.1 Fee Structure in Govt. Colleges (G.O. (MS)No.92/2023/ H&FWD, Dated 19.04.2023)

1	Tuition Fee	Rs 11,580/- per annum
2	Miscellaneous Fee	Rs 1160/- per annum
3	Van fee	Rs 2320/- per annum
4	Caution Deposit	Rs 2320/- (refundable)

4.2 The amount of fee is subject to the changes made by Government from time to time. The Candidates selected under service quota should pay the fees as in the case of General Candidates.

5. CLAIMS FOR RESERVATION AND CERTIFICATES TO BE UPLOADED

5.1 Claims for Mandatory reservation must be made by the candidate at the time of submission of application form with supporting documents as required. The claim has to be specified in the application form. Claims made after the last date of submission of application form will not be entertained even if supporting evidences are produced. The claims for any type of reservation once made in the application form cannot be altered by the candidate under any circumstances.

5.2 Claims for Mandatory Reservation:

5.2.1 **State Merit:** The seats under the State Merit (SM) will be filled purely on merit basis as assessed by their marks in entrance examination irrespective of the category/community to which the candidates belong.

5.2.2 **Claim for communal reservation under the Socially and Educationally Backward Classes (SEBC):**

Note 1: Reservation to the Socially and Educationally Backward Classes will be in accordance with the provisions contained in G.O. (P) 208/66/Edn. dated 02.05.1966, G.O (MS) No.95/08/SCSTDD dated 06.10.2008, G.O. (MS)No.10/2014/BCDD dated 23/05/2014, G.O.(P) No.1/2015/BCDD dated 01/01/2015, and as amended from time to time and will be in

accordance with the Orders of the Hon'ble Supreme Court of India/ Hon'ble High Court of Kerala or Orders of the Government of Kerala/ Government of India.

- (a) Candidates belonging to Socially and Educationally Backward Classes as per G.O (P) 208/66/Edn. Dated 02/05/1966, G.O (MS) No.10/2014/BCDD dated 23/5/2014, G.O. (P) No.1/2015/BCDD dated 01/01/2015, should produce a certificate to the extent that the candidate belongs to the community which is designated as a socially and educationally backward class and does not belong to the category of creamy layer in the Proforma given as Annexure of the G.O (P)No.1/2015/BCDD dated 01/01/2015. The names of the castes and communities under SEBC are given in Annexure I (e). Only the claim of the candidates of those communities that are included in the list as incorporated in the respective annexure of the prospectus 2024 will be considered. Claims by the candidate belonging to other communities, which are not included in the Annexure, will be rejected even if certificates from the concerned revenue officers have been obtained and furnished along with the print out of the application.
- (b) Candidates belonging to Ezhava, Muslim, Other Backward Hindus, Latin Catholic & Anglo Indians, Dheevara and related communities, Viswakarma and related communities, Kusavan and related communities, Other Backward Christians and Kudumbi communities, claiming reservation under SEBC Quota should invariably upload the Non-Creamy Layer Certificate (for State education purpose) obtained from the Village Officer concerned.
- (c) **The reservation under SEBC for children of inter-caste married couple:** Children of inter-caste married couple with either the father or mother belonging to a community included in the SEBC list, or with father and mother belonging to different communities, both of which are included in the SEBC list, are eligible for reservation under SEBC. Such candidates should upload a Non Creamy Layer Certificate **for state education purpose** specifying the community of the candidate from the Village Officer. The claim made in the Application will be final and cannot be changed subsequently.
- (d) The candidates who are children of inter-caste married couple of whom one is SC/ST, will be eligible for educational and monetary benefits admissible to SC/ST as per Para 2(ii) of G.O. (MS)No.25/2005/SCSTDD dated 20/6/2005, if eligible for reservation under SEBC, will be granted the same, based on the Non Creamy Layer Certificate obtained from the Village Officer and the inter-caste marriage certificate issued by Tahsildar in the prescribed format as given in **Annexure III** and to be uploaded along with online application.

Note 2: Income from salary: In the case of candidates whose parents are employed, the Basic Pay and Dearness Allowance of the employee(s) are to be taken into account for the purpose of calculating total annual family income. Inclusion of Interim relief in the annual income will be as per the orders of Revenue Department. HRA, Special pay, Deputation pay, TA, PTA, honorarium etc. need not be counted for calculating the annual family income.

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

- (a) Candidates claiming reservation under Scheduled Castes/Scheduled Tribes quota should upload the caste/community Certificate from the Tahsildar concerned in the prescribed format as given in **Annexure II**. SC/ST caste status of children whose parents contracted Inter-caste marriage will be subject to the orders/clarification issued in GO (MS) No.25/2005/SCSTDD dated 20.06.2005 and the Judgment dated 10.08.2005 of the Full Bench of the Hon'ble High Court of

Kerala in WP 2483/2005 and connected cases & G.O (MS) No.109/2008/SCSTDD dated 20.11.2008.

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

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

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

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

- (b) The applications for the reserved seats of Scheduled Castes/Scheduled Tribes candidates, which do not contain SC/ST community Certificate from the Tahsildar in the prescribed format, will not be considered on any account for claiming community reservation against the seat reserved for SC/ST candidates [vide G.O. (MS) 31/90/SCSTDD dated 25.05.1990]. The Community Certificate should clearly specify that the candidate himself/herself (not the father or mother) belong to the Scheduled Castes/Scheduled Tribes. The Community Certificates obtained as per G O. (MS) No.136/07/RD, dated: 27.04.2007 will be accepted. The candidates who are reconverted to Hinduism from Christianity of Scheduled caste origin should produce community Certificate from the Tahsildar concerned along with a copy of Gazette Notification regarding re-conversion.
- (c) The SC/ST claims in respect of those who have migrated from one state to another will be subject to the provisions of G.O. (MS) No. 10/86/SCSTDD, dated 12.02.1986. Only the children of those who had migrated to this state before the promulgation of the Constitution (Scheduled Castes) Order 1950 and the Constitution (Scheduled Tribes) Order 1950, and who ordinarily reside in this State can claim SC/ST benefits from the State of Kerala. They must be able to prove this, if required.

(d) **Claim of OEC candidates against the un-availed seats of SC/ST candidates:** Other Eligible Community (OEC) candidates are eligible for the un-availed seats, if any, under SC/ST quota, as per G.O. (P) No.135/87/H.Edn. Dated 06.05.1987.They should specify their community status in the application. Such candidates should upload “Non Creamy Layer Certificate” (for state education purpose) obtained from Village Officer concerned as per G.O. (P) 1/2015/BCDD dated 01.01.2015. Relaxation in marks in qualifying examination as in the case of SEBC will be applicable to OEC Candidates (as per G.O. (P) No.53/2000/SCSTDD dated 03.07.2000). The list of other eligible community is given in **Annexure I(c)** of the prospectus.

WARNING:

1. Those that produced false SC/ST Certificate for claiming reservation under SC/ST quota shall be liable for the penalties stipulated in section 15 of the Act referred to in Clause(c) above. Candidates and their guardians who make such applications are warned that in addition to prosecution they will have to suffer the following consequences, in case the SC/ST Certificate produced is found to be false and the candidate does not belong to any SC/ST communities, under section 16 of the Act "Benefits secured" on the basis of false community Certificates will be withdrawn.
2. Whoever not being a person belonging to any of the Scheduled Castes or Scheduled Tribes secures admission in any educational institution against a seat reserved for such castes or tribes or secures any appointment in the Government, Government Undertakings, Local Authority or in any other Company or Corporation owned or Controlled by the Government or in any aided institution against a post reserved for such castes or tribes or enjoys any other benefits intended exclusively for such castes or tribes by producing a false community Certificate shall, on cancellation of the false community Certificate, be removed by cancelling the irregular admission in the concerned educational institution, or as the case may be removed from the said service forthwith and any benefit enjoyed by him as aforesaid shall be withdrawn forthwith.
3. Any amount paid to such person by the Government or any other agency by way of scholarship, grant, allowance, stipend or any other financial benefit shall be recovered as if it is arrears of public revenue due on land.
4. Any Degree, Diploma or any other educational qualifications acquired by such person after securing admission in any educational institution on the basis of a false community Certificate shall also stand cancelled on cancellation of the community Certificate obtained by him.

5.4 Claim for reservation under Service Quota: The seats under service quota are reserved for those Nurses working under DME, DHS and IMS. Nurses working under the Directorate of Medical Education, Directorate of Health Services or Directorate of Insurance Medical Services are eligible to apply under Service Quota .They shall be regular Nursing officers working under

DME/ DHS / IMS and they shall have completed /declared the period of **probation** as on the date of notification.

- 5.4.1. Candidates seeking admission under service quota will have to satisfy the eligibility criteria as mentioned in **clause 7**.
- 5.4.2. Candidates under service Quota are also eligible to apply under General Merit quota for which the selection is based on the rank list prepared for General merit quota on the basis of as their marks obtained in the entrance examination and skill test.
- 5.4.3 For all the Service quota candidates working under Directorate of Medical Education/ Directorate of Health Services /Directorate of Insurance Medical Services, after completing online application submission, the print out of application form along with the Challan receipt and self attested copies of certificates/documents as per clause 8.3.4 should be submitted to the Director of Medical Education, Medical college P.O. Thiruvananthapuram 695 011, Kerala” **through proper channel** to reach the office on or before the last date mentioned the notification. For any assistance, candidate can contact District Facilitation Centres of LBS Centre.
- 5.4.4. **Selection and Admission of candidates under Service Quota:** Service candidates shall have to appear for the Entrance Examination to be conducted by the LBS Centre for Science and Technology, Kerala. **They have to qualify by securing 40% marks in the entrance examination.** (Candidates belonging to SC/ST categories need to score a minimum of 35% marks) **Selection will be made according to their qualifying marks in Entrance Examination .** Candidates applying to these seats shall produce **Service Certificate** as given in **Annexure –XV** indicating the date of commencement of service **and completion/ declaration of probation in the entry cadre in** the Directorate concerned from the Director of Medical Education/Director of Health Services/ Director of Insurance Medical Services.
- 5.4.5 **Candidates selected for admission under service quota shall not be eligible for deputation benefits including pay and allowances, But the admitted candidates will be eligible for Rs.7000/- per month as stipend as per GO (MS) No.1496/2017/H&FWD, Dated 27.05.2017**

6. FEE CONCESSION AND OTHER SCHOLARSHIPS:

Candidates desirous of being considered for any fee concession/ scholarship/ any other benefits, based on annual family income should upload Income Certificate from concerned Village Officer, along with the application.

- 6.1 **Claim for fee concession to candidates belonging to Communities as listed in Annexure I (d):** List of communities eligible for educational concessions as given to OEC: Candidates belonging to Communities listed in Annexure I (d) whose annual family income is up to Rs.6 lakh are exempted from payment of fee at the time of allotment under Government/Community quota as per G.O (MS)No.10/2014/BCDD dated 23.05.2014. They should provide community and income certificate from the Village Officer in the prescribed format.

- 6.2 Claim for fee concession to OEC candidates as listed in Annexure I(c) :** Candidates belonging to other eligible communities are exempted from payment of fee at the time of allotment to Post Basic Diploma courses under government/community quota irrespective of annual family income as per G.O. (MS) No. 36/07/SCSTDD, dated: 03.07.2007. They should provide community Certificate from the Village Officer. However as token of acceptance of seat allotment they have to remit an token amount as part of caution deposit as per clause 12.5.1
- 6.3 Claim for fee concession to the children of Fisherman:** Candidates who are the children of Registered Fishermen allotted against merit seats or against the seats reserved for them are exempted from payment of fees as per GO (MS)No.47/14/FPD, Dated 09.06.2014 if they submit a certificate from Fisheries Officer concerned of Kerala Fishermen Welfare Fund Board along with the application.
The candidature/allotment/admission of the candidates who furnish false Income Certificates and community certificate will be cancelled. Such candidates will also be debarred from applying for admission to the courses under reference for a period extending up to two years.
- 6.4 Claim for fee concession to the inmates of Sri Chitra Home, Nirbhaya Home & Juvenile Home:** The fee concession given under the GO (MS) No 43/2018/HEDN, Dated 02.02.2018 is applicable for inmates of Sree Chitra Poor Homes, Nirbhaya Homes, Govt. Juvenile Justice Homes, and other such institutions run by Government, if such inmates have secured admission in the Post Basic Diploma courses in Specialty Nursing colleges run by Government based on the certificate issued to them by the Director, Department of Women and Child Development. Such students must upload this certificate with the online application.

7. CRITERIA OF ELIGIBILITY FOR ADMISSION

7.1 Nativity: Only Indian citizens of Kerala origin are eligible for admission to Post Basic Diploma Nursing courses unless otherwise specified. Candidates who have been resident of Kerala for a period of **not less than 5years** will also be treated at par with candidates of Kerala origin for the limited purpose of admissions.

7.1.1 Certificates to prove Nativity

In order to prove that a candidate is an Indian Citizen of Kerala origin, for the limited purpose of eligibility for admission, he/she has to produce:

- (a) The true copy of relevant page of Secondary School Leaving Certificate showing the place of birth in Kerala of the candidate
- (b) Certificate from the Village Officer to show that (i) he/she or his/her father mother was born in Kerala or (ii) that the applicant has been a resident of Kerala State for a period of at least 5 years within a continuous period of 12 years shall be produced.
- (c) Those who have undergone Nursing course in Kerala, a certificate stipulating the above condition from the Principal where he/she had studied will be accepted in lieu of eligibility.
- (d) The true copy of the relevant page of the Secondary School Leaving Certificate [SSLC] showing Place of Birth in Kerala of either of the parents of the candidate with corroborative certificate to establish the relationship between the parent and the candidate.
- (e) The true copy of the relevant page of the Passport issued by the Government of India of the candidate, showing Place of Birth in Kerala, or of either of the parents of the candidate showing Place of Birth in Kerala, with corroborative certificate to establish the relationship between the parent and the candidate
- (f) A certificate of birth from the authority competent to register birth (Panchayat /Municipality/Corporation) showing the candidate's or either of the parents (in which case the

corroborative certificate to establish the relationship between the parent and the candidate is necessary) place of birth in Kerala.

In the absence of any one of the above certificates to prove nativity, the application will be rejected.

7.2. ACADEMIC ELIGIBILITY

7.2.1 The candidates applying for the course should have passed +2 or Equivalent examination with Physics, Chemistry and Biology as optional subjects. They should have also passed the basic qualifying course i.e. General Nursing and Midwifery Course / B.Sc. Nursing Degree (Regular Course) / Post Basic B.Sc. Nursing (Regular course) from an institution recognized by the Indian Nursing Council and concerned State Nursing Councils with minimum of 50% marks in aggregate. No rounding off of the percentage of marks to the nearest whole number is permitted.

Note (i) The applicant should have obtained registration from the Kerala Nurses and Midwives Council and the registration certificate (KNMC) is to be submitted at the time of admission. Candidates who have studied outside Kerala shall have to upload copy of the registration certificate of the concerned Nursing Council of the state from where they have qualified, along with their application. The selected candidates should produce their registration certificate obtained from Kerala Nurses and Midwives Council in original, at the time of admission.

(ii) Candidates should have acquired the eligibility conditions specified under clause 7.2 on or before the last date for submission of application.

7.3. Age: The upper age limit for General Merit candidates shall be 45 years and for Service candidates 49 years as on the date of notification of application.

8. HOW TO APPLY

8.1 There is only a single application form for applying for Post Basic Diploma Courses in Specialty Nursing-2024 under Directorate of Medical Education, Kerala (for Government Colleges at Thiruvananthapuram and Kannur). If a candidate submits more than one application his/her candidature is liable to be rejected. Application can be submitted only online through the **website at www.lbscentre.kerala.gov.in**. Prospectus can be downloaded from the above website. Application forms and prospectus will not be available by post or from the Office of the DME or from any Govt. Nursing Colleges or from any other office of the state.

8.2 Application Fee:

The application fee will be as follows:

For General candidates	:	Rs.1000/-
For SC / ST candidates	:	Rs.500/-

Candidates referred to in Clause 5.2.2(d), who are children of Inter-Caste married couple of which one is SC/ST who will be eligible for educational and monetary benefits admissible to SC/ST as per Clause 2(ii) of GO (MS) No.25/2005/SCSTDD dated 20.6.2005, should remit the fee meant for SC/ST and should attach an inter-caste marriage Certificate from the Revenue officials with

8.3. REMITTANCE OF APPLICATION FEE & SUBMISSION OF APPLICATION FORM

8.3.1 Remittance of Application Fee

Application fee can be remitted by all applicants at any one of the notified branches of a Scheduled Bank in Kerala, using the Challan generated online during the process of submission of application form online or through On line payment facility.

In the case of Service candidates, application fee should be remitted in any of the Govt. Treasuries under the **head of Account “0210-03-105-99”**.

Service quota candidates desirous of being considered for allotment under open quota also, can apply for the same after remitting the requisite fee in bank (in addition to the fee remitted in Govt. Treasury) by following the procedure applicable for open candidates as specified in clause 8.3.1 and file college options in time.

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

8.3.2 Submission of Application Form (For Candidates other than Service Quota Candidates)

Candidate has to visit the website www.lbscentre.kerala.gov.in and click the link ‘Various Allotments ‘and proceed by clicking ‘Post Basic Diploma courses in Speciality Nursing-2024’

Step 1: Registration

Candidate should click the button “NEW REGISTRATION”. The personal details of the candidates have to be filled in the page thus obtained. All the basic information, required in the application is to be filled in at this step. Before filling the details, read the Prospectus carefully. The data provided here will be used for processing the application. Any mistake in filling this sheet or providing false/incomplete/wrong information will affect the candidate’s eligibility for admission or claim for reservation under any category. It is obligatory that the candidate should fill all the items in the registration stage. If the data is filled completely, after confirming that all the information given are correct and true, click the Save and Continue button to complete the registration process.

Step 2: Fee payment

At this step, the candidate has to make the payment of application fee by way of Online Payment or by way of Challan.

Select the Mode of Payment

A. Online Payment

The fee may be paid by credit card/debit card/Internet Banking. On successful payment of fee, a Payment Confirmation page will appear displaying the message ‘Transaction Successful’ .This page will display the Application number, Transaction Id, Challan number, Date and Amount. **Candidate should note this application number and Challan number which will be required for future login.** If the payment is unsuccessful, the message ‘Transaction Unsuccessful’ will be displayed. If the transaction was unsuccessful and the payment needs to be made again and ensure that it’s successful. If the amount was debited from the account of the candidate for an unsuccessful transaction, the debited amount will be reverted to that account within 5-7 working days.

B. Challan Payment

When mode of payment by Challan is selected, a three part Challan form (Candidate copy, office copy and Bank Copy) will appear on the screen. Candidate has to take a print out of the Challan, produce the same in the bank and remit the requisite application fee at any branch of the designated bank (which will be notified later). The Challan will contain the system generated application number which the candidate should note for future login purpose.

After the remittance of fee in the bank, he /she will get back the candidate copy of the Challan from the bank. The candidate has to upload the office copy of the Challan. The candidate copy of the Challan is to be retained by the candidate.

A candidate who remitted the fee by way of Challan can continue with step 3 on the next day or within the prescribed time limit for completion of the online application submission process by clicking the link LOGIN. The candidate has to enter application number, Challan number and date of remittance regarding the fee if logging in for the first time. Now facility will be provided for creating password. Also a Registration Id will be provided to the candidate. Now facility will be provided for creating password. Also a Registration Id will be provided to the candidate. **Candidate should note this Registration Id and password which are required for future login .Candidate should keep them confidential.**

Step 3: Application Entry, Uploading of Images & Certificates

The candidate should fill all the remaining items in the application entry stage.

A recent passport size photograph of the candidate and Signature of the candidate, all in jpeg format of given specifications are to be uploaded. In addition all the certificates and documents in support of the various claims made in the application should be uploaded. Nativity proof as stipulated in clause 7.1.1 and proof for date of birth are mandatory.

Step 4: Final Confirmation and Print Application

After completing step 3, the candidate can “Preview” the application before confirmation and submission. After Preview the candidate has to accept the declaration and make final submission. The facility to accept the declaration (Tick box) will be enabled only if all the mandatory fields are filled and uploading of supporting documents and images are completed. Candidate should then take a printout of the Application Form page from the online application for future references.

After the candidate has made final confirmation, an Acknowledgement Slip will be generated and displayed, which can be printed. This will contain the Acknowledgement Reference Number and Date. The Candidate must note down the Acknowledgement Reference Number and Date for future queries.

Applications should be complete in all respects. A candidate will be considered eligible for positioning in the Rank list, only if he/she has uploaded the relevant certificates prescribed in the Prospectus, in proof of eligibility, or in support of any claim for reservation, under any category. **Do not send the printout of the page and supporting documents to the Office of Director, LBS Centre by post /e-mail/ in person.** Candidates are liable to produce all the original documents at the time of admission at the concerned allotted institution.

<p>Candidates are requested to keep the Password and Registration ID strictly confidential to protect their interest. Do not send the printout of the page and supporting documents to the Office of Director, LBS Centre by post /e-mail/ in person.</p>
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8.3.3 For Service candidates

Service Candidates after remitting fee as prescribed in clause 8.3.1 should proceed to stage 2 by clicking the link “**Admission to Post Basic Diploma Course in Specialty Nursing -2024**” and then the link “SERVICE CANDIDATES”. The candidate will have to enter the application number, Challan number, name of Treasury, Date of remittance and proceed to the steps from 3 to 4 of clause 8.3.2. After completing online application submission, the print out of the application form along with the Challan receipt and self attested copies of certificates/documents as per clause 8.3.4 should be submitted to the Director of Medical Education, Medical college P.O. Thiruvananthapuram 695 011, Kerala” through proper channel to reach the office on or before the last date mentioned the notification. For any assistance, candidate can contact District Facilitation Centres of LBS Centre.

8.3.4 Certificates/Documents to be uploaded along with the application

- (i) Scanned copy of the S.S.L.C / Birth Certificate/Passport to prove the date of birth.
- (ii) Scanned copy of the mark lists of Higher Secondary or Equivalent Examination.
- (iii) Scanned copy of Pass Certificate and all the mark lists of Diploma in General Nursing and Midwifery/ B.Sc Nursing/ Post Basic B.Sc. Nursing.
- (iv) Scanned copy of registration certificate issued by the Kerala Nurses and Midwives Council (Renewal) or in case of candidates with registration outside Kerala, self attested copy of registration certificate of concerned State Council.
- (v) Scanned copy of Non-Creamy Layer Certificate.
- (vi) Scanned copy of any one of the certificates to prove Nativity.
 - (vii) Scanned copy of Income certificate and Community certificates as applicable in the prescribed format.
- (viii) Scanned copy of Inter-Caste marriage certificate, if applicable.

Any other documents mentioned in the Notification.

Note: All certificates required such as community, nativity, etc. will also comply to GO (P) No1/2021/PIE&MD dated 7.10.2021 with all the provisions thereof.

E-District certificate issued by the concerned revenue official can also be uploaded.

IMPORTANT NOTE:

- (i) **Certificates without the signature of the issuing authority or that are incomplete will be treated as defective and such Certificates will not be considered for granting any claim.**
- (ii) **Any Documents/Certificates furnished after the last date of submission of the application will not be entertained under any circumstances.(Refer to the ruling of the Honorable High Court of Kerala in 1995(2) KLT 629, 1999(2) KLJ 836 and 1999(3) KLT 773).**

9 PUBLISHING OF ACCEPTED DATA AFTER INITIAL SCREENING

The personal and academic details and reservation claims, accepted after scrutiny, and the index marks of the candidates will be published in the candidate’s portal. Candidates must verify these details. In case of any complaint, the candidate portal will remain open for a specified period of time for rectification of anomalies and uploading of required valid documents (if any). Candidates are solely responsible for the consequences of not verifying their data/details. No chance will be given to the candidates after the stipulated time. Complaints will not be accepted under any circumstances, after a stipulated time.

10. ENTRANCE EXAMINATION AND SKILL TEST:

Candidates seeking admission for the course should undergo a **Nursing Skill test** following entrance examination (**They have to qualify for skill test by securing 40% marks in the entrance examination. Candidates belonging to SC/ST categories need to score a minimum of 35% marks**) and those who qualify in the above will alone be considered for **ranking**. However, the candidates will not be given any separate/additional Weightage for the skill test (except for resolution of tie for all candidates). **Those who do not qualify the skill test and/or who do not attend the skill test will not be considered for ranking.** Candidates

called for the skill test should attend the same at the specified venue which will be published later through the website in time at their own expense. **The Director of Medical Education/Director, LBS Centre will not entertain any request for change of date and time of the skill test.**

10.1 Entrance Examination and Skill Test: All candidates including Service candidates shall have to appear for the Entrance Examination to be conducted by the LBS Centre for Science and Technology, TVPM. The LBS Centre for Science and Technology will publish the provisional rank list of candidates, who appeared in the Entrance Examination based on their marks in the Entrance Examination. List of qualified candidates in skill test also will be published in the website. After the Skill Test the Final rank list will be published. There will be separate list for service candidates of DME/DHS/IMS who have qualified in the entrance Examination.

10.2 Selection and Admission: Selection and Admission will be based on the Rank secured in the entrance examination and skill test as per clause 10. Selection of Service candidates will be as per clause 10 and 11.2.

11 PREPARATION OF RANK LISTS

11.1 Entrance Examination: - The date and time of Entrance examination will be notified by the LBS Centre in due course. The Entrance Examination will have one paper of ninety minutes duration. The examination shall be of the standard of Basic Nursing Programme and will contain questions on all the subjects covered in the syllabus of Indian Nursing Council. The distribution of number of questions from each subject will be as shown below.

Sl.No.	Subjects	Number of questions
1.	Anatomy	05
2.	Physiology & Biochemistry	07
3.	Microbiology	05
4.	Psychology	04
5.	Fundamentals of Nursing First Aid	12
6.	Community Health Nursing	05
7.	Health Education & Communication skills	06
8.	Nutrition & Dietetics	05
9.	Medical Surgical Nursing	22
10.	Mental Health Nursing	05
11.	Child Health Nursing	07
12.	Obstetrics and Gynaecology	12
13.	Professional Trends & Adjustments Nursing Administration and Ward	05
	Total	100

11.1.1 Examination Centres: The Entrance Examination for admission to Post Basic Diploma in Specialty Nursing courses-2024 will be held at **Thiruvananthapuram** on the date and time to be notified later.

11.1.2 Admit cards: Admit cards for Entrance Examination will have to be downloaded by the candidate from their homepage of the website www.lbscentre.kerala.gov.in during the time period notified. Admit cards will not be sent by post to the candidates.

11.1.3 The Examination will consist of 100 objective type multiple choice questions each carrying 3 marks with a maximum of 300 marks.

11.1.4 The answers should be marked in a separate answer sheet (OMR sheet) provided and all entries in the OMR sheet, including filling of bubbles, should be done using ballpoint pen only (Blue or Black).

11.1.5 Each correct response will be awarded three marks. There will be no negative marks. No mark will be awarded for the questions not answered. More than one answer indicated against a question will also be deemed as incorrect response.

11.1.6 **Minimum marks for qualifying in the Entrance Examination:** Candidates belonging to SC/ST categories need to score a minimum of 35% marks (105 out of 300) to qualify in the entrance examination and figure in the rank list. All other candidates have to score a minimum of 40% marks (120 out of 300) to qualify in the entrance examination and to be placed in the rank list.

11.1.7 **Minimum marks for qualifying for Service candidates:** All service candidates need to score a minimum of 40% marks (120 out of 300) to qualify in the entrance examination.

11.2 Preparation of Rank list

Rank lists of candidates (excluding service category) will be prepared according to the marks scored by the candidates in the Entrance examination and securing pass mark for Skill Test.

Rank list of candidates under Service quota will be made according to their merit in Entrance Examination (qualify in the entrance examination), Service Seniority and securing pass mark for Skill Test.

11.3 Resolution of Tie

11.3.1 In case of ranking based on marks in entrance examination, if more than one candidate obtains equal marks in the entrance examination (other than service candidates):

- a) The candidate who secures more mark in skill test will be placed higher in the ranking.
- b) If the tie persists, then the age of the candidate will be taken into account and the older candidate will be given higher rank than the younger.

11.3.2 In case of tie, while preparing rank list under service quota based on Service seniority, it will be resolved by considering their age. The Age of the candidate will be taken into account and the older candidate will be given higher rank than the younger. **The period of service as on the last date for submission of the Application form will be considered for Service seniority.**

11.4 Selection & Allotment of Service Candidates

After publication of the rank list, qualified service candidates working under DME/DHS/IMS will be called for counseling. Candidates have to furnish his/her options in the Proforma that

will be provided at the time of counseling. The allotment of seats will be made by the DME strictly on the basis of service seniority, availability of seats at the time of counseling and based on the options exercised by the candidate at the time of counseling.

11.5 Date and Time: The actual date, time and venue of the Entrance Examination will be notified through the media and the LBS Centre website. No individual intimation will be sent to the candidates in this regard.

12. CENTRALISED ALLOTMENT PROCESS (except for Service candidates).

12.1 The Centralised Allotment Process for all seats will be through a Single Window System (SWS). The allotment to various colleges/courses will be done by the Director, LBS Centre, under the supervision of the Director of Medical Education. The Allotments will be strictly based on the options exercised by the candidate, the rank lists prepared by the Director, LBS Centre for Science and Technology, eligible reservation(s) of the candidate and availability of seats.

12.2 Rank List will be published in the website www.lbscentre.kerala.gov.in on the date notified. A Trial Allotment will be conducted to give an idea about the chances of getting allotment.

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

12.3 Registering Options:-

12.3.1 The registration of college options can be done only after publication of the Rank list. The time schedule for registering options will be notified separately. The details of colleges and number of seats will be made available in the website at the time of registration of options.

12.3.2 Candidates included in the rank list can register their college options within the time schedule specified, from any computer having Internet facility. **The candidate should have the 'Application number', 'registration id' and the 'Password' which he/she has created, readily available with him/her.**

12.3.3 The facility for online registering of college options will be withdrawn once the time schedule is over and the candidates will not have access to this facility after the same. No extension of time under any circumstances will be granted for registering options.

12.3.4 Candidates can access the web site www.lbscentre.kerala.gov.in and follow the instructions given therein to register their options. The steps involved in registering options include accessing the website, logging on to the candidate's home page, registering of options using the college codes, saving the options registered, viewing the list of options registered, taking a printout of the options registered and logging off from the home page.

Candidates who do not give their options online within the time schedule will not be considered for allotment. Options submitted by fax, email, courier, hand delivery, etc. will not be considered for allotment.

12.3.5 Options to colleges will have to be registered as per his/her relative order of preference for the colleges using the numbers 1, 2, 3 etc. The most preferred option among all options available may be registered using the number 1; the next preferred using the number 2 and so on. A candidate has the facility to modify/delete/ rearrange his/her options before the last date and time fixed. Once the candidate completes the option entry, he/she can view his/her options by clicking on the link provided. If the candidate wants to change his/her options already registered, he/she may revise the options as desired and ensure that the option list has come as per his/her preferences.

12.3.6 A candidate can register all the available options if he/she desires so. However, it is not compulsory that he/she should exercise all the options. Candidate will be considered only against the options registered by him/her.

12.4 Trial Allotment:

Based on the options registered up to a specified time (point to be notified), a Trial Allotment will be published. The results of the trial allotment only indicating and There is no guarantee that the results of the Trial Allotment will be retained in the actual Allotment. However candidates may Add/delete/Rearrange their options based on the results of the Trial Allotment within the stipulated time.

Candidates may gather the full details of colleges such as location, accessibility, facilities available, fee to be remitted at the time of admission before filing options.

12.5 THE ALLOTMENTS:-

Note 1: There will be **two regular online allotments**. After each allotment the candidate can pay the required fee / additional fee as indicated in the **Fee Payment Slip**, which will be available for download from the student home page. The fee can be paid using the fee payment slip at any one of the branches of a scheduled bank (which will be notified) or by online on or before the date specified.

Note: 2. Those candidates who fail to remit the fee on or before the date specified, will lose their current allotment as well as their chance to participate in the second allotment. However they can participate in spot/special allotments, if any conducted.

Note: 3. The provisional Allotment Memo will be available after the second allotment only in the candidate's home page. Candidate can take a printout of this memo to be presented at the time of admission in the college. The candidates are to join the college only after the second allotment as per the prescribed schedule, which will be shown in the allotment memo.

12.5.1 SC/ST/OEC candidates, who get allotment shall also remit a token amount of Rs. 100/- (as part of Caution Deposit) on or before the date specified.

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

Note:

The list of candidates who remit fees will be updated regularly at the website www.lbscentre.kerala.gov.in. Candidates who remit fees should verify the list and ensure that their name has been included in the list. If any discrepancy is noted the candidates should immediately bring it to the notice of any one of the District Facilitation Centres of LBS Centre for Science & Technology.

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

Candidates who remit the fee as per the first allotment within the prescribed time limit will have the facility to Delete/re-arrange their higher college options before the second allotment, during a specified period to be notified.

12.5.3 After the first allotment, the options below the 'allotted one' of the candidate will automatically be removed from the option list of the candidate. For example, if a candidate had registered 6 options in all, and if he/she is allotted his/her 3rd option, all options from 4 to 6 will be automatically removed from the option list. Options from 1 to 2 will remain valid and will be considered for second allotment. These options will be his/her 'Higher Options' for the next allotment. He/she may delete/rearrange any options among the remaining options as per his/her desire. But the candidate will not be permitted to register any fresh options that were available for registration initially, to the existing ones.

12.5.4 If a candidate is satisfied with an allotment and does not want to be considered for further allotment(s), he/she must delete all the remaining higher options.

A candidate retaining all or any of his/her higher options after an allotment are bound to accept the new allotment, if any granted. In such cases, he/she will not be permitted to retain the earlier allotment if any under any circumstances

The facility for deletion/rearrangement of options will be available during the notified period only.

12.5.5 SPOT/SPECIAL ALLOTMENT(S):-

To facilitate filling up of maximum number of Seats to which Director, LBS Centre/DME makes allotment, if required, spot/special allotment(s) will be conducted on the date(s), time and venue(s) to be notified. The details regarding the availability of vacant seats, eligibility to attend, method of allotment etc. will also be notified. Candidates who take seats at the spot/special Allotment will have to remit the fees. They will not be permitted to cancel the Allotment.

12.5.6 Transfer of fee to colleges: The fee remitted the candidate will be transferred by the Director; LBS Centre directly to the colleges where the candidate stands allotted at the time of closing of admissions, after the entire allotment process for the year is completed.

12.5.7 Refund of fee remitted: Candidates who cancel their admission before the closing date of admission are eligible for refund of fees. Refund of fee will not be processed after the closing date of admission.

Excess fee remitted by the candidate, if any, will be refunded to the candidate by the Director, LBS Centre for Science and Technology after the completion of the entire allotment process. Request should be given **for the same** by online or in the format prescribed to The Director, LBS Centre along with a copy of allotment memo and fee receipt, within three months of closing of admission for the course.

13. POST ALLOTMENT ACTIVITIES

13.1 Reporting at the College: Candidates need to report for admission before the Principal only when the announcement regarding the same is made. He/she should report with the following documents in original:

1. The Allotment Memo.
2. Certificate to prove date of birth.
3. Transfer Certificate (TC) from the Institution last attended and Conduct Certificate at the time of admission (If TC is not produced at the time of admission, candidate's admission will be cancelled).
4. Degree/Provisional/Diploma Certificate of the B.Sc/GNM course & Mark list of each year of Examinations.
5. Relieving Order from the Department concerned (service quota candidates).
6. Kerala Nurses and Midwives Council Registration Certificates/Renewal.
7. Physical fitness certificate in relevant format as specified in the Annexure XV.
8. Migration Certificate for those applicable
9. Any other documents required to be produced before the Head of Institution.

13.2 Fees other than the one already paid vide clause 12.5, as applicable to the institution will have to be remitted by the candidate if required, at the time of taking admission in the college.

13.3 Verification of Documents: The Principal of the College shall be personally responsible for verification of original documents and satisfaction of the correctness of the records produced by the candidate at the time of seeking admission in the college.

13.4 Failure to report for Admission: Candidates who do not take admission on the prescribed date in the allotted college will lose their admission. They will not be considered for further allotments, if any, in the concerned course.

13.5 Date of Joining: It is mandatory for the candidates to join the course on the date intimated by the Director of Medical Education.

13.6 Transfer: No transfer shall be allowed from one college to another after closing of admission.

13.7 Stipend: Students admitted to Post Basic Diploma course in Specialty Nursing in Government Nursing Colleges are eligible for stipend as per Government Orders passed from time to time. At present it is Rs.7000/- per month.

14. COMMENCEMENT OF THE COURSE, ATTENDANCE, DURATION OF LEAVE, DUTY ETC.

14.1 The course commences from the date on which the first candidate joins the course.–For the purpose of reckoning the duration of the course, any candidate will be deemed to have joined the course on the date on which the candidate actually commences the academic programme as certified by the Principal concerned. This date should be given as the date of joining Post Basic Diploma Courses in Specialty Nursing. The candidate has to complete the total duration of the course before being issued the course certificate.

14.2 The Candidate should earn the attendance of the course as stipulated in the syllabus prescribed by the Indian Nursing Council. All the 365 days of the year are working for the candidates. They are permitted to avail casual leave of 20 days in a year, but not more than 10 days at a stretch. Any other leave will entail extension of course. Those who take leave without prior sanction are liable to be considered as on unauthorized absence.

14.3 The Post Basic Diploma Students are eligible for weekly off.

14.4 All the Post Basic Diploma students may be permitted to attend CNEs, Workshops or other relevant academic programmes conducted by recognized academic bodies, without affecting the routine work in the clinical department concerned. The Principal shall grant permission, based on recommendation by the Faculty-in-charge considering the genuinely of the programme and utility for the concerned specialty. The students on returning from the programme should submit the attendance certificate to the course coordinator.

15 GENERAL CONDITIONS AND LIQUIDATED DAMAGES

15.1 General conditions

The candidates (including service candidates) selected for Post Basic Diploma Course shall have to submit undertaking in Kerala Stamp Paper worth Rs.200/- at the time of joining the course to the effect that. A copy of the undertaking attached as **Annexure XI**

- a) A Student discontinues the course after the last date of closing of admission; he/she will not be eligible to get the refund of the remitted fee except caution deposit.
- b) In the case of Service Candidates, he/she shall serve the Government for a period not less than **one year** after the completion of the course.
- c) All other candidates shall also serve the Government for a period, not exceeding one year, if they received any stipend or as decided by the Government after the successful completion of the course, for such, remuneration as fixed by the Government. Regarding this an undertaking will have to be executed by the candidates at the time of admission.
- d) If Government is not in a position to offer temporary posting under compulsory nursing service (except for service candidates) in the concerned departments, either in the Medical Education Services or Health Services or elsewhere as decided by the government within six months after completion of the course, the candidates will be absolved of the

compulsory services. Certificates submitted at the time of admission will be returned only after successful completion of the bonded obligation.

15.2 Liquidated damages

- (i) If a candidate discontinues the course after **the cutoff date** for closing of admission to join other courses/colleges or for other purpose, he/she is liable to pay an amount of Rs. 20,000/- (Rupees Twenty Thousand only) to the Government as liquidated damages along with the stipend received so far . The amount shall be remitted in Govt. Treasury in respective head of account and the original Challan receipt should be produced before the Director of Medical Education to obtain permission to discontinue the course.
- (ii) **Candidates belonging to SC/ST/OEC are exempted from Liquidated damages.**

16 PREVENTIVE MEASURES AGAINST RAGGING:

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

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

In case, the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission may be refused or he/she shall be expelled from the educational institution.

It shall be the collective responsibility of the authority of the institution to see to it that effective steps for preventing ragging are taken. Anti-ragging committees and anti-ragging squads will have to be formed to take effective measures against ragging and they should adhere to the stipulations and effectively monitor and comply with the directives.

Each of the student of the institution and his/her parents, or guardian are required to submit a combined undertaking at the time of registration/admission in prescribed format available in **Annexure XIII** which is mandatory for registration/admission.

17. OTHER ITEMS

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

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

17.3 Any other items not specifically covered in this Prospectus will be decided by the Director of Medical Education and his/her decision shall be final.

ANNEXURE I(a)
LIST OF SCHEDULED CASTES (SC)

[As Amended by The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002 [Act 61 of 2002) Vide Part VIII - Kerala - Schedule 1 Notified in the Gazette of India dated 18.12.2002, The Constitution (Scheduled Castes) Order (Amendment) Act 2007,G.O(P)No.13/2009/P&ARD dated 30.09.2009(Kerala Gazette Notification Vol.54 dated 15.10 2009), The Constitution(Scheduled Castes) Order (Amendment) Act2016 No.24 of 2016 dated 06.05.2016]

1	Adi Andhra	38	xxx
2	Adi Dravida	39	Moger (other than Mogeayar)
3	Adi Karnataka	40	Mundala
4	Ajila	41	Nalakeyava
5	Arunthathiyar	42	Nalkadaya
6	Ayyanavar	43	Nayadi
7	Baira	44	xxx
8	Bakuda	45	Pallan
9	Xxx	46	Pulluvan, Palluvan
10	Bathada	47	Pambada
11	Xxx	48	Panan
12	Bharathar (Other than Parathar), Paravan	49	xxx
13	Xxx	50	Paraiyan, Parayan, Sambavar, Sambavan, Sambava, Paraya, Paraiya, Parayar
14	Chakkiliyan		
15	Chamar, Muchi	51	xxx
16	Chandala	52	xxx
17	Cheruman	53	xxx
18	Domban	54	Pulayan, Cheramar, Pulaya, Pulayar, Cherama, Cheraman, Wayanad Pulayan, Wayanadan Pulayan, Matha, Matha Pulayan
19	Xxx		
20	Xxx		
21	Xxx		
22	Gosangi	55	xxx
23	Hasla	56	Puthirai Vannan
24	Holeya	57	Raneyar
25	Kadaiyan	58	Samagara
26	Kakkalan, Kakkan	59	Samban
27	Kalladi	60	Semman, Chemman, Chemmar
28	Kanakkan, Padanna, Padannan	61	Thandan(excluding Ezhuvas and Thiyyas who are known as Thandan, in the erstwhile Cochin and Malabar areas) and (Carpenters who are known as Thachan, in the erstwhile Cochin and Travancore State) and Thachar (other than carpenters)
29	Xxx		
30	Kavara (other than Telugu speaking or Tamil speaking Balija Kavarai, Gavara, Gavarai, Gavarai Naidu, Balija Naidu, Gajalu Balija or Valai Chetty)		
31	Koosa	62	Thoti
32	Kootan, Koodan	63	Vallon
33	Kudumban	64	Valluvan
34	Kuravan, Sidhanar, Kuravar, Kurava, Sidhana	65	xxx
35	Maila	66	xxx
36	Malayan [In the areas comprising the Kannur, Kasargode, Kozhikode and Wayanad districts].	67	Vetan
		68	Vettuvan, Pulaya Vettuvan (in the areas of erstwhile Cochin State only).
37	Mannan (മണ്ണാൻ), Pathiyan, Perumannan, Peruvannan, Vannan, Velan	69	Nerian

ANNEXURE – I (b)
LIST OF SCHEDULED TRIBES (ST)

[As Amended by The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002 (Act 10 of 2003) Vide Part-VII - Kerala - Second Schedule Notified in the Gazette of India dated 8. [As Amended by The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002 (Act 10 of 2003) Vide Part-VII - Kerala - Second Schedule Notified in the Gazette of India dated 8.1.2003,G.O(MS)No.06/2014/SCSTDD.dated 29.01.2014]

1	Adiyan		areas comprising the
2	Arandan [Arandan]		Kasaragod, Kannur, Wayanad
3	Eravallan		and Kozhikode Districts)
4	Hill Pulaya, Mala Pulayan,	26	Malayarayar
	Kurumba Pulayan, Kuravazhi	27	Mannan(മന്നൻ)
	Pulayan, Pamba Pulayan	28	Xxx
5	Irular, Irulan	29	Muthuvan, Mudugar, Muduvan
6	Kadar [Wayanad Kadar]	30	Palleyan, Palliyan, Palliyar,
7	Xxx		Paliyan
8	Kanikkaran, Kanikkar	31	Xxx
9	Kattunayakan	32	Xxx
10	[Kochuvelan]	33	Paniyan
11	Xxx	34	Ulladan, [Ullatan]
12	Xxx	35	Uraly
13	Koraga	36	Mala Vettuvan(in Kasaragod &
14	Xxx		Kannur districts)
15	Kudiya, Melakudi	37	Ten Kurumban, Jenu
16	Kurichchan [Kurichiyan]		Kurumban
17	Kurumans, Mullu Kuruman,	38	Thachanadan, Thachanadan
	Mulla Kuruman, Mala		Moopan
	Kuruman	39	Cholanaickan
18	Kurumbas, [Kurumbar,	40	Mavilan
	Kurumban]	41	Karimpalan
19	Maha Malasar	42	Vetta Kuruman
20	Malai Arayan [Mala Arayan]	43	Mala Panikkar
21	Malai Pandaram		
22	Malai Vedan [Malavedan]	44	Maratis of Hosdurg Taluk and
23	Malakkuravan		Kasaragod Taluk in Kasaragod
24	Malasar		district
25	[Malayan, Nattu Malayan,		
	Konga Malayan (excluding the		

ANNEXURE – I (C)

LIST OF OTHER ELIGIBLE COMMUNITIES (OEC)

(Annexure to G.O.(MS)No. 14/2017/BCDD, Dated 02.08.2017
GO (MS) No.07/2013/BCDD, dated 19.07.2013 and GO (Ms)No.9/2021/BCDD dated
18.09.2021)

OEC (ST)

1. Allar (Alan)
2. Chingathan
3. Irivavan
4. Kalanadi
5. Malayan, Konga-Malalyan (Kasaragod, Kannur, Wayanad &Kozhikode Districts)
6. Kundu – Vadiyan
7. Kunuvarmanadi
8. Malamuthan
9. Malavettuvar(Except Kasaragod & Kannur Districts)
- 10 Malayalar
- 11 Panimalayan
- 12 Pathiyan (Other than Dhobies)
- 13 Hindu - Malayali

OEC (SC)

1. Chakkamar
2. Madiga
3. XXX
4. Kudumbi
5. Dheevara/Dheevaran(Arayan,Valan, Nulayan, Mukkuvan,Arayavathi , Valanchiyar, Paniyakal, Mokaya, Bovi, Mogayar Mogaveerar)
6. Scheduled Castes converts to Christianity
7. Kusavan, Kulalan, Kumbharan, Velaan, Velaar,Odan, Andhra Nair, Andhuru Nair
8. Pulaya Vettuvan (Except Kochi State)

ANNEXURE- I (d)

**List of Communities which are eligible for Educational concessions as is given to OEC
G.O (MS) No. 10/2014/BCDD Dated 23.05.2014**

SL No	Name of the Community
1	Vaniya (Vanika, VanikaVaisya, Vanibha Chetty , Vaniya Chetty, Ayiravar Nagarathar, Vaniyan)
2	Veluthedathu Nair (Vannathan and Veluthedan)
3	Chetty/Chetties(Kottar Chetties, Parakka Chetties, Elur Chetties, Attingal Chetties, Pudukkada Chetties, Iraniel Chetties, Sri Pandara Chetties, Telugu Chetties, Udiyankulangara Chetties, Peroorkada Chetties, Sadu Chetties, 24 Mana Chetties, Wayanadan Chetties, Kalavara Chetties and 24 Mana Teligu Chetties
4	Ezhavathi (Vathy)
5	Ganika
6	Kanisu or Kaniyar Panicker, Kani or Kaniyan (Ganaka) or Kanisan or Kamnan, Kalari Kurup/ Kalari Panicker
7	Vilukurup, Perumkollan
8	Yadavas (Kolaya, Ayar, Mayar, Maniyani and Iruman), Erumakkar
9	Devanga
10	Pattariyas
11	Saliyas (Chaliya, Chaliyan)
12	Pandithar
13	Vaniar
14	Ezhuthachan
15	Chakkala / Chakkala Nair
16	Reddiars (throughout the State except in Malabar Area)
17	Kavuthiya
18	Veerasaiva (Yogi, Yogeewara, Poopandaram, Malapandaram, Jangam, Matapathi, Pandaram, Pandaran, Vairavi, Vairagi)
19	Vilakkithala Nair - Vilakkithalavan
20	Vaduka – Vadukan, Vadugar, Vaduka, Vaduvan
21	Chavalakkaran
22	Agasa
23	Kaikolan
24	Kannadiyans
25	Kerala Mudalis
26	Madivala
27	Naikkans
28	Tholkolans
29	Thottian
30	Mooppar or Kallan Moopan or Kallan Moopar

ANNEXURE – I (e)

LIST OF SOCIALLY AND EDUCATIONALLY BACKWARD CLASSES (SEBC)

[Vide G.O.(P) 208/66/Edn. dated 02-5-1966,G.O.(Ms) No.95/08/SCSTDD dt.06.10.2008, G.O.(Ms) No.58/2012/ SCSTDD dt.16.04.2012),G.O(Ms)No. 10/2014/BCDD dated 23.05.2014 & G.O(MS)No.03/2017/ SCSTDD, Dated 23.03.2017, G.O(MS)No.03/2018/ SCDD, dated 09.04.2018, GO(MS)No.05/2020/ BCDD, dated 16.03.2020, G.O.(Ms) No.08/2021/BCDD dated: 21.06.2021]

- | | |
|--|---|
| I. Ezhavas including Ezhavas, Thiyyas, Ishuvan, Izhuvan, Illuvan and Billava | 23 Jangam |
| II. Muslims (all sections following Islam) | 24 Jogi |
| III. Latin Catholics other than Anglo- Indians | 25 Jhetty |
| IV. Other Backward Christians | 26 Kanisu or Kaniyar-Panicker, Kaniyan, Kanisan or Kamnan, Kannian or Kani, Ganaka |
| (a) SIUC | 27 xxx |
| (b) Converts from Scheduled Castes to Christianity | 28 Kalarikurup or Kalari Panicker |
| (c) Nadar belonging to Christian religious denominations other than SIUC | 29 Kerala Muthali, Kerala Mudalis |
| V. Kudumbi | 30 Kusavan including Kulala, Kumbaran, Odan, Oudan (Donga) Odda (Vodde or Vadde or Veddai) Velaan, Velaans,Velaar, Andhra Nair, Anthuru Nair |
| VI. Other Backward Hindus, i.e. | 31 Kalavanthula |
| 1 Agasa | 32 Kallan including Isanattu Kallar |
| 2 Arayas including Valan, Mukkuvan, Mukaya, Mogayan, Arayan, Bovies, Kharvi, Nulayan, and Arayavathi | 33 Kabera |
| 3 Aremahrati | 34 Korachas |
| 4 Arya including Dheevara/Dheevaran Atagara, Devanga, Kaikolan, (Sengunthar) Pattarya,Pattariyas, Saliyas (Padmasali, Pattusali, Thogatta, Karanibhakatula, Senapathula, Sali, Sale, Karikalabhakulu, Chaliya, Chaliyan) Sourashtra, Khatri, Patnukaran, Illathu Pillai, Illa Vellalar, Illathar | 35 Kammalas including Viswakarmala, Karuvan, Kamsalas, Viswakarmas, Pandikammala, Malayal-Kammala, Kannan, Moosari, Kalthachan, Kallasari, Perumkollen, Kollan, Thattan, Pandithattan, Thachan, Asari, Villasan, Vilkurup, Viswabrahmins, Kitara, Chaptegara. |
| 5 Bestha | 36 Kannadiyans |
| 6 Bhandari or Bhondari | 37 Kavuthiyani |
| 7 Boya | 38 Kavudiyaru |
| 8 Boyan | 39 Kelasi or Kalasi Panicker |
| 9 Chavalakkaran | 40 Koppala Velamas |
| 10 Chakkala (Chakkala Nair) | 41 Krishnanvaka |
| 11 Devadiga | 42 Kuruba |
| 12 Ezhavathi (Vathi) | 43 Kurumba |
| 13 Ezhuthachan, Kadupattan | 44 Maravan (Maravar) |
| 14 Gudigara | 45 Madivala |
| 15 Galada Konkani | 46 Maruthuvar |
| 16 Ganjam Reddies | 47 Mahratta (Non-Brahman) |
| 17 Gatti | 48 Melakudi (Kudiyan) |
| 18 Gowda | 49 xxx |
| 19 Ganika including Nagavamsom | 50 Moili |
| 20 Hegde | 51 Mukhari |
| 21 Hindu Nadar | 52 Modibanda |
| 22 Idiga including Settibalija | 53 Moovari |

54 Moniagar
 55 Naicken including Tholuva Naicker and
 Vettilakkara Naicker, Naikkans
 56 Padyachi (Villayankuppam)
 57 Palli
 58 Panniyar or Pannayar
 59 Parkavakulam (Surithiman, Malayaman,
 Nathaman, Moopnar and Nainar)
 60 Rajapuri
 61 Sakravar (Kavathi), Chakravar
 62 Senaithalaivar, Elavania, Senaikudayam
 63 Chetty/Chetties including Kottar
 Chetties, Parakka Chetties, Elur Chetties,
 Attingal Chetties, Pudukkada Chetties,
 Iraniel Chetties, Sri Pandara Chetties,
 Telugu Chetties, Udiyankulangara
 Chetties, Peroorkada Chetties, Sadhu
 Chetties, 24 Mana Chetties, Wayanadan
 Chetties, Kalavara Chetties and 24 Mana
 Telugu Chetties
 64 Tholkolan
 65 Thottian, Thottian
 66 Uppara (Sagara)
 67 Ural Goundan
 68 Valaiyan
 69 Vada Balija
 70 Vakkaliga

71 Vaduvan(Vadugan), Vaduka, Vadukan,
 Vadugar
 72 Veera Saivas (Pandaram, Vairavi,
 Vairagi, Yogeewar, Yogeewara,
 Poopandram, Malapandaram, Pandaran,
 Matapathi and Yogi)
 73 Veluthedathu Nair including Vannathan,
 Veluthedan and Rajaka
 74 Vilakkithala Nair including
 Vilakkathalavan, Ambattan Pranopakari,
 Pandithar and Nusuvan
 75 Vaniya including Vanika, Vanika
 Vaisya, Vaisya Chetty, Vanibha Chetty,
 Ayiravar Nagarathar, Vaniyan, Vaniya
 Chetty, Vaniar
 76 Yadava including Kolaya, Ayar, Mayar,
 Maniyani, Eruman, Iruman, Erumakkar,
 Golla and Kolaries
 77 Chakkamar
 78 Mogers of Kasaragod Taluk
 79 xxx
 80 XXX
 81 Xxx
 82 Reddiars (throughout the State except in
 Malabar Area)
 83 Mooppar or Kallan Moopan or Kallan
 Moopar

ANNEXURE -II
GOVERNMENT OF KERALA
.....TALUK OFFICE
COMMUNITY CERTIFICATE

No.....

Date:.....

Certified that the person with the details mentioned below belongs to the SC under:

- The Constitution (Scheduled Castes) Order, 1950
- The Constitution (Scheduled Tribes) Order, 1950 (as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976.

Name of Person to whom certificate is issued	
Gender	
age	
Name of Father	
Address	
Post Office with Pin Code	
Name of Local body	
Village	
Taluk	
District	
Caste	
Religion	
Date of Issue of Certificate	
Designation of the issuing officer	

Place

Date

Signature & Name of the Tahsildar

Office seal

ANNEXURE – III

INTER-CASTE MARRIAGE CERTIFICATE
FOR SON / DAUGHTER OF INTER-CASTE MARRIED COUPLES OF WHOM ONE IS SC/ST

Certified that Master/Kuman applicant for admission to Post Basic Diploma in Specialty Nursing course 2024, is the son/daughter of an Inter-caste married couple, and his/her father Shri belongs to Community and his/her mother Smt belongs toCommunity.

Place:

Signature of Tahasildar:

Date :

Name of Tahasildar:

Name of Taluk :

(Office Seal)

ANNEXURE- IV

GUIDELINES FOR THE ASSESSMENT OF INCOME FOR THE PURPOSE OF ISSUING INCOME CERTIFICATE

[As per GO (MS) No.192/85/RD dated 23.3.1985 of Revenue (D) Department]

(1) Different purposes of Income Certificate:

- (a) For availing fee concession in Education Institution.
- (b) For securing seats in the quota reserved in professional colleges of the Socially and Economically Backward classes.
- (c) For obtaining loans from Government Departments, Kerala Financial Corporation etc. for various purposes.
- (d) for getting different kinds of pension such as Old Age Pension, Widow Pension, Agricultural Labourers Pension, Pension for T.B Patients, Leprosy Patients, Cancer Patients etc.
- (e) For getting financial aid available to the Ex-Servicemen.
- (f) For getting the loan available to the SC/ST for different purposes.
- (g) For getting the relief given to the victims of natural calamities.
- (h) for getting the artificial limb, cycle, etc., supplied to the physically handicapped persons.
- (i) For getting free ration etc.

(2) Definition:

(a) Family:-

For assessing the income of the family, the term of family would mean a family consisting of

- (1) Applicant
- (2) Parents/Guardian
- (3) Unmarried brothers and sisters/ dependant unmarried sons and daughters living together in the same house, widowed daughters actually dependant on the family.

(b) Income:-

Income would mean the regular income actually earned by the family members. Income of unmarried daughters and unmarried brothers and sisters as the case may be should be reckoned for calculating family income.

Income of the members of the family living together alone need be reckoned.

Exceptions

- (1) Income of widow's daughter/ sister will be excluded.
- (2) Terminal benefits will be excluded.
- (3) Surrender leave salary will not be reckoned.
- (4) Festival allowance will not be reckoned.
- (5) Family pension will be excluded.

(3) Different sources of income for the purpose of Income Certificate:

(i) Income from salary:

Salary income excluding H.R.A., Special pay, Deputation Pay/Allowances etc., will be reckoned for calculating total income. T.A., P.T.A., honorarium for special work etc. will be excluded for calculating salary income. D.A will be included for calculating total income.

(ii) Income from pension:

The amount excluding the amount of commutation will be taken into account for the purpose of Income Certificate. The pension will be assessed on the basis of the Pension Payment Order.

(iii) Income from business:

This can be assessed on the basis of Income Tax Certificate. In the cases of non-assesses the Income Certificate will be issued on the basis of declaration filed by the persons concerned. In the case of non-assesses Income Certificate shall be issued on the basis of the declaration filed by the applicant/parent/or guardian in the case of students.

- (iv) Income of persons employed abroad** shall be assessed on the basis of the declaration filed by the applicant / parent or guardian in the case of students.

(v) Income of daily labourers:

Income Certificate shall be issued on the basis of the declaration filed by the applicant/ parent or guardian in the case of student.

(vi) Income from property:

The income from property will include the income from produce viz. coconut etc., value of improvements on landed property will be calculated on the basis of the principles adopted for the purpose of land acquisition.

(vii) Income from rented buildings:

Income on this account will be calculated deducting the annual maintenance charges.

(4) Assessment of income of the family having more members: When there are more members in a family, the income available for distribution will be less this compared to a family having lesser number of members. In such cases an allowance will be given to each member in excess of five. For example if there are five members in a family, three children and parents, the income from all members should be taken into account for computing family income. If the number exceeds five, an allowance will be given to each additional child. The amount of such allowance (to be decided) should be deducted from the total annual income of the family for the purpose of Income Certificate.

(5) Variation of super checking: There may be variation between the income assessed by the Village Officer and that arrived at by higher officers on super checking. 10% or less of such variation can be allowed.

(6) Period of validity: Normally a Certificate issued to a person for a particular purpose should be binding for a period of two years or for the term of the course.

(7) Cancellation of false Certificates: The certificates obtained fraudulently, that is by wilfully suppressing the actual income or wilfully giving false income, will be cancelled.

(8) Authority: The Village Officer shall be the authority to issue Income Certificate that is required to be produce before the State Government Department or Authorities. In the case of certificate required to be produced before the Central Government Departments the Tahsildar shall be the authority to issue the Income Certificate.

The Tahsildar shall be the Appellate Authority to entertain the appeal if any against the income assessed by the Village Officer. The Revenue Divisional Officer/Deputy Collector shall be the Revisional Authority. Appeal against the income assessed by the Tahsildar shall be preferred before the Revenue Divisional Officer/Deputy Collector. The Collector shall be the Revisional Authority in that case.

(9) Co-ordinating Department: The Revenue Department in the Secretariat shall be the Co-ordinating department in respect of the issuance of guidelines/instructions relating to the grand of the Income Certificate, by Village Officer/Tahsildar. The Revenue Department shall be consulted if and when any event/instructions are proposed to be issued in the matter by other departments.

The Application of Income Certificate shall be in the prescribed form, duly affixing Court Fee stamp worth Rs.1/-

The Income Certificate shall be issued in the form, prescribed by the Revenue Department.

ANNEXURE-V

GOVERNMENT OF KERALA

.....VILLAGE OFFICE

INCOME CERTIFICATE

No.....

Date:.....

Certified that the Annual Family Income of the persons with the details mentioned below from all source is (Rupees only)

Name of Persons to whom certificate issued	
Gender	
Age	
Name of Father	
Address	
Post Office with Pin code	
Name of Local body	
Village	
Taluk	
District	
Date of issue of Certificate	
Designation of the issuing officer	

Place

Date

Signature & Name of the Tahsildar

Office seal

ANNEXURE –VI

INCOME AND ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS OF CITIZENS IN GENERAL CATEGORY FOR THE PURPOSE OF RESERVATION UNDER CLAUSE (6) OF ARTICLE 15 OF THE CONSTITUTION

(Reservation for admission to Educational Institutions other than Minority Institutions)

(Vide G.O (MS)No.2/2020/P&ARD dated.12.02.2020 & G.O. (MS)No.23/2022/ P&ARD dated.04.10.2022)

Certificate No.....Date:

This is to certify that Shri/Smt./Kum.....son/daughter/wife of
.....is a resident of (H.E.address).....
.....Village..... Taluk.....District n Kerala, Pin
Code..... whose photograph is affixed below, belongs to Economically Weaker Sections in General
Category (*) and that his/her family income is Rs..... (Rupees
.....) (in words also) for the financial year.....and
that his/her family does not own or possess assets exceeding the limit specified in G.O. (Ms)
No.2/2020/P&ARD dated. 12.02.2020 and that he/she does not belong to a caste/community/class
recognized as belonging to Scheduled Caste, Scheduled Tribes or Socially & Educationally Backward
Classes.

Signature with Office Seal.....

Name.....

Designation.....

(*) General Category means and includes all classes of citizens other than Scheduled Caste, Scheduled Tribe, Socially & Educationally Backward Class and Other Backward Class.

Note: Citizens belonging to Other Eligible Communities (OEC) eligible for reservation for admission to Educational Institutions also stand excluded from General Category.

ANNEXURE -VII

CERTIFICATE TO BE PRODUCED BY THE APPLICANTS BELONGING TO ANTHYODAYA ANNAYOJANA (AAY) AND PRIORITY HOUSE HOLD (PHH) CATEGORY FOR THE PURPOSE OF RESERVATION UNDER CLAUSE (6) OF ARTICLE 15 OF THE CONSTITUTION

(Reservation for admission to Educational Institutions other than Minority Institutions)

(Vide G.O (MS)No.2/2020/P&ARD dated.12.02.2020 & G.O. (MS)No.23/2022/ P&ARD dated.04.10.2022)

Certificate No.....

Date:

This is to certify that Shri/Smt./Kumari.....

Son/daughter/wife of is a resident of
..... (H.E.address) Village

.....TalukDistrict in Kerala, Pin code, whose photograph is affixed below, is a member of Anthyodaya Annayojana (AAY)/Priority House Hold (PHH) and that his/her name is included in the Ration card issued under this category and that he/she does not belong to a caste/community/class recognized as Scheduled Castes, Scheduled Tribes or Socially & Educationally Backward Classes in the State and therefore he/she belongs to Economically Weaker Sections in General Category.(*)

Signature

Name.....

Designation.....

(Office seal)

(* General Category means and includes all classes of citizens other than Scheduled Caste, Scheduled Tribe, Socially & Educationally Backward Class and Other Backward Class.

Note: Citizens belonging to Other Eligible Communities (OEC) eligible for reservation for admission to Educational Institutions also stand excluded from General Category.

ANNEXURE – VIII

GOVERNMENT OF KERALA

.....VILLAGE OFFICE

NON-CREAMY LAYER CERTIFICATE

(State Educational Purpose)

No.

Date:

This is to certify that the person with the following details belongs to the community which is designated as a Backward Class in the State of Kerala and does not belong to the category of 'Creamy Layer' in the light of guidelines issued in [G.O. (P)No.1/2015/BCDD dated 01-01-2015] and the schedule (s) prescribed there under to identify the 'Creamy Layer' among the designated 'Socially and Educationally Backward Classes' in the State of Kerala.

Name of Person to whom certificate is issued	
Gender	
Name of Father	
Address	
Post Office with Pin Code	
Name of Local body	
Village	
Taluk	
District	
Religion	
Caste	
Date of Issue of Certificate	
Designation of the Issuing Officer	

Place

Date

Signature & Name of the Village Officer

Office seal

ANNEXURE -IX
COMMUNITY CERTIFICATE

No.

Village Office.....

Date.....

Certificate that Shri/Smt/Kum.

..... Village in Taluk belongs to.....

.....Community which is included in the list of other/other eligible community in Kerala State.

Name &Signature of the Village officer

(Office seal)

ANNEXURE - X

CENTRALIZED ALLOTMENT PROCESS - SPOT ALLOTMENT - 2024

AUTHORIZATION LETTER SUBMITTED BY AN AUTHORISED REPRESENTATIVE / PROXY OF
CANDIDATE

I,..... (Name of candidate) son/daughter of Shri.
/Smt with application number
and Rank No..... in Rank list do hereby authorize Shri/Smt
..... (Name & address of the person being authorized) to
represent me to report at the allotment venue for admission to Post Basic Diploma in
Specialty Nursing 2024. The signature of the person authorized is attested below by a
Gazetted Officer.

Photograph
of the
candidate

Signature of Candidate:
Name:
Address:

(Gazetted Officer to attest the Photograph)

Name:

Designation:

(Office Seal)

Photograph of
the
representative
attested by
.....

(Candidate to sign over the photograph) Signature of Candidate

U N D E R T A K I N G

I, undertake that the decision taken if any, by my authorized representative at the
allotment venue shall be binding on me and I shall not have any claim whatsoever,
other than the decision taken by my authorized representative on my behalf.

Place:

Date: Signature of candidate

Note: An authorized representative attending Centralized Allotment Process must bring a photocopy also of the
filled up form. The same will be returned to the representative with the seal of the LBS office. This copy of the
filled up form having the seal of the LBS office can be used in lieu of authorization letter during subsequent
appearances.

ANNEXURE - XI

Undertaking

(Total value of Rs 200/- Kerala Stamp Paper*)

To be executed by all candidates (including service candidates) admitted to Post Basic Diploma Courses in
Specialty Nursing in the Government Nursing Colleges

To KNOW ALL MEN BY THESE PRESENTS THAT we Shri/Smt.....
.....son/daughter/wife of
..... residing at (herein-after called the
Bounden) and (1)Shri.....residing at
..... and (2)Shri.....
residing at (Here enter name and address) (hereinafter
called 'the sureties') do hereby bind ourselves and each of us, our and each of our heirs, executors and
administrators jointly and severally to pay to the Governor of Kerala (hereinafter referred to as 'the Government')
on demand without demur a sum of **Rs. 20,000 (Rupees Twenty Thousand only)** as liquidated damages along
with the total amount received towards stipend.

Signed this on the.....day of.....in the year
.....by the Bounden Shri/
Smt..... (Full address) In the presence
of witnesses: (Name & Official Address is compulsory)

- 1.
- 2.

Now the condition of the above written obligation is that in the event of the Bounden not conforming to or observing the rules and conditions, regarding the progress of his study or interrupting or discontinuing his course, at any time after the expiry of the validity of the select list or participating in a strike or leave the training course on account indiscipline or misconduct on his part, or for other reasons not considered valid and satisfactory by the Secretary to Government of Kerala, Health and Family Welfare Department whose decision in this behalf shall be final, the Bounden and the sureties shall jointly and severally pay and refund to the Government on demand and without demur all the amount spent on the Bounden on account of the said course of studies, including stipend received together with the liquidated damages **of Rs. 20,000 (Rupees Twenty Thousand Only)** if the bounden discontinues the course after the validity of rank list. This decision of the Secretary to Government of Kerala, Health and Family Welfare Department as to the commission of a breach or as to any indiscipline or misconduct on the part of the Bounden as also the amount of compensation payable and as to whether the Bounden has or has not performed and observed the conditions and Bounden obligations under these presents shall be final and binding on the Bounden and the sureties.

It is further agreed and declared that in the event of the Bounden being unsuccessful in any of the qualifying examinations conducted in the said Institute, the Government may at their discretion, withhold the payment of stipend for the continuance of further studies and the decision of the Secretary to Government of Kerala, Health and Family Welfare Department in this behalf shall be final and binding. And whereas the Government have sanctioned payment of stipend to the candidates, after successful completion of the course, the bounden shall serve the Government for a period of 1 year as decided by the Government.

Provided further that the Bounden and the Sureties do hereby agree that all sums found due to the Government under or by virtue of this bond may be recovered jointly and severally from them and their prospective movable

and immovable as if such sums were arrears of land revenue under the provisions of the Revenue Recovery Act for the time being in force or in such other manner as to the Government may deem fit.

It is agreed that the liability of the sureties hereunder shall not be impaired or discharged by reason of time being granted or any forbearance, act or omission of the Government (whether with or without the knowledge or consent of the sureties) in respect or in relation to the several obligations and conditions to be performed or discharged by the Bounden or by any other matter or thing whatsoever which, under the law relating the sureties, shall but for this provision have the effect of releasing the sureties from such liability not shall it be necessary for the Government, to sue the Bounden before doing either of the sureties for amounts due hereunder.

It is agreed that the expense of Stamp duty to this document shall be borne by the Bounden.

IN WITNESS WHEREOF the Bounden
.....and.....
.....and..... sureties
have put their respective hands the day and year herein above written

Signed by the Bounden in the presence of witnesses:

(Signature of the Bounden)

- 1.
 - 2.
- Signed by

(Signature of the first surety) (Official Address & Residential Address of the sureties

Compulsory)

Signed by

(Signature of the second surety)

In the presence of witnesses: (Official Address & Residential Address of the witness is
Compulsory)

- 1.
- 2.

ANNEXURE – XII

DISTRICT FACILITATION CENTRES OF LBS CENTRE

Sl no	Place	Address	Phone Number
1	Thiruvananthapuram	LBS Centre Nandavanam, Palayam Thiruvananthapuram - 695 033	0471 - 2324396 0471 - 2324148
2	Kollam	Block Panchayath Office Building, Poruvazhi P O, Sasthamkotta	0476 - 2831122
3	Adoor	Second Floor, Santhosh Building, Hospital Junction, Adoor, Pathanamthitta	04734 - 227538
4	Alappuzha	LBS Sub Centre Municipal Library Building Thattampally P.O, Alappuzha	0477 – 2254588
5	Pampady	LBS Sub Centre Kadavumbhagam Buildings Near Police Station, K.K.Road, Pampady, Kottayam.	0481 – 2505900
6	Kalamassery	LBS Regional Unit HMT Junction, NAD Road Kalamassery - 683 104.	0484 – 2541520
7	Thrissur	LBS Regional Unit Alumvettuvazhi Road Chiyaram, Thrissur – 680 026	0487 - 2250657
8	Palakkad.	LBS Sub Centre Door No. 26/631, II Floor, Charutha Chambers, Noorani Shornur Road, Palakkad	0491 – 2527425
9	Manjeri	LBS Sub Centre Indira Gandhi Bus Terminal Manjeri, Malappuram.	0483 – 2764674
10	Kozhikode	LBS Regional Unit 17/420, Indira Gandhi Road Kozhikode - 673 004.	0495 – 2720250
11	Kannur	LBS Regional Unit Old Engg. College Campus Near S.N.Park Kannur - 1.	0497-2702812
12	Kasaragod.	LBS Sub Centre Taluk Office Compound Kasaragod.	0499-4221011

ANNEXURE – XIII

**UNDERTAKING FROM THE STUDENTS AS PER THE PROVISIONS OF ANTI-RAGGING VERDICT
BY THE HON'BLE SUPREME COURT OF INDIA**

[See Clause 16]

I, Mr. /Ms.,

Application No.....Course:student of

..... do hereby undertake on this day Month

Year....., the following with respect to above subject and Office Order No:

.....

- 1) That I have read and understood the directives of the Hon'ble Supreme Court of India on anti-ragging and the measures proposed to be taken in the above references.

- 2) That I understand the meaning of Ragging and know that the ragging in any form is a punishable offence and the same is banned by the Court of Law.

- 3) That I have not been found or charged for my involvement in any kind of ragging in the past. However, I undertake to face disciplinary action/legal proceedings including expulsion from the Institute if the above statement is found to be untrue or the facts are concealed, at any stage in future.

- 4) That I shall not resort to ragging in any form at any place and shall abide by the rules/laws prescribed by the Courts, Govt. of India and Institute authorities for the purpose from time to time.

.....

Signature of Student

I hereby fully endorse the undertaking made by my child/ward.

.....

Signature of Mother/Father and or Guardian

Witness:

Signature of Mother/Father and or Guardian

Witness:

ANNEXURE – XIV

**PHYSICAL FITNESS CERTIFICATE
FOR ADMISSION TO POST DIPLOMA COURSES IN SPECIALTY NURSING 2024**

I, Dr. after careful personal examination of the case do hereby certify that Sri/Kum. whose signature is given above is found physically fit to undergo professional education.
His/her height, weight....., chest..... and vision

Signature:

Name:

Place:

Reg. No. :

Date:

Designation:

ANNEXURE – XV
PROFORMA FOR SERVICE DETAILS FOR CANDIDATES
UNDER SERVICE QUOTA

Name:

Age:

Designation:

Department: DME/DHS/IMS

PSc order No. & Date:

Joining order number and date:

Date of Joining in Service:

Leave taken other than casual leave:

Duration of LWA if any and leave sanction order:

Total duration of Service:

Positions held:

Present place of work:

Date of declaration of Probation:

Signature of DME/DHS/IMS

Note: Attach necessary supporting documents