

DR. NTR UNIVERSITY OF HEALTH SCIENCES

**ANDHRA PRADESH
VIJAYAWADA- 520 008**



***RECOMMENDATIONS ON STATUTE ON AFFILIATION OF
COLLEGE OF NURSING
ADOPTED BY THE EXECUTIVE COUNCIL OF
Dr. NTR UNIVERSITY OF HEALTH SCIENCES IN OCTOBER, 1996
AMENDED IN JULY, 2003.***

RECOMMENDATIONS ON STATUTE ON AFFILIATION OF COLLEGES OF **NURSING**
ADOPTED BY THE EXECUTIVE COUNCIL OF
Dr. NTR UNIVERSITY OF HEALTH SCIENCES.

1. These statutes may be called the Dr. NTR University of Health Sciences (Affiliation of Colleges of Nursing) Statutes.
2. The words and phrases used in these statutes shall, unless expressly explained otherwise have the same meaning as they have with reference to the University of Health Sciences Act 1986 (UHS Act 6 of 1986) hereinafter called “the Act”.
3. It shall be necessary for the proposed College of Nursing seeking affiliation to the NTR University of Health Sciences for starting 1st year B.Sc (Nursing) Degree Course of study to apply for Certificate of Registration with the Dr. NTR University of Health Sciences, Vijayawada. The application shall be in Form-1 annexed with these statutes.
4. **(i) Only Government / Educational Trust / Society (hereinafter referred to as ”applicant”) with sufficient financial soundness and which satisfy the conditions stipulated hereunder in sub-statute (ii) shall be eligible for starting Nursing College.**

Application from the individual for Certificate of Registration will not be entertained.

(ii) Conditions to be satisfied by the applicant for applying for Certificate of Registration.

- a) The applicant shall have own hospital facilities or have clinical attachment with Government General Hospital and Government Medical College with not less than 200 beds with in a radius of 10 Kms. The hospital shall have the departments of Medicine, Surgery, Paediatrics, Maternity, ENT, Radiology, Orthopaedics, Ophthalmology, Burns, Oncology, Psychiatry, Casualty and clinical Laboratory for training and teaching purposes with qualified teaching staff.
 - b) The Institute and administrative block have to be located in an area of not less than 2,500 sq.mts. in a corporation area and 2 acres in Municipal area and not less than 3 acres in other areas.
5. The application for Certificate of Registration from the Dr. NTR University of Health Sciences, Vijayawada shall be in writing and in Form-I annexed with these statutes addressed to the Registrar of the Dr. NTR University of Health Sciences, Vijayawada and shall be submitted to the Registrar before 1st September proceeding the academic year from which the affiliation is sought for.
 6. The application for Certificate of Registration shall be submitted along with the permission of the Government of Andhra Pradesh to establish the college and shall contain the following particulars namely.
 - a) Name of the Trust / Society with full address;
 - b) Name of the proposed Nursing College;
 - c) Place and address where the Nursing College is to be located with telephone number if available;
 - d) The number of students proposed to be admitted in the first year of the course;
 - e) The availability of the land building and other physical infrastructure training facility available to the students to be admitted;
 - f) Ready built area available for accommodation of the academic complex;
 - g) Residential quarters for the staff of the college;

- h) Playground;
 - i) Hostel
 - j) The applicant shall also enclose a Demand Draft for Rs.25,000/- (Rupees twenty five thousand only) or such amount as may be prescribed by the executive Council from time to time drawn infavour of the Registrar, towards the inspection fee payable to the University.
 - k) Such other particulars as may be required by the Dr. NTR University of Health Sciences, Vijayawada from time to time.
7. On receipt of the application for the Certificate of Registration, the University shall scrutinize the same and verify by deputing an Inspection Commission whether the conditions required to be fulfilled by the applicant to become eligible to receive the said certificate of Registration are fulfilled. The Inspection Commission may consist of eminent persons in the faculty of Nursing and atleast one of them from outside the state.
- 8. The Inspection Commission shall specifically examine whether the following conditions are fulfilled by the applicant and make a detailed report to the University. Conditions to be fulfilled by the applicant to become eligible to receive the Certificate of Registration for affiliation.**
- a) The applicant shall satisfy the University that he has clear title to the lands as specified in statute No. 4 (ii) (b) without any encumbrance and shall furnish the title deeds and such other documents as required by the University from time to time in this regard.
 - b) The applicant shall fulfill necessary provisions of relevant acts on the subject of Urban Land Ceiling and regulation of Government of Andhra Pradesh as in force and shall also ensure the evidence so produced in this regard is valid and relating to the applicant.
 - c) The applicant shall also satisfy that he has actual physical possession of the lands and shall furnish necessary documents in this regard and such other documents required by the University from time to time.
 - d) The applicant shall satisfy the University that all the infrastructural facilities of the college are in one campus.
 - e) A Rural community and urban community centre should be attached to the institute in addition to the 200 beded hospital facilities.
 - f) The applicant shall own a ready built area of 15,000 sq.ft. suitable for starting 1st year B.Sc. (Nursing) course in a college of Nursing with proper sanitation facilities, provision for safe drinking water, adequate water supply for clinical and laboratory purposes, library, store rooms, toilets for students, staff (separately for men and women) and such other facilities which shall be necessary from time to time as may be specified by the University in this regard.
9. The University if fully satisfied on the basis of the report of the Inspection Commission that all the conditions required to be fulfilled by the applicant are fulfilled shall issue a certificate of Registration in Form II annexed with these statutes to the applicant to enable the applicant to make further arrangements to start the first year B.Sc (N) Degree course of study in the proposed college of Nursing.
10. The issue of Certificate of Registration alone shall not confer any right on the applicant to start B.Sc. (N) Degree Course of study.

11. The applicant, on receipt of the Certificate of Registration from the University obtain approval of A.P. Nursing Council and Indian Nursing Council and later shall apply to the University for provisional affiliation of first year B.Sc.(N) Degree Course in Form III annexed with these statutes and shall fulfill the conditions stipulated in statute 12 to enable the University to appoint and send an Inspection Commission to the proposed College of Nursing.
12. The applicant shall before applying for affiliation for the first year B.Sc.(Nursing) Degree course of study fulfill the following conditions namely:-
- shall appoint a qualified Principal for the proposed College of Nursing;
 - shall submit letters for appointment of qualified staff members for the departments as detailed below which are absolutely essential to become eligible to start the first year B.Sc. (Nursing) Degree Course of study;

(Annual intake of 50 students)

1. Prof.-cum-Principal in any specialty of Nursing Science	-	1 FT
2. Asst. Prof.of Nursing (Medical & Surgical)	-	1 FT
3. Asst. Prof.of Community Health Nursing	-	1 FT
4. Asst. Prof.of Nutrition	-	1 PT
5. Lecturer in English	-	1 PT
6. Asst. Prof.of Anatomy	-	1 PT
7. Asst. Prof.of Physiology	-	1 PT
8. Asst. Prof.of Biochemistry	-	1 PT
9. Asst. Prof.of Pharmacology	-	1 PT
10. Asst. Prof.of Microbiology	-	1 PT
11. Lecturer (Nursing)	-	1 FT
12. Asst. Lecturer / Tutor	-	3 FT
13. Librarian	-	1 FT

(FT = Full Time; PT = Part Time)

Other supporting staff as per Nursing Council of India's Regulations.

c) Qualifications:

- For the post of Principal / Professor / Assistant Professor and Lecturer – M.Sc. (Nursing) in concerned specialty.
- For the post of Assistant Professor in other branches – Post Graduate Degree in the concerned specialty (i.e.,) Anatomy, Physiology, Biochemistry, Pharmacology, English, Microbiology and Nutrition.
- For the post of Assistant Lecturer / Tutor / Clinical Instructor – B.Sc. (Nursing).

The applicant shall produce evidence to the effect that the proposed Nursing College is fully equipped in the following aspects:

- Facilities for teaching Anatomy, Physiology, Biochemistry.
- Facilities for teaching Microbiology, Pharmacology.
- Laboratory for Fundamentals of Nursing. There should be a demonstration room to accommodate ten beds and should be fully equipped with wash basins and electrical fittings in a minimum space of 1500 sq.ft.
- A Laboratory for Community Health Nursing with a minimum space of 1500 sq.ft.
- A separate Nutrition Laboratory with a minimum space of 900 sq.ft.
- A separate Physiology and Biochemistry laboratory with a minimum space of 900 sq.ft.

- VII) A separate Anatomy Museum with a minimum space of 900 sq.ft.
- VIII) A Separate Microbiology and Pharmacology laboratory with a minimum space of 900 sq.ft.
- IX) A multi-purpose hall for conduct of meetings, seminars, examination, etc., to accommodate a minimum of two hundred students.
- X) Minimum of one common room for students with minimum space of 1000 sq.ft. with attached toilets.
- XI) Principal Chamber with 300 sq.ft. Office with space of 1000 sq.ft.
- XII) Separate chambers for each teaching faculty member.
- XIII) Library Hall (60' x 40') - 1

13. The applicant after fulfilling the conditions stipulated in the above Statutes, shall intimate the fact to the University in writing along with the Demand Draft for a sum of Rs.25,000 (Rupees twenty five thousand only) or such amount as may be prescribed by the Executive Council from time to time drawn in favour of the Registrar, NTRUHS, Vijayawada towards the inspection fee payable to the University and shall request the University to depute its inspection committee.

14. On receipt of the intimation specified in Statute 13, the University shall send its inspection committee to inspect the facilities available in the proposed college of Nursing and to submit report to the University as to the satisfactory fulfillment of the conditions required to be fulfilled.

The proforma of the inspection committee report to be furnished by the inspectors to be filled in the prescribed proforma.

15. The University if fully satisfied on the basis of the report of the Inspection Commission that all the conditions required to be fulfilled by the applicant are fulfilled shall grant provisional affiliation to the applicant to enable the applicant to start the first year B.Sc. (Nursing) Degree Course of study in the proposed College of Nursing subject to fulfillment of statutes 17 and 18 and receipt of approval from AP Nursing Council and Indian Nursing Council.

16. In case there are lacunae in the fulfillment of the conditions, the University may conduct re-inspection on payment of a sum of Rs. 10,000/- (Rupees ten thousand only) or such amount as may be prescribed by the Executive Council from time to time by means of a Demand Draft drawn in favour of the Registrar, University of Health Sciences, Vijayawada towards the re-inspection fee and shall receive a final report from the Inspection Commission.

Rs.10,00,000/- at the end of the 1st year before receiving certificate of affiliation for 2nd year.

Rs.10,00,000/- at the end of the 2nd year before receiving certificate of affiliation for 3rd year.

Rs.10,00,000/- at the end of the 3rd year before receiving certificate of affiliation for 4th year.

Rs.10,00,000/- at the end of the 4th year before receiving certificate of affiliation for 5th batch.

Rs.10,00,000/- at the end of the 5th year before receiving certificate of affiliation for 6th batch.

17. On the remittance towards the Building Fund as specified in statute 17, by the applicant, the University shall grant provisional affiliation for the first year B.Sc. (Nursing) Course of study for 50 students after collecting such amount as may be prescribed by Executive Council from time to time from the applicant by means of demand draft drawn in favour of Registrar, University of Health Sciences, Vijayawada towards administration fee and affiliation fee for the first year B.Sc. (Nursing) Course of study.
18. It shall be competent for the University to withdraw the provisional affiliation granted herein by giving three months notice stating the reasons there for to the applicant.
19. The applicant shall show evidence of an annual income of not less than Rs.4,00,000/- (Rupees four lakhs only) to facilitate the proper running of the college of Nursing. This is only a portion of the liability which the college is likely to incur every year towards payment of salaries to the staff and the maintenance of the college.
20. (1) The provisional affiliation granted by the University shall be only for the first year B.Sc. (Nursing) Degree Course of study.

(2) Every college shall have a duly constituted Governing Body or Managing Committee with the representatives of the teaching staff, to advise the Principal in the internal affairs of the college. The Governing Body / Managing Committee shall also have at least two representatives of the University nominated by the Vice-Chancellor and one representative of the Government of AP from the Medical Education Department nominated by the Government. A record of the proceedings of the said Governing Body / Managing Committee shall be maintained by the Principal who shall be the Secretary to the Governing Body / Managing Committee.

The Governing Body shall have as its members not less than 7 or not more than 10 persons including
 - a) the Principal of the College (Ex-Officio)
 - b) two persons nominated by the Vice-Chancellor to represent the University.
 - c) One person nominated by the State Government to represent the Government from Medical Education Nursing Department.
- (3) The member nominated by the University under sub-statute (2) shall hold office for a period of two years. Any change in the Governing Body of the college shall be reported to the University immediately.
- (4) The Nursing College shall furnish a budget for each year of study and a separate development budget which will cover the expenses for the fulfillment of the requirements prescribed for the second year B.Sc. (Nursing) Degree Course of Study.
- (5) The Governing Body of the college shall meet at least once in three months to consider the budget estimates and such other matters as may arise in its working. It shall meet in May-June each year to consider the Annual Report, the audited statement of accounts changes in the staff, subjects or courses in which fresh affiliation or approval is to be sought in the following year. A copy of the notice of the meeting shall be sent to the nominee of the University with a copy to the Registrar at least 15 clear days before the date of the meeting. A copy of minutes of the meeting shall also be sent to the nominee of the University and the Registrar within fifteen days of the meeting.
- (6) College shall have a duly constituted selection committee for recruitment of the teaching staff and there shall be at least two representatives of the University nominated by the Vice-Chancellor on it. The Vice-Chancellor or his nominee shall be the chairman of the selection committee. The recommendations made by the selection committee shall be reported to the Vice-Chancellor for approval and he shall satisfy himself whether they meet the requirement of the University.

21. By the time six months period is left for the first year B.Sc. (Nursing) Degree examinations, the applicant shall apply to the University for affiliation of the second year B.Sc. (Nursing) Degree Course in form – III Annexed with these statutes. Before applying so, the following facilities and departments with the staff members stipulated herein have to be provided in the college of Nursing and the details thereof shall be furnished in the said application. A Demand Draft for Rs. 25,000/- (Rupees twenty five thousand only) or such amount as may be prescribed by the Executive Council from time to time drawn in favour of the Registrar, University of Health Sciences, Vijayawada shall be enclosed along with the application towards the Inspection Fee.

Staff:

1) Vice-Principal (Professor)	- 1 FT
2) Professor – Community Health Nursing	- 1 FT
3) Professor – Principles and practise in Medical / Surgical Nursing	- 1 FT
4) Assistant Professor – Medical / Surgical Nursing	- 1 FT
5) Assistant Professor – Psychology	- 1 PT
6) Assistant Professor – Pathology	- 1 PT
7) Assistant Professor – Biostatistics & Computer Science	- 1 PT
8) Assistant Lecturer / Tutor / Clinical Instructor	- 3 FT.

Qualifications : As per guidelines in statute 12 c.

Laboratory :

- i) A separate Medical / Surgical Nursing Laboratory with a minimum space of 1500 sq.ft.
- ii) Facilities for teaching computer sciences.

Clinical Facilities:-

Two hundred bedded hospital.

22. On receipt of the application for affiliation for the second year B.Sc. (Nursing) Degree Course of study the University shall send its Inspection Commission atleast three months before the date of commencement of the first year B.Sc. (Nursing) degree course examinations. The proforma inspection committee report to be furnished by the inspection committee report to be furnished by the inspectors to be in Form VI annexed with these statutes.

23. The Inspection Commission sent by the University shall inspect the facilities available in the college and report to the University as to whether all the facilities required to be provided by the college are provided. The Inspection Commission shall also point out in its report the lacunae, if any, in the fulfillment of the conditions required to be fulfilled and also advise as to the capability of the college to rectify the lacunae within a period of two months. In case there are lacunae in the fulfillment of the conditions, the University may conduct re-inspection on payment of a sum of Rs.10,000/- (Rupees ten thousand only) or such amount as may be prescribed by the Executive Council from time to time by means of a demand draft drawn in favour of the Registrar, University of Health Sciences, Vijayawada towards the re-inspection fee and shall receive a final report from the Inspection Commission.

24. After a detailed examination of the final report of the Inspection Commission, if the University is fully satisfied as to the fulfillment of the conditions for the affiliation for the second year B.Sc. (Nursing) Degree course of study and on receipt of the intimation from the applicant that all the staff members appointed in pursuance of the above statutes are in a position to start the teaching course, the University shall, after collecting such amount as may be prescribed by the Executive Council from time to time from the applicant by means of a Demand Draft drawn in favour of the Registrar, University of Health Sciences, Vijayawada towards the administration fee and affiliation fee for the second year B.Sc. (Nursing) Degree Course of study, grants provisional affiliation for the second year B.Sc. (Nursing) Degree course of study. It shall be competent for the University to withdraw the provisional affiliation granted herein by giving three months notice stating the reasons therefore to the applicant.

25. The provisional affiliation specified in statute 25 by the University shall be only for the second year B.Sc. (Nursing) Degree Course of study.

26. By the time only six months period is left for the second year B.Sc.(Nursing) Degree examination the applicant shall apply to the University for affiliation of the third year B.Sc. (Nursing) Degree Course of study in Form III annexed with these statutes. Before applying so, the following facilities and departments with the staff members stipulated herein have to be provided in the College of Nursing and the details thereof shall be furnished in the said application. The application for affiliation shall be accompanied by a Demand Draft Rs.25,000/- (Rupees twenty five thousand only) or such amount as may be prescribed by the Executive Council from time to time, drawn in favour of the Registrar, University of Health Sciences, Vijayawada towards inspection fee.

27. The institution shall have the following staff in the Nursing Faculty by the time, it seeks affiliation for third year B.Sc. (Nursing) Degree Course.

1) Professor – Obst. & Midwifery Nursing	-	1FT
2) Professor – Child Health Nursing	-	1FT
3) Professor – Mental Health Nursing	-	1FT
4) Asst.Professor – Obst. & Midfery Nursing	-	1FT
5) Asst.Professor – Medical / Surgical Nursing	-	1FT
6) Asst.Professor – Mental Health Nursing	-	1FT
7) Asst.Professor – Obst. & Child Health Nursing	-	1FT
8) Asst.Professor – Sociology	-	1PT
9) Lecturer in Nursing	-	4FT
10)Asst.Professor / Tutor / Clinical Instructor	-	3FT

Qualifications : As per guidelines in Statute 12 (c).

28. On receipt of the application for affiliation for the third year B.Sc. (Nursing) Degree Course from the applicant, the University shall send its Inspection Commission atleast three months before the date of commencement of the second year B.Sc. (Nursing) Degree Examinations.

The proforma inspection committee report to be furnished by the Inspectors to be in Form-VI annexed with these statutes.

29. The Inspection Commission sent by the University shall inspect the facilities available in the college and report to the University as to whether all the facilities required to be provided by the College are actually provided. The Inspection Commission shall also point out in its report the lacunae, if any, in the fulfillment of the conditions required to be fulfilled and also advise as to the capability of the college to rectify the lacunae within a period of two months. In case there are lacunae in the fulfillment of the conditions, the University may conduct re-inspection on payment by the applicant a sum of Rs.10,000/- (Rupees ten thousand only) or such amount as may be prescribed by the Executive Council from time to time by means of a Demand Draft drawn in favour of the Registrar towards re-inspection fee and shall receive a final report from the Inspection Commission.

30. After a detailed examination of thee final report of the Inspection Commission, if the University is fully satisfied as to the fulfillment of the conditions for the affiliation for the third year B.Sc. (Nursing) degree Course of study and on receipt of the intimation from the applicant that all the staff members appointed in pursuance of the above statutes are in a position to start the teaching course, the University shall, after collecting such amount as may be prescribed by the Executive council from time to time from the applicant by means of a demand draft drawn in favour of the Registrar towards the administration fee and affiliation fee for the third year B.Sc. (Nursing) Degree course of study, grant provisional affiliation for the third year B.Sc. (Nursing) Degree course of study. It shall be competent for the University to withdraw the provisional affiliation granted herein by giving three months notice stating the reasons therefore to the applicant.

31. The provisional affiliation granted above by the University shall be only for the third year B.Sc (Nursing) Degree course of study.
32. By the time only six months period is left for the third year B.Sc. (Nursing) Degree students to take up the third year B.Sc. (Nursing) Degree examinations, the applicant shall apply to the University for affiliation of the fourth and final year B.Sc. (Nursing) Degree Course of study in Form-III annexed with these statutes. Before applying so the applicant shall ensure that all the facilities and departments with full complement of staff members specified in statute 23 continue to be provided in the college and the details thereof shall be furnished in the application. The application for affiliation shall be accompanied by a Demand Draft for Rs25,000/- (Rupees twenty five thousand only) or such amount as may be prescribed by the Executive council from time to time drawn in favour of the Registrar, University of Health Sciences, Vijayawada towards inspection fee.

The Institution shall have the following staff in the Nursing faculty by the time, it seeks affiliation for fourth year B.Sc. (Nursing) Degree Course.

- | | |
|--|--------|
| 1. Assistant Professor – Community Health Nursing | - 1 ft |
| 2. Lecturer – Community Health Nursing | - 1 ft |
| 3. Assistant Lecturer / Clinical Instructor / Tutors | - 4 ft |

Qualification : As per guidelines in statute 12 (c).

Hospital attached to institution shall have the operation theatre facility with two major OT one minor OT, one septic OT, one emergency OT and Obst, & Gyanec, OT.

33. On receipt of the application for affiliation for the fourth and final year B.Sc(Nursing) degree Course from the applicant the University shall send its Inspection Commission atleast three months before the date of Commencement of the third year B.Sc. (Nursing) degree examination.

The proforma inspection committee report to be furnished by the inspectors to be in Form VI annexed with these statutes.

34. The Inspection Committee sent by the University shall inspect the facilities made available by the applicant in the college and report to the University as to whether all the facilities required to be provided by the college are provided and continued. The inspection commission shall also point out in its report the lacunae, if any, in the fulfillment of the conditions required to be fulfilled and also advise as to the capability of the college to rectify the lacunae within a period of two months. In case, there are lacunae in the fulfillment of the conditions the University may conduct reinspection on payment of a sum of Rs.10,000/- (Rupees ten thousand only) or such amount as may be prescribed by the Executive Council from time to time by means of a Demand Draft drawn in favour of the Registrar, University of Health Sciences, Vijayawada towards reinspection fee and shall receive a final report from the Inspection Commission.
35. After a detailed examination of the final report of the Inspection Commission, if the University is fully satisfied as to the fulfillment of the conditions for the affiliation for the fourth and final year B.Sc. (Nursing) Degree course of study, and on receipt of the intimation from the applicant that all the staff members appointed in pursuance of the above statutes are in a position to start the teaching course, the University shall after collecting such amount as may be prescribed by the Executive Council from time to time, from the applicant by means of a Demand Draft drawn in favour of the Registrar, University of Health Sciences, Vijayawada towards the administration fee and affiliation for the fourth and final year B.Sc. (Nursing) Degree Course of study. It shall be competent for the University to withdraw the provisional affiliation granted herein by giving three months notice stating the reasons therefore to the applicant.
36. The provisional affiliation granted above by the University shall be only for the fourth and final year B.Sc. (Nursing) Degree Course of study.

37. All the norms prescribed by the Nursing Council of India may be applied by the University in the area not covered by the statutes ordinances and regulations framed by the University of Health Sciences, Vijayawada for the starting of a new college of Nursing whenever considered necessary.
38. It shall be competent for the University to inspect the Nursing Colleges atleast once in five years to ensure whether the quality of service, teaching and research are properly maintained.
39. The University shall also be competent to send observers during examinations at their discretion.
40. The applicant shall send to the University every year a report regarding the service academic and research activities of the college and also annual staff return and vacancy position.
41. On the completion of the course of study by the first batch of students and on their appearing for the final year University examinations the applicant may make an application to the University for the grant of permanent affiliation of the B.Sc. (Nursing) Degree course of study inform V annexed with these statutes. The University shall after satisfying itself as to the performance of the college during the previous years and subject to the statutes and procedures as in force from time to time grant full affiliation to the B.Sc. (Nursing) Degree Course of study which will be renewed on affiliation for every 4 years. However, the management shall continuously pay and administrative fee and affiliation fee to the University every year in the month of April as prescribed by the Executive Council from time to time.
42. The Executive Council shall have the power after due enquiry to withdraw full affiliation granted to a college, provided that before coming to such a decision, the Executive Council shall inform the Governing Body of the college concerned of its findings after enquiry and the college concerned of its findings after enquiry and shall allow it an opportunity of making such representation as it may deem fit and shall record its opinion of the representation so made.
43. It shall be competent for the University to send an Inspector at any time to inspect the Nursing College after two weeks notice to the applicant and on receipt of report from the Inspector, the University may make any decision which in its opinion deems fit and necessary.
44. 2 year B.Sc.(Nursing) Course (condensed) for 10 students can be started after the first batch completed 4 year B.Sc. (Nursing).
45. Affiliated institution shall apply to the University for starting PG Courses only after they have granted permanent affiliation and after five years of establishment of the institution / college.
46. In case of the institution controlled by Government / University of Health Sciences application of statute 8 (a) (b) (c) and 17 shall be decided by the Executive Council on the basis of merit. Government also shall sanction administrative fee and affiliation fee as grant to University.
47. The general statutes on affiliation which are not covered in this special statute on affiliation of colleges of Nursing shall be binding in addition to the above statutes.

FORM-I
(SEE STATUTE 5)
APPLICATION FOR CERTIFICATE OF REGISTRATION FOR AFFILIATION

- 1) Name / Name (s) of the applicant (s) Trust / Society :
Society
- 2) Name of the college proposed. :
- 3) Details of the Constitution of the Managing Body of College, Copies of byelaws / terms of the trust / society etc. to be enclosed. :
- 4) Address to which communications are to be sent, with telephone number if available. :
- 5) Address where the college is proposed to be located. :
- 6) Number of candidates to be admitted in the first year of the B.Sc. (Nursing) Degree Course. :
- 7) Details regarding availability of land, ready built area and other physical infrastructure, etc. of the college and the hospital (copies of title deeds and documents and latest encumbrance certificate, etc. to be enclosed). :
- 8) Particulars regarding arrangements of residential quarters for the staff. :
- 9) Details regarding availability of playground. :
- 10) Details regarding hostel facility proposed. :
- 11) Details of facilities and other requirements fulfilled as stipulated in the statutes of the University for issue of certificate of Registration (with necessary breakup details). :
- 12) Details of ear-marked assets and resources to be utilized for running the proposed college of Nursing. :
- 13) Details of the Master Plan regarding the development of college and hospital, future teaching hospital strength of beds and other necessary facilities available (plan shall be enclosed). :

- 14) Details regarding the availability of water supply, :
transport etc.
- 15) Details regarding the financial soundness of the :
Trust / society.
- 16) Whether the trust / society has the capacity to :
deposit the amount specified in the statutes.
- 17) Details regarding the annual income of the trust / :
society etc.
- 18) Particulars of fee remittance made by the trust / :
society.
- 19) Whether the trust / society fulfils all the :
conditions and requirements as specified in the
statutes t apply for certificate of registration.
- 20) Whether Educational Trust / society is permitted :
by Government of Andhra Pradesh for starting
the B.Sc. (Nursing) Degree Course (produce
evidence).

Signature of the Applicant.

Station :

Date :

FORM-II
(SEE STATUTE 9)
CERTIFICATE OF REGISTRATION

Under Statute _____
of the University of Health Sciences (Affiliation of Colleges of Nursing) statutes, it is hereby certified that the application of _____
college for the starting of B.Sc. (Nursing) Degree Course of study has been registered with the Dr. NTR University of Health Sciences, Vijayawada.

The issue of this Certificate of Registration alone shall not confer any right on the applicant college to start the B.Sc.(Nursing) Degree Course.

This certificate is valid for a period of one year from the date of issue.

(By order of the Executive Council)

Signature of the Applicant.

Station :

Date :
(Seal)

FORM-III
(SEE STATUTE 11,22,27,33)

Application for Provisional Affiliation by _____
College to start first, second, third and final year B.Sc.(Nursing) Degree Course of study.

- 1) Name and address of the applicant. :
- 2) Location of College with full address with telephone number, if available. :
- 3) Does the college satisfy all the conditions stipulated in the statutes for the affiliation (with full details with evidence thereof) :
- 4) Does the college possess the certificate of Registration issued by University of Health Sciences, Vijaywada for starting B.Sc. (Nursing) degree course by the college (copy of the Certificate of Registration to be enclosed). :
- 5) Whether No Objection Certificate from the Indian Nursing Council has been obtained by the college (produce evidence). :

Signature of the Applicant.

Station :
Date :

FORM-IV
(SEE STATUTE 17)

UTILISATION CERTIFICATE

Certified that a sum of Rs. _____ (Rupees _____
_____ only) received as interest for the year _____
on the Security Deposit (Fixed Deposit) deposited as per Statute No.12 for obtaining I / II year
provisional affiliation of M.Sc. (Nursing) Degree Course has been fully utilized as per details
furnished herewith towards maintenance of the Nursing College.

Signature of the Applicant.

Station :
Date :

FORM-V
(SEE STATUTE 42)

Application for full affiliation by _____
College for B.Sc.(Nursing) PG Degree Course of study.

- 1) Name and address of the applicant. :

- 2) Location of the College with full address with telephone number if available. :

- 3) Has the college obtained provisional affiliation for all the four years (full details with University provisional order number and date, number of students permitted, etc.) (copies of the order of the University to be enclosed). :

- 4) Has the first batch of students completed the course of study and appeared for University examination. :

- 5) Brief history on the performance of the college during the previous year (upto the date of this application) to justify the grant of full affiliation. :

Signature of the Applicant.

Station :

Date :

5. Managing Committee Members
Whether present during inspection

YES / NO

Representatives of teaching staff

1)

2)

3)

Representatives of University

1)

2)

Representatives of the Govt. of AP.,

1)

Other members

1)

2)

3)

6. Whether the record of Proceedings
of the Managing Committee being
maintained.

Yes/No

7. Name of the Institution / Society /
trust

8. Name of the College

9. Location of the college(full Address to
be given)

10. Whether Society & College of B.Sc.(N)
are situated in one location or situated
in various places.

Signatures of Inspectors : 1.

2.

3.

11. A) Order of the Government of AP in which permission was accorded to start the college/course (produce evidence)
- b) Approval of AP Nursing Council
- c) Approval of Indian Nursing Council
- 12 a) Intake of students sanctioned by the Government and academic year.
- b) Intake of students Recommended by Inspection Committee by NTR UHS.,
13. Orders of NTR UHS., in which Registration / Provisional affiliation was accorded to Previous years in case of the inspection after primary inspection.

14. Past deficiencies:

Whether the institution rectified past deficiencies? If so give details.

15) Statutory Provisions :

- a) Teaching staff with necessary Qualifications

Details of the teaching staff are to be furnished in a separate sheet as Annexure-A to the Inspection report.

Signatures of Inspectors : 1. 2. 3.

B) Infrastructural facilities:

Remarks of inspectors as per documents submitted by Management towards :

- i) The applicant shall satisfy the University that he has clear title deeds of the lands as specified in statute No.4(ii)(b) without any encumbrance and shall furnish the title deeds and such other documents as required by the University from time to time in this regard.

- ii) The applicant shall fulfil necessary provisions of the relevant acts on the subject of Urban Land Ceiling and regulation of Government of Andhra Pradesh as in force and shall also ensure that the evidence so produced in this regard is valid and relating to the applicant.

- iii) The applicant shall also satisfy that he has actual physical possession of the lands and shall furnish necessary documents in this regard and such other documents required by the University from time to time.

- iv) The applicant shall satisfy the University that all the infrastructural facilities of the college are in one campus.

- v) Whether a Rural community and urban community centre is attached to the institute in addition to the 200 bedded hospital facilities if so furnish details.

Signatures of Inspectors : 1.

2.

3.

C) Buildings:

Remarks of Inspectors as per documents submitted by Management. Whether satisfactory or deficient giving necessary details .:

- i) The applicant shall own a ready built area of 15,000 Sq.ft. suitable for starting 1st year B.Sc(N) course in the College of Nursing with
 - a) Proper sanitation facilities,
 - b) Provision for safe drinking water, adequate water
 - c) Supply for clinical and Laboratory purposes,
 - d) Store rooms,
 - e) Toilets for students, staff (separately for men and women) and
 - f) Such other facilities which shall be necessary from time to time as may be specified by the University in this regard.
- ii) Facilities for teaching Anatomy, Physiology and Biochemistry
- iii) Facilities for teaching Microbiology and Pharmacology.
- iv) Demonstration room to accommodate ten beds and fully equipped with wash basins and electrical fittings in a minimum space of 1500 sq.ft., for teaching fundamentals of Nursing.
- v) A Laboratory for Community Health Nursing with a minimum space of 1500 sq.ft.
- vi) A separate Nutrition Laboratory with a minimum space of 900 Sq.ft.
- vii) A separate Anatomy Museum

Signatures of Inspectors : 1.

2.

3.

20. Approximate date when fresh affiliation for the subsequent year of course is to be obtained

21. Whether the Inspection Commission is fully satisfied with all the statutory provisions: Yes/No

If not, the lacunae are to be pointed.

Signature of Chairman
addresses of

Signature of Members

Signature and

Name:

Name :

Name :

Address

Address:

Address:

CERTIFICATE

Certified that we have actually, physically verified the infrastructure facilities available in the _____
_____ and not satisfied / fully satisfied
regarding the due compliance of all the statutory provisions.

Signature of Member (1)

Signature of Chairman

(2)

FORM-VI
(SEE STATUTE 14,23,29,34)

Dr. NTR UNIVERSITY OF HEALTH SCIENCES, ANDHRA PRADESH
B.Sc. NURSING DEGREE COURSE INSPECTION REPORT.

- 1) Name of the Convenor with designation :
Address
- 2) Name of the Member with designation :
Address
- 3) Particulars regarding order in which Inspection :
Commission was appointed by this University.
- 4) Date of Inspection. :
- 5) Place and details of Management authorities :
present at the time of inspection.

- 1) Name of the Institution / Society / Trust. :
- 2) Name of College of Nursing. :
- 3) Address of the college of Nursing located. :
- 4) Order of the Government of AP. In which :
permission was accorded to start the College of
Nursing / Course (produce evidence).
- 5) Intake of students sanctioned by the Government :
and academic year.
- 6) Orders of UHS in which registration / provisional :
affiliation was accorded to previous years in case
of the Inspection after primary inspection.
- 7) Past deficiencies. :

Whether the Institution / College of Nursing
rectified the past deficiencies if any pointed out
by the University. If so, give details.

- 8) Full compliment of teaching staff. :

To start the B.Sc. (Nursing) degree course of
study, the following full compliment of additional
staff as specified in B.Sc. (Nursing) statutes are
absolutely essential.

REQUIRED TEACHING STAFF (ANNUAL INTAKE OF 50 STUDENTS)

Sl. No.	Name of the Post.	1 st yr.	2 nd yr.	3 rd yr.	4 th yr.
1)	Professor-cum-Principal in any specialty of Nursing Sciences.	1 ft	-	-	-
2)	Assistant Professor of Nursing (Medical & Surgical)	1 ft	1 ft	1 ft	-
3)	Asst. Professor of Com. Health Nursing.	1 ft	-	-	1 ft
4)	Asst. Professor of Nutrition	1 pt	-	-	-
5)	Asst. Professor of English	1 pt	-	-	-
6)	Asst. Professor of Anatomy	1 pt	-	-	-
7)	Asst. Professor of Physiology	1 pt	-	-	-
8)	Asst. Professor of Biochemistry	1 pt	-	-	-
9)	Asst. Professor of Pharmacology	1 pt	-	-	-
10)	Asst. Professor of Microbiology	1 pt	-	-	-
11)	Lecturer – Nursing	1 ft	-	4 ft	-
12)	Asst.Lecturer / Tutor	3 ft	3 ft	3 ft	4 ft
13)	Librarian	1 ft	-	-	-
14)	Vice-Principal / Professor	-	1 ft	-	-
15)	Professor Community Health Nursing	-	1 ft	-	-
16)	Prof. / Principles and practise in Medical / Surgical Nursing.	-	1 ft	-	-
17)	Asst. Professor of Psychology	-	1 pt	-	-
18)	Asst. Professor of Pathology	-	1 pt	-	-
19)	Asst. Professor of Biostatistics & Computer Science	-	1 pt	-	-
20)	Professor – Obst. & Midwifery Nursing.	-	-	1 ft	-
21)	Professor – Child Health Nursing.	-	-	1 ft	-
22)	Professor – Mental Health Nursing	-	-	1 ft	-
23)	Asst. Professor of Obst. & Midwifery Nursing	-	-	1 ft	-
24)	Asst. Professor of Mental Health Nursing	-	-	1 ft	-
25)	Asst. Professor of Sociology	-	-	1 pt	-
26)	Lecturer – Nursing branches / community Health Nursing.	-	-	4 ft	1 ft

NOTE: Qualifications :

1. For the post of Principal / Professor / Assistant Professor and Lecturer – M.Sc. (Nursing) in concerned specialty.
2. For the post of Assistant Professor and other branches Post Graduate Degree in the concerned specialty (i.e.,) Anatomy, Physiology, Biochemistry, Pharmacology, English, Microbiology, Sociology and Nutrition.
3. For the post of Assistant Lecturer / Tutor / Clinical Instructor – B.Sc. (Nursing).

Equipment & Clinical Facilities:

1. B.Sc. (Nursing) First year:

- i) Facilities for teaching Anatomy, Physiology, Biochemistry.
- ii) Facilities for teaching Microbiology, Pharmacology.
- iii) Laboratory for Fundamentals of Nursing. There should be a demonstration room to accommodate ten beds and should be fully equipped with wash basins and electrical fittings in a minimum space of 1500 sq.ft.
- iv) A laboratory for Community Health Nursing with a minimum space of 1500 sq.
- v) A separate Nutrition Laboratory with a minimum space of 900 sq.ft.
- vi) A separate Physiology and Biochemistry laboratory with a minimum space of 900 sq.ft.
- vii) A separate Anatomy Museum with a minimum space of 900 sq.ft.
- viii) A separate Microbiology and Pharmacology laboratory with a minimum space of 900 sq.ft.
- ix) A multi-purpose hall for conduct of meetings, seminars, examination, etc., to accommodate a minimum of two hundred students.
- x) Minimum of one common room for students with minimum space of 1000sq.ft. with attached toilets.
- xi) Principal Chamber with 300 sq.ft. office with space of 1000 sq.ft.
- xii) Separate chambers for each teaching faculty member.
- xiii) Library Hall 60' x 40' - 1

2. LABORATORY:-

- i) A separate Medical / Surgical Nursing Laboratory with a minimum space of 1500 sq.ft.
- ii) Facilities for teaching Computer Science.

CLINICAL FACILITIES:-

Two hundred bedded hospital.

Institution shall have hospital attached to Institution. The operation theatre facility with two major one minor one septic, one emergency OT and on Obst. & Gynaec.

- 9) Whether the institution under inspection has :
adhered strictly to the number of working days
prescribed in the regulations of this University.
- 10) Whether the Trust / Society / Institution / College :
has fulfilled all the conditions and requirements
as specified in the statutes to grant _____
affiliation for starting _____ year B.Sc.
(Nursing) Degree course of study from the
academic year _____.
- 11) Other findings of the Inspection Commission. :

CERTIFICATE

Certified that we have actually, physically verified the infrastructural facilities available in the college of Nursing and fully satisfied ourselves regarding the due compliance of the Statutory provisions.

Signature of the Member :

Signature of the Convener :

09-09-1942