

مولانا آزاد نیشنل اردو یونیورسٹی، یونیورسٹی آف انڈیا، نئی دہلی

MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

Accredited 'A' Grade by NAAC
Gachibowli, Hyderabad - 500 032



Prospectus cum Application Form 2014-15

Health Care Courses (Paramedical courses)

Address for correspondence

The Coordinator, Para Medical Courses,
C/o Coordination section Vocational Education, Polytechnic Building,
Maulana Azad National Urdu University
Gachibowli, Hyderabad - 500 032

Tel No - 9440366462

Brief profile of the University

Maulana Azad National Urdu University (MANUU) is a Central University established in 1998 by an Act of Parliament. It is mandated to promote and develop the Urdu language and to impart vocational and technical education in Urdu medium through conventional and distance modes. The headquarters of the University is at an outstanding central location- Gachibowli, Hyderabad, sprawling over 200 acres. The students and staff of the University are drawn from throughout India. The University is awarded "A" Grade by National Assessment & Accreditation Council (NAAC) in the year 2009.

The objectives of the University are as follows:

1. to promote and develop the Urdu language;
2. to impart education and training in vocational & technical subjects through the medium of Urdu;
3. to provide wider access to people desirous of pursuing programmes of higher education and training in Urdu medium through Campus and Distance modes; &
4. to focus on women education.

The University's campus education as on today boasts of six Schools of Studies namely,

1. School of Languages, Linguistics & Indology
2. School of Arts & Social Sciences
3. School of Education & Training
4. School of Commerce & Business Management
5. School of Journalism & Mass Communication
6. School of Sciences

These six Schools run 15 Departments, which in addition to offering masters programmes, provide research programmes at M. Phil. and Ph. D. levels. Most of the Schools have already produced a considerable number of M. Phil. and Ph.D. scholars. The focus of all these Schools is to search new areas of knowledge and to advance knowledge through research and application.

The University has several special centers such as Instructional Media Centre (IMC), Center for Urdu Language, Literature and Culture, Center for Professional Development of Urdu Medium Teachers, Academic Staff College, Center for Study of Social Exclusion and Inclusive Policy, H.K. Sherwani Center for Deccan Studies which provide value addition to the University. MANUU is a major higher education service provider across the nooks and corners of the country for underprivileged, first generation learners of Urdu medium through its distance mode programmes. A network of nine Regional Centers, five Sub-Regional Centers and about 170 study centers are helping Directorate of Distance Education in offering 16 programmes for more than 1.5 lakh learners at their door step. The University has MoUs with IGNOU, Dr. BRAOU and Doordarshan for Distance Education Programmes. MANUU also has examination centres at Jeddah, Madina, Riyadh and Dammam in the Kingdom of Saudi Arabia for distance education programmes.

The University has established three Industrial Training Institutes (ITIs) and three Polytechnic Colleges in Hyderabad, Bangalore and Dharbanga. These institutions fulfill the objectives of the University of imparting vocational and technical subjects in Urdu. Additionally, the University established six Colleges of Teacher Education at Srinagar, Darbhanga, Bhopal, Asansol, Sambhal and Aurangabad, where personal and intellectual growth of teachers is realized through varied teacher's

training programmes. The University offers post Graduate courses in four languages at Lucknow Campus.

True to its mission of widening the wings of Urdu and instilling a passion for Urdu among the new generation, the University has also established Model Schools to provide quality school education in Urdu medium.

The University has initiated several new programmes from this academic year. Five-year Integrated Post Graduate Programmes on choice based credit system have been launched in Sciences, Social Sciences and Humanities streams. The University has set up Para Medical courses, and Master of Education programme at MANUU-Colleges of Teacher Education at Darbhanga and Bhopal. The establishment of three new Colleges of Teacher Education with B.Ed programme at Asansol (WB), Sambhal (UP), and Aurangabad (MS) is also a step in the right direction. The University has established a College for Women at Srinagar (J & K) from the current academic year as a means of addressing one of the important objectives of the University.

The University is member of the Association of Indian Universities and Association of Common Wealth Universities

Para-Medical Courses:

The University initiated courses in Health Care from the current academic year 2014-15 due to their job potential. The following four programmes through Urdu medium will be offered for the batch of 2014-15. The programme is on self-finance mode. The teaching, learning, training, lab course set of the programme shall be organized at Medwin Institute of Medical Sciences (MIMS), Nampally, Hyderabad, which is a collaborative institution for these programmes.

Programs offered:

Sl.	Programme	Seats	Eligibility	Duration	Age
1.	Certificate Course in Dialysis Technician	60	10 th Class/Equivalent	2 years	Should not be over 35 years, 3 years relaxation for girls
2.	Certificate Course in Emergency Medical Technician	60			
3.	Diploma Course in Dialysis Technician	60	10+2 / intermediate/ Equivalent		
4.	Diploma Course in Emergency Medical Technician	60	1 st Preference : Bi.P.C stream 2 nd Preference : PCM stream 3 rd Preference : Other streams		

Important dates:

1. Date of Notification - 25th May 2014
2. Last date of submission of form - 27th June 2014
3. List of selected candidates - Date will be intimated later
4. Date of admissions - Date will be intimated later
5. Commencement of classes - Date will be intimated later

Syllabus, schedule, evaluation pattern etc shall be provided at the time of admission.

Fee Details

Cost of the Application: 100/- in the form of DD in favour of Maulana Azad National Urdu University payable at Hyderabad (for both downloaded and printed application forms)

Particulars / Fee (INR)	Admission Fee (One time)	Apron and ID	Tuition Fee	Library Fee	Internship / Clinical fee	Medical Fee	Lab and equipment Fee	Course Material Fee	Student Union Fee	TOTAL
Certificate Course	225/-	1000/-	10000/-	100/-	-	850/-	2000/-	3000/-	-	17175/-
1 st year										
2 nd year	-	-	5000/-	100/-	2500	850/-	-	3000/-	-	11450/-
Diploma Course	225/-	1000/-	12000/-	100/-	-	850/-	2000/-	3000/-	100/-	19275/-
1 st Year										
2 nd Year	-	-	6000/-	100/-	4500/-	850/-	-	3000/-	-	14450/-

At the time of admission, fee of first year shall have to paid and the second year fee amount shall have to be paid in the beginning of the year as per the notification. All the fee shall have to paid through challan (can be downloaded from University website) in any of SBI branches.

General Guidelines:

1. The University provides admission through merit in qualifying examination.
2. If a candidate does not fill the application form properly or submits an incomplete application form for admission (on merit basis) his/her form will be rejected. Therefore candidates are advised to read the prospectus carefully before filling the application form.
3. Application form shall be rejected, if the University receives incomplete, or receives without requisite fee, or receives after the last date.
4. All legal disputes shall be restricted to the jurisdiction of the court of Hyderabad only.
5. All Admissions are provisional.
6. The University has the right to reject the Application and to cancel the admission of any candidate without assigning any reason. Further the University has the right to cancel the admission of any student at any point of time.
7. List of the selected candidates shall be displayed on the Notice Board of the School of Sciences, Notice boards of MIMS and on the website of the University. The candidate is advised to go through University website or to find out from the Notice Board, or through personal sources whether his/her name appears in the lists and thereby makes

timely arrangements to seek admission. The University will not be responsible for any delay/lapse on the part of postal department.

8. If a candidate fails to complete admission formalities by the prescribed date, he/she shall forfeit his/her right to admission.
9. If any error or omission is detected in the information furnished by the candidate in the application form or if any document is found to be defective at the time of verification, or at any time even after the candidate is admitted, such candidate's admission shall stand cancelled. Fee paid to the University of any Kind will not be returned/transferred.
10. If candidate is an employee of public or private sector organization, he/she shall produce educational leave from organisation to be admitted, unless he/she submits a certificate of leave or No Objection Certificate, covering the entire duration of the programme/course from his/her employer at the time of admission.
11. A selected candidate is not allowed to complete admission formalities in absentia. If he/she does not report for admission on the prescribed date and time, the offer of admission shall stand cancelled.
12. No correspondence shall be made to the candidate not selected for admission; and the entrance test fee or application fee for admission will not be returned.
13. The candidate is directed to write his/her name and father's name in the admission form in Urdu as well as in English. The spelling of names and the order of first, middle and surname should coincide with those written in his/her T.C. and marks memo of SSC or equivalent certificates issued by the institution he or she has last studied in, because the same will be registered in all records & documents of the University.
14. If any student wishes to cancel or discontinue his/her programme of study, prior to or after taking any term end examination, he/she can do so. However, no fee of any kind will be returned to the student. In such case student is required to submit No-Dues Clearance Certificate necessarily, from MANUU and MIMS to receive the Transfer Certificate. The Transfer Certificate will specifically mention the "programme discontinued" phrase.
15. For promotion to the next year a student is necessarily required to have qualified in at least 40% of the subjects offered in a 1st year.
16. The candidate must have studied Urdu at any level of studies.
17. Duly filled in application forms along with enclosures should be submitted in the School of Sciences, Gachibowli, Hyderabad before or on the last day of submission.

18. Original documents with two copies of each to be submitted at the time of Admission.
19. Pass marks sheet of 10th/S.S.C./equivalent board examination/provisional/pass certificate
Or Pass marks sheet of 12th /Intermediate/ +2/ equivalent board examination Marks Sheet as the case may be and
- Migration Certificate
 - Transfer Certificate
 - Caste certificate (for reservation candidates, i.e. SC, ST, & OBC)
 - PH/Ex-Servicemen/NSS/NCC/ Kashmiri Migrant Certificate (for those applied under any of these categories);
 - Urdu Knowledge Certificate
 - Bonafide & Conduct certificate (from the institution studied last)
 - Twelve latest colour photographs
 - NoC and Leave sanction letter (if applicable)

Attendance Requirements

- A student is deemed to have pursued a regular programme of study in a subject provided that he/she has attended at least 75% of the teaching classes actually held in each subject.
- A student will be allowed to take the examination only if he/she puts in 75% percent of attendance in all subjects.
- The Dean of School concerned on the recommendation of the Head of the Department/Centre may condone shortage of attendance not exceeding 10% for valid and convincing reasons.
- Admission will be cancelled for any student who do not have the required attendance in the 1st year. The student will have to take readmission in the next academic year. If any student is absent constantly for 1 month, his name will be removed from the attendance register. In case a student is absent from classes on medical ground, he may be permitted to attend classes after submitting a medical certificate. In case even after availing the 10% of relaxation of attendance on medical ground if the student fails to fulfill the required 75% of attendance, then he will not be permitted to appear for the term end examination.

Reservation Policy:

S.C.	15%
S.T.	7.5%
O.B.C.	27%
P.H.(overall)	3%
Kashmiri Migrants	1%
NCC/NSS/Sports/Ex-servicemen	1%

Financial Assistance

A student can avail any one scholarship of Govt. of India / State Govt. / organization in an academic year. However, the University does not provide financial assistance to the students.

Hostel Facility:

Hostel facility is not available for the Paramedical Courses in MANUU campus but alternative arrangement is available at MEC SO Hyderabad.

Contact person / address for correspondence with the University:

Coordinator : Dr. Maqbool Ahmed,
Coordinator, Paramedical courses

Address : C/o Coordination section Vocational Education,
Polytechnic Building, Maulana Azad National Urdu University,
Hyderabad – 500 032
Tel - 9440366462

Contact person at Medwin Institute of Medical Sciences:

Coordinator : Dr. Md. Samiullah Khan

Telephone No. : 040-66667478

Email : Medwin.institute@gmail.com

Address : 100 R.R Tower Medwin hospital complex , Academic Block
(B) Block First Floor, Chirag Ali Lane Nampally, Hyderabad -1