NATIONAL DENTAL COLLEGE & HOSPITAL
Gulabgarh, DERA BASSI, Distt. S.A.S. Nagar, Mohali (Punjab)

Admission for MDS

INFORMATION BROUCHER/PROSPECTUS
2020-21
The Management

Lt Col (Retd) G.S. Sandhu
Chairman
Management Committee

Dr. Vinay S. Dua
Director Principal
Our Vision

- Qualitative growth in selected areas of study.
- Motivation building among the faculty and the students.
- Highest standard of discipline and good work culture.
- Create environmental friendly awareness among the students.
- Task oriented, integrated growth of faculty in academics, enabling them to join elite group of educationists & academicians.

Aims & Objectives

- Providing World Class Education to the students.
- Equipping the institution with the latest equipment available in the field of Dentistry.
- Empower & Instill confidence in Doctors and make them well versed with the latest knowledge in Dentistry.
- Creating awareness for Dental care amongst rural population and provide them dental treatment at subsidized/free rates.
- Global awareness in research work through state of art electronic equipment & resources.
Welcome our dear student. You are one of the few lucky students; contemplating to join one of the well reputed Dental Institute of the country.

Lt. Col. (Retd) Gurbir Singh Sandhu our founder Chairman of the society has strong belief, dedication and determination to serve the sick and render memorable service to the society through the Medical Education. He conceived an idea of starting a Dental College & Hospital at Dera Bassi for imparting dental education and for providing much needed dental care to the people.

On 10th September, 1996 he formed Medical Education and Rural Welfare Society along with Dr. K.S. Sandhu and they resolutely resolved to set up a Dental College and 100 Bedded Multi Speciality General Hospital at Dera Bassi. Thus, National Dental College and Hospital and National General Hospital came into existence. These institutes are recognized by the Central Government,DCI and affiliated to Baba Farid University of Health Sciences, Faridkot (Punjab).

Nevertheless, our college is a premier private college and is managed by highly dedicated former Army Officers and eminent Medics and Dentists who are determined to disseminate the moral values, character and discipline virtually by personal example.

The aim of the management is to develop the entire Institute into a Modern and Unique Organisation capable of imparting the best Dental and Medical Education and providing the best possible Dental Care. The Institute has come up with lot of hard work and sincere efforts of the management, highly dedicated team of teachers, dentists and administrative staff who work round the clock with missionary zeal.

Initially we started with 60 seats and were upgraded to 100 seats for BDS course from Session 2005-2006 onwards. BDS course with intake of 100 seats was recognized by DCI in 2005. Since then our Ten Batches (each 100 Seats) have successfully graduated and are serving the society. We Started our MDS course in four specialities that is in Oral & Maxillofacial Surgery (2 seats) Pediatric & Preventive Dentistry (3 seats), Periodontics (4 seats) and Conservative Dentistry & Endodontics (4 seats) with total intake of 13 seats. Since then our ten batches have successfully graduated and are serving the society. Our Fourteenth batch for MDS course is in progress in four specialities. Central Government and Dental Council of India has recognized MDS course in four specialities vide Govt. of India, Ministry of Health and Family Welfare, Nirman Bhavan, New Delhi Letter No. V-12017/70/2005-DE dated 3rd December 2010 and BDS courses for intake of 100 seats was recognized by DCI in 2005. From this session of 2020-21 we have added M.D.S. in two more clinical specialities i.e. Orthodontics and Prosthodontics with intake of 3 seats and 2 seats respectively vide Govt. of India letter No. V. 12017/12/2019-DE dt. 09-03-2020. We have continually equipped ourselves with the latest equipment and cutting edge clinical know-how through our well qualified, experienced and learned faculty members.

The Institute is equipped with all kinds of modern facilities for training of students and proper care of patients. We have eminent professors; and well experienced teachers on our rolls.
From the Director Principal’s Desk

Dr. Vinay S. Dua
Director Principal

Dear Students,

It is a matter of immense pride to announce that National Dental College, Dera Bassi has completed Nineteen years. It continues to be one of the premier dental colleges of North India. Its impressive growth is itself a testimony to the fact that success essentially depends on the 3 D’s i.e. Dedication, Devotion & Determination. You are going to be part of this renowned institution and as a proud Director Principal, I extend you a hearty welcome.

Sprawled in the area of 06 acres with open and natural ambience, the College has well designed departments, well equipped laboratories, well stocked and computerized library, emergency clinic running round the clock, modern operation theaters, guest house and well maintained lawns. The College is proud of its highly qualified and research oriented experienced faculty and well organized and proficient management.

Recognized by the Dental Council of India and affiliated to Baba Farid University of Health Sciences, Faridkot, the College offers BDS Course with the intake of 100 seats and MDS Course in four specialities viz Oral & Maxillofacial Surgery (2 seats), Pediatric & Preventive Dentistry (3 seats) Periodontics (4 seats) and Conservative Dentistry & Endodontics (4 seats) with total intake of 13 seats. We are proud to announce that we have stated MDS course in two more specialities VIZ. Orthodontics (3 Seats) and Prosthodontics (2 Seats) from this session.

The institution has always endeavoured to provide quality education by providing excellent teaching, training & hospital facilities and thus earned the reputation of an Institute of Par Excellence. We are proud to be announce that we have stated MDS course in two more specialities viz. Orthodontics (3seats) and Prosthodontics (2 seats)from this session. Now we have total intake of 18 seats in post graduation courses.

I sincerely hope and believe that the education and training you will receive here will lead you to a very bright and enriched professional career.

With best wishes

Dr. Vinay S. Dua
We are proud of our Alumni for the year 2019

Dr. Aashima

Dr. Navneet Kaur Rehal
# Roll of Honour

## Toppers in BDS Final Year

<table>
<thead>
<tr>
<th>Year</th>
<th>Name</th>
<th>Father’s Name</th>
<th>Marks</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004</td>
<td>Asuneet K. Chhabra</td>
<td>I.P.S. Chhabra</td>
<td>943</td>
<td>67%</td>
</tr>
<tr>
<td>2005</td>
<td>Gurtaj Singh Sandhu</td>
<td>Lt. Col. G.S. Sandhu</td>
<td>1025</td>
<td>73%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>First in University with distinction in four subjects.</td>
</tr>
<tr>
<td>2006</td>
<td>Shaiffy</td>
<td>Jagdish Rai</td>
<td>932</td>
<td>67%</td>
</tr>
<tr>
<td>2007</td>
<td>Harsimrat Kaur</td>
<td>Karaj Singh</td>
<td>973</td>
<td>70%</td>
</tr>
<tr>
<td>2008</td>
<td>Karan Singh</td>
<td>Lt. Col. Rajinder Singh</td>
<td>914</td>
<td>65%</td>
</tr>
<tr>
<td>2009</td>
<td>Huma Suleman</td>
<td>Mohd. Suleman</td>
<td>967</td>
<td>69%</td>
</tr>
<tr>
<td>2010</td>
<td>Shipra Gupta</td>
<td>Virbhushan Garg</td>
<td>976</td>
<td>70%</td>
</tr>
<tr>
<td>2011</td>
<td>Ankita Sharma</td>
<td>Ajay Kumar Sharma</td>
<td>560</td>
<td>70%</td>
</tr>
<tr>
<td>2012</td>
<td>Ramandeep kaur</td>
<td>Amarjit Singh</td>
<td>1070</td>
<td>66%</td>
</tr>
<tr>
<td>2013</td>
<td>Anubhav Garg</td>
<td>Vinod Kumar</td>
<td>1104</td>
<td>69%</td>
</tr>
<tr>
<td>2014</td>
<td>Raj Kumar Verma</td>
<td>Shiv Lal Verma</td>
<td>1120</td>
<td>70%</td>
</tr>
<tr>
<td>2015</td>
<td>Prabhjeet Kaur</td>
<td>Baljit Singh</td>
<td>1028</td>
<td>64.25%</td>
</tr>
<tr>
<td>2016</td>
<td>Abha Kathuria</td>
<td>Mahesh Kathuria</td>
<td>1079</td>
<td>67.43%</td>
</tr>
<tr>
<td>2017</td>
<td>Ripu Daman Kaur</td>
<td>Avtar Singh</td>
<td>1137</td>
<td>71.06%</td>
</tr>
<tr>
<td>2018</td>
<td>Aditi Bhatia</td>
<td>Atul Bhatia</td>
<td>1118</td>
<td>69.87%</td>
</tr>
<tr>
<td>2019</td>
<td>Rasgun</td>
<td>Kawal Pal S. Bakshi</td>
<td>1139</td>
<td>71.19%</td>
</tr>
</tbody>
</table>
Management

Lt. Col. (Retd.) G.S. Sandhu
Smt. Jatinder Kaur
Dr. K.S. Sandhu
Smt. Nimrat Bhattal
Smt. Anureet Grewal
Dr. Deepak Grover
Dr. Hiteshwer Singh
Dr. Vikram Grewal
Col. Ajrawat BS

Chairman
Managing Trustee
Managing Trustee
Trustee
Trustee
Director Student’s Welfare
Trustee
Trustee
Human Resources

Administrative Staff

Dr. Vinay S. Dua
Dr. Preet Kanwal Singh Ahluwalia
Dr. N. M. Sharma

Director Principal
Vice Principal
Medical Superintendent
National General Hospital
Office Superintendent
Accountant
Cashier
I/C Stores
PA to Chairman
PA to Principal
Warden Girl’s Hostel
Warden Boy’s Hostel
Asstt. Administrative Officer & HR

Phone : College : 01762-282612, 281378
Fax : 01762-284305, 0172-2560701
Mobile College : 09814011387, 9914680523, 8968886342
Boys Hostel : 09915590782
Girls Hostel : 09216836903, 9914686860
Website : www.nationaldentalcollege.org
Email : ndch1234@gmail.com
General

1. The institute has total of 18 seats for PG Specialty as given below:
   a) Conservation Dentistry & Endodontics 4 Seats
   b) Oral & Maxillofacial Surgery 2 Seats
   c) Paediatric and Preventive Dentistry 3 Seats
   d) Periodontics 4 Seats
   e) Orthodontics 3 Seats
   f) Prosthodontics 2 Seats

   The allocation of these seats for various categories is strictly as per Government of Punjab, Department of Medical Education & Research, Notification No. 5/26/2016-5HB-III/1121 Dated 14-02-2020 (hereafter referred as Notification).

   (This notification superseded all previous notifications for admission to dental post graduate degree courses in the state of Punjab)

General Admission Requirements and Eligibility

2. Candidates qualifying (NEET PG) 2020 shall be eligible to apply for admission in Government/Private Colleges. The minimum qualifying marks will be 50 Percentile in NEET PG 2018. However, in respect of candidates belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, the minimum mark shall be at 40 Percentile and 45 Percentile for General PH or as notified by DCI/Govt. of India.

3. One year Compulsory Rotatory Internship is an essential pre-qualification for acquiring eligibility for admission. The cut off date for completion of Internship shall be 31st March 2019

4. No condonation of internship of 12 months period shall be accepted except (i) the students of the batch admitted during the academic session 2007-2008 and have completed 4.5 year BDS Course along with 06 months compulsory rotating internship.

5. Admission to NRI seats shall also be filled on the basis of merit in NEET PG 2020, in order of preference as under:-

   Category I: NRI’s/children of NRI who originally belonged to the State of Punjab.
   Category II: NRI’s/children of NRI who originally belonged to an Indian State other than Punjab.

   6. The distribution of seats in Private Institutions are as under:
      - Govt. Quota Seats 50%
      - Management/Minority Quota Seats 50% Including 15% NRI Quota

   All the seats (Govt./Management /NRI/NRI Left over seats will be filled on the basis of NEET PG 2020 in centralized counselling by Baba Farid University of Health Sciences, Faridkot.

7. Before applying, the candidates are advised to go through the Admission Notification issued by Govt. of Punjab and the instructions given therein carefully. Fill in the application form in accordance with the instructions given in this prospectus and on the college notice board.

Incomplete applications will not be considered and no correspondence will be entertained in this regard.

   a) Application other than on prescribed form for the purpose will not be entertained.
   b) Application, complete in all respects accompanied with all the relevant documents should reach the Principal of National Dental College and Hospital, Dera Bassi on or before the closing date. Application received after the closing date will not be considered and no correspondence will be entertained.
   c) The candidate will fill the application form in his/her hand writing and submit to this college along with a Demand Draft for Rs. 1500/- payable at Dera Bassi. Apart from other documents mentioned above, a photocopy of the Admit card & result card of NEET PG 2020 & other relevant certificate will be attached with the application form. The candidate can submit only one application form.
   d) A candidate must be registered with the Centre/State Dental Registration Council.
   e) The allotment & choice of speciality shall
be made by the Admission Committee on the basis of the merit obtained by the candidates determined on basis of NEET PG 2020 Personal appearance in the counselling/ interview of the candidate shall be mandatory.

f) All the rules & regulations mentioned in the notification issued by Govt. of Punjab No. 5/26/2016-5HB-III/1121 Dated 14-02-2020 will be strictly followed.

8. Distribution of seats in Private Institutiona :-

Govt. Quota Seats:- 50%
Management/Minority Quota Seat:- 50%
(Including 15% NRI Quota)

9. Reservation in Private Colleges:-

a) The reservation will be as follows:
   (I) SC Category 25%
   (II) BC Category 10%
   (III) Physically disabled 5%
(Note:- I) The reservation of physically disabled persons shall be as per the provision of Right of Persons with Disability Act-2016.
II) The Scheduled Caste & Backward Class
Certificate must be as per the latest instructions issued by the Government of Punjab)
III) The availability of seats for reservation shall be as per 100 point roster being maintained category wise/subject wise/institution wise.

10. NRI Seats. In private colleges NRI Seats shall be upto 15% of the total seats. The seats will be filled on the basis of merits in NEET PG 2020. Order of preference as under:-
   • Category I : NRI who originally belonged to the State of Punjab.
   • Category II : NRI who originally belonged to an Indian state other than Punjab.

   a) Candidates applying under NRI category must get eligibility certificate from BFUHS, Faridkot.
   b) The NRI student will have to give a bank guarantee for the balance of fee.
   c) Any misrepresentation, false information, fake documentation and impersonation for securing admission shall be punishable under the relevant provisions of Indian Penal Code along-with cancellation of admission.
   d) For any dispute arising out of this notification or of the admission under this notification, the Administrative Secretary, Department of Medical Education & Research, Government of Punjab shall be competent to resolve whose decisions shall be final.
Fee Structure & Hostel Charges

11. Tuition Fees

Fee Structure in Private Colleges:

Fee structure for the Private Institutions for the year 2020 is as under (as per notification No. 5/26/2016-5HB-III/1121 Dated 14-02-2020)

<table>
<thead>
<tr>
<th>Name of Course</th>
<th>Fee per year (in Rs.)</th>
<th>NRI seats fee for full course in US $</th>
</tr>
</thead>
<tbody>
<tr>
<td>MDS</td>
<td>5,85000/-</td>
<td>100000</td>
</tr>
</tbody>
</table>

Note: The fee will be collected on the spot by the Baba Farid University of Health Sciences, Faridkot on behalf of the respective institutions at the time of counselling and the same will be transferred to the respective institutions after counselling process is completed.

After completion of admission process:-

- Hostel fee and security advance (Annual and provisional) for institutes - As per notification Govt. of Punjab.

Note 1. The fee will be payable on Six Monthly basis for all the categories and the institutes shall not insist upon the candidate to deposit fee of the entire course in advance. At the most candidates can be asked to furnish Bank Guarantee that they will be liable to pay the balance fee for the whole course even if they leave the institute/course midway.

Note 2. Tuition fee structure and hostel charges will be as per the notification issued by Govt. of Punjab.

Note 3. The fee will be refunded/ adjusted if candidate is shifted from one college to another in the subsequent counselling.

Note 4. The following Amount is to be deposited at the time of Admission:
   a) Rs. 2000/- on Account of HSLIBNET
   b) Rs. 200/- Group Insurance
   c) Rs. 16000/- Computer Fee

Note: GST @ 18% Extra will be charged wherever applicable
12. Hostel & Mess Charges

a) i) Non AC Independent Room Rs. 16,500/- for 1st year & minimum hike of 5% for each subsequent year
   ii). Special Room Rs. 26,400/- for 1st year with 10% hike for each subsequent year.

b) Mess Charges As Actual

c) Security Advance Rs. 27,500/- Refundable at the completion of course

d) Electricity & Generator and water charges - As per consumption

e) As per gadgets
   
   I) AC Rs. 30000/-
   II) Iron/Electric press Rs. 3000/
   III) Hot Kettle Rs. 3000/-
   IV) Microwave Rs. 6000/-
   V) Refrigerator Rs. 12000/-

per year

Note: GST @ 18% Extra will be charged wherever applicable

13. Payments

The fees for Six months to be deposited to Baba Farid University and Health Science during counseling and remaining fee as per the Govt of Punjab notification.

a. Fees and other charges once paid shall not be refunded in any case including that of a candidate leaving the institute before the completion of the course or not joining the institute for any reason.

b. Security deposit will be refunded only after completion of course and after submission of "No Dues Certificate". Security deposit will not be refunded to those candidates who do not join or discontinue the course midway.

c. The dues must be paid by the prescribed date. For late payment, a fine Rs. 50/- per day is charged upto a maximum of 15 days. After 15 days the name of the candidate who does not pay the dues will be removed from the rolls of the institute. For re-admission, if other wise eligible, a sum of Rs. 2000/- will be charged as re-registration fee in addition to the fine. Such a candidate will have to repeat the period of his/her training for which he/she remains off the rolls.

Important Requirments

14. Leaving Course Without its Completion
Students must adhere to the procedure for admission laid down in Punjab Government notification No.5/26/2016-5HB-III/1121 Dated 14-02-2020. No. Student can leave the course without its completion. If in case he/she does, then he/she has to pay remaining tuition fees and all other relevant fee to the college to get clearance.
College Rules & Regulations for the Students

15. **Admission** - _It is important to note that once admission fee has been paid that student can not withdraw from the course._

16. **Bank Guarantee** - It will be submitted within fifteen days after admission to the institute by the student on the prescribed performa available in the Prospectus as well as in the College office. Thereafter student will not be allowed to sit in the class.

**Thesis-MDS Course**

17. Every candidate who joins MDS course is required to submit a plan of thesis within 6 months of his/her joining the course. He/she is required to submit the final Thesis after completion of 2 years of his/her joining the course. The candidate will be eligible to take the MDS final examination only after three years of study & after approval of his/her Thesis. The candidate who fails to submit his/her plan within six months of his/her admission will not be allowed to take the final examination and his/her session will be shifted by 6 months.

**Area of Jurisdiction**

18. For any dispute arising out of this notification or of the admission under this notification, the Administrative Secretary, Department of Medical Education & Research, Government of Punjab shall be competent to resolve whose decisions shall be final.

19. All students shall comply with the following college rules and regulations:

   a) Regular and punctual attendance in all classes, activities like lectures, demonstrations, practicals, clinicals, tutorials, tests etc is mandatory. In addition, student will participate in all college activities like clinical meetings, clinicopathological conference, guest lectures, seminars as well as sports and cultural activities.

   b) Students whose conduct and academic standards are not considered satisfactory, shall not be allowed to appear in the University Examination or to hold any office in the College or in extra curricular organisation etc.

   c) Students absenting themselves in midterm examination for internal assessment will not be allowed to appear in the University Examination.

   d) Attendance at the college examination and marks obtained in these will be taken into consideration in making the internal/academic assessment. No student shall be allowed to appear in the Professional Examination of the concerned subject if his/her attendance falls short as per the requirement of the University including Seminars, Group Discussions, Tutorials Demonstrations and Practicals etc.

   e) Leave of absence from the classes must be from the Heads of Departments, in case of illness, a medical certificate by qualified doctor must be sent immediately.

   f) Students will be provided washable
white coats with college logo on the left pocket, on payment. These coats will be stitched on order. They will also be issued college identity card (PVC fused card) and name plates on payment. The student has to wear college logo, identity card and name plate at all times in the College. They must also have their own instruments and consumables required for the clinics.

g) Illness and minor ailment must be reported to the warden as early as possible.

h) Strictly forbidden, in any part of the institution are:

i) The possession or use of alcoholic beverages.

ii) The possession or use of addictive or hallucinogenic drugs.

iii) Gambling.

iv) The possession or use of firearms and any lethal weapons.

v) Loitering around, especially under the influence of alcohol.

i) Students must pay for all damages caused by them to books and other college property.

j) The college does not hold itself responsible for debts incurred by the students.

k) Students are not allowed to paste notices within institution without prior written permission from the office of the Principal and are also forbidden to communicate with any outside authority directly. All such communications must be submitted to the Principal who will forward these if considered desirable, to the authority concerned. Any students infringing this rule may be suspended.

l) **College fees must be paid in full by the due dates. Any students whose fees together with the fine imposed, are still unpaid will be suspended from attending lectures, practicals etc. until the fees/dues have been paid.**

m) All irregularities, neglect of duties, breach of rules and indiscipline are to be brought to the notice of the Principal. The Principal, in consultation with the Management, shall deal with any serious offence, for which an adverse entry in the students personal file(record register may be made and penalty imposed.

n) Student are advised to get themselves insured under LIC Group Insurance Scheme for academic year. It is available on very nominal rate.

o) The decision of the Management in all disputes would be final & binding on the students.

p) In addition to the above mentioned regulations, the students shall religiously obey the instructions disseminated to them through the faculty and management.

20. **Ragging of the first year students particularly when they are admitted afresh to this College is illegal and completely forbidden. It is punishable with fine, or even expulsion from the college and also**
prosecution. Ragging is defined amongst others as, “Display of disorderly conduct, an act of causing physical and physiological harm or causing apprehension of fear or shame or embarrassment. The definition also includes, “teasing, abusing, threatening, playing practical jokes or asking students to perform something the student in ordinary course would not do”. It further includes causing injury, degrading, humiliating a fellow student and causing distress of mind or spirit.

21. On line filling of anti ragging documents:-

a. It is mandatory for every student and his/her parents to submit an anti ragging affidavit at the time of first admission and there after each year at the time of annual registration. These are UGC’s regulations.

b. It is the order of the Hon. Supreme Court that contact details of students must be collected from these affidavits and stored electronically at a central location.

c. Until now each college collected such information. But it was not stored any central location. But now the Ragging Prevention Program has developed an On Line procedure for downloading anti ragging affidavits. As a result college authorities do not have to collect information separately and compile it. It will save a lot of their time and energy.

d. It is a simple procedure comprising of 3 steps

Step 1: Log on to www.ANTRAGGING.in or www.AMAMMOVEMENT.org. Click on the button called On line affidavits.

Step 2: Fill in the information as desired and submit the form.

Step 3: On successful completion you will receive affidavits, both for Students and Parents, through E mail.

e. If you do not have an E mail address please create one before you log in. If your parents do not have an E mail/Mobile/ Landline Phone number please do not panic. You can give those of your friends or relatives. There is absolutely nothing to worry.

f. If you make a mistake while submitting your form you can start a fresh and submit the information again. Take printout copy of Anti-ragging affidavit & submit it to the College office duly Signed by the candidate & Parents. There is no problem. It is a very easy process.

22. Penalty

It could be either written or a verbal warning, fine suspension and/or removal as an office bearer of any organisation and/or removal/expulsion from the College.

23. Periodic Progress Report

Progress report of each student will be sent periodically to the parents. The teacher will counsel each student. This interaction would create better environment. It will help build rapport between student and teacher.
College Hostels

24. Accommodation

Good accommodation is provided to all students. Provision for a separate residential accommodation exists for boys and girls students in the institute premises. Every student will stay in the hostel except those who have their homes in Chandigarh, Mohali and Panchkula. No student is allowed to rent accommodation in Dera Bassi and its surrounding localities.

25. Hostel Rules for Boys and Girls

a) The residents of the hostels are required to follow the hostel rules strictly as given below and also submit an undertaking in the prescribed form.

b) Rooms are allotted on the basis of criteria/procedure laid down by the authorities from time to time. No changes will be affected during the continuity of the session.

c) The student, at the time of admission to the hostel, must show the receipts of the Hostel Fee and Room Rent paid, to the Warden to his/her satisfaction, without which the occupation of any accommodation within the hostel shall not be allowed.

d) Every student before admission to the hostel, shall give an undertaking that he/she shall not keep any unauthorized person, including a day scholar in his/her room and that if he/she is found keeping such a person without prior permission of the Hostel Supdt/Warden, he/she shall be liable for expulsion from hostel.
Boys Hostel

e) Students/residents are not allowed to use electric heater, electric press and/or any other electrical appliances run by power in their respective rooms or else where without written permission from the competent authority. Anybody found violating this rule will be subject to a suitable fine alongwith confiscation of such electrical appliances. For the use of Air Conditioner/Air Cooler/ Heater/Refrigerator /TV, prior written permission from competent authority must be obtained. Playing or possession of music system above 20 watts is not permitted.

f) Residents will be held fully responsible for any loss or damage to the electrical fittings, furniture etc. in their rooms.

g) Students insisting on keeping expensive/gold items in their rooms must get these items insured. In case of theft of any of these items the institution shall not be responsible.

h) Residents wishing to absent themselves from the hostel after closing time (as decided by the authorities from time to time) shall obtain a permit from the Warden and shall sign a register kept by the Warden stating where they are going and when shall be back in the Hostel. Permit to leave the hostel may ordinarily be obtained from the Warden/ Superintendent.

i) Student/resident of the Hostel will be considered absent from the Hostel without written permission of the Warden/ Superintendent. Residents wishing to visit friends or relatives allowed by the parents, even on holidays, shall obtain the written permission of the Warden. If the rules are not observed by the hostler, the responsibility of the consequences is entirely on the parents.

j) Residents are required to write their name and address on the register maintained for the purpose with the Warden before leaving the Hostel.
k) As a resident of Boys/Girls Hostel, his/her room is liable to be inspected by the authorities including Warden.
l) Any student found in possession of or having taken alcoholic drinks or any kind of narcotic/intoxicating drugs will be expelled from the Hostel.
m) Discovery of any lethal weapons or firearms on person or in possession of a student shall mean expulsion from the College.
n) All the Hostel residents are supposed to take their meals in the mess and not in their rooms.
o) No student/resident should misbehave with the mess/canteen employees. Any complaint against such employees must be brought to the notice of the Warden.
p) Illness must be reported to the Warden by the students concerned at once.
q) No resident should create any disturbance or nuisance for the fellow residents by rushing about in their rooms/corridors and playing radios/stereos/VCR’s at late hours during the night.
r) No female guest shall be allowed to enter the Hostel rooms except the Guest Room in Boy’s Hostel and vice versa.
s) Ragging is crime. Anybody found indulging in ragging will render himself/herself liable for expulsion from the Hostel and suspension from the College forthwith.
t) Anybody found violating any of the above rules shall render himself/herself to fine or expulsion from the Hostel, or both Hostel and College.
u) Any situation not covered by these rules shall be decided by the Principal after consultation with the Management.
v) All students residing in the Hostel must submit passport size photographs of their parents (mother and father in case of boys and up to four female relatives in case of girls) for making identity cards so that they can visit their rooms. The visitors must present identity cards at the Hostel entrance and make necessary entry in the register.

26. Additional Rules for Girls

a) The parents will write to the Principal, at the time of Hostel admission the name and address of the relatives/friends who would visit the girl students. Students/parents must provide full name and address of the relatives/friends whom the hostler can visit during short holidays or other times.
b) Any girl student, who wants to go home for any reason, should first obtain permission from the Hostel Superintendent and on the basis of that she will seek the Warden’s permission to leave the Hostel, failing which the entire responsibility will be that of the student and the parent concerned. However, in such an event the discretion to impose fine rests with the Principal.
c) No male student will be permitted in the Girls Hostel with any excuse including any festival celebration etc.

Important Note: No student will be permitted to stay in private paying guests as well as private homes in & around Dera Bassi. However students can stay in Panchkula, Mohali and Chandigarh by bringing permission from his/her parents. The PG accommodation should be approved by the concerned authorities.
The Library

27. General Information
Library is equipped with a large number of books with a wide range of topics in Medical & Dental Sciences. Many journals and periodicals are received and these are available to members. We have subscribed to e-journals and Reference Books. We are building our library progressively and would appreciate that students take full advantage of the library.

28. Rules for Library
Students will observe the following rules in letter & spirit:

a) Every student will deposit Rs. 20000/- as library security which will be refundable at the end of the course. They will be allowed to take out from the library only two books at a time. Each student will be issued Library card at Rs. 100/- and photo of the student will be pasted on it.

b) No books shall be kept by any student for more than 14 days. He/she shall have to pay a fine of Rs. 50.00 per day per book till it is returned to the library if kept for more than 14 days.

c) Text books, prescribed by the College, shall not be issued to the students.

d) Every borrower shall be issued a borrower’s card which will be stamped by the Librarian each time a book is issued or returned. If the card is lost, duplicate card can be purchased from the office on payment of Rs. 100/-.

e) The book card placed in the pocket at the end of the book, must be delivered to the Librarian, before the book is taken away and the borrower must have his/her own card stamped.

f) During the annual stock checking in June, all books issued must be returned. A student who does not return the books shall have to pay the charges i.e. Rs. 100/- per day.

g) Periodicals, publications and newspapers received for students and placed on the table for the use of students, must not be taken away under any circumstances.

h) Silence and order must be maintained in the library at all times. Any infringement of this rule will be seriously dealt with.

i) Any person who loses, defaces or otherwise seriously damages a book shall be liable to pay the cost, at the current price; in the event of the book being one of a set of series, the cost of the whole set of series will be recovered if the single copy lost/damaged is not available. Books that are required for occasional reference, such as Encyclopedias, Dictionaries, Atlas, Year books and Rare books shall not be issued from the library.

k) Books borrowed from the library are not transferable.

l) Books will be issued strictly on the priority demand.
29. Internet Broadband Connection & Computerization

a) We have various on-line Journals available on the internet which every student can access on the internet.
b) We have fully equipped multi media library.
c) Most of our departments are interconnected and can share/access their respective information with other departments.
d) We are in process of fully computerizing the record of students.

30. Ragging
Ragging in any conduct whether by verbal or written or act with an aim to harass, tease, ill treatment showing rudeness, involving unnatural, unethical behaviour and causing physical, psychological harm and annoyance to any person eg. fresher or a junior students.

MEASURES FOR CURBING THE MENACE OF RAGGING

31. Ragging of the students particularly when they are admitted afresh to this College is illegal and completely forbidden. It is punishable with fine, or even expulsion from the college and also prosecution. Ragging is defined amongst others as, “Display of disorderly conduct, an act of causing physical and psychological harm or causing apprehension of fear or shame or embarrassment, The definition also includes, “teasing, abusing, threatening, playing practical jokes or asking students to perform something the student in ordinary course would not do”. It further includes causing injury, degrading, humiliating a fellow student and causing distress of mind or spirit.

32. Filling of documents on line

a. It is mandatory for every student and his/ her parents to submit an anti ragging affidavit at the time of first admission and thereafter each year at the time of annual registration. These are UGC’s regulations.
b. It is the order of the Hon. Supreme Court that contact details of students must be collected from these affidavits and stored electronically at a central location.
c. Till now each college collected such information. But it was not stored in any central location. But this year the Ragging Prevention Program developed an ON LINE procedure for downloading anti ragging affidavits. As a result college authorities do not have to collect information separately and compile it. It will save a lot of their time and energy.
d. It is a simple procedure comprising of Three steps
   Step 1: Log on to www.ANTIRAGGING.in or www.AMANMOVEMENT.org. Click on the button called - On line affidavits.
Step 2: Fill in the information as desired and submit the form.

Step 3: On successful completion you will receive affidavits, both for Students and Parents, through E mail. If you do not have an E mail address please create one before you log in. If your parents do not have an E Mail/Mobile/ Landline Phone number please do not panic. You can give those of your friends or relatives. There is absolutely nothing to worry.

e. If you make a mistake while submitting your form you can start afresh and submit the information again. There is no problem. It is a very easy process.

33. At the time of admission, certain students will be asked to give certificate from Medical Doctor regarding his/her behavioral pattern. The College authorities will keep strict vigil on suspect students.

34. Hostel warden shall maintain discipline as well as utilize softer skills for counseling and communicating with the youth outside the class room situation. Wardens shall be accessible at all hours and shall have mobile phone. Management shall review and suitably enhance the powers given to hostel wardens and authorities involved in curbing the menace of ragging.

35. Punishments : By Anti Ragging Committee

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the Institution, the possible punishments for those guilty of ragging at the Institutional level by any one or any combination of the following:

a) Suspension from attending classes and academic privileges.

b) Withholding/withdrawing scholarship/ fellowship and other benefits.

c) Debarring from appearing in any test/examination or other evaluation process.

d) Withholding results.

e) Debarring from representing the Institution in any regional, national or international meet, tournament, youth festival, etc.

f) Suspension/expulsion from the hostel.

g) Cancellation of admission.

h) Rustication from the Institution for a period ranging from 1 to 4 semesters.

i) Expulsion from the institution and consequent debarring from admission to any other institution for a specific period.

j) Fine ranging from Rs. 25000/- to Rs. 1 Lac.

k) Collective Punishment : When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.
### 36. Anti Ragging Committee

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name</th>
<th>Appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. Vinay S. Dua</td>
<td>Director Principal Mob. No. 09814617474</td>
</tr>
<tr>
<td>2</td>
<td>Dr. Neeta Pasricha</td>
<td>Prof. &amp; HOD Prosthodontics Member Mob. No. 07837860904</td>
</tr>
<tr>
<td>3</td>
<td>Dr. P K Ahluwalia</td>
<td>Prof. &amp; HOD Oral &amp; Maxillofacial Surgery, Member, Mob. No. 09814624790</td>
</tr>
<tr>
<td>4</td>
<td>Dr. Manju Bala</td>
<td>Prof. &amp; HOD General Human Anatomy, Member Mob. No. 09815656426</td>
</tr>
<tr>
<td>5</td>
<td>Dr. Deepak Grover</td>
<td>Director Students Welfare, Member Mob. No. 08968886342</td>
</tr>
<tr>
<td>6</td>
<td>Sh. Pawan Kumar</td>
<td>Security Incharge Member Mob. No.: 07973176430</td>
</tr>
<tr>
<td>7</td>
<td>S.H.O</td>
<td>Mob. No.: 09592916027</td>
</tr>
<tr>
<td>8</td>
<td>S.D.M</td>
<td>Ph.: 01762 -282224</td>
</tr>
</tbody>
</table>

### 37. Anti Ragging Squad I

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name</th>
<th>Appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Col (Retd.) B S Ajravat</td>
<td>Administrative Officer cum security officer, Mob. No. 081464218002.</td>
</tr>
<tr>
<td>2</td>
<td>Dr. Gurpreet Kaur</td>
<td>Prof. &amp; HOD, Department of Periodontology, Mob. No. 099145 05540.</td>
</tr>
<tr>
<td>3</td>
<td>Dr. Ankita Goyal</td>
<td>Reader, Department of Pathology, Mob. No. 0978010615.</td>
</tr>
<tr>
<td>4</td>
<td>Dr. Navjot Singh Mann</td>
<td>Prof. Department of Conservative Dentistry, Mob. No. 09915311355</td>
</tr>
<tr>
<td>5</td>
<td>Ms. Gurwinder Kaur</td>
<td>Warden Girls Hostel, Mob. No. 07837877327</td>
</tr>
<tr>
<td>6</td>
<td>Mr. Gurnam Singh</td>
<td>Assistant Administrative Officer, Mob. No. 09814942262</td>
</tr>
<tr>
<td>7</td>
<td>Mr. Amit Sharma</td>
<td>Warden Boys Hostel, Mob. No. 09779409670</td>
</tr>
</tbody>
</table>

### 38. Anti Ragging Squad II

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name</th>
<th>Appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. Rohini Dua</td>
<td>Prof. and HOD Pedodontics, Mob. No. 09216966565</td>
</tr>
<tr>
<td>2</td>
<td>Dr. Rajan Rajput</td>
<td>Reader and HOD Oral Medicine &amp; Radiology, Mob. No. 09872217921</td>
</tr>
<tr>
<td>3</td>
<td>Dr. Ankit Sikri</td>
<td>Reader, Department of Orthodontics, Mob. No. 07508156778</td>
</tr>
<tr>
<td>4</td>
<td>Mr. Pawan Kumar</td>
<td>Security Incharge, Mob No.:07973176430</td>
</tr>
<tr>
<td>5</td>
<td>Ms. Gurwinder Kaur</td>
<td>Warden Girls Hostel, Mob. No. 07837877327</td>
</tr>
<tr>
<td>6</td>
<td>Mr. K.M Tariquat</td>
<td>Civil Engineer, Mob.: 09216836904</td>
</tr>
<tr>
<td>7</td>
<td>Mr. Amit Sharma</td>
<td>Warden Boys Hostel, Mob. No. 09779409670</td>
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</table>
### 39. List of other Persons with Desgination & Contact Nos.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name</th>
<th>Appointment</th>
<th>Contact No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. Vinay S. Dua</td>
<td>PG Incharge</td>
<td>09814617474</td>
</tr>
<tr>
<td>2</td>
<td>Ms. Gurwinder Kaur</td>
<td>Warden Girls Hostel</td>
<td>07837877327</td>
</tr>
<tr>
<td>3</td>
<td>Mr. Amit Sharma</td>
<td>Warden Boys Hostel</td>
<td>09779409670</td>
</tr>
<tr>
<td>4</td>
<td>Mr. Nitin Sharma</td>
<td>Mess Incharge</td>
<td>08284861717</td>
</tr>
<tr>
<td>5</td>
<td>Ms. Anupama</td>
<td>Library Incharge</td>
<td>09915511982</td>
</tr>
<tr>
<td>6</td>
<td>Mr. K. M. Tariquat</td>
<td>Recreation Room Incharge</td>
<td>09216836904</td>
</tr>
<tr>
<td>7</td>
<td>Mr. Santosh Kumar</td>
<td>Rest Room Incharge</td>
<td>09880381535</td>
</tr>
<tr>
<td>8</td>
<td>SHO</td>
<td>Local Police</td>
<td>09592916027</td>
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<tr>
<td>9</td>
<td>SDM</td>
<td>Civil Adm.</td>
<td>01762-282224</td>
</tr>
<tr>
<td>10</td>
<td>SMO</td>
<td>Civil Hospital</td>
<td>09876722099</td>
</tr>
<tr>
<td>11</td>
<td>Mr. Gian Singh</td>
<td>Ambulance Incharge</td>
<td>09914566063</td>
</tr>
<tr>
<td>12</td>
<td>Ms. Monika Sharma</td>
<td>Reception Officer</td>
<td>09779048421</td>
</tr>
<tr>
<td>13</td>
<td>Mr. Rajinder Kumar/Vikas</td>
<td>Incharge of Toilets/Lifts</td>
<td>09041765619</td>
</tr>
<tr>
<td>14</td>
<td>Mr. David Solaman</td>
<td>Lab Incharge</td>
<td>09815873996</td>
</tr>
<tr>
<td>15</td>
<td>Mr. Puneel Dutta/Ram Avtar</td>
<td>Computer Room Incharge</td>
<td>09729568814</td>
</tr>
<tr>
<td>16</td>
<td>Mr. Pawan Kumar</td>
<td>Security Incharge</td>
<td>07973176430</td>
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<tr>
<td>17</td>
<td>Mr. Juginder Rana</td>
<td>Security Guards</td>
<td>09216711342</td>
</tr>
<tr>
<td>18</td>
<td>Mr. Guram Singh</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mr. Amit Sharma</td>
<td>Emergency Response Team</td>
<td>09814942262</td>
</tr>
<tr>
<td></td>
<td>Ms. Gurwinder Kaur</td>
<td></td>
<td>09779409670</td>
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<tr>
<td></td>
<td>Dr. Tirath Goyal</td>
<td></td>
<td>07837877327</td>
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<tr>
<td>19</td>
<td>Mr. Guram Singh</td>
<td>Bus Incharge</td>
<td>09216836901</td>
</tr>
<tr>
<td>20</td>
<td>Mr. Ram Kumar</td>
<td>Parking Incharge</td>
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<tr>
<td>21</td>
<td>Women Cell</td>
<td>Govt. Helpline No.</td>
<td>1091</td>
</tr>
<tr>
<td>22</td>
<td>Mr. Guram Singh</td>
<td>Liaison Officer</td>
<td>09216836901</td>
</tr>
<tr>
<td>23</td>
<td>Dr. Deepak Grover</td>
<td>Dealing with SCs, STs, OBCs</td>
<td>09803364741</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Minorities and Transgender</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Mr. Hardik Rastogi</td>
<td>BDS 1st Year StudentsMonitors &amp; Leaders</td>
<td>09034874164</td>
</tr>
<tr>
<td>25</td>
<td>Mr. Shivam Kumar</td>
<td>BDS 2nd Year Students Monitors &amp; Leaders</td>
<td>07073269256</td>
</tr>
<tr>
<td>26</td>
<td>Mr. Sukhman Khara</td>
<td>BDS 3rd Year Students Monitors &amp; Leaders</td>
<td>08194994150</td>
</tr>
<tr>
<td>27</td>
<td>Ms. Bhavya Modgil</td>
<td>BDS 4th Year Students Monitors &amp; Leaders</td>
<td>07986334431</td>
</tr>
<tr>
<td>28</td>
<td>Dr. N. M. Sharma</td>
<td>First Aid</td>
<td>09814274963</td>
</tr>
<tr>
<td>29</td>
<td>Dr. Rohini Dua</td>
<td>Counselors</td>
<td>09216966565</td>
</tr>
</tbody>
</table>
40. Monitoring Cell

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name</th>
<th>Admission Year</th>
<th>Contact No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ms Rasgun</td>
<td>2015</td>
<td>08968685356</td>
</tr>
<tr>
<td>2</td>
<td>Mr. Karan Aggarwal</td>
<td>2015</td>
<td>08872037373</td>
</tr>
<tr>
<td>3</td>
<td>Ms. Bhabya Modgil</td>
<td>2016</td>
<td>09815950600</td>
</tr>
<tr>
<td>4</td>
<td>Mr. Archit Mogla</td>
<td>2016</td>
<td>09814347060</td>
</tr>
<tr>
<td>5</td>
<td>Ms Simran Kaur</td>
<td>2017</td>
<td>09478786981</td>
</tr>
<tr>
<td>6</td>
<td>Mr. Varun Jett Singh</td>
<td>2017</td>
<td>09872815744</td>
</tr>
<tr>
<td>7</td>
<td>Ms. Manpreet Kaur</td>
<td>2018</td>
<td>09468354488</td>
</tr>
<tr>
<td>8</td>
<td>Mr. Mohit Bains</td>
<td>2018</td>
<td>09877669754</td>
</tr>
<tr>
<td>9</td>
<td>Mr. Hardik Rastogi</td>
<td>2019</td>
<td>09034874164</td>
</tr>
<tr>
<td>10</td>
<td>Ms. Deepali Kaur</td>
<td>2019</td>
<td>08283914243</td>
</tr>
</tbody>
</table>

41. Computer Club

We have Hi-tech internet system for the entire college complex. We also have adequate number of Desktop Computers installed in the Computer Club, Boy's Hostel and Girl's Hostel. Needless to say, that computer literacy is important aspect in the life of the student. It helps to acquire knowledge, about latest/updated procedures in various fields in general and in dentistry in particular. It is, therefore, mandatory for every student to become a member of the Computer Club.

42. We have very nominal charges i.e. Rs. 16,000 per annum per student. This also meets the directions given out both by Dental Council of India and Baba Farid University of Health Sciences on the Computer Education to the students.
PRICE 1500/-
(POSTAGE EXTRA)