

INFORMATION FOR FOREIGN ELECTIVE AND OBSERVER STUDENTS

Christian Medical College, Vellore, welcomes foreign medical students, nursing students and allied health science students who would like to visit the institution.

A. FOREIGN MEDICAL STUDENTS:

Placements are offered throughout the year. The Supervisor who is the overall in-charge of the foreign medical students is the Vice-Principal (undergraduate medical education). The contact details are as follows:

Vice Principal (UG), Principal's Office, Christian Medical College, Vellore, Tamil Nadu, India – 632002.

Email: princi@cmcvellore.ac.in or princi.elective@cmcvellore.ac.in

Phone: 0416-2284480, 0416-2284351

METHOD OF APPLICATION FOR PLACEMENT AS AN ELECTIVE STUDENT OR STUDENT VISITOR OBSERVER:

I) Elective Student Application:

Period of Study: The elective period shall not normally exceed 12 weeks.

Availability of Placements: There is an upper limit on the number of placements offered at any given time.

MCI and MOH Approval:

It is necessary to obtain formal permission from the Medical Council of India (MCI) and the Ministry of Health (MOH) in India for the student to spend a period of study as an elective student in this country. For this purpose an application form needs to be completed and returned to the Vice-Principal (undergraduate medical education), Christian Medical College, Vellore 632 002 Tamil Nadu, India, along with **a letter from the Dean of the medical school/university the student attends, 3 passport-sized photographs of the student, five photocopies of his/her passport and the Medical Council of India fee with processing fee (total of Rs. 7000/- see below for details).** The application form is given towards the end of this information sheet. Alternatively, if you contact the office of the Principal, Christian Medical College, Vellore at princi.elective@cmcvellore.ac.in the application form and relevant information will be mailed to you.

The filled-in application form and scanned copies of all the documents and photographs may be sent as email attachments to the Principal's office (at princi.elective@cmcvellore.ac.in). **The Medical Council of India fee is Rs 5000/- and an additional amount of Rs 2000/- towards processing and postage charges (the total amount is Rs 7000/-) is required. Money once paid will not be refunded.** This money may be sent in one of the following ways:

1. As **bank pay order or bank draft** made in favour of Christian Medical College Vellore Association account drawn **on any Indian nationalized bank**, preferably State Bank of India, payable at Vellore or Chennai.
2. The money may be sent by **bank transfer**. The address for this is State Bank of India, Vellore Town Branch, Bank Code: 1618, Ida Scudder Road, Vellore – 632

004, Tamil Nadu, India. Current A/c No.32347266812 Christian Medical College Vellore Association. SBI FAX No: 0416 – 2222188. SWIFT Number: SBININBB 473. IFS/RTGS/IBAN Code : SBIN0001618, 9 Digit MICR Code: 632002010. A copy of this bank transfer must be sent to the Principal's office along with the rest of the application documents.

3. If this is not possible, please send the **bank draft drawn on Bank of New York**.
4. The money may also be sent as a **bank cheque** made payable to Christian Medical College Vellore Association account.

Fees once paid cannot be refunded. Processing of papers by the MOH and MCI usually takes about 3-4 months after the application is received by them. Please see that the required documents and the processing fee are included, as incomplete applications can lead to further delay in processing of papers by the MCI.

The Principal's office will inform the student as soon as permission is received from both the MOH and MCI. The dates given in the elective application form cannot be changed without further clearance from the MCI.

Fee for Elective Placement at CMC:

Elective students need to pay a **fee of Rs 8000/- for any period of time up to 4 weeks and Rs 2000/- for each additional week**. All fees are subject to change and the fees in vogue at the time of the visit will be levied. The money has to be paid on arrival here using credit/debit card or in Indian rupees. Alternatively, a bank cheque payable to Christian Medical College Vellore Association account may be submitted.

Clinical Posting during Elective Programme:

The clinical posting will be organized by the respective departments. The posting will consist of outpatient clinics, ward rounds, bedside clinical teaching, academic sessions, lectures, and operation theatre. You will be allowed to work up patients by yourselves with permission of the treating physician and the patient. You will not be allowed to prescribe and perform procedures.

Choosing Clinical Postings for Your Elective:

The elective programme is planned in a flexible way to ensure that you experience the range of clinical medicine that is practiced in India. We would like you to choose your postings at the application phase in order to ensure a good learning experience. The form for submitting your choice of clinical postings is given towards the end of this information sheet. Alternatively, it will be sent to you from Principal's office on request.

The suggestions provided below give you details about departments and undergraduate curriculum schedule. This will help you choose your postings appropriately. We will try and provide postings that are suited to your learning needs. However, if the slot for a chosen clinical posting is not available during your elective period, we will advise you to choose another posting from the available vacant slots.

We advise one posting under each of the following categories:

- **Option 1:** One or more clinical postings of your choice which need not be with medical students (between 2 - 4 weeks)
- **Option 2:** A posting in Community health care (2 - 4 weeks) at any one of the departments below
 - CHAD (Community Health and Department)
 - RUHSA (Rural Unit for Health and Social Affairs)
 - LCECU (Low Cost Effective Care Unit)
- **Option 3:** A posting along with undergraduate students at Christian Medical College at your corresponding academic level (between 1 - 4 weeks). To help you make your choice please refer to the Undergraduates MBBS clinical posting schedule at CMC, for the entire course given at the end of this document.

The above options are only a guideline. All the postings that you choose may be under a particular option and not necessarily one posting under each option. Please specify the posting that you would like to select under options 1, 2 and 3 and also mention the duration of each posting with the exact dates, in the application form for Clinical postings. **We will not be able to change your schedule after arrival.**

Evaluation of Elective Students:

Elective students who come to Christian Medical College, Vellore will be evaluated by the departments that they are posted with. We also request you to send us by e-mail, a copy of the report that you submit to your university.

II) Visitor Observer application:

A student can come as a "VISITOR OBSERVER", **provided no official certification for the time spent here is required.** As the name suggests, you will be allowed to observe the various activities in the hospital and in the community, in areas of your choice. Please note that as a visitor observer:

- (1) The College will not issue any certificate/assessment paper and
- (2) This period shall not exceed 4 weeks. However, arrangements can be made for the student to spend an additional 2 weeks in mission hospitals nearby, if the student so wishes.

Fee for Observership:

The fee for observership is **Rs 8000/- for any period of time up to 4 weeks and an additional processing fee of Rs 2000/-.** The money has to be paid on arrival here using a credit/debit card or in Indian rupees. Alternatively, a bank cheque made payable to Christian Medical College Vellore Association account, may be submitted.

Application form: Visitor-observer students should apply atleast *3 months before* the planned period of observership at Christian Medical College. The requisite application form, and form for submitting your choice of clinical postings, are given towards the end of this information sheet and are also available on-line and may be downloaded for use. Alternatively, if you contact the office of the Principal, Christian Medical College, Vellore at princi.elective@cmcvellore.ac.in, the application forms and relevant information will be mailed to you. Please give the exact dates of your visit in the application form. The filled-in

forms may be sent to the Principal's office as an email attachment or sent by post addressed to The Vice-Principal (Undergraduate Medical Education), Principal's office, Christian Medical College, Vellore, Tamil Nadu, India - 632002.

Additional documents required: Please submit 3 copies of your passport and 3 copies of the visa; and 3 passport size photos on your arrival.

B. VISITOR OBSERVERSHIP FOR FOREIGN ALLIED HEALTH COURSE STUDENTS:

For foreign students doing *allied health courses* (such as physiotherapy and occupational therapy & other courses), the process of application for visitor observership is different. Such students need to get in touch with the office of the Principal (princi@cmcvellore.ac.in), stating when they would like to visit. They will then be instructed on how to proceed.

Documents required: On your arrival, please submit 3 photocopies of your passport name page and visa page and 3 passport size photos to the Principal's office.

Details of fees (for Occupational Therapy, Physiotherapy & other courses students):

The observership fee is **Rs 8000/- for any period of time up to 4 weeks and an additional processing fee of Rs 2000/-** (to be sent along with the letter applying for a placement). The money has to be paid on arrival here using credit/debit card or in Indian rupees. Alternatively, a bank cheque made payable to Christian Medical College Vellore Association account, may be submitted.

C. VISITING OVERSEAS NURSING STUDENTS:

Allow us to briefly take you through our College so that you will get an idea about it before you visit us.

The History of College of Nursing (CON)

Training for Nursing students was initiated in 1907, which was upgraded to a Higher grade Training School in 1909. Till 1967 there was a Tutor course which was replaced by Post Basic B.Sc. Nursing program.

In 1946 the first 4 year Baccalaureate program in the country was started and became affiliated to the Madras University and later to The Tamil Nadu Dr. M.G.R Medical University, Chennai. Since then Post Basic Diploma in Nursing, Fellowship in Nursing, M.Sc. Nursing & PhD in Nursing programmes are also being offered.

The Structure of the College of Nursing:

The Dean is the administrative and academic Head of the College of Nursing. She is assisted by one Deputy Dean and four Additional Deputy Deans, each responsible for one of the following programmes:

1. M.Sc.Nursing
2. B.Sc. Nursing
3. P.B.B.Sc. Nursing & Visitor Observers
4. Diploma Nursing
5. Post Basic Diploma Programmes in Nursing

Special Features of the College of Nursing:

The College of Nursing, had been recognized in 2000, by Government of India, as an "Institute of Excellence in India". The College conducts training programmes in Community Health Nursing, Midwifery Education and Development and different specialities in Adult Nursing, sponsored by WHO at the regional level [South East Asia Region (SEAR)]. Trainees from different parts of India are sponsored by WHO to undergo training in Emergency and Trauma Nursing, which is a National Training Program. The College of Nursing has grown to meet the diverse health needs of people and its contribution in preparing quality health care personnel is significant. Recognizing this, the World Health Organization has designated the College of Nursing as a "WHO Collaborating Center" for Nursing and Midwifery Development since 2003. The College has become a member of the "Global Network" for WHO Collaborating Centers. It is also certified as a study centre for National PhD Consortium by Indian Nursing Council and WHO. The College of Nursing is offering Fellowship in Family Nurse Practice from 2005, Fellowships in Hematology Nursing and Respiratory Nursing from 2007 and Fellowship in Paediatric Critical Care Nursing from 2014. The College of Nursing is publishing a biannual registered national nursing journal titled "India Journal of Continuing Nursing Education" (IJCNE) since 2000.

Types of visits possible to College of Nursing

The students can come as a Visitor Observer to any speciality in Nursing. The specialities offer different types of services and learning experiences. As a Visitor Observer, one can observe the nursing care and learn about the diseases which are found in developing countries. The different specialities in Nursing include Medical, Surgical, Paediatrics, Obstetrics & Gynaecology, Emergency & Trauma, Renal, Oncology, Neurology, Cardiovascular, Cardiothoracic, Respiratory, Burns, Rehabilitation, Community Health, Mental Health and various other specialties.

The College of Nursing has a Nurse Managed Community Health Nursing Program since 1987 which is a unique feature where the nurses deliver the health care services through home visits and clinics. This also provides opportunity to learn about the Indian Villages, their administrative set up, and also health care delivery system in rural and urban India.

As a Visitor Observer you will be able to visit the area of your interest and learn the various set-ups, care provided and the special procedures done in the particular area.

Requirements & step by step process for confirmation of visit:

You will have to write to the Dean, College of Nursing either through email or through regular post and let her know when you would be visiting the College of Nursing, the duration of your stay and the areas of interest and departments you would like to visit well ahead of time (at least 3-4 months)

You also need to intimate whether you need accommodation and for how long.

This will be forwarded to the Additional Deputy Dean in charge of visiting students/visitors who will then request an acceptance from the concerned Departmental Head. Once the acceptance is obtained this will be intimated to you for your confirmation. Subsequently a schedule will be drawn out by the Additional Deputy Dean planning your programme. Once this programme is finalized no further changes will be entertained.

You are welcome to clarify any of your doubts during this time. Once your acceptance is confirmed, it will be difficult to make any changes in the planned programme.

Fees:

The students need to pay a sum of Rs.2000/- as administrative/processing fee and Rs. 8000/- tuition fees for any period upto 4 weeks and Rs. 2000/- for each additional week. All fees are

subject to change and the applicable fee at the time of the visit will be levied. The money has to be paid on arrival here in Rupees (INR). Alternatively, a bank cheque for the amount made payable to "Christian Medical College Vellore Association" account may be submitted.

Library: The College is equipped with an excellent library with a large number of Medical and Nursing books and Journals. It also provides MEDLINE system for literature search and internet facilities. The Nursing students can also use other libraries both in the College and Hospital campus. Wi-fi facility is also available in the library premises.

Computer Lab: The College also has a Computer Lab with thirty five Computers connected to internet facilities. Students utilize Computers for literature search for assignments and research studies. Similarly, other Computer Labs can be used by the Nursing students situated in the College and the Hospital premises.

Other information for students coming to College of Nursing, CMC:

The Nursing students when coming as Visitor Observer can use their own uniform which is used at the University Hospital. The ethos of CMC could be different from where you are coming. So it would be appreciated if the visitors wear clothes that are modest and without unnecessary exposure.

The students coming to the College of Nursing will be under the Dean, College of Nursing. As a Visitor Observer, the students are encouraged to visit the various departments of their choice to learn the functioning and will be able to interact with students and faculty. The visiting students can also learn the Indian culture, interact with the patients and also learn various different illness/diseases processes that are seen commonly in the developing countries. The accommodation for the students will be arranged at the Modale Guest House through the Directorate, subject to availability. Please go through the section under accommodation and travel for details.

Contact: The Dean, College of Nursing, CMC, Vellore, Tamil Nadu, India, 632004
Phone No: 91-416-3077004/3077002
Email: deancon@cmcvellore.ac.in

FOR ALL FOREIGN STUDENTS:

Visa:

It is your responsibility to make sure you obtain an appropriate Indian Visa, valid for the period of stay. A Student Visa is advised. The local high commission of India in your country needs to be consulted on the type of visa required. It is your responsibility to ensure that all papers are in order before embarking. The rules and regulations pertaining to foreign nationals visiting India will apply to foreign students.

After arrival in CMC, an online 'Form C' (arrival report of foreigner in institute) has to be filled by all foreigners. This should be done within 24 hours after arrival here. In certain circumstances, particularly if yours is a student visa requiring police registration or a visa which lasts for more than 6 months, you will need to **register** with the Foreigners' Regional Registration Office at the Police Headquarters. This must be done within 14 days of arrival in India. If you have come on a student visa and your visa states that police registration is required, an online 'Form S' also has to be filled. We will help you with these formalities, but it is your responsibility to ensure that you are properly registered.

Please refer to <http://boi.gov.in/content/registration-requirements-foreign-national>
<http://boi.gov.in/sites/default/files/RegForeigners-11.pdf>

Travel:

Transport arrangement from the airport is taken care by the transport department of Christian Medical College. For transport requirements, please contact the Deputy Director, International affairs, Office of the Directorate, CMC (at the e-mail address dir.evo@cmcvellore.ac.in). Please inform your travel plans well in advance, giving your date and time of arrival and other flight details, so that a taxi can be arranged to pick you up from the airport. The taxi driver will be waiting at the exit gate of the airport with a placard on which your name will be written. The taxi charges are about Rs. 2500. You can pay for the taxi when you get to your destination at Vellore (the place where your accommodation is booked). Please ensure that you change your foreign currency into Indian rupees at Chennai airport itself.

Accommodation at Vellore:

For accommodation, please contact the Deputy Director, International affairs, Office of the Directorate, CMC (at the e-mail address dir.evo@cmcvellore.ac.in). Accommodation will be arranged on the campus to the extent possible. If accommodation is not available in the campus, then you will be directed to accommodation outside the college premises. A list of hotels is included at the end of this information section. Please contact them to make your bookings before you set out. Confirmation should be obtained of your accommodation before arrival, as finding accommodation after arrival in Vellore is difficult.

Starting Your Postings:

All postings will begin on Mondays. You will not be allowed to start in the middle of the week. Please meet Mrs. Sheela, secretary in-charge of foreign students, at Principal's Office, Carman Block, College Campus (at Bagayam), at 9.00 AM, on your first day at CMC. The details on what to bring for the initial registration will be communicated to you. All the documents and fees are to be submitted to her. Please collect your ID card and posting order from her. Dr. Suganthy Rabi is the faculty coordinator for foreign students. She will give you an orientation to CMC. For any queries, Mrs. Sheela can be contacted at the number 0416-2284480 (4480 if calling from a telephone within the CMC campuses), during the working hours. Her email contact is princi.elective@cmcvellore.ac.in. Dr. Suganthy can be contacted at suganthyrahi@cmcvellore.ac.in. For any emergency, she can be contacted at +919442978775.

You can start your postings by meeting the secretary of the unit/department you are posted. He/she will direct you to meet the head of the unit/department you are posted in. He/she will also be your supervisor for that posting. The elective/visitor observer student is expected to strictly abide by and follow the guidelines and schedules of the departments they are posted in.

GENERAL INFORMATION FOR VISITING FOREIGN STUDENTS

The Christian Medical College Vellore Association is a private inter-denominational Christian organization. The object of the Association is the establishment, maintenance and development of a Christian Medical College in India where women and men shall receive an education of the highest grade in the art and science of Medicine and Nursing or in one or other of the related professions, to equip them in the spirit of Christ, for service in the relief

of suffering and the promotion of health. The medical college is affiliated to the Tamil Nadu Dr. M.G.R. Medical University, Chennai, India.

The Christian Medical College & Hospital community is made up of an interesting and diverse group of people - students and faculty come from all over India and a number of other countries, such as Sri Lanka, Malaysia, Hong Kong and Singapore. Elective students and volunteer workers come from Australia, Britain, USA, Germany, France, Sweden, Denmark and New Zealand. This interchange between varied people and cultures has been found to be mutually beneficial. It is hoped that you too will find it so and that your time in Vellore will be enjoyable and satisfying.

Location and Climate

Vellore is 60 metres above sea level, situated 140km. south west of Chennai and 200km. east of Bangalore. Vellore is on the plains surrounded by low, rocky hills. The temperature ranges from 20° C in the winter months of Dec.-Feb to 43° C in the summer months of Apr. - June. The climate is essentially dry, being rainy and humid only at the times of the two monsoons: June – August and October - December.

Getting To Vellore

The airport closest to Vellore is in Chennai. The most convenient, but more expensive mode of transport from the airport at Chennai to Vellore is by taxi. If you require a taxi to pick you up at Chennai airport and bring you to Vellore, please inform the Deputy Director, International affairs, Office of the Directorate, CMC (at the e-mail address dir.evo@cmcvellore.ac.in). and a taxi will be arranged to pick you up from the airport. Please inform your travel plans well in advance, giving your date and time of arrival and other flight details, so that the arrangements can be made. The taxi driver will be waiting at the exit gate with a placard on which your name will be written. The taxi charges are Rs. 2500 (with A/c). You can pay for the taxi when you get to your destination at Vellore. Please ensure that you change your foreign currency into Indian rupees at Chennai airport itself.

An airport bus will take you from the airport into the city from where you can take a taxi to the Central Railway station. Alternatively you can go from the airport to the bus stand at Koyambedu. Train and bus services to Vellore are frequent, cheap and quite satisfactory. Either journey takes about 3 hours. If you choose to travel by train you should buy your ticket to Katpadi, which is the railway station that serves Vellore. Autorickshaws, buses and taxis are available at Katpadi station for the 12 km journey to the Christian Medical College. Buses from Chennai will bring you right into the town of Vellore.

Vellore City

Vellore is the headquarters of Vellore District. Its population is about 500,000. It is a marketing centre for a fairly prosperous agricultural area. The streets are lined with small shops and crowded with people, cyclists, cars, buses, lorries and livestock. There is a 13th Century fort in the centre of town. The fort has played a well-known part in Indian history.

The Christian Medical College and Hospital Campuses

The hospital campus is situated in the middle of Vellore town while the college campus is situated at Bagayam, 7 km away from the hospital.

All medical students live in hostels on the college campus in Bagayam. The pre-clinical subjects are taught at the college campus. In addition, on the college campus, there are 3

patient care units - the Community Health Department which runs the 80-bed CHAD hospital, the Rehabilitation Institute for physically handicapped persons and the Mental Health Centre, which is CMC's Department of Psychiatry, which includes a training centre for mentally challenged children.

All other clinical departments are on the hospital campus in Vellore town, except for the Ophthalmology Department which is located at the Schell Eye Hospital on a separate campus 2 km south of the main hospital, and RUHSA (Rural Unit for Health and Social Affairs), a comprehensive integrated rural health and development project, located 20 miles northwest of Vellore.

Language

Tamil is the language spoken by most of the people in the state of Tamil Nadu where Vellore is located. The national language, Hindi, is also spoken. However, many South Indians, including shopkeepers, know English, so most visitors who speak English, do not have too much trouble making themselves understood. Elective students may need to ask someone to help translate when talking to patients. However, English is the medium of instruction in the college.

Postal Service

There are post offices on both the hospital and college campuses. These are open every day, except Sundays and national holidays. The main post office in the centre of Vellore provides 24 hour service. Mail delivery is, by and large, reliable.

It is advisable to register all letters that are of special importance, such as those with exposed film, cheques and all packets and parcels.

Contact Information

Dr. Solomon Sathishkumar, Vice Principal (UG), Principal's Office, Christian Medical College, Vellore, Tamil Nadu, India – 632002.

Telephone No. Principal's office: +91-416-2284480 (Mrs. Sheela)
+91-416-2284202
0416-2284201

Fax +91-416-2262788
+91-416-2232268, 2232035

E-Mail princi@cmcvellore.ac.in or princi.elective@cmcvellore.ac.in

Emergency contact number: +91-8220755255, +91-7708187397, +919443037547, +919442978775

Internet Service

Internet access is available as part of the library services in the institution and also at the guest houses in CMC.

Banking

The Central Bank of India and the State Bank of India have branches within the campuses and across the road near the hospital. Most bank ATM (hole in the wall) machines accept

debit and credit cards from overseas banks. You are not advised to bring travelers' cheques because many banks in Vellore refuse to cash these.

Food

There are several canteens inside the hospital campus where safe food is available at reasonable rates. There are a number of vegetarian and non-vegetarian restaurants near the hospital with food at reasonable prices - a vegetarian meal costs about Rs.150 and a non-vegetarian meal about Rs.250. It may be best to avoid uncooked food and any food cooled to room temperature. It is also better to avoid drinking water outside the hospital and college campuses unless you are sure it has been boiled or comes from a safe source. Bottled beverages in the market are safe except for those with a glass marble seal. In India, coffee and tea are traditionally made with boiled milk and sugar. Shop-keepers will provide these drinks without milk and/or sugar if you give specific instructions. There are several bakeries close to the hospital where bread, biscuits, cakes, pastries, butter, jam, peanut butter, tinned cheese, sardines, sausages, tuna fish, etc, can be purchased. A variety of fruits are readily available. Fried snacks sold in street stalls are mainly vegetarian and can be very spicy. Consumption of alcoholic beverages on both the hospital and college campuses is not permitted.

Clothing

The dress code for work is formal. Suits and ties are not worn. Generally, men wear short/long sleeved shirts, trousers and sandals/shoes. For women, sleeved dresses, long skirts/trousers and modest blouses, punjabi pants and tunic or sarees with sandals are appropriate. T- shirts are not advised. White coats are not usually worn by doctors or medical students. Cotton is cooler than synthetic fabrics. Shoes and sandals are quite cheap and can be bought ready-made. Cloth shops and tailoring shops abound, and it is comparatively inexpensive and quick to have clothes stitched to size. Ready-made clothes are also easily available. We advise you to be well dressed at work.

Immunizations and Post exposure Prophylaxis

Please contact your travel clinic to obtain information on prophylactic measures to be taken for your visit to India.

Universal precautions are implemented throughout Christian Medical College. Since elective/visitor observer students are not performing procedures, the likelihood of blood borne exposures are extremely low. However in case of exposure, post-exposure prophylaxis for Hepatitis B and HIV are available at Christian Medical College.

Health Problems

If you need help with any health problems, please contact the CHAD hospital in the college campus or the Staff Student Health Clinic in the Hospital during working hours and Accident and Emergency department in the hospital campus or the casualty in CHAD hospital in the college campus out of working hours. They will arrange for the necessary care. Elective/visitor observer students will have to pay for their health care. Use the emergency contact numbers under contact information for any emergencies.

What to Bring

It is advisable to have a good torch/flashlight for walking about the campuses at night and for unannounced power cuts which may occur. All toilet articles such as soap, powder, shaving cream and blades, toilet paper, shampoos, sanitary napkins, tampons, etc are readily

obtainable in local shops. In general, the only medical instrument that needs to be brought is a stethoscope. Reflex hammers can be borrowed and ophthalmoscopes are available in the hospital. Electricity supply is 220 volt, AC, 50Hz. Please bring a few copies of your passport size and stamp size photograph, copies of your passport, copies of visa and soft copies of the above.

Medical Books

Most of the commonly used medical text books are available in the institutional libraries. These books can be referred to in the libraries but will not be loaned out. Library timings on week days are as follows:

College : 8.00 a.m. to 11 p.m.

Hospital: 7.30 a.m. to 12 midnight.

There are small book stores in Vellore which sell standard medical text books. Many Asian editions of medical text books are subsidized and as such will often be cheaper than the same books in developed countries.

Transportation in Vellore

Institutional buses ply between the hospital and college campuses at specific times. A transport schedule will be given to you. Timings can be ascertained from the Hospital Transport Department. The transport department can be contacted at 04162282022 by phone and transport@cmcvellore.ac.in by email. Town buses ply between the 2 campuses every 5-10 minutes, from 5 AM to 10 PM. These buses can be boarded from a bus stop one block west of the hospital. Autorickshaws and taxis are easily available, but are not metered.

Recreation

To a large degree, the medical students and staff provide their own entertainment. There are facilities for basketball, tennis, badminton, volleyball, hockey, cricket, football (soccer) and athletics at the college. In addition, there are tennis courts on the hospital and college campuses. Apart from the medical libraries at the hospital and college, there are libraries maintained by the Chaplaincy Department where anyone is welcome to borrow religious and general reading books and magazines. There are a number of movie theaters in town, most of which show films in various Indian languages. Only one or two theatres show English movies at any given time. Bicycles are readily available for hire. There is a swimming pool next to the college campus available for use. The beach at Mahabalipuram on the east coast, 60km south of Chennai and a 4 hour bus ride from Vellore, is a good weekend recreation spot. Vellore has clubs such as the Rotary, Lions, Round Table and a Ladies' Recreation Club.

The medical college has a regular schedule of extra-curricular activities, which visitors are welcome to attend.

Christian Worship and Fellowship

Beautiful chapels are located in the heart of both the hospital and college campuses. These are always open for prayer and meditation. Regular services are held here and you are welcome to participate. The worship schedule is as follows:

Hospital

Monday to Saturday: Prayers at 7 - 7.20 a.m. Sun - English service at 6.30 p.m. (Holy Communion is served on the 1st Sunday of the month)

Daily - Roman Catholic worship at 6 a.m. in the Wheeler Hall

College

Sunday - English service at 6 p.m in the Scudder Auditorium.

There are choirs that sing in English at the chapel services at both the hospital and college. Visiting students are welcome to join. Just go along to choir practice at 4 p.m. each Sunday at the auditorium/chapel.

Students are welcome to see the chaplains in their offices at the hospital any time during the working days.

There are many churches in Vellore, most of which have services only in the local language. Services in English are regularly held at the St. John's Church in the Fort at 7.30 a.m. and 9.30 a.m. each Sunday. There are institutional buses operating from the hospital and college to these services. St. John's Church is part of the largest Protestant denomination in this area, called the Church of South India (CSI).

Notices and News

Notices regarding all special academic programmes and other activities will be put up on various notice boards in the hospital. Elective students are welcome to attend all of these programmes. A weekly news sheet, the CMC & H Weekly News, containing items of interest in the institution, is circulated every Monday and put up on various bulletin boards.

Living Expenses

Living expenditure per day would amount to approximately Rs.800 (approx. U.S. \$12) which includes room rent, food and other expenses.

The Foreign Exchange Regulations Act in India prevents the institution from payment of any money by way of refund, etc. for any payment made in foreign currency. Other refunds are also not possible.

Miscellaneous Information

The Christian Medical College is a Christian institution which aims to impart to women and men an education of the highest grade in the art and science of medicine and to equip them in the spirit of Christ, for service in the relief of suffering and the promotion of health. This is a residential college in which interest lies not only in providing training in professional skills, but also in cultivating a sense of community and of commitment, a growth of character and a sensitivity to the needs of others. This is expressed in the College motto, which is based on Christian scripture, "Not to be ministered unto, but to minister."

When you come to C.M.C. for an elective period, you come not just to attend classes and clinics, see patients in the out-patient clinics and wards, and to take part in other academic activities, but you also come to live in the community. The cultural expectations and norms of behavior of a community here in India, and especially of a Christian community, may be different from that in your own college and to which you are accustomed. Foreign students coming here must be aware of and sensitive to these differences, and while here, consciously try to accept the norms of this community for the period of their stay. The use of alcoholic beverages on the hospital and college campuses and distribution or use of marijuana (ganja), LSD or other addictive or psychotropic drugs is strictly prohibited. In addition, you may be

used to living in mixed dormitories, but in this institution single men and women are not allowed to stay together.

We would welcome you to participate in as many institutional community activities as possible to enable you to understand the traditions and ethics of the place. We would specially invite you to attend worship programmes in English on all Sundays in either the College or Hospital Chapels. Members of the Evangelical Union of India meet in the College campus every Sunday. You can find the place of meeting with the help of the staff of the Principal's Office.

Apart from the specific departments to which you would like to be posted, you may find it useful to attend some of the teaching programmes arranged for the final year clinical students, details of which may be obtained from the Curriculum Office situated in the ASHA building on the hospital campus.

It is hoped that your experience here will be profitable to you. The members of the community here, in turn, will try to make your time here enjoyable and rewarding.

*** GUIDELINES FOR ELECTIVE STUDENTS WISHING TO DO RESEARCH DURING THEIR TIME AT CHRISTIAN MEDICAL COLLEGE (CMC)**

1. Visitor-observers are not permitted to do any research projects.
2. One of the faculty members of CMC should be the local supervisor.
3. The local supervisor should obtain the concurrence of the Head of the Department concerning the feasibility of the study and obtain permission for the student to carry out the work.
4. All work, including data collection and analysis, should be done only under the supervision of the local supervisor.
5. Raw data shall not be allowed out of the institution
6. If the student is unable to complete the study before leaving, the local supervisor/head of the department will complete it with or without the help of other personnel/other visitors. Due credit will be given depending on the extent of work completed by the student.
7. Due acknowledgement should be given to the institution on any publication arising out of this work.
8. The local supervisor shall be the author for correspondence.
9. It is the responsibility of the local supervisor to instruct the students on the proper code of behavior, dress etc.
10. Where patient care is involved, clearance from the Ministry of Health is needed.
11. Clearance from the Research Committee and, if necessary that of the Ethics Committee is required for all research projects.
12. Clearance from the appropriate Government authority is needed, except for help in on-going projects.
13. If foreign funds are involved, clearance must be obtained through appropriate Government authorities.
14. Non-medical students should get clearance from the Ministry of Human Resources and Development.
15. There shall be no financial commitment on the part of CMC.
16. The elective period spent shall not be less than 8 weeks.

**LIST OF SUGGESTED LODGING PLACES AT VELLORE IF ACCOMMODATION
WITHIN CMC IS NOT AVAILABLE**

(tariff subject to change)

All phone numbers must be prefixed with the country and area codes as follows:
0091-416

Anand Bhavan (*close to the College campus*)

Non AC double room Rs.200/ day

Ph.No.0091-416-2266770

Darling Residency Phone 2210451,

11/8 Officers Line

Vellore-632001

Single Room Rs.715.00 (20% TAX extra)

Double RoomA/C Rs.825.00

Executive Deluxe Single Rs.825.00

Executive Deluxe Double Rs.935.00

Hotel Surabi International

Phone:2233576

33, Officers Line,

Vellore-632001

Single Deluxe Rs.705.00

Delux Double Room Rs.805.00

Single Executive Deluxe Rs.910.00

Double Executive Deluxe Rs.1060.00

Aavana Inn (*close to the hospital campus*) Phone : 2228935

144 Arcot Rd. Opposite CMCH,

Vellore – 632004

Single Non A/C Rs.410 A/C Rs.650

Double Non A/C Rs.515 A/C Rs.750

Family Room A/C Rs.1090



MEDICAL COUNCIL OF INDIA

ocket - 14, Sector - 8, Phase-I, Dwarka, New Delhi - 110 077
Phone : 011-25367033,25367035, 25367036,
Email : mci@bol.net.in Website : <http://www.mciindia.org>

APPLICATION FORM FOR DOING ELECTIVE TRAINING IN INDIA BY FOREIGN STUDENTS

(Please read the instructions carefully before filling the form)

Affix
attested
front view
Photograph

1. Name :
2. Name of Father/Guardian :
3. Date and Place of Birth :
4. Nationality :
5. Passport Number :
6. Permanent Address :
7. Address for Correspondence & Telephone No.:
8. Address for Residing in India:
9. Address of the Medical College/Medical:
School
10. Year of your study in medical college:
11. Subjects taken in medical school/college:
12. Subject/s of study in India:
13. Time of proposed elective term in India:
14. Purpose of study in India :
15. Letter of approval from Dean of faculty:
from the sponsoring University
16. Any special course/qualifications:
obtained during your study in your country.

17. Details of payment of fees:

(a) Paid by Demand Draft:

(b) Amount rupees:

!8. Details of demand draft:-

(a) Name & address of issuing bank

(b) Demand draft no. _____ dated _____

Date:

Signature of Applicant

Place:

INSTRUCTIONS

1. THE APPLICATION FORM SHOULD BE PROPERLY AND NEATLY FILLED IN AND SHOULD BE SENT THROUGH THE DEAN/PRINCIPAL OF THE MEDICAL COLLEGE OF INDIA WHERE THE CANDIDATE WANTS TO DO THE ELECTIVE TRAINING.
2. RECOMMENDATION LETTER OF THE UNIVERSITY WHERE AT PRESENT THE CANDIDATE IS STUDYING.
3. NON REFUNDABLE APPLICATION FEE OF RS. 5000/- (RUPEES FIVE THOUSAND ONLY) BY A BANK DRAFT IN FAVOUR OF "THE SECRETARY, MEDICAL COUNCIL OF INDIA", PAYABLE AT NEW DELHI (CHEQUES ARE NOT ACCEPTED). ON REVERSE OF THE DRAFT, FOLLOWING DETAILS TO BE FILLED BY THE APPLICANT AND DULY SIGNED: -
 - (a) Name
 - (b) Father's Name
 - (c) Purpose for which the draft submitted
 - (d) Telephone No with Code/Mobile No.
4. APPLICANT IS ADVISED TO RETAIN COPY OF HIS APPLICATION AND DRAFT FOR FUTURE REFERENCE

CHECK LIST for submission of documents

The candidates are requested to ensure that the documents be enclosed as per the order in the Checklist. All papers/documents should be numbered according to the checklist. Please arrange the application in the following order & tick mark the relevant boxes:

- | | | |
|--|------------------------------|----------------------------|
| 1. Bank Draft..... | <input type="checkbox"/> Yes | <input type="checkbox"/> N |
| 2. Application form | <input type="checkbox"/> Yes | <input type="checkbox"/> N |
| 3. Whether the application is forwarded through the Dean/ Principal
Of the Medical College..... | <input type="checkbox"/> Yes | <input type="checkbox"/> N |
| 4. Recommendation letter from the concerned authority where the candidate
is studying at present..... | <input type="checkbox"/> Yes | <input type="checkbox"/> N |

Signature _____

Dated _____

	<h1 style="text-align: center;">MEDICAL COUNCIL OF INDIA</h1> <p style="text-align: center;">Street - 14, Sector - 8, Phase-I, Dwarka, New Delhi - 110 077 Phone : 011-25367033, 25367035, 25367036, Email : mci@bol.net.in Website : http://www.mciindia.org</p>
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ACKNOWLEDGEMENT

(to be filled by the candidate)

Received Application from Ms/ Mr.....
D/o / S/o Sh..... alongwith Bank Draft/DD
No..... dated..... for Rs.....
Drawn on Bank.....
for permission for doing Elective Training in India by Foreign Students, for consideration.



Signature of Receiving Official
with date

PARTICULARS TO BE FURNISHED BY FOREIGN MEDICAL STUDENTS TO UNDERGO VISITOR OBSERVER PERIOD AT CHRISTIAN MEDICAL COLLEGE, VELLORE, INDIA

1. Name of the candidate (Capital Letters) : Mr./Ms.

2. Address in the Native Country :

3. Nationality :

4. Father's Name :

5. Date and place of Birth :

6. Passport No. date & place of issue :
(Please attach 3 photocopies) :

7. Address for communication including email ID :

8. Applicant's likely address in :
India during stay

9. Name & address of the College/University :
where studying

10. Year of admission in the College :

11. Year in which studying :

12. Examinations they have passed :

13. Period of observership
in CMC (give exact dates) :

14. A reference letter from the Dean of Medical
College/University of the applicant:

SIGNATURE OF THE CANDIDATE (with date, month, year)

APPLICATION FORM FOR CLINICAL POSTINGS AT CMC

For Elective/Visitor Observer Students

Request for clinical posting (Please fill and send)
The options given below are only a guideline. All the postings that you choose may be under a particular option.
Option 1: Posting of your choice* (with duration and exact dates of each posting)
I
II
III
IV
V
Option 2: Community Health posting** (with duration and exact dates)
CHAD (Community Health and Development) or
RUHSA (Rural Unit for Health and Social Affairs) or
LCEC (Low Cost Effective Care)
Option 3: Posting along with MBBS medical students*** (with duration and exact dates). Recommended but not compulsory.

* See CMC website (Give your choices)

** Indicate which of the following postings you would prefer.

*** see undergraduate MBBS curriculum schedule

Please note that you will be informed of your posting schedule prior to coming to CMC. In general, posting schedules cannot be changed after coming to CMC.

NEW CURRICULUM

1

2015

'A' BATCH CYCLE (NEW REVISED REGULATION 1997) (SEM 3,4,5,6,7,8,9)

1

MON	I CL. YR.	I CL. YR.	II CL. YR.	FINAL YEAR
			Derm Lect Kar.Trip	
JAN		MEDI/III/II/IV/V (4)	II-A	
			Med 1/2 day (2)	
			Sur 1/2 day (2)	
FEB			????????????????	FINAL-A
		DERM (2)		
		ORTHOIII/II/I (4)	Univ Exams	OGI/II/III/IV/V (3)
		(6).		
MAR			CHP-II (2)	
			MEDI/II/III/IV/V (4)	OGI/II/III/IV/V (3)
		PAED I/II/III (4)	SUR I/II/III/IV/	
APR			HPB/Vas/Endo.Sur	
			(4).	OGI/II/III/IV/V (3)
		SHP-II (2)		
		HOLI (4)	SHP III (2)	
MAY			HOLI (1.5)	HOLI
			MED&SUR cont. (1.5)	OGI/II/III/IV/Vcont
		sem 5 IA-SR		
JUN		CHP-I (2)		MEDI/III/II/IV/V (4)
			PAED II/III/I (4)	FULL DAY
		OGI/I/II/III/IV/V	FULL DAY	
		(4).		
JUL			PSYC I/II/III (3)	SUR I/II/III/IV (6)
			FULL DAY	HPB/Vas/Endo.Sur
		OGI/I/II/III/IV/V		FULL DAY
		(4).	ORTHO I/II/III (2)	
AUG			ANAES (2)	PAED III/I/II (4)
		ENT I/II/III/IV/V	EMERMED (2)	FULL DAY
		OPHTH I/II/III	RAD.DIAG (2)	
		(3) (3)	(8).	OGI/II/III/IV/V(1.5)
SEP	COP (3)			
	Fam Prac-I (2)			
	Foun. Course- (3)	SUR I/II/III/IV	ENT I/II/III/IV/V	Derm (2)
		HPB/V.S./E.S.	OPHTH I/II/III	Ortho I/II/III (2)
	sem 3 I-A	(4).	(5)	
OCT				
	MED III/II/I/IV/V	Fam Med-II (2)	OGI/I/II/III/IV/V	SUR I/II/III/IV (4)
	(5.5)	DERM (2)	(4).	HPB/Vas/Endo.Sur
		DENTAL (1)		
NOV	SUR I/II/III/IV	P.MORTEM (1)	ENT I/II/III/IV/V	
	HPB/Vas/Endo.Sur		OPHTH I/II/III	MED II/I/III/IV/V
	(6).		(5)	(5).
	.5 wks in Jan 2012			
DEC			2/3 wks in Jan-2015	PSEUDO EXAM
	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY

1. TOTAL HOLIDAYS PER YEAR ARE 15 DAYS IN DECEMBER & 15 DAYS IN MAY