

PROGRAMME OF EXAMINATIONS

- 1) **Theory Time-Table and Subject-Codes:**
The University shall conduct Theory Examinations of all UG & PG Courses in Summer - 2024 as per Time Table and subject codes which is published herewith/ in due course of time.
- 2) **Syllabus and Scheme of Examination:**
Syllabus and Scheme of Examinations is applicable as published on the University website or as notified by the University from time-to-time. Students must be appraised about applicability of Syllabus and Scheme of Examination by the College.
- 3) **Examination Centres :**
"List of Theory Examination Centres" shall be displayed tentatively in the month of Apr, May of Phase-I and Phase-II examinations respectively. The University reserves its discretion to allot a Theory centre anywhere in the State of Maharashtra. Under no circumstances, the Theory Centre once allotted will be changed.
- 4) **Admit Card/Hall Ticket :**
The Admit Card/Hall Ticket and student Name list College-wise will be uploaded on the University website preferably 07 days prior to commencement of the Theory Examinations. Candidate must not mutilate the Admit card/Hall Ticket or change any entry made therein.
- 5) **Declaration of results :**
The University shall declare the results of examination as per provisions made in Ordinance 01/2014 and MUHS Act, 1998.
- 6) **Schedule for submission of Examination form :**

Phase - I (w.e.f. 18/05/2024)

| Last date for students for submission of Examination Forms & Fee at College | | Last date for Colleges (Conventional Universitywise Zone) for submission of Examination Forms at University | |
|---|----------------------|---|----------------------------------|
| Last date for submission of Exam Forms (without late fee) | Upto Wed. 10/04/2024 | Mumbai, Aurangabad and Nanded University Zone | Sat. 13/04/2024 upto 17.00 p.m. |
| | | Pune, North Maharashtra University Zone | Mon. 15/04/2023 upto 17.00 p.m. |
| | | Nagpur, Amravati, Kolhapur and Solapur University Zone | Tues.16/04/2024 upto 17.00 p.m. |
| Last date for submission of Exam Forms For all Colleges (with late fee) | Upto Thu. 18/04/2024 | Mumbai, Aurangabad and Nanded University Zone Pune, North Maharashtra University Zone | Tues. 23/04/2024 upto 17.00 p.m. |
| | | Nagpur, Amravati, Kolhapur and Solapur University Zone | Wed. 24/04/2024 upto 17.00 p.m. |
| Last date for Submission of Exam Forms For all Colleges (with additional late fee) | Upto Sat. 27/04/2024 | All Zone | Tues. 30/04/2024 upto 17.00 p.m. |

PHASE - II (w.e.f. 22/06/2024)

| Last date for students for submission of Examination Forms & Fee at College | | Last date for Colleges (Conventional Universitywise Zone) for submission of Examination Forms & Fees at University | |
|---|-----------------------|--|----------------------------------|
| Last date for submission of Exam Forms (without late fee) | Upto Sat. 11/05/2024 | Mumbai, Aurangabad and Nanded University Zone | Tues. 14/05/2024 upto 17.00 p.m. |
| | | Pune, North Maharashtra University Zone | Wed. 15/05/2024 upto 17.00 p.m. |
| | | Nagpur, Amravati, Kolhapur and Solapur University Zone | Thu. 16/05/2024 upto 17.00 p.m. |
| Last date for submission of Exam Forms For all Colleges (with late fee) | Upto Sat. 18/05/2024 | Mumbai, Aurangabad and Nanded University Zone Pune, North Maharashtra University Zone | Wed. 22/05/2024 upto 17.00 p.m. |
| | | Nagpur, Amravati, Kolhapur and Solapur University Zone | Fri. 24/05/2024 upto 17.00 p.m. |
| Last date for Submission of Exam Forms For all Colleges (with additional late fee) | Upto Tues. 28/05/2024 | All Zone | Fri. 31/05/2024 upto 17.00 p.m. |

Note: Under no circumstances except Hon'ble Court rulling, Examination Forms will be accepted by the University after due date i.e. after last date of submission with additional late fee.

PHASE- III (w.e.f. 03/08/2024)

| Last date for students for submission of Examination Forms & Fee at College | | Last date for Colleges (Conventional Universitywise Zone) for submission of Examination Forms & Fees at University | |
|---|-----------------------|---|---------------------------------|
| Last date for submission of Exam Forms (without late fee) | Upto Mon. 01/07/2024 | Mumbai, Aurangabad and Nanded University Zone | Wed. 03/07/2024 upto 17.00 p.m. |
| | | Pune, North Maharashtra University Zone | Thu 04/07/2024 upto 17.00 p.m. |
| | | Nagpur, Amravati, Kolhapur and Solapur University Zone | Fri. 05/07/2024 upto 17.00 p.m. |
| Last date for submission of Exam Forms For all Colleges (with late fee) | Upto Tues. 09/07/2024 | Mumbai, Aurangabad and Nanded University Zone Pune, North Maharashtra University Zone | Thu 11/07/2024 upto 17.00 p.m. |
| | | Nagpur, Amravati, Kolhapur and Solapur University Zone | Fri.12/07/2024 upto 17.00 p.m. |
| Last date for Submission of Exam Forms For all Colleges (with additional late fee) | UptoThu 18/07/2024 | All Zones | Sat. 20/07/2024 upto 17.00 p.m. |

Note: Under no circumstances except Hon'ble Court rulling, Examination Forms will be accepted by the University after due date i.e. after last date of submission with additional late fee.

INSTRUCTION FOR FILLING AND SUBMISSION OF EXAMINATION FORMS:

- a) A specimen of examination form is attached herewith (**Appendix – “I”**) for ready reference. **The form can be downloaded and submitted to the University.** The college should make requisite photocopies of the form (**Appendix “I”**) and submit it to the University.
 - b) Examination fee have been **revised** by the University & is published **vide Notification No. 57/2022 dated 29/08/2022.** The colleges are requested to collect examination fee accordingly.
 - c) The College/department should accept the examination forms from the eligible candidates only & submit to the University alongwith Demand Draft / RTGS / NEFT as per above mentioned schedule. If Candidate opted for wearing Traditional/Cultural Dress during Theory Examinations, then it will be mandatory for him / her to remain present one hour before commencement of Examination for frisking.
 - d) Examination Forms of candidates submitted by the college to the University must accompany fees in the form of a Demand Draft / RTGS / NEFT of any Nationalized Bank drawn in favour of the **“The Registrar, Maharashtra University of Health Sciences” payable at Nashik.** The amount of demand draft will be total of the fees paid by all the students, whose application forms are being submitted. Examination forms without Demand Draft / RTGS / NEFT Receipt will not be accepted. **No cash will be accepted in any case.**
 - e) All examination forms with demand Draft / RTGS / NEFT shall be sent through a college representative, who is looking after the work of examination forms. **Examination forms should not be sent by post. Examination forms sent by post shall be rejected by the University and any loss (academic/financial) caused to the students shall rest with the respective Colleges.**
 - f) **Candidate(s) should not be sent personally to the University for Submission of Examination forms.**
 - g) **It will be the sole responsibility of the concerned Dean/Principal/Director to verify and certify the attendance of the students, grant of term, eligibility, number of attempts and the admission date. The examination forms of the students who do not fulfill the requisite conditions should not be sent to the University.**
 - h) The College shall print their own fee receipt book in triplicate. Original receipt will be given to the candidate, second copy will be attached to the examination form and the college will retain the third copy.
 - i) Specimen of the examination form should be displayed on all College Notice Boards.
 - j) Please fill up the examination forms in the Lecture Hall under the instructions of the Senior Teacher, so that the forms are filled in a proper manner.
 - k) It should be noted that submission of Audited Statement of Account of Theory, Practical & CAP advances given for previous examinations, shall be submitted by the respective Centres to the University by **31/03/2023.** **The Examination forms of those colleges who have not submitted the audited statement of account of expenditure of previous examinations will not be accepted.**
 - l) *The revenue stamp fee is to be charged to the applicants if applicable.*
 - m) *Before sending the examination forms to the University, the College should arrange the forms of fresh & repeater candidates separately in alphabetical order (by surnames first) and attach a list of applicants with particulars of fees paid by them, in duplicate.*
Specimen copy of Covering letter of the College alongwith Annexure I, II, III & IV is attached herewith as per Appendix ‘B’
 - n) Candidates seeking admission to examination are required:
 - To go through the information carefully and acquaint themselves with all requirements.
 - To satisfy all eligibility criteria prescribed by the University so as to appear for the examination.
 - To submit application to the college in the prescribed examination form with necessary enclosures. This should be completed in all respects.
 - Avoid overwriting, cutting, erasing etc. on the form. Incomplete form shall be rejected and should be avoided; any error arising on this account shall be the responsibility of the candidate.
 - To affix firmly two recent high contrast photographs of size 35mm x 45mm; preferably colored **Photographs (taken after 01/04/2022)** with gum/fevistik (Not to be pinned or stapled) within the space provided for it. It should be duly attested by the Head of the Institution where candidate is studying. The Photographs of the candidate should be attested in such a way that a part of signature is on photograph and other part on application form. Attestation should be done on the bottom part of photograph so that photograph is not defaced.
 - o) Request for change or correction of any information, once given in the application, will not be entertained under any circumstances.
- 7) **ELIGIBILITY FOR COLLEGIATE CANDIDATE:**
- a) Strictly as per Examination Circular No. 59/2022 dated 25/08/2022 (Cut-off dates for Grant of Academic **term for year 2022-23**), **Notification No. 32/2003** (Permissible attempts for MBBS Course), **Notification No. 49/2017** (Permissible Attempts for BAMS & BUMS Course), **Notification No. 16/2017 Dtd. 01/04/2017** (Permissible attempts for Homoeopathic Courses), **Notification No. 39/2015 Dtd. 07/11/2015 & Letter No. MUHS/X-6.2/567/2016 dated 21/01/2016** (Permissible attempts for Nursing Courses), **Notification No. 15/2016 Dtd. 02/05/2016** (Permissible Attempts for BPO & BASLP Course), shall be assessed. The Deans/Principals are requested to bring these notifications/Circulars to the notice of students and all concerned and certify their eligibility accordingly. No deviation from these notifications is permitted.

b) **For BDS Course Students only** : Examination Notification No. 13/2015 dated 16/04/2015, Circular No. 32/2017 dated 17/04/2017 & Circular No. 46/2017 dated 05/05/2017 (Permissible attempts for BDS Courses). **It is the responsibility of the Dean/Principal of the College to meticulously scrutinise the Examination Form and ensure that examination form of eligible student is only forwarded to the University alongwith prescribed Undertaking.**

c) A collegiate candidate, desirous of appearing an University examination, shall prosecute a regular course of study in one or more Colleges / Departments / Recognized Institutions affiliated to the University for the course leading to the examination for which he/she applies for not less than the period prescribed in the concerned Direction or Ordinance i.e. **Ordinance 01/2014 and Circular dated 02/05/2013** (Attendance criteria to be observed during issuance of Hall Ticket).

Explanation: 'Prosecution of a regular course of study' means attendance at not less than 75% of the lectures delivered in each subject of the course of instruction and 80% in practical work for the examination during the total academic period. Attendance in both cases shall be calculated till such date before the commencement of the written examination or up to the end of the academic term, whichever is later.

d) **It will be the sole responsibility of the concerned Dean / Principal / Director to verify and certify the attendance of the applicants and the admission date. The examination forms of the applicants who do not fulfill the required conditions as mentioned above should not be sent to the University. Grant of Term will be certified by Director/Dean/Principal as per Ordinance 01/2014 & as per Academic Calender published by the University.**

e) A candidate who is unable to present himself for an examination or a part thereof shall not be entitled to any refund of his/her fees. However, an applicant who is found ineligible for an examination shall be entitled to refund of $\frac{3}{4}$ th of the net examination fee paid.

f) If a candidate suppresses some vital information or gives false information to appear at an examination for which he/she is not eligible or entitled, the total amount of fee paid by him/her shall be forfeited. He/she may be debarred for one term from appearing in further examination and/or fine of Rs.500/- will be imposed. However, in case of subsequent indulgence of similar nature, the period of debarment may be extended up to three terms.

g) **Note: All Undergraduate courses (i.e Medical, Dental, Ayurved, Unani, Homoeopathy & Allied Sciences) students shall be entitled for ATKT facility as per University rules & accordingly, the respective College shall submit examination forms as per ATKT rules prescribed by the University time-to-time. The Dean/Principal/Director will bring this fact to the notice of the concerned student and ensure that the examination forms of only eligible students are submitted to the University.**

h) **THE EXAMINATION FORM MUST BE ACCOMPANIED BY:-**

FOR ALL PG STUDENTS OF ALL FACULTIES WILL HAVE TO SUBMIT FOLLOWING DOCUMENTS:

- 1) Attendance certificate of Research Methodology workshop (As per **Circular No. 13/2011** dated 23/06/2011) and Log book (as per **Circular No. 03/2013 dated 20/02/2013**) must be submitted in respect of Fresh PG student only, failing which exam form of such student shall be rejected/hall ticket will be withheld.
- 2) For PG Students passed out from other Universities, UG Degree certificate of respective University must be submitted.

i. FOR P.G. MEDICAL (M.D./M.S./D.M./M.Ch.) :-

The Dean/Principal of the college shall ensure about fulfillment of the Eligibility Criteria by the student, before submission of Examination Forms to the University.

- ✧ All the Candidates joining the Post Graduate training programme shall work as 'full Time Residents' during the period of training and shall attend not less than 80% (Eighty Percent) of the imparted training during each academic term of six months. The Candidate shall complete 36 months of course for degree and 24 months course for diploma including period of examinations.
- ✧ The Record(Log) Books shall be checked and assessed periodically by the faculty members imparting the training. Accordingly, the soft copy of the Log Book shall be submitted to the University.
- ✧ A postgraduate student of a postgraduate degree course in broad specialities/Superspecialities would be required to present one poster presentation, to read one paper at a National/State conference and present one research paper which should be published/accepted for publication/sent for publication during the period of his postgraduate studies so as to make him eligible to appear at the postgraduate degree examination.
- ✧ Thesis shall be submitted at least six months before the Theory and clinical/Practical examination.
- ✧ As per Medical Council of India Notice dt. 09/07/2019 "The online course in Research Methods/Basic Course in Biomedical Research is mandatory for all postgraduate students being admitted from the A.Y.2019-20 onwards.(Further, relaxation for particular batch is applicable from time to time)

ii. FOR P.G. D.M.L.T. :-

- ✧ Certificate by the Dean/Principal that candidate has satisfactorily completed the required academic term & course as prescribed.

iii. FOR P.G. DENTAL (MDS) :

i) DENTAL (MDS) :

- ✧ Certificate by the Dean/Principal that candidate has satisfactorily completed the required academic term & course.
- ✧ Acceptance of Thesis is pre-condition for appearing to examination.

ii) MDS Part-I :

- ✧ Certificate by the Dean/Principal that candidate has satisfactorily completed the required academic term & course.

iv. FOR PG – AYURVED (M.D./M.S.)

i) Preliminary M.D./M.S. Ayurved :

- ✧ Certificate from the Dean/ Principal that candidate has completed required academic terms as prescribed.

ii) Final M.D./M.S. Ayurved :

- ✧ Certificate from the Dean/ Principal that candidate has completed required academic terms as prescribed.
- ✧ Certificate by the Dean/Principal that -
 - Present atleast **1 Research paper** concerned with enrolled specialty at National / International / State seminars.
 - Publish **1 Research article** concerned with enrolled specialty, in National/International/State Journal.
 - Attend **2 National/International/State level**, seminar/workshops/symposium related to his/her enrolled specialty (attend during 03 Years course).
 - Deliver at least **10 Theory Lectures** to Undergraduate students in presence of the Guide/H.O.D./Other Teacher of the concerned department.
 - Maintain a **Log book** as prescribed by University with due certification.while submitting Examination forms of Final M.D./M.S. students, the Dean/Principal should certify that the above condition i) to V) are fulfilled by student and this certificate will be Mandatory.

v. FOR PG – UNANI (M.D./M.S.)

i) Preliminary M.D./M.S. Unani :

- ✧ Certificate from the Dean/Principal that candidate has completed the required academic terms.
- ✧ Certificate from Dean/ Principal that, candidate is satisfactorily doing house job duties and clinical registrar (if applicable) in their respective department.

ii) Final M.D./M.S. Unani:

- ✧ Certificate from the Dean/ Principal that candidate has completed required academic terms as prescribed.
- ✧ Acceptance of Thesis is pre-condition for appearing to examination.

vi. FOR PG – HOMOEOPATHY (M.D.)

a) M.D. Homoeopathy (Regular) Part-I (Old / 2012 / 2016)

- ✧ Certificate from the Principal stating that the candidate has completed: -
 - One-year house job in Homoeopathic Hospital.
 - The course of studies for M.D. Homoeopathy (Regular) Part-I course.
 - The prescribed clinical work as per provisions given in the Central Council of Homoeopathy Regulations, and has attended IPD and OPD

b) M.D. Homoeopathy (Regular) Part –II (Old / 2012 / 2016):-

- ✧ Certificate from the Principal stating that the candidate has completed: -
 - The course of studies for M.D. Homoeopathy (Regular) Part -II
 - The prescribed clinical work as per provisions given in the Central Council of Homoeopathy Regulations, and has attended IPD and OPD.

Note: For M.D. Homoeopathy (Regular) Part – I & Part II -2012 course students:

As per Central Council of Homoeopathy M.D.(Hom.) Amendment Regulation 2012, Students admitted in this course have Optional Subjects in each speciality. Students have to mention their opted optional subject in the Examination Form with subject code attached with the Programme of Examination. No subsequent change in Optional subject will be accepted by the University at the later date.

vii. FOR M.SC. (NURSING) :

- ✧ Certificate from the Principal of the college that, candidate has satisfactorily completed the course.
- ✧ Acceptance of Thesis is pre-condition for appearing to examination. (Applicable to Final Year M.Sc. Nursing).

viii. FOR M.P.TH./M.P.T & M.O.TH. :

- ✧ Certificate from the Principal of the college that, candidate has completed required academic terms & satisfactorily completed the course.
- ✧ Acceptance of Thesis is pre-condition for appearing to examination.

ix. FOR M.A.S.L.P / M.Sc. (Audiology) / M.Sc. (SLP) & M.P.O :

- ✧ Certificate from Dean/Principal that candidate has satisfactorily completed the course.
- ✧ Acceptance of thesis is pre-condition before appearing to examination (applicable to Final Year MASLP / M.Sc. (Audiology) / M.Sc. (SLP) & Final M.P.O.)

x. FOR CERTIFICATE COURSE IN MORDERN PHRMACOLOGY (CCMP) AND FOR MODERN MIDLEVEL SERVICE PROVIDER :

- ✧ Certificate from the Principal of the college that, candidate has completed required academic terms & satisfactorily completed the course.

Note: In absence of the above certificates, candidate's examination form will be rejected.

8) PROCEDURE TO BE FOLLOWED DURING EXAMINATION

- a The examination rooms/halls shall be opened 30 minutes before the commencement of examination. Candidates should occupy their seats immediately after opening the examination hall. If the candidates do not report in time, they are likely to Miss General Instructions to be announced in the examination hall.
- b If in the Examinations form, candidate has opt for to wear CULTURAL / TRADITIONAL dress during University Theory Examinations; then he/she should remain present 01 hour before commencement of University Theory Exam at Examinations Centre for proper frisking (Checking). If student has opt "NO" option to wear CULTURAL / TRADITIONAL dress, then he /she shall not be allowed for the University Theory Examinations with CULTURAL / TRADITIONAL dress.
- c Candidates must show, on demand, the Admit Card/Hall Ticket & College Identity Card for admission in the examination hall. A candidate who does not possess the admit card issued by the University, will not be permitted to appear for examination.
- d A Seat indicating his/her exam seat number will be allocated to each candidate. Candidates should find out and occupy their allotted seats only. Any candidate if found to have changed room or seat other than allotted to him/her, his/her candidature shall be cancelled and no plea would be accepted for it.
- e A candidate who comes after the commencement of examination shall not be permitted to appear for the examination
- f Candidates are not allowed to carry any textual materials, calculators, slide rule, log tables, electronic watches with facilities of calculator, printed or written material, bits of papers, mobile phone, pager / headphones or any other device except Admit Card/Hall Ticket & College Identity Card inside the examination hall. If any candidate found in possession of any of the above items, his/her candidature will be treated as having resorted to unfair means. His / Her current examination will be cancelled and also he/she will be debarred for future examination.
- g No candidate, without special permission of Invigilator, Centre Incharge and Centre Observer, will leave his/her seat or examination room until the full duration of paper is over. Candidate should not leave the room without handing over answer sheet to concerned invigilators.
- h Tea, Coffee, Cold drinks are not allowed to be taken into the examination rooms during examination hours.
- i Ten minutes before the commencement of the paper, answersheet shall be provided to each candidate
- j Five minutes before the commencement of examination, question paper shall be provided to each candidate.
- k The examination will start exactly as per Time-Table provided by the University and an announcement to this effect will be made by the Invigilator.
- l Candidate will then writes particulars and answer with **BLACK** ball point pen only on both sides of answer sheet.
- m After completing the paper and before handing over to invigilators, the candidates should check all particulars & answers for correctness.
- n A warning bell will be given before closing time. Candidates must stop writing accordingly.
- o **Unfair Means:** - Candidate shall maintain absolute silence and attend to his/her question paper only. Any conversation and gesticulation or disturbance in the examination hall shall be deemed as misbehavior. If a candidate is found resorting to unfair means or impersonating his/her candidature shall be cancelled and he/she will be liable to be debarred from examination either permanently or for a specified period according to the nature of offence. Please note that if a candidate takes examination by providing false/fraudulent information, his/her performance shall be cancelled by the University at any stage as per the Ordinance 1/2014.

If any person or officer dealing with conduct of examination engages himself/herself in act(s) that would result in leakage of question paper(s) or attempt to use or help in the use of unfair means in this examination, he/she shall be liable to prosecution under the Ordinance 1/2014 and Indian Penal code.