



# GOVERNMENT INSTITUTE OF MEDICAL SCIENCES

GREATER NOIDA, GAUTAM BUDDHA NAGAR -201310 Tel-0120-2341738,  
Website: [www.gims.ac.in](http://www.gims.ac.in), email-[deanacadgims@gmail.com](mailto:deanacadgims@gmail.com),  
(AN AUTONOMOUS INSTITUTE UNDER GOVT OF UP)

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## JOINING INSTRUCTIONS

### IMPORTANT UPDATE REGARDING COMMENCEMENT OF CLASSES OF MBBS BATCH 2023-24 AT GOVERNMENT INSTITUTE OF MEDICAL SCIENCES, GREATER NOIDA

All the students of MBBS 2023 Batch are advised to read carefully and adhere to following instructions:

#### 1. COMMENCEMENT OF CLASSES

The classes will commence from **4<sup>th</sup> September 2023** at **9:00 am** in the Academic block of Government Institute of Medical Sciences situated in Gautam Buddha University campus, Greater Noida.

#### 2. HOSTEL OCCUPANCY:

- Hostel allotment will be done by warden randomly and no request regarding change in the rooms will be entertained by the administration.
- Hostel will be open for students from **1<sup>st</sup> September 2023** onwards. Students are not permitted to occupy hostel before that.
- Hostels for students are run with the primary objective of providing them a “*Home away from home*” where they can feel at ease and put in their best in studies. The hostel atmosphere provides self-confidence, instills discipline in the minds of students, and provides scope for developing ideals of a harmonious communal living to enable them to share the joys of camaraderie, fellowship, and professional fraternity. Self-help and a spirit of accommodation for the common good are some of the virtues expected from the inmates.
- The guiding principle towards the formulation of these rules and regulations for hostelites is to ensure a safe, secure, and pleasant environment, which is conducive to learning. We expect our students to develop a sense of belonging towards the college property.
- Failure to abide by these rules will be considered as undesirable conduct and will result in appropriate disciplinary action.

## 2.1 HOSTEL FEE:

All the students have to deposit hostel fee in cash / DD or submit the details of online transaction in academic block and get the room number allotted to them from Dean's office.

Hostel Charges (Twin Occupancy) -Rs. 3,000/- Per MonthX12=Rs 36000  
Electricity charges (Annual) - -Rs 6000  
Mess Charges -Rs. 2500/- Per Month x12 months= Rs 30000  
(May vary as per contract))

**Total Hostel fee - Rs 72000/-**

The fees may be deposited in cash or online

The bank details for online payment are as follows:

Ac name-GIMS STUDENT FEE

Ac no-50200073409140

IFSC HDFC0002845

Branch- Greater Noida Omega

The payment will not be accepted in parts.

## 2.2 HOSTEL FACILITY

GIMS has separate hostels **for boys ( Munshi Prem Chand Hostel) and girls (Ismat Chughtai Hostel)**, which are situated inside the campus of Gautam Buddha University. Rooms are well furnished with the required furniture and electrical fittings. All rooms are well-ventilated. The hostel has a recreation room, and a reading room. The rooms will be allotted randomly to the students by the warden.

The students must bring their own items for their room in the hostel.

<b>S.no</b>	<b>Items provided by the institute</b>	<b>Items to be brought by students</b>
1.	Bed	Bedsheet with pillow & pillow cover
2.	Mattress	Backpack & suitcase
3.	Chair	Shoe brush and shoe polish
4.	Table	Umbrella
5.	Almirah	Bucket and mug
6.	Curtains	Good knight
7.		Table cloth
8.		Toiletries
9.		Locks

## 2.3 RULES & REGULATIONS

Students who are staying in the hostel and follow the following rules and regulations:

## **SOP FOR RESIDENTS OF HOSTELS OF GIMS**

- 1.** Rooms are provided on double occupancy basis to the students (both boys and girls) admitted in the M.B.B.S course
- 2.** Students desirous of having hostel accommodation should submit applications along with proof of present residence on the prescribed form at the time of admission. Rooms will be allotted on priority basis.
- 3.** Every student is responsible for the care of room allotted to him/her and the furniture provided therein (Table, Chair, Bed, Almira and mattress). No furniture item is allowed to be removed from or additional furniture brought in the hostel without the prior permission of the Warden in writing. In case of damage, the resident student is supposed to inform the Warden, in writing. Rough handling of room furniture or any fittings of the hostel is strictly forbidden. If any individual or group is identified to have caused the damage, double the cost of the damaged property will be recovered from him/group. Repetition of damage to the hostel property will result in expulsion from the hostel.
- 4.** No student is permitted to shift from the room allotted to any other room in the Hostel without the prior permission of the Warden in writing.
- 5.** No resident student shall be allowed to keep a guest in their room, if anybody from outside the institute is found in their rooms, the student will be rusticated from hostel
- 6.** In order to safeguard against thefts, residents are required to use good locks. Resident student should not keep costly items, like jewellery, electronic items (DVD player, music system, camera and television, etc.) in their rooms.
- 7.** Residents shall not be allowed to engage any person for service of any kind, personal or otherwise.
- 8.** No mess worker or any other Hostel/Mess employee should be asked to do personal work by any resident student.
- 9.** Students should pay all their dues and submit the Hostel Leaving Form in the Dean's Office before getting a Clearance Certificate at the time of leaving the Hostel.
- 10.** The institute timings are 8.30 AM to 4.30 PM. Students are not allowed to stay in the hostel during the class hours unless the stay is unavoidable due to illness or any other valid reason. In such cases they should take the permission and communicate the information to the

Warden in writing.

11. Parents are allowed only up to the Guest Room (near Main Gate) of hostel if they want to meet their child with the permission of the Warden. The resident student shall be held responsible for the conduct of his/her guest (parents). No resident student shall be allowed to keep a guest in guest room unless he/she himself/herself is present in the hostel. No Parent/Guardian/Visitor is allowed to stay in their room.
12. Daily attendance in the Morning (8am ) & Evening (9pm ) is mandatory in the Hostels.
13. Every student must inform in writing to the Warden about his/her absence from the hostel if he/she stays out for more than 12 hours. One should also leave the address at which he/she could be contacted if necessary. This rule should also be followed when resident student leaves the hostel during vacation. For providing information about leaving the hostel, a register will be available with the Security Staff and accordingly entries should be made.
14. All the students are expected to be back in the Hostel latest by 09:00 p.m.in Munshi Prem Chand Hostel and 8.00pm in **Ismat Chughtai Hostel**
15. The use of **Smoking, alcoholic drinks or intoxicating materials** is strictly prohibited in the hostel. Strict disciplinary action amounting to even expulsion from the hostel/college shall be taken against those violating the rule.
16. No student will be allowed to use electrical appliances of more than 100 Watts. Students should not temper with electrical installation provided in rooms or in the premises of the hostel. On detection of misuse of electrical installation & **unauthorized use (of Air-conditioner/Washing Machine)** in the room or in the hostel, disciplinary action will be taken against the resident.
17. The hostellers are personally responsible to safeguard their belongings. They are advised not to keep large amounts of cash or valuables like gold ring, costly wristwatch etc., in their rooms. They should also take care of their purse, calculators, cell phones, laptop, computers and books. In case of theft or loss of any item the hostel authorities/institute will not be responsible for such loss.
18. It is mandatory for students residing in the hostel to join the mess attached to the hostel. Hostellers are required to dine in the dining hall. No hosteller is permitted to take food in the room except for those reported sick with prior permission of hostel warden. The hostellers should not waste food, electricity & water
19. Any case of illness should immediately be reported to the Warden/Assistant Warden. Students having any communicable disease are not allowed to stay in hostel.

20. No student is allowed to **collect any kind of fund** from other hostel inmates.
21. Students of the hostel are not permitted to hold any kind of **meetings/celebrations** in the hostel premises. However, for such activities, prior permission may be obtained from the **Warden/Dean** in writing.
22. No notice will be displayed by hostel inmates in the institute/hostel notice board without the countersignature of hostel warden
23. The resident student will be under the disciplinary jurisdiction of the **Dean** and such other authorities who may be vested with the authority to exercise discipline under the Act, the Statutes, the Ordinances, and the Rules framed by the Institute.
24. A resident student, who violates any of these rules (existing in the hostel) or creates disturbances in the hostel, is liable to disciplinary action by the **Warden/Chief Warden/Proctor/ Dean**.
25. Students are responsible to the **Dean** for their conduct and are prohibited from doing anything either inside or outside the academics which may amount to a breach of discipline or interference with the discipline and normal working of academics.
26. At the time of admission, every student shall be required to sign a declaration that on admission, he/she submits himself/herself to the disciplinary jurisdiction of the **Dean** and other authorities of the academics who may be vested with the authority to exercise discipline under the Act.
27. A student shall be liable to the disciplinary action for **violation of any of the rules of discipline** and disciplinary action may invoke warning and/or fine and suspension from classes, from examination, from use of Library or even expelled from the academics and hostel
28. **Ragging** in any form is strictly prohibited within the premises of the academics /hostel and any part as well as on public transport. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under ordinance.
29. The students can be punished any amount as penalty is decided by the **Director** for indiscipline and damage to the property of **GIMS**.
30. The GIMS authorities reserve the right to alter or revise any of the hostel rules at any time.
31. Student occupying the room will sign for the receipt of items in Inventory Register. He will be responsible to hand over the items in their original serviceable condition to hostel authorities while leaving the rooms on close of the academic session.

### 3. DRESS CODE FOR STUDENTS

**It is mandatory for all college students to wear the uniform to maintain uniformity of the batch**

BOYS	GIRLS
White shirt and grey trousers, college tie, black formal shoes (with blue blazers in winter)	White shirt and grey trousers, college tie, black formal shoes (with blue blazers in winter)
Sports uniform : House T-shirt & trousers & PT shoes	Sports uniform : House T-shirt & trousers & PT shoes

**The uniforms and aprons can be purchased from the store at Academic Block of the college. Students are instructed to wear a clean, well ironed apron in the college.**

### 4. ANTI RAGGING COMMITTEE – STANDARD OPERATING PROCEDURES

- **RAGGING IS STRICTLY PROHIBITED:** Ragging in any form i.e. making unpleasant noise, disorderly conduct, doing any act which causes or likely to cause physical or psychological harm or raise apprehension or fear of shame or an embarrassment to the new student whether by words, spoken or written or by an act which include teasing, abusing, playing practical jokes on or causing hurt to such students or asking the student to do any act or to perform such things which such student will not in the ordinary course willingly to do is strictly forbidden.
- If anyone is found guilty of directly/indirectly involved or abetting in ragging he will be punished/rusticated/ expelled/suspended from the institute and liable to prosecution in terms of the Supreme Court of India decision on Writ Petition No. (C) 656/1998. Ragging is now a crime. No one can feign ignorance of the law. Under the prohibition of ragging Act 1997 those who indulge in ragging can be punished. Jail for ragging is for period from six months to 10 years & fine up to Rs. 50,000/-
- The Institute shall strictly observe the provision of the Act of the Central Government considering ragging as a cognizable offence under the law at par with rape and other atrocities against women and ill-treatment of persons belonging to SC/ST and prohibiting ragging in all its forms.

- Ragging is totally banned in the Institute including its departments, constituent units, premises (academic, residential, sports, canteen etc.) whether located within the campus in or outside and in all transportation whether public or private.
- The Institute shall take strict action against those found guilty of ragging and/or abetting ragging.

### **DUTIES OF ANTI - RAGGING COMMITTEE**

1. Shall identify and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.
2. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic session.
3. The squad must remain in touch with every employee including teaching/ non-teaching members of staff, contract labor employed in premises that they would promptly report any case of ragging which comes to their notice.
4. Freshers should be encouraged to report incidents of ragging to concerned authorities.
5. A round the clock vigil against ragging in the hostel premises shall be ensured by the anti-ragging squad.
6. Telephone no. of wardens and members of anti-ragging squad should also be widely disseminated for the needy to get in touch or seek help in case of emergency.
7. Anonymous and random surveys will be done across the 1<sup>st</sup> year batch of students (freshers) every fortnight during first three months of the academic year to cross-check whether the campus is free of ragging or not.

For any other information, the college officials may be contacted at the following telephone numbers:

College administration	- 09911188208
Administrative Officer	- 0120-2341738

## **Anti-Ragging Committee**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Contact</b>
1	Dr. (Brig.) Rakesh Gupta	Director	0120-2341736
2	Dr Rambha Pathak	Dean	8826843180
3	Dr. Satendra Kumar	Chief Proctor	9911433771
4	Dr. Ranjana Verma	Controller of Examination, Member	7701807013
5	Dr. Sonu	Member	9560580484
6	Dr. Pragati Sheel Mittal	Chief Warden, Member	8433041494
7	Dr. Manisha Singh	Member	7011435560
8	Dr. Bharti Bhandari Rathore	Member	8003996865
9	Dr. Kiran Jakhar	Warden (Girls), Member	8860997164
10	Dr. Manabendra Baidya	Warden (Boys), Member	8874798762
11	Mr HN Singh	AMC	9560637936

### **5. BOOKS RECOMMENDED FOR 1<sup>ST</sup> YEAR MBBS STUDENTS**

#### **DEPARTMENT OF ANATOMY**

##### **LIST OF BOOKS**

##### **GENERAL ANATOMY**

1. BD Chaurasia, 7<sup>th</sup> Ed
2. Vishram Singh, 3<sup>rd</sup> Edition

##### **GROSS ANATOMY**

1. B.D. Chaurasia'S Human Anatomy, 8/ED
2. Vishram Singh, textbook of anatomy, 3/ED
3. Snell's Clinical Anatomy by Regions, South Indian Ed
4. Snell's Clinical Neuroanatomy, 9<sup>th</sup> Ed

##### **HISTOLOGY**

1. DiFiore's Atlas Of Histology With Functional Correlations: With Functional Correlations 12Ed
2. Histology Practical Manual by Shetty & Poonja 4<sup>th</sup> Ed

##### **EMBRYOLOGY**

1. Langman's Medical Embryology: TW Sadler South Asian Ed

##### **GENETICS**

1. Essentials of Genetics, by Renu Chauhan 2<sup>nd</sup> ED

#### **DISSECTION INSTRUMENTS**

Dissection kit should include:



6. Bard-Parker Knife handle with Blades (no. 21 and 24)
7. Forceps (3): Plane, Toothed , Pointed (medium size)
8. Scissors (3): Blunt (medium), Sharp (small) & Sharp (medium)
9. Brush
10. Inch tape

### **STATIONERY/OTHER ITEMS**

1. Histology (H & E pencils)
2. Color pencils
3. Gloves
4. Mask

### **DEPARTMENT OF PHYSIOLOGY**

#### **Text Books:**

1. Guyton and Hall Textbook of Medical Physiology, 13<sup>th</sup> Edition
2. Textbook of Physiology, AK Jain, 9<sup>th</sup> Edition

#### **Reference book:**

1. Ganong's review of Medical Physiology, 26<sup>th</sup> Edition
2. Berne & Levy Physiology, 7<sup>th</sup> Edition

### **DEPARTMENT OF BIOCHEMISTRY**

1. **Lippincott's** Illustrated Reviews (Biochemistry), South Asian edition –Denise R. Ferrier, Ritu Singh & Rajeev Goyal
2. Textbook of Medical Biochemistry-**Dinesh Puri** 3rd ed

#### **Reference books:-**

- 1.**Harper's** Illustrated Biochemistry 30th ed.

### **DEPARTMENT OF COMMUNITY MEDICINE**

- 1.**Park's Textbook Of Preventive And Social Medicine**, 26<sup>th</sup> edition
2. textbook of Community medicine by Dr. Rajvir Bhalwar, 5<sup>th</sup> edition

***Practical manuals and logbooks can be purchased from the store at Academic Block.***