



2018-20

NOWSHERA MEDICAL COLLEGE



ACADEMIC SESSION 20 18 **20** 20

NOWSHERA MEDICAL COLLEGE

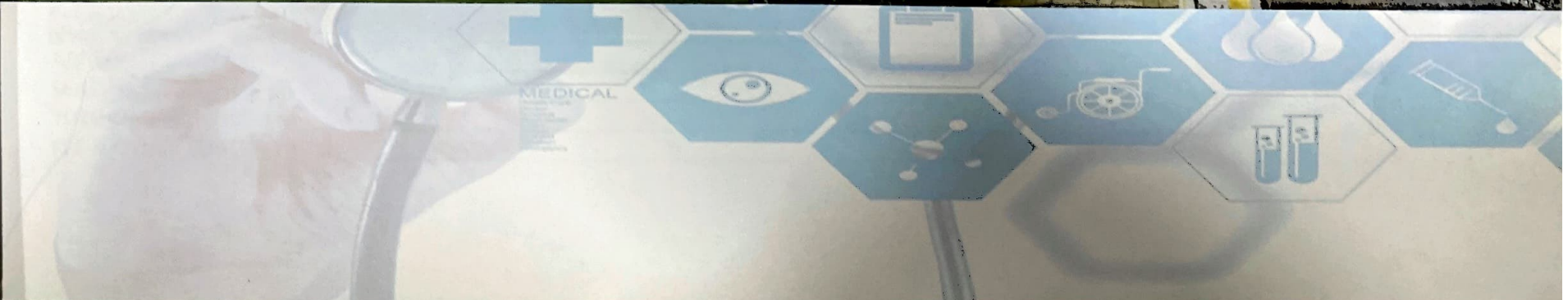
NOWSHERA

PROSPECTUS

MBBS PROGRAM

ACADEMIC SESSION 20 20

IN THE NAME OF ALLAH, THE MOST GRACIOUS,
THE MOST MERCIFUL



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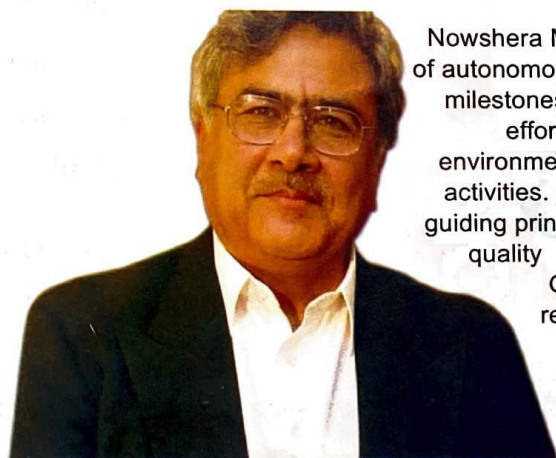
INTRODUCTION



INTRODUCTION

CHAIRMAN BOGs MESSAGE

MR. GULRAIZ HAKEEM KHAN



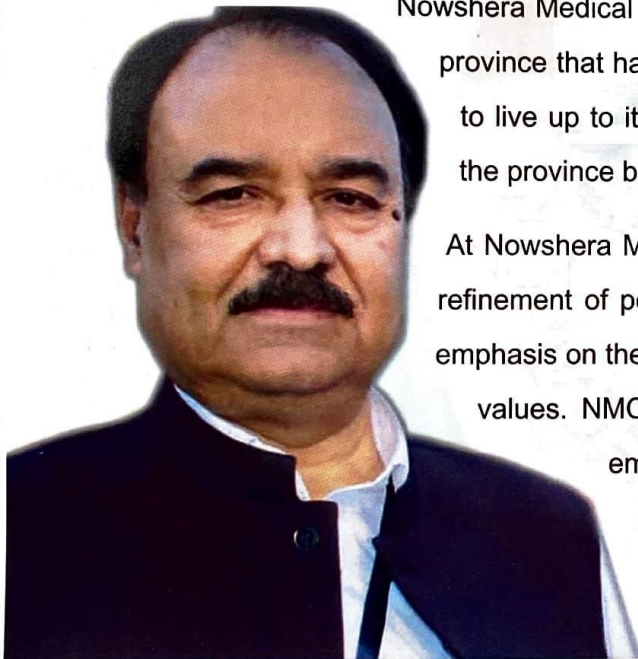
Nowshera Medical College (NMC) and Qazi Hussain Ahmed Medical Complex (QHAMC) are two components of an autonomous Medical Teaching Institution (MTI), Nowshera. NMC is just four years old but has achieved milestones in delivering quality education to students. It is one of the medical colleges where every possible effort is encouraged and made for the comforts of students and to give them a congenial academic environment. Once NMC's own purpose-built building is ready it will further boost the academic facilities and activities. Personal and corporate integrity is one of Qazi Hussain Ahmed Medical Complex (QHAMC) guiding principles since the day the hospital has started functioning. QHAMC is committed to providing high-quality services and care in an ethical manner, which is also in full compliance with the vision of the Provincial Government, and the Khyber Pakhtunkhwa Medical Teaching Reforms Act 2015 the rules and regulations framed thereunder. Our goal is to ensure that satisfaction and harmony remain consistent, from patient to patient. We go on to do so through our incessant hard work to develop processes that revolve around the patients' well-being. Our staff are an essential and fundamental part of our commitment, to deliver exceptional care. Their enthusiasm to heal and their regular drive toward superior quality outcomes are unmatched. They are meticulously professional, amicable and constantly ready to face challenges in their duties.

They bring their distinction to speed up the patient's healing and return to regular life with the least sum of stress. I believe QHAMC's staff are continuously involved in the efforts to bring the highest possible satisfactory approach to the patients. In this way a warm and friendly ambience, high quality medical services and personalized nursing care have been the hallmarks of QHAMC.

Khyber Pakhtunkhwa

DEAN MESSAGE

PROFESSOR DR. MUHAMMAD JEHANGIR KHAN



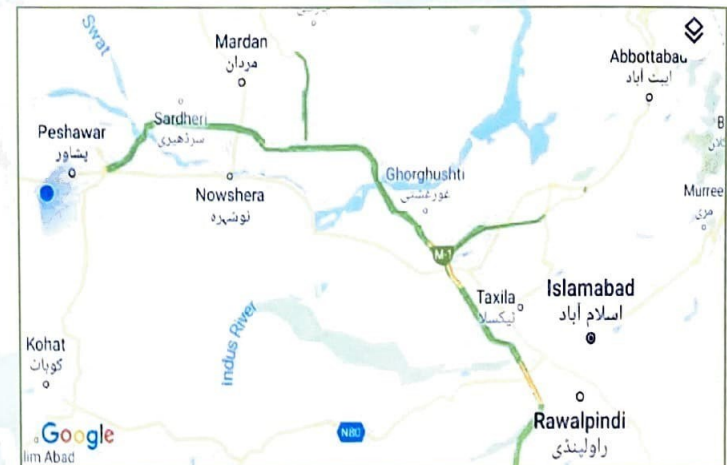
Nowshera Medical College (NMC) Nowshera, now four years old, is one of the leading medical institutions of the province that has achieved maximum academic excellence in a short period of time. The institution is on track to live up to its mission of training and producing medical graduates of international standards, not only for the province but also for the national and international pool of medical experts in different fields of Medicine.

At Nowshera Medical College, students are provided with congenial environment conducive to learning and refinement of positive attributes essential in delivery of healthcare to community. They are trained with due emphasis on the highest standards of medical professionalism, empathy and ethics in conformity to our cultural values. NMC is always alive to the rapidly changing environment and its demands; hence we willingly embrace the spirit of change and innovation. In addition to teaching traditional subject based curriculum along with recently introduced KMU's System based modular program, we also focus on sports, debates and other extra-curricular activities. The various clubs and societies organize activities which synchronize with the academic courses to develop well-groomed professionals. I welcome you all to the ever-expanding family of NMCites where diligent and devoted faculty members are ready to facilitate eager learners to become future leaders.

ABOUT NOWSHERA

The district of Nowshera is considered to be the most historical place. Lying on a sandy plain surrounded by hills, on the banks of the famous Kabul River, it has a great significance due to its strategic positioning in the province of Khyber Pakhtunkhwa as it is situated to the west of Peshawar, to the east of Swabi and Northwest of Charsadda and Mardan. Thus, Nowshera is the centrally located region of the province which is connected by rail and road with Dargai (Malakand Pass), Mardan, Peshawar, and Rawalpindi. The name of the district is locally known as "Naw" "Khaar". The total area of the district is 1748 km².

The area is the home of many Pakhtun Tribes, including the Babars, Yusufzais, Muhammadzais, Parachas, Awankhel, Kakakhels, Mankikhel and Khattak. Khattak is the predominant tribe, making up 65% of the population of the District. The GT Road is the main road connecting villages and towns across the District. Nowshera is the only district of Pakistan with three cantonments, namely Nowshera Cantonment, Risalpur Cantonment and Cherat Cantonment.



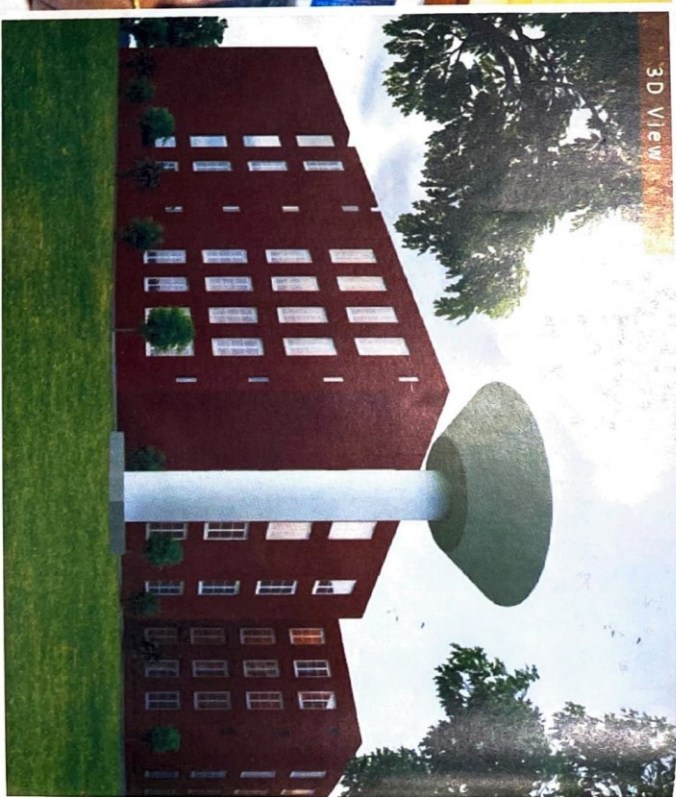
THE COLLEGE

Keeping in view the demand of the people of Nowshera and also to bring at par with other districts of the province in the field of Medical Education, the Government of Khyber Pakhtunkhwa announced the establishment of Nowshera Medical College on 28th March 2014. Qazi Hussain Ahmad Medical Complex (QHAMC) was declared as the teaching hospital for this college to make it a new Medical Teaching Institution (MTI) of the province.



As the work on the college's own purpose-built building is yet to be completed, the 2nd floor and part of ground floor of the hospital building have been declared for the time being as the NMC building with fully equipped departments, lecture halls, library with latest collection of medical and related books and offices as per PM&DC accreditation standards. After getting affiliated with KMU, first

batch of 100 students was enrolled in December 2016. Recently an inspection team from PM&DC has shown full satisfaction over the college curriculum, training and assessment of students.



Apart from transport facility for the day scholar students belonging to nearby places like Nowshera, Mardan, Charsadda & Peshawar NMC has boarding facility for students hailing from far flung areas. It has two hostels for boys and one hostel for girls with all utility services as well as Television & Internet access along with indoor games' facilities.

Clinical training is imparted to students at Qazi Hussain Ahmad Medical Complex, Nowshera.

Being a newborn institution, the first batch of this college shall graduate from after two academic years.

VISION

To promote learned, research oriented and skilled professionals with good leadership qualities and sense of accountability in hands with Khyber Medical University and liaison with contemporary medical schools both regionally and internationally.

MISSION

To produce and promote health Professionals updated with contemporary knowledge, acquainted with evidence-based practice, demonstrating affective behavior and skills at par excellence for the prevention and treatment of diseases and promotion of community health.

CORE VALUES

The values will serve as the basis to fulfill the mission and vision of NMC to excel in teaching, research, clinical practice and service. The core values of NMC are:

1. Commitment to our mission.
2. Strong, confident belief in our work.
3. Excellence and integrity in teaching, research and service.
4. Striving to maintain the highest ethical standards, and accepting accountability for all that is said and done.
5. Leadership in medical education and health care, especially for the economically disadvantaged.
6. Commitment to serve our community, nation and world through health programs, health education and medical care.
7. Unrelenting pursuit of knowledge through research and life-long learning.
8. Commitment to cultural diversity among faculty, staff and students.

OUTCOMES

At the end of the MBBS program, the students should be able to:

- Comprehend and apply the text knowledge with real time patient's scenario independently.
- Practice the best available evidence for the treatment and management of their patients.
- Demonstrate empathetic and culturally appropriate behavior.
- Assist and manage acute presentations of major and minor surgical emergencies
- Advocate health promotion and disease prevention
- Involve actively in research and continuing medical education.

WHY NMC

- Selecting where you will study for your chosen career is one of the most transforming decisions of your life. You would like to choose a college with a high international reputation and standards that would brighten and promote the best out of your God given talents.
- At NMC our aim is to select the best candidate and to give them training and education, so as to create the future leaders in the field of medicine, doctors with clinical perfection who feel great empathy with the patients.
- To achieve the goal, we have the best faculty, both basic and clinical, and most modern facilities to enable our students to achieve the highest levels of research-oriented and evidence-based clinical excellence.

- Our commitment to excellence and collaboration across scientific and medical disciplines creates an optimal atmosphere for learning.





ACADEMIC DEPARTMENTS & FACULTY

FACULTY (BASIC SCIENCES)

DEPARTMENT OF ANATOMY

DR. EJAZ AFZAL

MBBS, M.PHIL (ANATOMY)

ASSOCIATE PROFESSOR / HOD

DR. MUHAMMAD HARIS

MBBS, M.PHIL (ANATOMY), MPH

LECTURER

DR. WAQAS ALI

MBBS

LECTURER

DR. SAAD NASIR MOHMAND

MBBS

LECTURER

DR. MUHAMMAD HASNAIN

MBBS

LECTURER

DR. KASHIF FIDA

MBBS

LECTURER

DR. MUAZZAM ALI

MBBS

LECTURER

DR. RABAIL

MBBS

LECTURER

Khyber Pakhtunkhwa

DEPARTMENT OF BIOCHEMISTRY

DR. ZAHID IRFAN MARWAT

MBBS, M.PHIL (BIOCHEMISTRY)

PROFESSOR / HOD

DR. SHAH NAWAZ

MBBS, M.PHIL (BIOCHEMISTRY)

ASSISTANT PROFESSOR

DR. SUNDAS JAMAL

MBBS

LECTURER

DR. MAIMUNA ALI

MBBS

LECTURER

DR. MAZHAR KHAN

MBBS

LECTURER

DR. AAMER SHEHERYAR

MBBS

LECTURER

DR. JAWAD AHMAD SHEHZAD

MBBS

LECTURER

MISS. MALEEHA GUL

MSc (BIOCHEMISTRY), M.PHIL

(BIOCHEMISTRY)

BIOCHEMIST



DEPARTMENT OF PHYSIOLOGY

DR. ANWAR KHAN WAZIR

BDS, M.PHIL (PHYSIOLOGY)

ASSOCIATE PROFESSOR / HOD

DR. ALAMZEB JADOON

MBBS, M.PHIL (PHYSIOLOGY)

ASSISTANT PROFESSOR

DR. MUHAMMAD ZAHID

MBBS, FCPS (MEDICINE)

ASSISTANT PROFESSOR

DR. ATIFULLAH

MBBS, M.PHIL (PHYSIOLOGY)

LECTURER

DR. MUHAMMAD SIDDIQ

MBBS

LECTURER

DR. SHAHZAD MUHAMMAD

MBBS

LECTURER

DR. FAHAD NASIR MOHMAND

MBBS

LECTURER

DR. SYED YOUSAF KHALID

MBBS

LECTURER

Khyber Pakthunkhwa

DEPARTMENT OF PHARMACOLOGY

DR. TAYYABA BASHARAT

MBBS, M.PHIL (PHARMACOLOGY)

ASSISTANT PROFESSOR / HOD

DR. AHSAN ALI

MBBS

LECTURER

DR. MUHAMMAD SALMAN

MBBS

LECTURER

DR. ARQAM AZIZ

MBBS

LECTURER

DR. SHAHZAD ALI

MBBS

LECTURER

DR. IRFAN AMIN

MBBS

LECTURER

DR. ASIF-UR-REHMAN

MBBS

LECTURER



DEPARTMENT OF FORENSIC MEDICINE

DR. ABDUL HAQ WAZIR

MBBS, DMJ

ASSOCIATE PROFESSOR / HOD

DR. GHAAZAAN KHAN

MBBS, FCPS (PSYCHIATRY)

LECTURER /

FORENSIC PSYCHIATRIST

DR. SANAULLAH KHAN

MBBS

LECTURER

DR. KAMRAN ULLAH

MBBS

LECTURER

DR. WALEED KHAN

MBBS

LECTURER

DR. SAAD AFRIDI

MBBS

LECTURER

DR. NAVEED ALAM SAFI

MBBS

LECTURER

KHYBER PAKHTUNKHWA
AFGHANISTAN MEDICAL COLLEGE

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MBBS, M.PHIL (MICROBIOLOGY)
PROFESSOR (MICROBIOLOGY) / HOD

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MBBS, M.PHIL (HISTOPATHOLOGY)
PROFESSOR (HISTOPATHOLOGY)

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MBBS, MPH, DCH,
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ASSOCIATE PROFESSOR
(HEMATOLOGY)

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ASSISTANT PROFESSOR
(HISTOPATHOLOGY)

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LECTURER

DR. ARIF ZAIB

MBBS
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DEPARTMENT OF COMMUNITY MEDICINE & PUBLIC HEALTH

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Ph.D. (ENVIRONMENTAL SCIENCES)
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ASSISTANT PROFESSOR

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DARWESH**

MD, DHMP (Public Health),
M.Sc (Public Health), Ph.D. (Public Health)
ASSISTANT PROFESSOR

DR. MARYAM GUL

MBBS
LECTURER

DR. AHMAD ALI

MBBS, M.Sc
LECTURER

DR. SAIFOOR AHMAD KHAN

MBBS
LECTURER

DR. BILAWAL ALI

MBBS
LECTURER

DR. TUFAIL AHMAD

MBBS
LECTURER

FACULTY (CLINICAL SCIENCES)

DEPARTMENT OF CARDIOVASCULAR SURGERY

DR. RIAZ ANWAR KHAN

MBBS, M.Sc (GLASGOW),

FRCS (GLASGOW), FRCS (DUBLIN),

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FCPS (CARDIAC SURGERY), DIP (HPE)

PROFESSOR / HOD

DEPARTMENT OF CARDIOLOGY

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QURESHI

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ASSOCIATE PROFESSOR / HOD

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MBBS, FCPS (CARDIOLOGY)

ASSISTANT PROFESSOR

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MBBS, FCPS (CARDIOLOGY)

ASSISTANT PROFESSOR

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MBBS, FCPS (CARDIOLOGY)

SENIOR REGISTRAR

DR. TANVEER AHMAD

MBBS, FCPS (CARDIOLOGY)

SENIOR REGISTRAR

DEPARTMENT OF OTO-RHINO-LARYNGOLOGY

DR. NASEER AHMAD
MBBS, DLO, FCPS (ENT)
PROFESSOR / HOD

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MBBS, FCPS (ENT)
ASSOCIATE PROFESSOR

DR. KHALIL AHMAD ORAKZAI
MBBS, FCPS (ENT)
SENIOR REGISTRAR

DR. SAJID ALI
MD, MCPS (ENT)
SENIOR REGISTRAR

DEPARTMENT OF OPHTHALMOLOGY

DR. MUBASHIR REHMAN
MBBS, FCPS (EYE)
ASSOCIATE PROFESSOR / HOD

DR. ADNAN AHMAD
MBBS, FRCS, FCPS (EYE)
ASSISTANT PROFESSOR

DEPARTMENT OF GENERAL MEDICINE

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MBBS, FCPS (MEDICINE)

ASSOCIATE PROFESSOR / HOD

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MBBS, FCPS (MEDICINE)

ASSISTANT PROFESSOR

DR. SHABBIR HUSSAIN

MBBS, FCPS (MEDICINE)

ASSISTANT PROFESSOR

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SHAHID

MBBS, MCPS (MEDICINE),

FCPS (MEDICINE)

SENIOR REGISTRAR

DR. MUHAMMAD SHABBIR

MBBS, FCPS (MEDICINE)

SENIOR REGISTRAR

DR. NIAZ ALI

MBBS, FCPS (MEDICINE)

SENIOR REGISTRAR

DR. MUHAMMAD SOHRAB

MBBS, FCPS (MEDICINE)

SENIOR REGISTRAR

DR. RAHMAT ALI

MBBS, FCPS (MEDICINE)

SENIOR REGISTRAR

Wahdat-ul-Madaris Medical College
Khyber Pakhtunkhwa

DEPARTMENT OF GENERAL SURGERY (SURGICAL-A UNIT)

DR. ZAHID KHAN

MBBS, FCPS (SURGERY)

PROFESSOR / HOD & INCHARGE

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MBBS, FCPS (SURGERY)

ASSISTANT PROFESSOR

DR. MUDASSIR SHAHZAD

MBBS, FCPS (SURGERY)

SENIOR REGISTRAR

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MBBS, FCPS (SURGERY)

PROFESSOR / INCHARGE

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ASSISTANT PROFESSOR

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MBBS, MPH, MS (SURGERY)

ASSISTANT PROFESSOR

DEPARTMENT OF GYNAECOLOGY & OBSTETRICS

(Gynae/Obs-A Unit)

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& INCHARGE

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MBBS, FCPS (GYNAE/OBS)

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MBBS, FCPS (GYNAE/OBS)

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MBBS, FCPS (GYNAE/OBS)

SENIOR REGISTRAR

DEPARTMENT OF GASTROENTEROLOGY

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MBBS, FCPS (GASTROENTEROLOGY)

SENIOR REGISTRAR

DR. HAMID ULLAH

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SENIOR REGISTRAR

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ASSISTANT PROFESSOR

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SENIOR REGISTRAR

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SENIOR REGISTRAR

DEPARTMENT OF PEDIATRIC MEDICINE

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ASSOCIATE PROFESSOR / HOD

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KHAN**

MBBS, LLB,
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ASSISTANT PROFESSOR

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MBBS, FCPS (PEDIATRIC SURGERY)
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DR. MUHAMMAD KAMRAN KHAN

MBBS, FCPS (PSYCHIATRY)
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DR. KHALIL AZAM

MBBS, FCPS (PSYCHIATRY)
SENIOR REGISTRAR

DEPARTMENT OF RADIOLOGY

DR. ERUM HABIB

MBBS, MCPS (DIAGNOSTIC
RADIOLOGY)

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DR. ADNAN YUSUF

MBBS, FCPS (DIAGNOSTIC
RADIOLOGY)

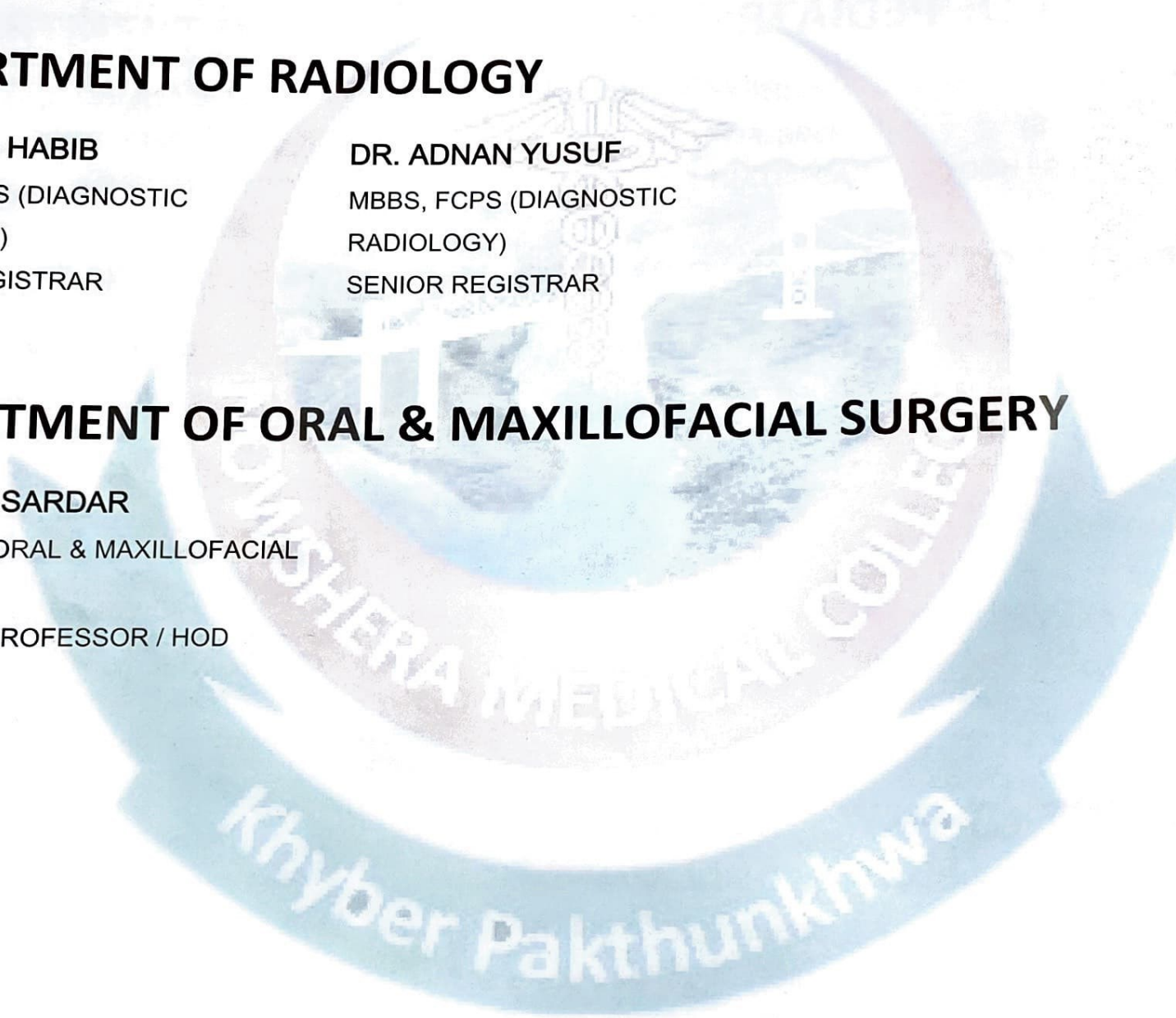
SENIOR REGISTRAR

DEPARTMENT OF ORAL & MAXILLOFACIAL SURGERY

DR. TARIQ SARDAR

BDS, FCPS (ORAL & MAXILLOFACIAL
SURGERY)

ASSISTANT PROFESSOR / HOD



DEPARTMENT OF RESEARCH & DEVELOPMENT (R & D)

25

DR. MUHAMMAD ISHTIAQ

MBBS, MPH,

FCPS (COMMUNITY MEDICINE),

Ph.D. (ENVIRONMENTAL SCIENCES)

DIRECTOR

DR. NIZAM MUHAMMAD

DARWESH

MD, DHMP (Public Health),

M.Sc (Public Health), Ph.D. (Public Health)

ADDITIONAL DIRECTOR

DR. FARAH DEEBA

BDS, MHR

DEPUTY DIRECTOR

MR. WAQAS AHMAD

MBA (HRM), MS (BUSINESS ADMINISTRATION),

Ph.D. BUSINESS ADMINISTRATION (In Progress)

RESEARCH ASSISTANT / JUNIOR CLERK

DEPARTMENT OF MEDICAL EDUCATION

DR. RIAZ ANWAR KHAN

MBBS, M.Sc (GLASGOW),

FRCS (GLASGOW), FRCS (DUBLIN),

FRCP (EDIN), FACS (USA),

FCPS (CARDIAC SURGERY), DIP (HPE)

PROFESSOR / HOD

DR. SOBIA HARIS

BDS, MPH, MHPE

DIRECTOR & INCHARGE/ LECTURER

DR. FARAH DEEBA

BDS, MHR

LECTURER

DR. IRUM TAJ

BDS

LECTURER

DR. IMRAN ZAMAN KHAN

BDS

LECTURER



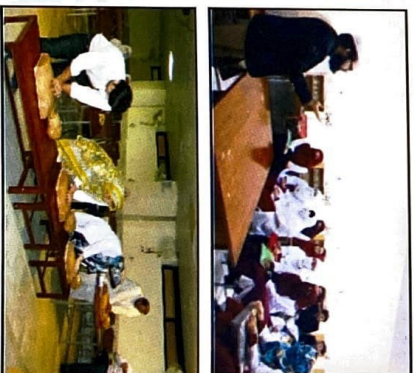
RULES / REGULATIONS

GENERAL RULES

In dealing with any breach of discipline, infringement of any of the rules and regulations mentioned below, the Dean may take any action deemed appropriate on the recommendations of the disciplinary committee including fine, suspension, rustication, or expulsion. In addition, the Dean may also impose fine not exceeding Rs.30,000/- or debarring a student from classes for a certain period or both.

1. Students are to observe discipline and avoid making noise while in the NMC and hospital premises.
2. Students are forbidden to indulge in any misbehavior/misconduct in the NMC and hospital premises during or after the NMC hours.
3. Students will not bring any unauthorized persons to the NMC except parents / guardians who, under exceptional circumstances, can visit the administration. They will be issued visiting cards and will be permitted only within the designated area.
4. Students of NMC are not permitted to have any connection with a private dispensary or a consulting room to pose or work as medical practitioner.
5. Students are strictly prohibited to keep fire arms in their possession and/or other weapons in their rooms or on their person.
6. The possession / use of narcotics is strictly prohibited in college / hospital. Anyone found in possession of or using narcotics, firearms, and/or any other weapon of assault will be expelled from the NMC immediately. In case of suspicion any room or person can be searched without prior notice.
7. Safety measures should be followed while working in Labs.
8. All biomedical accidents have to be reported to the authorities immediately.
9. The NMC / QHAMC, hostels and NMC / QHAMC premises are No Smoking Areas.
10. Any complaint(s) by the students will be looked into by the concerned Head of Department.
11. Any student desirous of communicating with the Dean for any matter may do so by making a formal request through the Student Affair Office.

12. Joint representations by students group are entirely prohibited except CR and will not be entertained.
 13. Parents / Guardians are expected to co-operate with the authorities of the NMC by prevailing upon their children / wards not to take part in anti-NMC activities.
 14. It is desirable for students to engage themselves to reasonable extent in co-curricular activities such as authorized sports and literary pursuits during leisure time.
 15. Students are not allowed to play any unauthorized game in NMC or QHAMC premises at any time.
 16. Students are not allowed to hold any meeting in NMC premises without the written permission of the Dean.
 17. No person shall be invited to address a meeting or society in NMC premises without prior permission of the Dean. In all cases, the chair shall be occupied by responsible person approved for the purpose by the Dean. The subject of debate / address shall be fixed after obtaining the approval of the Dean in advance.
 18. No student shall address a press conference, nor write to the press on political or related subject or matters concerned directly with the administration of NMC / QHAMC, University or any Government or Educational Institution in Pakistan or abroad.
- No poster / banner shall be put up without the approval of the Dean.



DISCIPLINARY RULES

1. Students found involved in acts such as loitering, making noise, sitting on stairs or places other than allocated areas, wall chalking, putting posters in unauthorized areas, or any other such act shall be deemed unbecoming of a student by college authorities and shall be liable to appropriate disciplinary action.
2. Any student breaking or damaging any NMC's or hospital's property shall be required to pay the cost of repair or replacement. In case of willful damage in addition to the above appropriate disciplinary action will be taken.
3. All irregularities, negligence of duties, breach of discipline and actions taken are to be brought to the notice of the Dean by the teacher.
4. The authority on the recommendation of Academic Council / Disciplinary Committee / Medical Board may expel a student at any time if it is not satisfied with his / her conduct, character or health.
5. Any student of NMC who indulges in political / anti-social / anti-religious act / activities shall be liable to appropriate disciplinary action.

PROCTORIAL BOARD

Proctorial Board has been constituted in order to maintain proper discipline in the College. Board is composed of Chief Proctor and Staff Proctors. Rules and Regulations are framed & meant to be implemented strictly. The Proctorial Board takes prompt action in case of misconduct and recommends appropriate punishment for students, found guilty depending upon the seriousness of the offence. It also takes all preventive measures against ragging, use of unfair means in the examinations and tests etc.

ACADEMIC POLICY

1. All students of NMC are expected to realize that the duty of the institution is to impart quality medical education, conduct examinations according to statutes as laid down in KMU Act and regulations of the PM&DC, provisions made in this prospectus including any amendment(s) therein later on.
2. Every student shall be responsible to procure all the prescribed text books and other necessary requisites.
3. At the beginning of the academic year, class's representatives, one each for boys (Male Representative, MR) and girls (Girl Representative, GR) and one male or female to represent the whole class will be appointed by the College authorities. The class representatives will be expected to represent their class in all matters concerning their class-mates. The representatives can be asked to represent their class before teachers and in committee meetings.
4. All students are responsible for the good care of machinery and equipment used during training. Breakages and losses are to be reported immediately to the concerned supervisor.
5. All teachers are accessible for the consideration of difficulties and grievances of the students and will always be pleased to hear them and to give them advice.

Khyber Pakhtunkhwa

ATTENDANCE & PUNCTUALITY

1. Every student is required to observe punctuality of lectures, demonstrations, seminars, tutorials, practicals, hospital teaching, tests and examinations.
2. Every student is required to attend at least 75% of the lectures, seminars and tutorials, practical and clinical duties of each subject in each class, failing which his/her name shall not be forwarded to the Controller of Examination, NMC / KMC, for the purpose of examination. It applies also to students who are readmitted after failing any of the examinations.
3. The margin of 25% of absence in theory lectures, demonstration and in hospital teaching, is intended to cover absence only on account of sickness or special emergency considered justifiable by the Dean.
4. No student is allowed to leave the lecture rooms, auditorium, tutorial rooms, laboratories, or hospital wards, without permission of the teacher or until classes are over.
5. Students are not permitted to remain in the lecture rooms, auditorium, tutorial rooms, laboratories or hospital wards, except at allocated hours of lectures.
6. Repeated absence from lectures, practical classes, seminars, tutorials, demonstrations and hospital wards, for two weeks without valid reasons will make a student liable to be expelled from the NMC.
7. Students will be required to do hospital work during vacations, if necessary.

LEAVE

1. Students absenting themselves from the NMC or hospital work, shall be liable to a fine imposed by the Dean.
2. A written application should be sent to the Dean by the student or his / her parent or guardian, reporting his / her illness.

3. In all cases, leave taken will be at students' own risk as far as percentage of attendance is concerned. Even medical certificate will not condone a deficiency in attendance (defined as more than 25% absence; (see above: Attendance and Punctuality, item 3).
4. Sick leave, even if sectioned on medical certificate, leading to absence in an examination will result in fail-ure in that examination.
5. All sick students should report to the specified outdoor clinic attached to the NMC before attending any other clinic. For sick leave recommended from outstations, the documents shall have to be verified by the clinic attached to the NMC before it is granted.

DRESS CODE

1. Students must wear the prescribed uniform of NMC, and white coat while attending laboratories / dissection hall and hospital / official visits.
2. All students should keep their identity cards displayed visibly on their overalls. In case of loss, it should be promptly reported to Student Affairs Office.
3. A duplicate card shall be issued after prescribed payment.
4. Action will be taken against any student violating the uniform code, including a ban on entry to NMC and hospital premises, and fine.

GIRLS

1. Dark Maroon Shirt, White Shalwar, White Dupatta, Black Shoes, White Long Overall up to Knee Length, White Abaya (Optional).
2. Maroon blazer / sweater may be worn in winters.

BOYS

1. White Shirt, White Shalwar / Gray Trousers, Black Shoes, White Long Overall up to Knee Length, White Turban (Paghri) / Cap / Pakol (Optional)
2. Maroon blazer / sweater may be worn in winters.





ADMISSION POLICY

ADMISSIONS & REFUND POLICY

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Admission fee and refund policy will be as per PM&DC Guidelines, references, letter No. 29-Notification/ Council-2018/310439 (Ref: Sec 12(3) of PM&DC Admission Regulation 2018, endorsed by NMC vide letter No. 4020/Dir/AA & QA/KMU dated 18-09-2018).

SEATS DISTRIBUTION

As per the admission policy, the total seats available for admission in NMC and their allocation against each category, is as under:

➤ Open merit	83
➤ General Self Finance	08
➤ Foreign Self Finance	07
➤ FATA	02
➤ Total	100

Besides these, each year, Higher Education Commission (HEC) in collaboration with PM&DC allocates certain seats for Afghan students throughout Pakistan and NMC gets its due share of seats through Khyber Medical University, over and above its specified number of seats.

TUITION FEE SCHEDULE

The Tuition Fee Schedule has been categorized on the basis of nature of seats:

A. Normal Fee-Paying Seats (Open Merit and FATA etc.) Details are given in "Fee & other subscriptions" below.

B. Self-Finance: (1st year & subsequent years)

1.	General	Rs. 400,000/- per
		annum
2.	Foreign	US \$ 6000/- per annum

Note: Concession of 50% of Fee will be given to the children of medical teachers and employees. Working/retired from Public Sector Medical/Dental Colleges/PGMI, selected under General/Foreign Self-finance seats, on merit. Afghan nationals admitted through HEC under Prime Minister Scheme shall pay Rs. 600,000/- PA.

FEE AND OTHER SUBSCRIPTIONS

FIRST YEAR MBBS

GOVERNMENT DUES:

1.	Admission Fee	Rs.3300/-
2.	Tuition Fee	Rs.7700/-
3.	Dissection Fee	Rs.110/-
4.	Physiology/Biochemistry Experiment	Rs.110/-
5.	Microscope Fee	Rs.55/-

STUDENTS' FUND:

6.	Caution Money (Refundable)	Rs.550/-
7.	Academic Fee	Rs.300/-
8.	College Identity Card Fee	Rs.100/-
9.	Library Membership	Rs.330/-
10.	PMDC Registration Fee	Rs.5000/-
11.	University Registration Fee	Rs.1800/-
12.	Transport Charges	Rs.1500/-
13.	Anatomy Fund	Rs.100/-

14.	Sports Fee	Rs.300/-
15.	College Magazine	Rs.1000/-
16.	Student's Benevolent Fund	Rs.500/-
17.	Correspondence Fee	Rs.500/-
18.	Document Verification Fee	Rs.300/-
19.	Literary Society Fund	Rs.200/-
20.	Litigation Fee	Rs.1000/-
21.	Fee for Internal Assessment	Rs.200/-
22.	KMU Annual Affiliation Retention Fee	Rs.5000/-
TOTAL		RS. 29955/-

SECOND YEAR MBBS

GOVERNMENT DUES:

1.	Tuition Fee	Rs.8800/-
2.	Dissection Fee	Rs.110/-
3.	Physiology/Biochemistry Experiment Fee	Rs.110/-
4.	Microscope Fee	Rs.60/-

STUDENTS' FUND:

5.	Academic Fee	Rs.300/-
6.	College Identity Card Fee	Rs.100/-
7.	Library Membership Fee	Rs.330/-
8.	Transport Charges	Rs.1500/-
9.	Anatomy Fund	Rs.100/-

10.	Sports Fee	Rs.300/-
11.	College Magazine	Rs.1000/-
12.	Student's Benevolent Fund	Rs.500/-
13.	Correspondence Fee	Rs.300/-
14.	Literary Society Fund	Rs.200/-
15.	Litigation Fee	Rs.1000/-
16.	Fee for Internal Assessment	Rs.200/-
17.	KMU Annual Affiliation Retention Fee	Rs.5000/-
TOTAL		RS. 19810/-

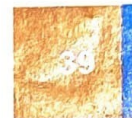
THIRD YEAR MBBS

GOVERNMENT DUES:

1.	Tuition Fee	Rs.9900/-
2.	Pharmacy/Pharma Academic Fee	Rs.253/-
3.	Bacteriology, Haematology & Pathology Fee	Rs.253/-
4.	Hospital Fee	Rs.253/-

STUDENTS' FUND:

5.	Post Mortem Fee	Rs.200/-
6.	Academic Fee	Rs.300/-
7.	College Identity Card Fee	Rs.100/-
8.	Library Membership Fee	Rs.330/-
9.	Transport Charges	Rs.1500/-



10.	Sports Fee	Rs.300/-
11.	College Magazine	Rs.1000/-
12.	Student's Benevolent Fund	Rs.500/-
13.	Clinical Card Fee	Rs.200/-
14.	Correspondence Fee	Rs.300/-
15.	Literary Society Fund	Rs.200/-
16.	Litigation Fee	Rs.1000/-
17.	Fee for Internal Assessment	Rs.200/-
18.	KMU Annual Affiliation Retention Fee	Rs.5000/-
TOTAL		RS. 20989/-

FOURTH YEAR MBBS

GOVERNMENT DUES:

1.	Tuition Fee	Rs.11000/-
2.	Community Medicine Fee	Rs.253/-
3.	Pathology Fee	Rs.121/-
4.	Hospital Fee	Rs.1078/-

STUDENTS' FUND:

5.	Academic Fee	Rs.300/-
6.	College Identity Card Fee	Rs.100/-
7.	Library Membership Fee	Rs.330/-

8.	Transport Charges	Rs.1500/-
9.	Sports Fee	Rs.300/-
10.	College Magazine	Rs.1000/-
11.	Student's Benevolent Fund	Rs.500/-
12.	Correspondence Fee	Rs.300/-
13.	Literary Society Fund	Rs.200/-
14.	Fee for Internal Assessment	Rs.200/-
15.	KMU Annual Affiliation Retention Fee	Rs.5000
TOTAL		RS. 22182/-

FINAL YEAR MBBS

GOVERNMENT DUES:

1.	Tuition Fee	Rs.13310/-
2.	Hospital Fee	Rs.1078/-

STUDENTS' FUND:

3.	Academic Fee	Rs.300/-
4.	College Identity Card Fee	Rs.100/-
5.	Library Membership Fee	Rs.330/-
6.	Transport Charges	Rs.1500/-
7.	Sports Fee	Rs.300/-
8.	College Magazine	Rs.1000/-
9.	Student's Benevolent Fund	Rs.500/-
10.	Correspondence Fee	Rs.300/-
11.	Literary Society Fund	Rs.200/-
12.	Fee for Internal Assessment	Rs.200/-
13.	KMU Annual Affiliation Retention Fee	Rs.5000
TOTAL		RS. 24118/-



SUPPORT FACILITIES

CAMPUS FACILITIES

Following campus facilities are provided at NMC.

1. Students Lounge: The campus offers separate lounges for male and female students.
2. Cafeteria and Tuck Shop: Cafeteria and tuck shops are available on the campus to host the students, faculty, and assisting staff and the residents of hostels. These offer a range of snacks and other items of daily use.

HOSTEL ACCOMMODATION & DINING

Hostel accommodation is available to outstation students, on the strict selection criteria. Separate male and female hostels are located in the NMC Campus. Residents of the hostels are provided full access to the campus and are able to visit the library and the cafeteria in accordance with established rules and regulations. There are furnished rooms such as Study Rooms, Common Rooms, Tv Lounges, etc. in the premises of the hostels.

HEALTH CARE

Preliminary diagnostics are performed to assess the health conditions of our students at the time of admission.

Extensive health coverage and medical benefits are offered covering both outpatient and inpatient care for their acute medical conditions arising from accident and / or illness occurring during the educational program. A student will be entitled to medical facilities as per the rules and regulation of the AHL which includes the following:

- A. 50% discount of hospital services which includes room charges, lab investigations, radiological test / procedures and OT charges.
- B. Pharmacy items, medicines, implants of various kind and consumables will be provided at the purchase cost of the hospital.

STUDENT COUNSELING SERVICES

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Students counseling, is a professional activity delivered by qualified Psychologist of our institute. The service offers troubled or distressed students an opportunity to talk about their difficulties within a relationship of agreed confidentiality. It brings positive impact on students studying and learning, and can improve overall attendance, attainment and behavior of students.

STUDENTS MAGAZINE

The student's magazine will be published on yearly basis. This magazine will be managed by the student editor(s) under the supervision of a senior faculty member. Literary society of NMC will supervise the magazine and other literary activities of the institute.

SOCIAL SERVICES

A social welfare society shall be managed by the students under the supervision of a senior faculty member. The society will be responsible for medical camps and will work in close liaison with the falahi hospital of NMC.



EXTRA-CURRICULAR ACTIVITIES

The students are encouraged to take active part in the extracurricular activities to ensure "Healthy Body, Healthy Mind". The following societies of the students are allowed in the Medical College.

1. Literary society
2. Sport society
3. Social Welfare Society
4. Hiking Club



Pakthunkhw



GOVERNANCE

BOARD OF GOVERNORS

The Governance of Nowshera Medical College, Nowshera is under the control of Board of Governors (BoGs) establish under the KPK Medical Teaching Institution (MTI) Reform Act, 2015. The BoGs shall not exceed seven members. All are from the private sector. BoGs shall consist of professors, technocrats, educationist, advocates and social workers. Administrative officers and faculty are appointed by BoGs NMC. The BoGs has given the Dean appropriate financial autonomy / authority and control over the NMC and its attached teaching hospitals, and he also acts as the Chief Executive Officer of the MTI Institution.

ACADEMIC COUNCIL

In each college, there shall be an Academic Council, headed by the Dean and consisting of such members as may be prescribed to set principles and standards for teaching, research, training, student admissions, curriculum development and to ensure and inculcate the highest ethical standards.

Academic Council consists of Professor and Heads of Teaching Departments. Its prime responsibility is towards the academic policies and practices. The Dean of the College chairs the council. The Council:

1. Ensure the timely formulation, completion and conduction of academic policy and calendar for the students.
2. Lays down policies for clinical governance and support to students including student career counseling.
3. Determines the requirements of medical education, evaluation and research for each department.
4. Sets standards and targets for medical education and research for each department.
5. Facilitates the development of the College learning resources including library and IT support.
6. Prepares and submits an annual performance report about the College at the end of each academic year.

The Dean will:

1. The college shall be headed by a Dean of the college.
2. The Dean shall be appointed by the Board of a period of five (05) years, and shall be eligible for re-appointment, on such terms & conditions and having such qualifications and experience as the Board may prescribe. The Dean shall act as the Chief Executive Officer of the Medical Teaching Institutions and shall act in such capacity as per the directions of the Board and the regulations framed under this act.
3. The Dean, on appointment shall simultaneously receive a faculty appointment at a level commensurate with his qualifications and the prescribed Institutional requirements for the faculty post, which appointment shall not be limited to the term applicable to the office of the Dean.
4. The chairpersons of various departments for Medical Institutions shall be appointed by the Dean, from amongst the medical faculty on such terms and conditions and in such a manner may be prescribed by the Board. A chairperson may be removed by the Board on the recommendation of the Dean.
5. The Dean may be removed from the office by the Board, before the expiration of the period of five (05) years, at any time on such grounds as may be prescribed including failure to achieve targets set by the Board.
6. In performance of functions, the Dean shall be responsible to the Board and the chairpersons of the department shall be responsible to the Dean and Academic Council.
7. The Board from amongst the chairperson shall appoint a Vice-Dean to perform the functions of the Dean in the absence of the Dean.



ACADEMICS

COURSE OF MBBS STUDIES

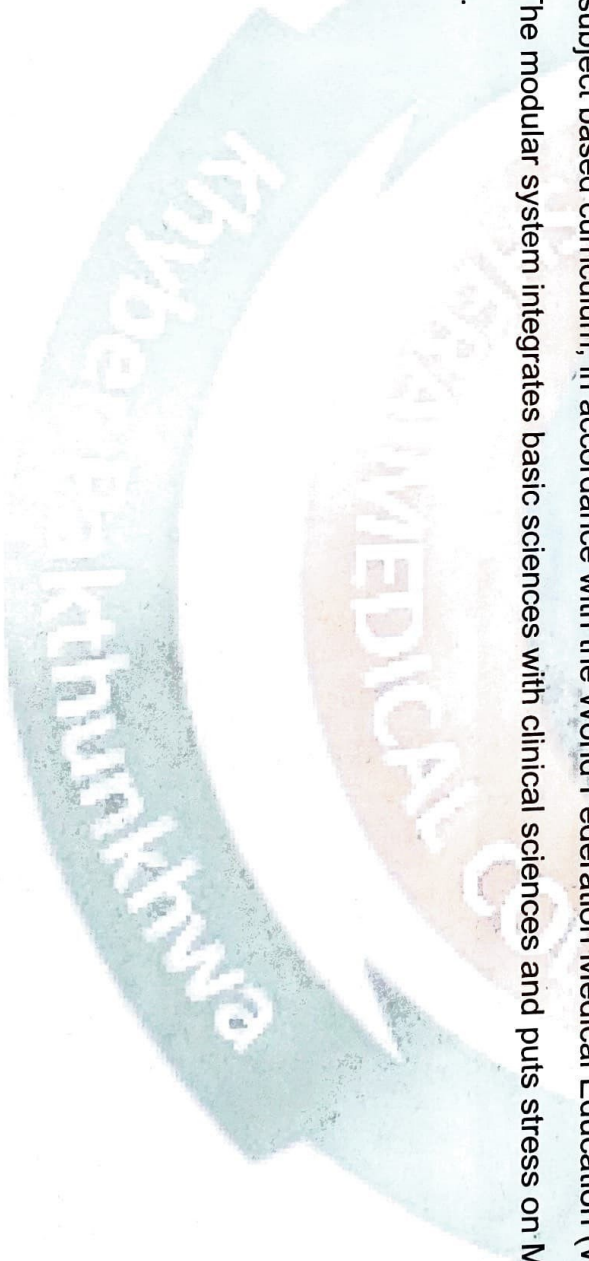
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The course of studies for MBBS is five academic years. The duration of the academic session, distribution of subjects, and hours will be in accordance with the PM&DC guidelines. (www.pmdc.org.pk)

The course of studies for MBBS is five academic years. The duration of the academic session for each year depends upon the completion of course work and the recommended minimum teaching hours for each subject (traditional curriculum) or each module (integrated curriculum). The academic session usually extends for 9 months including preparatory holidays and examination.

MODULAR CURRICULUM

KMU has introduced an integrated curriculum of MBBS, in full agreement of PM&DC standards, for all of its affiliated/constituent colleges for the session 2018-19 and onwards. This is a revised system-based curriculum taught in modules, in contrast to the conventional / traditional subject based curriculum, in accordance with the World Federation Medical Education (WFME's) international standards. The modular system integrates basic sciences with clinical sciences and puts stress on Medical Skills, Knowledge and Attitudes.



Year	Module 1	Module 2	Module 3	Module 4	Module 5	End of the Year Assessment	Vertical Modules
1	Foundation	Blood	MSK	CVS	Respiratory	1	P R I M E C L I N I C A L R O T A T I O N
2	Neurosciences	Neurosciences II	Endocrine & Metabolism	GIT	Genitourinary	2	
3	Neurosciences	Neurosciences	NeuroEndocrine	Multisystem	Poisoning & Special Mod.	3	
4	Infection	Haematology	Multisystem	Neuroendocrine & Reproduction	Public Health & Family Practice	4	
5	Foundation III	Emergency & Critical Care	Multisystem I	Multisystem I	Multisystem III	5	

RECOMMENDED HOURS

TEACHING

1.	Anatomy	500 Hours	11.	Research Methodology and Evidence based Medicine	120 Hours
2.	Physiology	500 Hours	12.	General Surgery	600 Hours
3.	Biochemistry	200 Hours	13.	Anaesthesiology & Critical Care	50 Hours
4.	Pharmacology	300 Hours	14.	Orthopaedics & Traumatology	100 Hours
5.	Pathology	500 Hours	15.	General Medicine	500 Hours
6.	Forensic Medicine	100 Hours	16.	Family Medicine	50 Hour
7.	E.N.T	150 Hours	17.	Cardiology	50 Hours
8.	Ophthalmology	150 Hours	18.	Dermatology	50 Hours
9.	Obstetrics & Gynaecology	500 Hours	19.	Psychiatry	50 Hours
10.	Community Medicine & Public Health	150 Hours	20.	Paediatrics	200 Hours
			21.	Islamic & Pakistan Studies	30 Hours
			22.	Behavioural Sciences & Professionalism	200
			23.	Self-Directed Learning	200

Internal assessment & evaluation is done as per PM&DC and KMU Academic Council Rules & Regulations which includes "End-of-Module Exams" and "Block Exams" in the System based curriculum. Internal assessment carries 40 marks for theory and 30 for OSPE. Comprehensive annual university examinations are held in all subjects in all the professional examinations. In the upcoming academic year, 1st & 2nd university annual Prof Examinations will be held as per Modular System-based Curriculum in which the theory papers are MCQs only and skills assessment is Objectively Structured Practical Examination (OSPE) only. The 3rd, 4th & Final Prof Examinations will be held as per traditional curriculum.

1st PROFESSIONAL (Total Marks=700)

Foundation (Module 1) + Blood (Module 2) Total Marks 234

(Theory [Paper A] = 120 Marks Internal Assessment Theory = 14 Marks)

(OSPE = 90 Marks Internal Assessment OSPE = 10 Marks)

Musculoskeletal System (Module 3) Total Marks 233

(Theory [Paper B] = 120 Marks Internal Assessment Theory = 13 Marks)

(OSPE = 90 Marks Internal Assessment OSPE = 10 Marks)

Cardiovascular System (Module 4) + Respiratory System (Module 5) Total Marks 233

Marks 233

(Theory [Paper C] = 120 Marks Internal Assessment Theory = 13 Marks)

(OSPE = 90 Marks Internal Assessment OSPE = 10 Marks)

2nd PROFESSIONAL (Total Marks=700)

Neurosciences-I & II (Modules 1 & 2) Total Marks 234

(Theory [Paper A] = 120 Marks Internal Assessment Theory = 14 Marks)

(OSPE = 90 Marks Internal Assessment OSPE = 10 Marks)

Endocrinology & Metabolism (Module 3) Total Marks 233

Total 300 Marks

3rd PROFESSIONAL (Total Marks=800)

1. Pharmacology & Therapeutics

Theory:

Paper 135 Marks

Internal Evaluation 15 Marks

Practical:

OSPE & Viva Voce 100 Marks

Animal experiment 35 Marks

Internal Evaluation 15 Marks

(Theory [Paper B] = 120 Marks Internal Assessment Theory = 13 Marks)
(OSPE = 90 Marks Internal Assessment OSPE = 10 Marks)
GIT (Module 4) + Genitourinary System (Module 5) Total Marks 233
(Theory [Paper C] = 120 Marks Internal Assessment Theory = 13 Marks)
(OSPE = 90 Marks Internal Assessment OSPE = 10 Marks)
Note: Any student who fails to clear the first or second Professional MBBS examination in four chances availed or un-availed shall cease to become eligible for further medical education in Pakistan

2. General Pathology

Theory:

Paper 135 Marks

Internal Evaluation 15 Marks

Practical:

OSPE & Viva Voce 135 Marks

Internal Evaluation 15 Marks

Total 300 Marks

3. Forensic Medicine

Theory:

Paper 90 Marks

Internal Evaluation 10 Marks

Practical:

OSPE & Viva Voce 90 Marks

Internal Evaluation 10 Marks

Total 200 Marks

4th PROFESSIONAL (Total Marks=1000)

1. Special Pathology

Theory:

Paper 135 Marks

Internal Evaluation 15 Marks

Practical:

OSPE & Viva Voce 100 Marks

Animal experiment 35 Marks

Internal Evaluation 15 Marks

Total 300 Marks

2. Ophthalmology

Theory:

Paper 90 Marks

Internal Evaluation 10 Marks

Practical:

OSPE & Viva Voce 90 Marks

Internal Evaluation 10 Marks

Total 200 Marks

3. Community Medicine

Theory:

Paper 135 Marks

Internal Evaluation 15 Marks

Practical:

OSPE & Viva Voce 110 Marks

Internal Evaluation 15 Marks

Project 25 Marks

Total 300 Marks

4. Ear, Nose, Throat (ENT)

Theory:

Paper 90 Marks

Internal Evaluation 10 Marks

Practical:

OSPE & Viva Voce 90 Marks

Internal Evaluation 10 Marks

Total 200 Marks

FINAL PROFESSIONAL Final Marks=1800)

I. Medicine including Psychiatry & Dermatology

Theory Papers

Paper I 135 Marks

Internal Evaluation 15 Marks

Paper II 135 Marks

Internal Evaluation 15 Marks

Clinical/Practical Examination

Clinical/TOACS/OSCE 270 Marks

Internal Evaluation 30 Marks

Total 600 Marks

II. Surgery including Orthopedics & Anesthesia

Theory Papers

Paper I 135 Marks

Internal Evaluation 15 Marks

Paper II 135 Marks

Internal Evaluation 15 Marks

Clinical/Practical Examination

Clinical/TOACS/OSCE 270 Marks

Internal Evaluation 30 Marks

Total 600 Marks

III. Obstetrics & Gynecology

Theory Papers

Paper I 90 Marks

Internal Evaluation 10 Marks

Paper II 90 Marks

Internal Evaluation 10 Marks

Clinical/Practical Examination

Clinical/TOACS/OSCE 180 Marks

Internal Evaluation 20 Marks

Total 400 Marks

IV. Pediatrics

Theory

Paper 90 Marks

Internal Evaluation 10 Marks

Clinical/Practical Examination

Clinical/TOACS/OSCE 90 Marks

Internal Evaluation 10 Marks

Total 200 Marks

Note: Any student who fails to clear the First or Second Professional MBBS examinations separately in four chances availed or unveiled after becoming eligible for each examination shall cease to be eligible for further medical education in Pakistan as per PM&DC rules.

ELIGIBILITY RULES FOR EXAMINATION & ASSESSMENT CURRICULUM

The curriculum designed for MBBS at NMC is based on PM&DC guidelines and structures to produce leaders in the field of medicine. The curriculum is aimed at professionalism and medical ethics by application of knowledge skills and attitude through an integrated modular approach. The focus of the program is to produce competent self-directed, committed and life-long learners who will be able to serve community, the nation and the world.

INTERNAL ASSESSMENT

Continuous internal assessment of students in all subjects shall be done by respective departments. A proper record of the internal assessment shall be maintained and reckoned in the professional examination. The scores obtained in the internal assessment shall contribute to the university (professional) examination of the candidate in accordance with the rules of the Pakistan Medical & Dental Council (PM&DC).

A student shall be eligible to appear in a professional examination if he / she fulfills the following conditions:

1. The student has undergone the specified period of theoretical and practical courses and clinical training including demonstrations for the said examination to the satisfaction of the department concerned.
2. No student shall be eligible for university examination without having attended cumulative 75% of the total of lectures, demonstrations, tutorials and practical or clinical work, both in patients and outpatients of the full year of the class, respectively. Extra coaching classes shall not carry any attendance weightage. Cumulative attendance of the respective subject, classes etc. shall be counted towards final attendance.

3. A student can be stopped by the NMC authorities from appearing in the University examination on account of poor academic performance during the respective academic year or failure to pass the sent-up examination conducted by the NMC.
4. A student has cleared all medical subjects of the previous professional examinations, if any.
5. The student has satisfactorily undergone the prescribed courses in theory, practical and clinical work extending over a period of four years after passing first professional MBBS examination before appearing in Final Professional Exam.
6. The student has his / her name submitted to the Controller of Examination by the Dean on clearance by the Head of Department / Teacher concerned.
7. The student has paid the requisite fees for the examinations of university to NMC and cleared all the college / hostel dues (including fines, library books and borrowed teaching materials, etc.) as described on the Annual Clearance Form available with the Student Affairs Office.
8. The minimum passing marks in each subject shall be 50% in theory and practical examinations separately. A student who fails in theory or in practical examination of a subject shall be considered to have failed in full subject, both theory and practical, as prescribed by the academic council.
9. Any student who failed / detained in a professional examination, both in annual and supplementary in any subject shall not be promoted to the next class. He / She shall undergo the course of studies in the subject(s) in which he / she failed / detained. There will be no provisional promotion in such cases. He / She will have to pay the full tuition fee for that year.
10. A student, who fails in one or more subjects, shall reappear in the subjects in which he / she has failed.
11. A student who reappears in any professional examination shall pay the requisite fee for examination.
12. A student who is eligible to appear in the examination but did not take examination for whatever reason shall be considered failed.
13. Only two examinations, one Annual and one Supplementary are allowed in one academic year. No third or extra supplementary examination is permitted.

14. A student who has passed his / her final MBBS examination shall be entitled to the degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) provided he / she has conformed to the requirements of PM&DC and KMU which may be enforced from time to time.

15. Any student who fails to clear the 1st and 2nd Professional MBBS Examinations in four chances availed or un-availed after becoming eligible for the examination shall cease to become eligible for further medical education in Pakistan. Ineligibility due to shortage of attendance shall not affect the application of this clause.

16. A student who fails in any subject(s) will not be promoted to the next higher class and shall be required to attend the lectures and practical courses regularly with the subsequent class after declaration of the supplementary result.

17. A student who discontinued his / her studies for a period of five years will not be allowed for readmission in the College. As the validity for any examination at international level is three years, he / she has to retake the last professional examination. However, during the absence period, he / she has to fulfill the requirements of training of those years in which he / she left the classes.

APPLICATION FOR ADMISSION

The applicant will submit the application to Khyber Medical University as per PM&DC Guidelines 2019.

Khyber Pakhtunkhwa

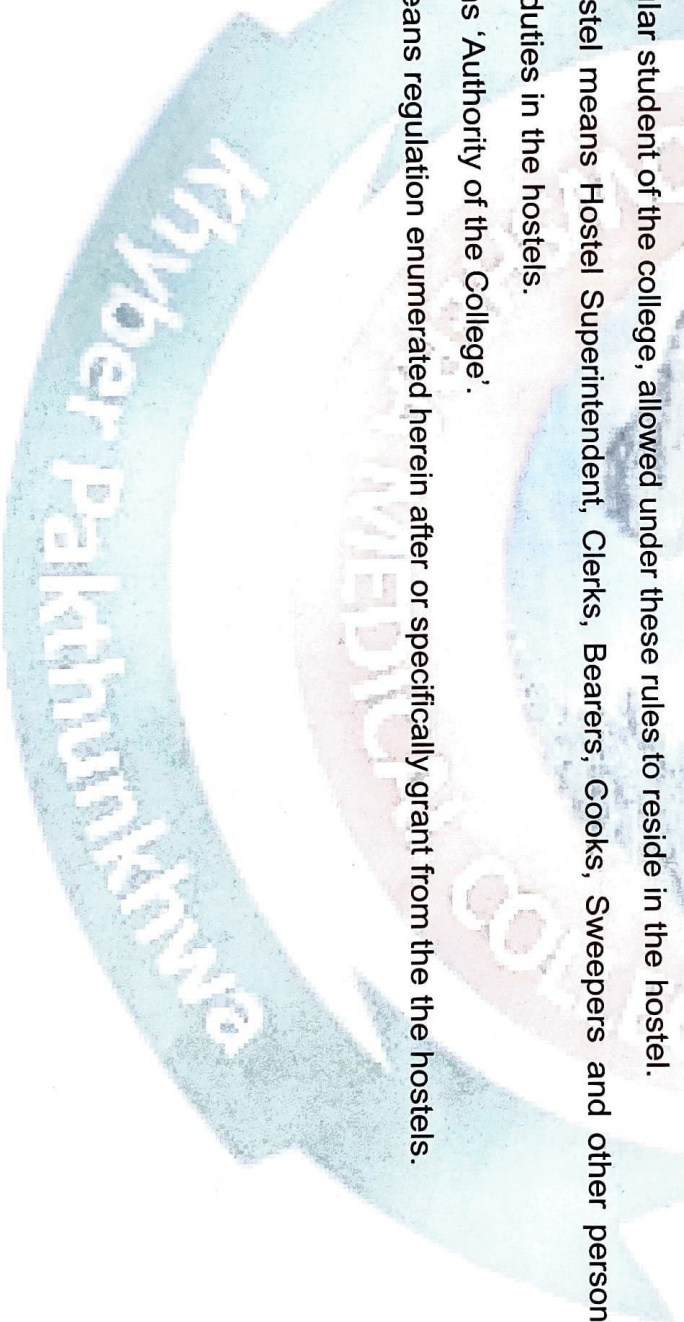


RULES & REGULATIONS FOR HOSTEL



HOSTEL ADMISSION, RESIDENCE & FINANCIAL RULES

- In these regulations, unless the context otherwise requires, the following expressions shall have the meanings assigned to them. These are:
- a. Hostel means Boys Hostel and Girls Hostel provides by NMC.
 - b. Hostel Administration means Chief Provost, Provost, Assistant provost, Wardens & House keeper (of Girls hostel), appointed by the Dean.
 - c. Dean means The Dean of the Nowshera Medical College.
 - d. Boarder means a regular student of the college, allowed under these rules to reside in the hostel.
 - e. Employees of the hostel means Hostel Superintendent, Clerks, Bearers, Cooks, Sweepers and other persons assigned the administrative, janitorial duties in the hostels.
 - f. 'Hostel Authority' means 'Authority of the College'.
 - g. 'Hostel regulations' means regulation enumerated herein after or specifically grant from the the hostels.



STAFF AND THEIR DUTIES

CHIEF PROVOST

- The Chief Provost is a Professor/Associate Professor of the college, appointed by the Dean of the college. His duties include:
 - a. Overall in-charge of the hostels.
 - b. To keep the Dean informed about all matters of importance about the hostels.
- The chief provost shall be granted an allowance of Rs. 8000/month.

PROVOST

- Each hostel has one provost who is a senior member of teaching staff appointed by the Dean on the recommendation of the Chief Provost. His duties include:
 - a. Overall supervision of the concerned hostel.
 - b. To chair meeting of Assistant Provost/Warden and Superintendent/House Keeper of the hostel on the request of Assistant Provost/ Warden of a hostel in case of emergency of any unforeseen happening.
- The Provost shall be granted an allowance of Rs. 5000/month.

ASSISTANT PROVOST

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➤ He/she is an officer appointed by the Dean; whose duties include:

- a. Overall supervision of the hostels.
 - b. To co-ordinate the activities of all the hostels.
 - c. Supervise Hostel Establishment
 - d. To check and approve all kinds of hostel bills.
 - e. To indicate quantum of repair/maintenance work with the help of maintenance staff and to intimate cost on annual repair within the hostel, to the Dean for inclusion in the annual maintenance and repair estimates.
 - f. To authorize expenses to the Warden up to Rs. 5,000/-. In case of excess he will get the approval of the Dean.
 - g. To keep a check on receipts/expenses
 - h. To call a meeting on the request of Warden of the hostel in case of emergencies or any unforeseen happenings.
 - i. To convene meeting of the Wardens from time to time to discuss matters/problems of students, hostels and to sort out their solutions and to implement all the decisions taken by the authority.
 - j. To intimate to the Chief Provost, all information in respect of matters of importance and shall obtain the sanction for actions proposed and shall consult him on all matters of importance of the hostels.
- The Assistant Provost who has been assigned this as an additional duty shall be granted an allowance of Rs.3,000/month

WARDEN

Following are the duties of the warden:

- a. Directly under the control of the hostel administration that will look after the hostel affairs.
- b. To inform/report to the Assistant Provost Office, all matters requiring approval, attention or advice of the College administration, relating to discipline or change of conditions in the hostel or any deficiency.

- c. To make the admission of the students on the prescribed form and maintain complete record of the students and to issue hostel leaving certificate to a resident student after clearance.
- d. To make a Food Committee, in consultation with the hostel superintendent/house keeper, consisting of 5 resident students from different classes, one of them will perform the duties of Senior Food Monitor.
- e. To constitute a Sports Committee for the hostel comprising of 5 students, one of them will work as the Sports Secretary.
- f. To report all cases of indiscipline or breach of regulations and orders relating to hostel affairs to the Chief Provost in consultation with the Assistant Provost.
- g. To supervise the activities of washer-man, tuck shop and mess contractors and ensure payment of dues by them to the account branch before 10th of each month.
- h. To maintain complete record of the hostel property and also to maintain accounts record; which will be checked annually by the Accounts Officer and by the Physical Verification Committee of the College. He/she will be held personally responsible for any damage or loss sustained to the hostel Property.
- i. Not to stay out of hostel during night without prior permission of Assistant Provost or the Dean, as the case may be.
- j. To inform the Assistant Provost and the Chief Provost in case of leave from the hostel.
- The warden shall be provided rent-free accommodation in the hostel and shall be granted an allowance of Rs.3000/month.

HOUSE KEEPER

Duties of superintendent/house keeper are:

- a. To implement the hostel's regulations with the help of Warden, Assistant Provost and Provost.
- b. To inform/report to the Warden, all matters requiring approval, attention or advice of the College administration, relating to discipline or change of conditions in the hostel or any deficiency.

- c. To maintain in/out register for the boys/girls as the case may be.
- d. To report to the warden every month about non-payment of various funds like mess dues, room rent, electricity and gas charges etc. payable by each boarder from date of his/her admission. He/ She shall also report to the student affairs section about the non-payment of dues.
- e. To physically verify the presence of students in their allotted rooms and to check and report the stay of outsiders in the hostels to the warden.
- f. To maintain and prepare the list of monthly mess dues of each boarder.
- g. To check the attendance of the staff working in the hostel and to keep their leave record in their personal files.
- h. To maintain the stock register of permanent and consumable items such as crockery, furniture and other articles of the hostel.
- i. To check and report the water, electricity and gas problems of hostels and communicate them to the concerned authorities through warden and provost.
- j. To check and ensure the cleanliness inside and outside the hostel premises.
- k. To look after the common room and supervise indoor and outdoor games.
- l. To prepare demands as per college rules and to route the demands through hostel administration and main store department of the college.
- The House keeper will not stay out of hostel during night without prior permission of Warden, Assistant Provost or Chief Provost as the case may be.

HOSTEL CLERK

- Duties of Hostel Clerk are:
 - a. To maintain all sorts of account books, stock register etc.
 - b. To help the Superintendent/House Keeper of the hostel and perform all sorts of Clerical work.
 - c. To perform any other duty assigned by the hostel administration. Nowshera Medical College Nowshera, Prospectus Session 2019-2020.

HOSTEL SECURITY

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Hostel security staff will keep liaison with Security Officer of the college for all matters concerning security.

HOSTEL ADMISSION

- Accommodation in the hostels is a privilege and cannot be claimed as a right.
- Accommodation being limited in the hostels may not be provided to all the applicants.
- Only those students, who are on the roll of the college, may be allowed admission in the hostel.
- Accommodation in the hostels is to be provided on merit cum seniority basis.
- Students having accommodation (personal, or official), within a radius of 20 kilometers of the district where the college is located, will not be eligible for hostel accommodation.
- Students seeking hostel accommodation are required to apply on the prescribed hostel admission form. Students shall submit duly completed forms along with three passport size photos affixed on the hostel admission form and a copy of the DMC of the last exam passed.
- The forms after necessary scrutiny will then be forwarded to the office of the Assistant Provost. (In case of submission of incorrect/ false information hostel admission will be cancelled and the student will be fined Rs. 10,000/)
- The Assistant Provost will prepare a merit list of the applicants after necessary scrutiny of the admission forms.
- Allotment of hostel rooms will then be done by the hostel admission committee. Handing over/possession may take time depending upon the time required to complete the process of shifting by ex-room holders.

- Students will not be allowed to stay in hostel once they appear in the Final Professional MBBS examination. However, the failed students who will appear in the supplementary examination may formally request for allotment of seat in hostel; the seat may be allotted subject to availability of accommodation and on payment of extra hostel dues and other charges as per rules.
- The Provost has the right to refuse admission in the hostel to a student whose past record in the hostel is not satisfactory.
- A student who gets admission in the hostel shall occupy his/her room within 7 days. A student who fails to turn up within this period will forfeit his right of admission.
- Students of 1st, 2nd, 3rd, 4th and Final year will be accommodated in seater rooms. Subject to availability, final year students may be accommodated in cubicle rooms.
- Students are required to deposit hostel dues in advance at the beginning of each session/, failed students are also required to deposit hostel dues in advance.

HOSTEL DISCIPLINARY COMMITTEE

- Hostel disciplinary committee will comprise of:
 - a. Chief Provost
 - b. Provost Nowshera Medical College Nowshera, Prospectus Session 2019-20 38
 - c. Assistant Provost
 - d. Security Officer of the college
 - e. Wardens
- This committee will be responsible for:
 - Carrying out inquiry in disciplinary cases in the hostels.
 - Deciding the cases according to hostel conduct and discipline regulations.

- Forwarding the cases needing severe penalties (such as imposition of a fine of more than Rs. 10,000/- and or expulsion/rustication from the college) to the college disciplinary committee.
- Any other matter dealing with law and order in the hostels.

HOSTEL REGULATIONS

1. No student will be allowed to change the room once allotted to him/her except with prior permission of the warden. Students doing mutual shifting without prior permission of the hostel warden or assistant provost will be fined Rs.5,000/- each.
2. No student will be allowed to keep extra furniture of the hostel.
3. No student will be allowed to change hostel except with permission of the Chief Provost. Students shifting from one hostel to another hostel without prior permission will be fined Rs. 5,000/-.
4. Resident students may be allowed to cancel his accommodation and leave the hostel but only after payment of all outstanding dues.
5. Private food arrangement within the rooms is not allowed. No resident will overstay beyond authorized period of academic session. In case of overstay of final year student, he/she will have to pay full proportional hostel charges such as electricity, room rent, gas charges and other hostel charges etc.
6. Resident students are not allowed to use heaters, air coolers and air conditioners in their rooms. Any violation will lead to imposition of fine, recovery of charges incurred and confiscation of the forbidden item.
7. Resident students are not allowed to participate in any political activity. Any body found involved in political activity will be fined Rs. 10,000/- and his/ her hostel admission will be cancelled.
8. Resident students are not allowed to invite any political figure, scholar or any individual for any speech, lecture or sermon. Failing to comply is liable to disciplinary action.
9. Entry of females into boys' hostels and vice versa is strictly prohibited.

10. Resident students cannot entertain their guests for a night stay without the prior permission of the Warden. The Warden may allow the guests of a Resident to stay for a maximum of two days. However, no underage guest is allowed to stay in the hostel. Any violation would make the student liable to disciplinary action/cancellation of hostel admission.
11. Resident students are not allowed to keep any valuables, arms, intoxicants, drugs, rods or daggers, and harmful materials etc. in the hostel. Any violation of this rule will result in Nowsheera Medical College Nowsheera, Prospectus Session 2019-20 39 serious disciplinary proceedings and may lead to imposition of heavy fines and expulsion from the hostel.
12. Any student found guilty of subletting the hostel room or keeping an outsider in the room will have to pay an extra fee for the full session and his hostel admission will stand cancelled.
13. If a room is found locked for more than a month without information to the hostel Authorities, the room will be allotted to another needy student.

REGULATIONS FOR HOSTEL DISCIPLINARY COMMITTEE

S. No.	Rule Violated	Fine/Punishment
1	Violation of hostel rules or disobeying the orders of the hostel administration.	First time a fine of up to Rs. 1000/- Second time a fine of up to Rs. 3,000/- Third time expulsion from the hostel.
2	Keeping non-residents without prior permission.	First time a fine of up to Rs. 1000/- Second time a fine of up to Rs. 3,000/- Third time expulsion from the hostel
3	Keeping arms, explosives, intoxicants, drugs or anything alike.	Fine up to a maximum of Rs. 10,000/- and expulsion from the hostel.
4	Indulgence or participation in political, regional, ethnic, caste or	Fine up to a maximum of Rs. 10,000/- and expulsion

	sectarian based activities.	from the hostel.
5	Causing disturbance in the hostel by playing loud music, using fire crackers or by any other means.	Fine up to a maximum of Rs. 5,000/-
6	Playing games in the hostel corridors or lawns.	Fine up to a maximum of Rs. 1000/-
7	Sleeping in the prayer hall, common room or study room.	Fine up to a maximum of Rs. 1000/-
8	Misbehaviour with hostel staff, hostel administration or other fellow students, Ragging (Fooling) etc.	Fine up to a maximum of Rs. 10,000/-
9	Pasting posters/notices, wall chalking etc. without prior permission of the hostel warden.	Fine up to a maximum of Rs. 5,000/- and or expulsion from the hostel
10	Damage/theft or misuse of hostel property.	Recovery of loss and Fine up to a maximum of Rs. 10,000/- and or expulsion from the hostel.
11	Subletting of the hostel seat or room to outsiders.	Expulsion from the hostel and a fine of Rs. 50,000/-
12	Willful absence from the hostel disciplinary committee meeting by a student.	For the first time a fine of Rs. 5,000/- For the second time a fine Rs. 10,000/- and expulsion from the hostel.

HOSTEL DUES

Hostel dues can be changed by the college authorities from time to time. Hostel dues for the year 2019-2020 (till further orders) are as following:

S. NO.	PARTICULARS	CHARGES
GOVERNMENT DUES		
1	Hostel admission fee	Rs. 700/-p.a.

2	Room rent	Rs. 500/-p.a.
3	Service charges	Rs. 500/-p.a.
4	Electricity charges	Rs. 2000/-p.a.
HOSTEL DUES		
1	Contingency charges	Rs. 800/-p.a.
2	Common room charges	Rs. 500/-p.a.
3	Miscellaneous charges	Rs. 2500/-p.a.
4	Mess charges (Mandatory)	Rs. 6000/- p.m.
5	Hostel security(refundable)	Rs. 800/- once at the time of hostel admission
6	Sui gas charges	As per consumption.
7	Generator Maintenance/Fuel Charges	Rs. 4000/-p.a.

Medicines & Medical Help

- The Admin Officer will maintain a first aid box duly checked by a doctor from NMC.
- NMC Emergency will attend to an emergency patient from the hostel.
- NMC Health Policy will apply to all boarders.
- NMC Ambulance will remain on call.
- All Emergency phone numbers will be displayed on notice board



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