

# ABU ZAFAR INSTITUTE OF MEDICAL SCIENCES

## PROSPECTUS



- **ATIA School of Midwifery**



- **Koohi Goth School of Midwifery**



- **ATIA School of Nursing**



- **ATIA School of Paramedics**

Koohi Goth Hospital, Koohi Goth, Deh Landhi, Bin Qasim Town, Karachi.  
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# Abu Zafar Institute of Medical Sciences:

## Courses offered at Abu Zafar Institute of Medical Sciences:

S.No	Name of Institution	Courses	Duration
01	Abu Zafar Institute of Medical Sciences	Diploma in Midwifery Teaching	12 months
02	ATIA School of Midwifery	Community Midwifery	24 months
03	Koohi Goth School of Midwifery	Community Midwifery	24 months
04	ATIA School of Nursing	License Practice Nurse	24 months
05	ATIA School of Paramedics	<ul style="list-style-type: none"><li>• O.T Technician</li><li>• Anesthesia Technician</li><li>• Laboratory Technician</li><li>• Blood Technician</li></ul>	12 months

### Procedure of Admission:

The candidate must pass an aptitude test and admission will be based on merit. Successful candidate will be called for an interview. The test will be held at Karachi and place of test will be announced in due course of time. Aptitude test will be objective (MCQs) type and based on following subjects.

Science	.....	50 marks
English	.....	25 marks
General Knowledge /.....		25 marks
Pakistan studies		
<b>Total</b>	<b>.....</b>	<b>100 marks</b>

### Passing Marks:

The minimum passing marks required to be obtained in all subjects will be as follows:

Written	.....	50%
Interview	.....	50%
Aggregate	.....	50%

### Attendance Policy:

#### a. Theory Classes

According to PNC rule students are expected to maintain 100% attendance in all theory classes. However in cases of emergency/sickness students may miss up to a maximum of 15% (cumulative) of classes. If a student lapses more than 15% (cumulative) per semester/term he/she may be asked to repeat the semester/term/year or withdrawn/expelled from the program. It is the responsibility of the student to cover up the missed contents of the class. In each academic year, students are allowed annual leave of one calendar month.

## **b. Clinical/Skills Lab**

Students are expected to maintain 100% attendance during clinical experience. Students will be required for making up of any absence on clinical areas. However in case of emergency/sickness students may miss up to 4 days (cumulative) of clinical experience. More than 4 days of leave in a semester may result in repeating the semester/year or expelling from the year (if pattern of leave is habitual).

A student who is unable to attend a clinical for any reason must notify the course coordinator.

A student who is sick on a clinical day must be seen by a physician at their respective/designated institutions. Clinical conferences are part of clinical experience and should be attended when scheduled.

### **Medical Certificate:**

Successful candidate shall undergo a medical examination which will be done at the institution Admission will be subject to on having been declared medically fit.

### **Library:**

A library with Text books and latest reference books and journals prescribed by Pakistan nursing Council related to course is available for students at the Institute.

### **Student Discipline & Conduct:**

1. In minor cases student will be given written warning and their parents will be informed accordingly .
2. Any student found guilty of any offense during training period should be put back 06 months from training.
3. In major cases termination of training will be done if found guilty.
4. Strikes are banned. Demonstrator will be terminated and black listed.
5. Students are not permitted to participate in any political activities and student demonstrations in or outside the institution.
6. Students are not permitted to join any association or organization outside the institution.
7. Students are not allowed to distribute any pamphlets in or outside the Hospital/ Institution.
8. Students are not permitted to send notice, articles or photographs to the press without prior approval of the Principal.
9. Students are permitted to see visitors in the institution only on Sundays (9am -5pm). Only registered visitors of the students will be allowed in the institute premises.
10. Students are not allowed to go out for shopping or visiting places during raining hours.
11. Meals /edible items are not allowed in the lecture rooms and clinical placements.
12. According to PNC rules trainees will be deployed at clinical placement in morning and night shifts.

**Note:** Disciplinary action will be taken against those students who do not follow General Rules & regulation listed above. The authorities of the institution reserve the right to expel any student at any time if the interest of the institution is jeopardized. Violation of any of the Rules & Regulation will automatically result in termination of the training.

# Diploma in Midwifery Teaching

In Pakistan, the maternal mortality rate is very high. More than 30,000 women die every year due to obstetric complications. These deaths are largely preventable with provision of appropriate health care through competent midwives. However, in Pakistan, there is an absence of adequate tutor training program which could produce good quality, well trained, teachers acquainted with modern teaching techniques that could teach and train future midwives.

To provide an intellectually challenging and vocationally relevant program to develop future tutors with the necessary skills to organize, implement and support the educational need and to meet the shortage of Tutors/ Teachers in Midwifery and keeping this vision in mind, Abu Zafar Institute of Medical Sciences, started a two terms Diploma program in Midwifery Teaching Program in the year 2008. The objective of this course is to produce quality teaching skills, well informed teachers acquainted with modern teaching techniques.

The program was inaugurated by the Chief Minister of the Province of Sindh Syed Qaim Ali Shah on Tuesday the 18<sup>th</sup> of November, 2008. During his speech he declared Koohi Goth as Health and Education City.

The curriculum of this program has been designed after detailed discussion with numerous experts of the Nursing & Midwifery profession.

Our program is privileged having a well-qualified faculty, consisting of both Pakistan-trained and internationally trained faculty, which will be always available to our trainees for guidance, even after the completion of their training.

This is a full time residential program for females in which trainees have to stay at the hostel for a period of six months (1<sup>st</sup> term). A furnished hostel is available at Koohi Goth Hospital for this purpose.

Candidates will be welcomed from all over the country on the given applications forms. Both in-service and private are eligible to apply.

## Who Can Apply?

### Eligibility:

1. Diploma of General Nursing
2. Diploma of Pupil / Nurse Midwife OR  
Diploma of Lady Health Visitor (LHV)

### Age:

25 to 45 year to deserving candidates (Age Relaxation can be given in special cases)

**Gender:**

For females only

**Marital Status:**

Single / married both can apply

**Duration of Course**

1 Year ... 2 Terms

- 1st Semester .... 24 Weeks
- 2nd Semester ... 24 Weeks

**Medium of course :**

Medium of instruction and language of Examination shall be English.

**Documents Required:**

- Attested copy of Midwifery/Nursing Diploma
- Attested copy of Midwifery/Nursing Mark sheets
- Attested copy of Matric Certificate/ Provisional Certificate
- Attested copy of Matric Mark Sheet
- Attested copy of Domicile
- Attested copy of CNIC/ Form-B
- Attested copy of PNC license



# ATIA School of Midwifery

# Koohi Goth School of Midwifery

## **Importance of Midwifery:**

Midwifery has always remained an independent profession with its own jurisdiction, if the health of mother & child not only promoted but protected as well. Midwives provide basic essential service that is rarely available through any other system of the health and healing art.

The essential need of skilled attendant during a woman's labour and delivery is widely acknowledged. Regarding high maternal mortality in Pakistan, midwives can be a great help in remote areas, as she can run the antenatal clinics and maternity homes independently, if trained well.

The importance of midwife has far been recognized throughout the world, midwives have been playing an important role in decreasing the death ratio of women during pregnancy and child birth. After getting diploma of midwifery and PNC license, a midwife can run her own maternity clinic independently or work in any hospital/community set-up, by abiding all the rules and regulations prescribed in this regard. She can be a member of the team of professional Gynecologists to assist them in Labour Room and Operation Theatre as well.

## **Allocation of Seats:**

ATIA School of Midwifery	.....	50 seats
Koohi Goth School of Midwifery	.....	30 seats

## **Who can apply?**

### **Eligibility:**

Female citizens of Pakistan who have passed their Matriculation or its equivalent examination (Science or Arts) and secured at least 45% marks are eligible to apply for Midwifery course on the specific form which is attached with the prospectus.

### **Marital Status:**

Single / married both can apply

### **Age:**

18-40 years

### **Duration of Training:**

This program will be of 24 months duration

### **Medium of course:**

Medium of instruction and language of Examination is Urdu.

### **Documents Required:**

- Attested copy of Matriculation Certificate/ Provisional Certificate
- Attested copy of Matriculation Mark Sheet

- Attested copy of Domicile
- Attested copy of CNIC/ Form-B

**Residence:**

All students will be provided hostel accommodation and living in Hostel during training (2 years) is mandatory.

Abu Zafar Institute of Medical Sciences will provide free of cost hostel and mess facility, in the premises of Koohi Goth Hospital.

**Remuneration to candidates:**

Selected candidates will be paid a monthly remuneration/ stipend after passing their PTS examination on the basis of their performance and punctuality but this will be solely based on the discretion of Management.

**Number of Examinations:**

- PTS Examination (after 12 weeks/ 3 months)
- Midwifery Internal Examination (Monthly test , Mid-Term exam and Final exam )
- Sindh Nurses Examination Board will conduct the exam according to their policy.

**Rules Relating To Enrolment of Candidate for the Examination of Sindh Nurses Examination Board, Karachi & Pakistan Nursing Council, Islamabad:**

- Minimum of 85% attendance for theory and 100% in clinical.
- She has to submit birth certificate or a declaration that she is not less than 18 years and not more than 40 years.
- Matriculation Certificate (with minimum 45%).

**Fee for Enrolment & Examination:**

The Sindh Nurses Examination Board will determine the fee for Enrolment and Examination according to their own rules.

**Courses Curriculum and Examination:**

The course curriculum and examination for the diploma of community midwifery is governed by the rules and regulations of Pakistan Nursing Council and Sindh Nurses Examination Board currently enforced and amended from time to time.

**Syllabus and curriculum:**

The following curriculum is prescribed for the training of Midwives. All trainees will undergo following levels of skills training:

- a. Antenatal assessment.
- b. Observation of normal delivery case.
- c. Assisted normal delivery cases.
- d. Normal delivery cases under supervision.
- e. Independent normal delivery cases.
- f. Post natal assessment and complications.
- g. Neonatal assessment and complications.

**Job Guarantee:**

Successful meritorious candidate after completing their training period and requirements will be offered job at ATIA General Hospital/ Koohi Goth Hospital.

**Registration:**

All successful Midwives will have to get themselves registered with Pakistan Nursing Council, Islamabad. Under the PNC act 1973 registration of all Nurses/ Midwives / LHVs and Post basic Specialization is compulsory with the Pakistan nursing Council. Failure in this respect will be liable to penal action. Registration is valid for five years which is renewable and compulsorily after every five years.





# ATIA School of Nursing

**Certified Nursing Assistant:** is a 2 year Diploma education program followed by six months house job leading the trainees to practice as a Registered Nurse. The degree program offers research-based integrated nursing knowledge, skills and professional attitude. Upon completion of this program the graduate is prepared to be a safe clinical nurse, who will be able to provide comprehensive care at primary, secondary and tertiary levels with in hospitals and community settings.

This program is intended to foster critical thinking, knowledge-based actions, and personal as well as professional development among the nurses, in order to enable them to implement their knowledge and skills with the ever-changing context of health care.

## Objectives

- Cost effective in terms of time and recourses as compared to diploma and post RN degree program.
- Provision of safe quality care to the patient.
- To prepare competent, committed, knowledgeable nurse clinician (hospital and community setting)
- To educate nurses with required knowledge, skills and attitudes and with clinical competency.
- To produce nurses who will integrate evidence based science and art of nursing into clinical practice for the care of individual, families and communities.
- To produce nurses who can provide bed side care and rehabilitative health care to population in rural and urban settings.

## Core Competencies:

1. Critical thinking
2. Communication
3. Evidence based practice
4. Hands-on skills knowledge

## Critical Thinking:

Critical thinking specifies independent and interdependent decision making. Critical thinking includes questioning, analysis, syntheses, interpretation, inference, inductive and deductive reasoning, intuition, application, and creativity. Course work or clinical experiences should provide the graduate with the knowledge and skills to:

- Use nursing and other appropriate theories and models, and an appropriate ethical framework.
- Apply research-based knowledge from nursing and the sciences as the basis for practice, Use of clinical judgment and decision-making skills.
- Engage in self reflection and collegial dialogue about professional practice.
- Evaluate nursing care outcomes through the acquisition of data and the questioning of inconsistencies allowing for the revision of actions and goals.
- Engage in creative problem solving.
-

**Communication:**

Communication is a complex, ongoing, interactive process and forms the bases for building interpersonal relationships. Communication includes listening, as well as oral, nonverbal, and written communication skills. Course work or clinical experiences should provide the graduate with the knowledge and skills to:

- Demonstrate communication skills during assessment, intervention, evaluation, and teaching.
- Express one effectively using a variety of media in a variety of contexts
- Assist patients to access and interpret the meaning and validity of health information.
- Establish and maintain effective working relationships within an interdisciplinary team.
- Adapt communication methods to patients with special needs, e.g., sensory or psychological disabilities.
- Produce clear, accurate, and relevant writing.
- Use therapeutic communication within the nurse-patient relationship.
- Appropriately, accurately, and effectively communicate with diverse groups and disciplines using a variety of strategies, Access and utilize data and information from a wide range of resources.
- Provide relevant and sensitive health education information and counseling of patients thoroughly and accurately document interventions and nursing outcomes,

**Evidence – based practice:**

It involves assessment, which is gathering information about the health status of the patient, analyzing and synthesizing those data, making judgments about nursing interventions based on the findings, and evaluating patient care outcomes. It also includes understanding the family, community, or population and utilizing data from organizations and systems in planning and delivering care.

Course work or clinical experiences should provide the graduate with the knowledge and skills to:

Perform a risk assessment of the individual including lifestyle, family and genetic history, and other risk factors using scholarly research literature, Perform a holistic assessment of the individual across the lifespan, including a health history that includes spiritual, social, cultural, and psychological assessment , as well as a comprehensive physical exam using bedside interview with patient and relatives, Evaluate an individual's capacity to assume responsibility for self care, Perform a community health risk assessment and provide outcome based interventions,

Used evidence based findings to diagnose, plan, deliver and evaluate quality care.

**Technical knowledge:**

Acquisition and use of technical skills are required for the delivery of nursing care. While the baccalaureate graduate must be adept at performing skills, major roles will also include teaching, delegating, and supervising the performance of skilled tasks by others. Consequently, graduates must approach their understanding and use of skills in a sophisticated theoretical and analytic manner. The acquisition of new skills is an ongoing competent of the nursing career. Skills development should focus on the mastery of core scientific principles that underline all skills, thus preparing the graduate to incorporate current and future technical skills into other nursing responsibilities, and apply skills in diverse contexts of health care delivery.

**Who Can Apply?**

**Eligibility:**

Matriculation minimum 45% marks with Science .  
Arts at least 50% marks

**Age:**

Applicants between 16 to 30 years of age are eligible.

**Gender:**

for females only

**Marital Status:**

Unmarried or married both are allowed

**Documents Required:**

- Attested copy of Matric Certificate/ Provisional Certificate
- Attested copy of Matric Mark Sheet
- Attested copy of Domicile
- Attested copy of CNIC/ Form-B

**Duration of Course:**

Students will be enrolled for 2years (24 month) followed by six months house job.

**Physical Fitness:**

A medical fitness certificate is required from the concerned civil physician/designated physician for all applicants.

**Uniform policy:**

As per PNC white shalwar, half sleeves shirt and dupatta with pink border .

**Clinical Experience:**

Students in the 2 years CNA program will have clinical experience based on curriculum requirements. Morning and night shifts during clinical practicum will be planned as per curriculum requirement.

**Institutional Progression Policy:**

A student is required to successfully complete all examination (including re-sit) in a given year/semester in order to proceed to next level of study.

**Examination and PNC Registration:**

On completion of successful training students shall appear in an examination conducted by the Sindh Nurses Examination Board. Successful candidates have to register themselves with the Pakistan Nursing Council, Islamabad.

**Fee for Enrolment & Examination:**

The Sindh Nurses Examination Board will determine the fee for Enrolment and Examination according to their own rules.

**PNC Re-sit examination policy:**

In case of failing licensure examination conducted by PNC, a student can give up to two re-sit. The candidate can avail two chances of re-sit exams within 2 years of the first attempted exam. However, if a student cannot pass examination within three attempts, he/she would be disqualified for the licensure examination for next two years. The candidate who disqualifies will be required to go for one year of remedial program in his/her respective institution. The candidate can retake exam only once after the successful completion of remedial period.

**Accommodation:**

All Students shall stay in the hostel. No day scholar is allowed. Hostel accommodation will be provided free of cost with three time meal.



# ATIA School of Paramedics

## **Importance of Paramedics:**

Now-a-days, medicine and professional Healthcare Science requires the support of many experts, technicians and assistants of various specializations which broadly constitute the Allied Health Sciences and Paramedical Professionals. The medical and health science has become more specialized over the years. In this field, the most common career options are Radiology and imaging technology, Operation Theater Technology, Prosthetics and Orthotics, Nursing, Pathology, Speech and Language Therapy, Medical laboratory Technician, Optometry and many more.

The ATIA School of Paramedics provides standard technical education in various categories of Paramedics. It is committed to produce health workers/ technician of high competence, who can effectively assist the medical Professionals thus increasing the skilled manpower in the country.

Diploma course in various disciplines of Paramedical Technologies extended over a period of one to two years, which conform to the requirements of Pakistan Medical Faculty. Students entering these programs are required to have a minimum qualification of Higher Secondary School Certificate/ Secondary School Certificate or equivalent.

## **Allocation of Seats:**

- O.T Technician ..... 05 seats
- Laboratory Technician ..... 03 seats
- Blood Technician ..... 05 seats
- Anesthesia Technician ..... 08 seats
- Aid Nurse ..... 05 seats

## **Who can apply?**

### **Eligibility:**

Matric (Science) at least 50% marks

### **Age:**

Applicants between 16 to 30 years of age are eligible.

### **Gender:**

Male/female both can apply

### **Marital Status:**

Unmarried or married both are allowed

## **Documents Required:**

- Attested copy of Matric Certificate/ Provisional Certificate
- Attested copy of Matric Mark Sheet
- Attested copy of Domicile (Sindh Province Only)
- Attested copy of CNIC/ Form-B

**Duration of Course:**

This program will be of one year duration.

**Rules Relating to Enrolment of Candidate for the Examination of Sindh Medical Faculty, Karachi**

1. The term Enrolment applies to Regular Candidate.
2. Minimum of 85% attendance is required for every student to appear in SMF exam.
3. The enrolment will be only for this particular course and valid for 03 years only i.e. only 03 chances of Examination including all annual and supplementary (if any) availed or missed. A student once enrolled, will not be required to be enrolled again with Sindh Medical Faculty, unless the trainee avail or miss the 03 chances of examination.
4. The enrolment fee shall be as prescribed by the Sindh Medical Faculty from time to time. If the enrolment form and fee is deposited after the expiry of the last/ fixed date for the purpose, a late fees as prescribed, shall be charged in addition, unless the payment of late fee is waived off by the Chairman for any valid reason or ground of hardship in his judgment and discretion.
5. No student will be enrolled in more than one course at a time; hence he/she shall not be eligible to appear in any other examination on Sindh Medical Faculty.
6. Contravention may lead to cancellation of enrolment. If the information/documents provided by the applicant found to be incorrect/wrong/forged, the Sindh medical Faculty reserve the right to cancel the admission/ enrolment & render him to be debar for 03 years or forever. Any other punishment can also be awarded as prescribed by the Chairman Sindh Medical Faculty.
7. The Head of the institution must check/ scrutinize/ ensure that the candidate has fulfilled the admission criteria as prescribed by SMF.
8. The fees once deposited are non-refundable, in case of rejection/ cancellation of enrolment form for any reason including overage.
9. The candidate should keep the enrolment card very carefully.
10. The enrolment number must be quoted in all future correspondence with the Faculty.
11. Original enrolment card must be produced/ attached, when applied for original certificate. No certificate will be issued without the submission of original enrolment card.
12. Incomplete enrolment form shall not be entertained

**Note:** Trainee will submit the Original documents at the institute for SMF enrollment and will be returned on the completion of the training .

**Fee for Enrolment & Examination:**

The Faculty will determine the fee for Enrolment and Examination according to their own rules.

**SPECIMEN OF AFFIDAVIT  
DECLARATION BY THE APPLICANT**

I certify that I am applying for admission in \_\_\_\_\_ course with the consent of my parents/ guardian, and that particulars given overleaf are correct.

I undertake that I will not apply for any job or any other examination held by the Boards/ Universities & Medical Faculty and shall not do any correspondence with other institutions/ Embassies/ Foreign Institutions, during the training.

I also undertake that I shall abide by all the rules and regulations laid down by the institution and Sindh Medical Faculty from time to time in connection with the residence, studies and conduct.

I further undertake that if I am found involved in any unlawful activity or providing incorrect information at any stage of training, the institution have the right to cancel my admission without assigning reason.

**Date:** \_\_\_\_\_

**SIGNATURE OF APPLICANT**

**SPECIMEN OF AFFIDAVIT  
DECLARATION BY THE FATHER/ GURDIAN**

I Mr. \_\_\_\_\_ father/ Guardian of Mr. / Miss. \_\_\_\_\_  
Hereby declare that the above statement is true and my son/daughter is seeking admission in \_\_\_\_\_ course at ATIA School of Paramedics, ATIA General Hospital with my consent. I hereby also undertake that my son/daughter will abide by the rules of the Institute/Hospital. In case of failury, he/she will render himself/herself liable for any action that the authority may deemed fit.

**Date:** \_\_\_\_\_

**SIGNATURE OF FATHER/ GUARDIAN**

**SPECIMEN OF AFFIDAVIT**

On Rs. 50/- Stamp Paper  
UNDERTAKING BY PARENTS/ GUARDIAN  
(For Midwifery & LPN Students)

I Mr. / Mrs. \_\_\_\_\_ s/o, d/o, w/o \_\_\_\_\_ hereby give permission to my daughter/wife Miss./Mrs. \_\_\_\_\_ for training of midwifery course at the ATIA School of Midwifery/Nursing, ATIA General Hospital, Women Hospital Koochi Goth. Furthermore, I have no objection on her duty that will be assigned during her training i.e. morning and nights. I do solemnly affirm that I shall be held responsible for the behavior of my daughter/ wife during School and Hospital.

SIGNATURE OF STUDENT

SIGNATURE OF FATHER  
/MOTHER/ GUARDIAN





# ABU ZAFAR INSTITUTE OF MEDICAL SCIENCES

Koohi Goth Hospital, Koohi Goth, Deh Landhi, Bin Qasim Town, Karachi

Email: abuzafarinstituteofmedicalsociences@hotmail.com

Ph: +92-21-35002413, 34493597

1 x1

NAME OF COURSE APPLIED FOR \_\_\_\_\_

NAME: \_\_\_\_\_

FATHER / HUSBAND NAME: \_\_\_\_\_

PRESENT ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PERMANENT ADDRESS: \_\_\_\_\_

\_\_\_\_\_

N.I.C . NO. \_\_\_\_\_

RELIGION: \_\_\_\_\_ DOMICILE: \_\_\_\_\_

DATE BIRTH: \_\_\_\_\_ PLACE OF BIRTH: \_\_\_\_\_

MARITAL STATUS: \_\_\_\_\_ PH #: \_\_\_\_\_

## EDUCATIONAL RECORD

EXAMINATION RECORD	YEAR	GRADE	MARKS	NAME OF INSTITUTE	BOARD / UNIVERSITY
MATRIC					
INTER					
BSC					
ANY OTHER					

## OTHER COURSE/TRAINING DONE

NAME OF COURSE	DURATION	INSTITUTE
1.		
2.		
3.		

## **EXTRA CURRICULAR ACTIVITY (IF ANY)**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. Any other interest. \_\_\_\_\_

Do you have any relative working in this hospital? YES / NO  
(if yes give name(s) with designation & relationship)

1. \_\_\_\_\_
2. \_\_\_\_\_

### **GENERAL RULES & REGULATIONS:**

1. Students are not permitted to participate in any political activities agitation / demonstrations in or outside the Institution
2. Students are not permitted to join any association or organization outside the Institution.
3. Students are not allowed to distribute any pamphlets in or outside the Hospital / Institution.
4. Students are not permitted to send notice, articles or photographs to the press without prior approval of the competent authority.
5. Students are permitted to see visitors in the institution only on Sundays (9am -5pm). Only registered visitors of the students will be allowed in the institute premises.
6. Students are not allowed to go out for shopping or visiting places during raining hours.
7. Meals /edible items are not allowed in the lecture rooms and clinical placements.
8. According to PNC rules trainees will be deployed at clinical placement in morning and night shifts.
  
9. Once the fee deposited shall not be refunded in any case.

Serious action will be taken against those students who do not observe General Rules & Regulation listed above. The authorities of the Institution reserve the right to expel any student at any time in the interest of the Institution. Violation of any of the Rules & Regulation will automatically. Result in termination of the training.

**I have read the above written Rules and if admitted will abide by them. Also I solemnly declare that the information given in this application is true to the best of my knowledge.**

\_\_\_\_\_  
**Signature of Father/ Guardian**

\_\_\_\_\_  
**Signature of the Applicant**

### **Documents to be attached with this application form:**

1. Attested photocopy of Matric certificate issued by concerned board / provisional certificate.
2. Attested photocopy of Matric mark sheet.
3. Attested photocopy of Domicile certificate.
4. Attested photocopy of C.N.I.C / B-Form (if age is fewer than 18).
5. One Passport size photograph.

ابو ظفر انسٹی ٹیوٹ آف میڈیکل سائنسز  
کوہی گوٹھ اسپتال ، کوہی گوٹھ، لاندھی، کراچی  
فون: 021-35002419

**داخلہ مکمل کرنے کی کارروائی:**

- 1- اپنی تعلیمی دستاویزات کی تصدیق شدہ نقول مقررہ تاریخ تک ایڈمن آفس میں کرانی ضروری ہے۔
- 2- اسکول میں تعلیم و تربیت اور ہاسٹل میں رہائش اور کھانے کی کوئی فیس نہیں ہے۔ داخلہ فیس 15 ہزار روپے ہے جو بتائی گئی تاریخ سے پہلے ایڈمن آفس میں جمع کرانی ہوگی۔
- 3- تعلیم و تربیت کا آغاز مارچ کے وسط سے ہوگا۔ آپ کو چاہیے بتائی گئی تاریخ پر شام 5 بجے سے پہلے لازماً کوہی گوٹھ اسپتال پہنچ کر ایڈمن آفس میں اطلاع دیں اور اپنے کمرے کا نمبر معلوم کر کے ہاسٹل انچارج کو رپورٹ کریں۔

**ملاقات کے قواعد:**

- 4- ہاسٹل میں قیام کے دوران صرف والد، والدہ، بھائی، بہن، شوہر، بیٹی یا بیٹا ملاقات کر سکتے ہیں۔ ان کے علاوہ کسی بھی رشتے دار کو ملاقات کی اجازت نہیں ہوگی۔
  - اوپر بتائے گئے جو رشتے دار ملاقات کے لیے آئیں گے ان کی تازہ تصاویر (پرانی تصویر قبول نہیں ہوگی) کی ایک کاپی اور شناختی کارڈ کی کاپی ایڈمن میں جمع کرانا ضروری ہے۔ یہ تصویریں اور شناختی کارڈ کی کاپی ریکارڈ میں محفوظ ہوگی اور ملاقات کے لیے آنے والے کو تصویر دیکھ کر اسپتال کی حدود میں داخلے کی اجازت دی جائے گی۔
  - 5- ملاقات صرف اتوار کے دن صبح 9 بجے سے شام 5 بجے کے درمیان ہوسکتی ہے۔
  - 6- ملاقات صرف مقررہ جگہ میں ہوسکتی ہے۔ ملاقاتی کو ہاسٹل، کینٹین یا اسپتال کے کسی اور حصے میں جانے کی اجازت نہیں ہوگی۔
- یہ بات اچھی طرح یاد رکھیے کہ جن کی تصویر اور شناختی کارڈ کی کاپی ریکارڈ میں ہوگی ان کے سوا کسی بھی رشتے دار یا ملاقاتی کو ملاقات کی اجازت نہیں ہوگی۔

**تعطیلات:**

- 7- تعلیمی سال کے دوران سرکاری چھٹیوں کے ساتھ/ علاوہ درج ذیل تعطیلات (چھٹیاں) دی جاتی ہیں:
- عید الفطر 8 دن
- عید الاضحیٰ (بڑی عید) 8 دن
- محرم 4 دن
- سردیوں کی چھٹیاں (22 دسمبر سے 31 دسمبر تک) 10 دن
- اتفاقی اور طبی رخصت (ایک سال میں) 10 دن

یہ بات اچھی طرح یاد رکھیے کہ ان چھٹیوں کے علاوہ کوئی چھٹی نہیں دی جائے گی۔

**8- ڈسپلن/ قواعد کی پابندی**

اسکول، اسپتال اور ہاسٹل کے قواعد و ضوابط اور ڈسپلن کی پابندی ہر طالبہ کے لیے لازمی ہے۔  
خلاف ورزی پر ایک انتہائی (وارننگ) نوٹس دیا جائے گا، دوسرا نوٹس جاری ہونے کے بعد اگر  
تیسری بار ڈسپلن/قواعد کی خلاف ورزی کی گئی تو داخلہ منسوخ کر دیا جائے گا۔

### موبائل فون:

- دوران تربیت اسپتال اور ہاسٹل میں اسمارٹ فون (اینڈرائڈ فون) رکھنے اور استعمال کرنے کی  
قطعی اجازت نہیں ہے۔ طالبات سادہ موبائل فون رکھ سکتی ہیں۔
- تعلیمی اوقات کے دوران (صبح 8 بجے سے سہ پہر 4 بجے تک) اور اسپتال میں دیوٹی کرتے  
وقت موبائل فون ساتھ رکھنے کی اجازت نہیں ہے۔
- ہاسٹل میں رات دس کمرے کی لائٹ بند کرنا ضروری ہے، 10 بجے کے بعد موبائل فون بھی  
استعمال نہیں کیا جا سکتا۔
- کراچی کی طالبات کو ہر سنیچر کی شام 5 بجے گھر جانے کی اجازت ہوگی جس کے لیے  
انہیں رخصت کا فارم پر کر کے دو روز پہلے ایڈمن میں جمع کرانا ہوگا۔ ہفتہ وار رخصت پر  
جانے والی کراچی کی طالبات کے لیے ضروری ہوگا کہ اتوار کی شام 5 بجے سے پہلے  
ہاسٹل پہنچ جائیں۔

### عہد نامہ

میں نے یہ ہدایات توجہ سے پڑھ لی ہیں اور ان پر عمل کرنے کا وعدہ کرتی ہوں۔

دستخط امیدوار.....

دستخط والد/شوہر / سرپرست.....

والد /والدہ کا فون نمبر.....

بھائی / شوہر کا فون نمبر:.....

تاریخ:.....