



FACULTY OF DENTISTRY
RAJAH MUTHIAH DENTAL COLLEGE
[SELF FINANCING]

Programmes offered

- 1. CERTIFICATE PROGRAMME IN DENTAL MECHANICS**
- 2. CERTIFICATE PROGRAMME IN DENTAL HYGIENISTS**

PROSPECTUS : 2014 – 2015

University website: www.annamalaiuniversity.ac.in

This brochure-cum-prospectus is published for enlightening those who intend to apply for admission to Certificate Programme in Dental Mechanics and Certificate Programme in Dental Hygienists Programmes of the Annamalai University during 2014-2015.

The contents covered are subject to change from time to time and the University may make such changes without notice.

The University will provide additional information in response to enquiries from individuals and institutions.

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RAILWAY STATION

Chidambaram, S.Rly.

ABOUT THE UNIVERSITY

Annamalai University, one of the largest unitary, teaching, and residential universities in Southern Asia, was established and incorporated in the year 1929 as per the Annamalai University Act 1928 (Tamil Nadu Act 1 of 1929). Now, the Annamalai University Act, 1928 has been repealed and replaced by the Annamalai University Act 2013 (Tamil Nadu Act 20 of 2013). His Excellency the Governor of Tamil Nadu is the Chancellor of the University.

The University is located at Annamalainagar, adjacent to Chidambaram town, the abode of Lord Nataraja, the Cosmic Dancer. The sprawling and scenic campus, spread over an extensive area of about 800 acres has the Faculties of Arts, Science, Indian Languages, Engineering and Technology, Education, Fine Arts, Agriculture, Medicine, Dentistry and Marine Sciences.

This University has, since its inception, aimed at imparting education in all fields of knowledge to thousands of students from across the country and abroad. Located in a rural setting in coastal district of Cuddalore in Tamil Nadu, the University has played a pivotal role in providing access to higher education to thousands of youth from economically and socially disadvantaged classes. In this respect, this university's service to the nation is tremendous.

In past 85 years, the University has grown into a premier institution of higher learning and research. This is evident from the reports of Ministry of Science and Technology ("Measures of Performance of Universities in India: An analysis of the Publication Output in Science and Technology" published by CSIR – National Institute of Science Technology and Development Studies, New Delhi – 2011, p.102) that ranks Annamalai University in the ninth position within the top ten Universities, among 600 and odd Universities in India, regarding the overall science publication output. In respect of Environmental Science, the University is ranked second, in Energy fourth, in Engineering Sciences fifth and in Biological Sciences eighth.

The Scimago (Scopus) survey for ranking Universities, educational institutions and sponsoring agencies across the world has rated Annamalai University to be 22nd in India, next to DRDO (Defence Research and Development Organisation) and to be 7th among Indian Universities (Scimago Institutions Ranking Scimago Research Group, 2012. Data source: Scopus®. <http://www.scimagoir.com>). The popular journal in India Careers 360 has ranked Annamalai University to be second among four star rated universities among 33 such universities, and well above four other popular universities of Tamilnadu. This survey has only 10 universities in India ranked above Annamalai University (India's Outstanding Universities, Careers 360 March, 2014. www.careers360.com, p.16-19).

FACULTY OF MEDICINE

The Faculty of Medicine has two colleges under it. They are the Rajah Muthiah Medical College and the Rani Meyyammai College of Nursing.

The Rajah Muthiah Medical College has a 1200 bed tertiary level collegiate hospital with all specialities, super-specialties supported by modern 24-hour laboratory and Radiological Imaging service equipped with Doppler, Ultrasound, Mammography, Digital X-ray, C-arm, CT Scan and the MRI. The Medical Council of India has accorded permanent recognition for annual intake of 150 students for the MBBS programme.

Rajah Muthiah Institute of Health Sciences was established in the year 1980 with the opening of the Dental College. Thereafter in the second phase of development, the Rajah Muthiah Medical College was established in the year 1985.

The Rajah Muthiah Medical College and Hospital serves the needs of the surrounding villages, by providing medical treatment with skilled doctors, paramedical staff and a well equipped hospital. Apart from ensuring curative and rehabilitative services through the teaching hospital of the college, community services on the preventive and promotive sides are being meaningfully organised, keeping in view the health needs of the rural as well as the urban sectors of the community.

The Academic tempo in the Rajah Muthiah Medical College and Hospital is maintained at a high level by the activities of the scientific body – ‘Academy of Medical Sciences’. Under the auspices of the Academy, regular monthly meetings are held wherein research papers and hospital cases are presented and discussed. Symposia are held annually on various Medical topics. Eminent scientists are invited by the Academy to deliver guest lectures on topics of current importance. The University has been hosting several National/International Medical Conferences. The teachers in the Faculty are encouraged to present papers/ participate in several National/International Seminars/ Conferences/Symposia.

The Medical Education Unit functioning with the Dean as the Chairman, Organizes programmes connected with Medical Education such as Orientation Programmes, Basics & Advanced Cardio Pulmonary Resuscitation Workshops for CRRIs & PGs, Faculty Development Programmes, Clinico Pathological Conferences and Special Lectures etc.,

The imposing structures of Rajah Muthiah Medical College has the distinction of having been declared open by His Excellency Shri R. Venkataraman, the then President of India, on 28.4.1988.

A special feature of Rajah Muthiah Medical College is that it is one of the very few Medical Colleges in India directly run by Universities. As a University Medical College with residential system, there are ample opportunities for healthy interaction and learning from the multi-disciplinary facilities available in the campus of the Annamalai University.

Besides MBBS, Rajah Muthiah Medical College is also offering Post Graduate degree programmes in 19 different specialities and Post-Graduate Diploma programmes in 8 specialities. All these programmes are recognised by the Medical Council of India.

FACULTY OF DENTISTRY

The RAJAH MUTHIAH DENTAL COLLEGE was established in the year 1980. The Rajah Muthiah Institute of Health Sciences building housing this Dental College was constructed at a cost of about ` 4 crores and was declared open on 28.4.1988 by His Excellency Shri R. Venkataraman the then President of India. It accommodates both the Dental College with the Dental Hospital and the Medical Wing. Two hostels each for men and women students, staff-quarters and other amenities have been provided in the campus. The institution celebrated its Silver Jubilee in Nov. 2005. As a self-financing institution, it has to necessarily raise adequate resources through fees that represent the economic cost of dental education imparted to the students of the College.

Out-patient and in-patient facilities are provided including a modern and well equipped operation theatre. The post-graduate training has been specially planned with adequate infrastructure.

The Rajah Muthiah Dental College & Hospital has excellent infrastructural facilities reflecting the latest developments in Dentistry including an imported casting and ceramic Laboratory. Recently, the Dental college has upgraded its infrastructure by adding the following facilities.

1. New block for specialities in Orthodontics and Periodontics.
2. Two well equipped A/C Lecture Halls with a capacity for 250 persons.
3. R.V.G. System and Intra oral camera facilities.

4. Teseera ATL composite crown and bridge system.
5. Vector unit for Periodontal treatment.
6. A complete VIP clinic with latest state-of-art Technologies.
7. Centrally Air conditioned Library with separate Post Graduate and staff sections.
8. A latest, fully equipped Mobile Dental Clinic with two Dental chairs for Rural Dental Camps and School Camps routinely conducted by the Division of Community Dentistry
9. **A full fledged IMPLANT CLINIC** with a complete set of latest equipment and 3 internationally renowned Implant systems available for implant treatment.

The hospital is well equipped with sufficient number of state-of-the-art Dental chairs and other latest equipment enabling provision of modern dental care to a large number of patients from rural areas. The hospital also organises routine Dental Camps with a fully equipped mobile clinic in the surrounding villages. Further developing the institution recognized as one of the select Dental colleges offering quality education in the country into becoming a Centre of Excellence.

A special feature of Rajah Muthiah Dental College & Hospital is that it is one of the very few Dental Colleges in India directly run by Universities. As a University Dental College with residential system, there are ample opportunities for healthy interaction and learning from multi-disciplinary facilities available in the campus of the Annamalai University. Situated in sylvan surroundings, the University is in close proximity to the famous pilgrim centre of Chidambaram with Lord Nataraja as its presiding Deity.

Besides BDS, Post Graduate degree programmes in 8 different specialities are being offered by the Rajah Muthiah Dental College and Hospital. All these programmes are recognised by Dental Council of India.

1. PROGRAMMES OFFERED BY THE FACULTY OF DENTISTRY

The following Programmes are offered by the Faculty of Dentistry.

1. Certificate Programme in Dental Mechanics

2. Certificate Programme in Dental Hygienists

2. ELIGIBILITY

Candidates seeking admission should have passed the XII Std. with an aggregate of atleast 50% marks along with pass in English Language or an equivalent recognized qualification.

Age

Should have completed 17 years of age as on 31st December 2014 i.e. should have born on or before 31.12.1997.

3. METHOD OF SELECTION

Selection will be made based on the marks in the prescribed subjects of the qualifying examinations.

4. DOCUMENTS THAT SHOULD ACCOMPANY THE APPLICATIONS

The following documents should be enclosed with each application.

Please note **only attested** copies need to be sent.

- 1) Mark Lists/Grade Certificates of the qualifying examination.
- 2) Pass Certificate of the qualifying examination.
- 3) Proof of Date of Birth.
- 4) Passport size photograph should be affixed in the application at the appropriate space.
- 5) Transfer and Conduct/Migration Certificate.
- 6) Community certificate for Backward Class / Most Backward Class/ Scheduled Caste / Scheduled Tribe Candidates.
- 7) Valid Passport and Student VISA (in case of Foreign Students)
- 8) 'No Objection Certificate' from the Ministry of Health and Family Welfare, Govt. of India (Foreign Nationals only).
- 9) Certificate of extra curricular activities.

All originals are to be produced at the time of interview for verification.

5. FEE STRUCTURE

S.No.	Programme	Fees/Annum (₹)
1.	Certificate Programme in Dental Mechanics	26,260
2.	Certificate Programme in Dental Hygienists	26,260

6. ADMISSION TO HOSTEL

Admission to the hostel will be strictly restricted to actual accommodation available and no associate will be allowed. The room rent and establishment charges will be enclosed along with admission card.

7. GENERAL NOTE TO APPLICANTS / SELECTED CANDIDATES

- 1) The candidates are informed that Ragging in any form is totally banned/prohibited and anyone found guilty of ragging and/or abetting is liable to be punished appropriately. Attention of the candidates is invited to the Notification of the Regulations 2009 issued by the Medical Council of India in this regard. The students and their parents are required to give an undertaking at the time of admission.
- 2) Original marks list or other certificates should not be sent along with the application. Only attested copies of documents need be sent.
- 3) Service charges for refund of tuition fee and return of certificate in the first year will be collected @ ₹ 5,000/- when the seats have been subsequently filled up.
- 4) The caution deposit alone will be refunded, if the candidate discontinues the programme after attending a few classes and the resultant vacancy is filled up.
- 5) The candidate should pay the entire programme fee minus whatever has been already paid, if he/she discontinues the programme after the close of admission and the vacancy is not filled up.
- 6) However, the Tuition fees for the entire programme together with arrears if any, shall be payable by the student before Transfer Certificate is issued. Special fee for the remaining period of programme shall be waived.
- 7) Caution deposit shall be refunded after adjustment towards any dues from the student.
- 8) No certificate will be issued, unless the candidate has cleared all the arrears of fees etc., due to the University.
- 9) With regard to any dispute related to admission, examinations, remittance of fees, etc., the place of jurisdiction for the purpose of filing a suit, preferring a complaint or taking any legal proceedings against the Annamalai University, will be Chidambaram Town only.
- 10) The entrance examination number is given in the Entrance Examination application form which should be filled up by the candidate in the application form. A Xerox copy of Hall ticket may also be attached along with application.

8. CODE OF CONDUCT

The following code of conduct shall be observed by the students who are admitted:

- 1) The students conduct themselves in an exemplary manner so as to be a model for other students.
- 2) All students will have to strictly adhere to the rules and regulations of the University.
- 3) **RAGGING:** The candidates should not indulge or participate in any kind of ragging. If they are found to have indulged in ragging in the past or noticed later, the candidates will be removed from the roll of the institution at whatever stage of study and criminal action will be taken against the candidates.
- 4) **If any student is involved in ragging or any other anti social activities, he/she will be expelled and criminal proceedings may be launched against him/her.**
- 5) The students should be present during all working hours and sincerely apply themselves to studies.
- 6) The students should attend the classes regularly and punctually. A minimum attendance of 75% in each subject is required to be eligible to appear for the University Examinations.
- 7) The campus is "Tobacco Free and Liquor Free". Deviants will face dismissal from the Programme.
- 8) The students are forbidden from using powered two wheelers inside the campus.
- 9) Use of mobile phones and electronic gadgets with camera is not permitted in the class rooms, faculty premises, university organized functions/ programs / extracurricular and co-curricular activities.
- 10) **Dress Code:** Students need to wear formal dress largely covering them like Sarees / Churidhar for ladies and Trousers, Pant & Shirt for men. Use of T.Shirts / Jeans and other modern outfits should be avoided during working hours and formal functions.

9. GENERAL INFORMATION

The following procedures should be followed for applying/getting certificates viz. Bonafide/Course Completion/Mark Lists etc. with the fee prescribed by the University.

1. General : Mark list for each Semester/Year during the period of study will be issued by the University and distributed through the respective department of study. On Completion of the Programme, Provisional Certificate and Transfer Certificate will also be distributed through the department concerned.
2. Migration Certificate : This Certificate will be issued by the University Office ('K' Section) only on demand to those who have planned to undergo higher studies in any Educational Institution in India.
3. Duplicate Certificate – Mark List / Degree / Transfer Certificate : A Certificate from the police department is required to be produced for the loss of Certificates indicating that the Certificates were actually lost beyond recovery.
4. Degree Certificate : Notification will be issued in the leading dailies during the month of September/October every year for calling of application forms for getting Degree Certificate at the Convocation. Students shall apply for the same in the prescribed form which can be obtained from the University.
5. Personal File : Students while admitted in this University must open a personal file to maintain all academic records such as chalan for remittance of tuition fee, exam fee, instrument fee, condonation fee etc. till completion of his/her studies.
6. Re-admission : If any attendance deficiency during the tenure of his/her studies, shall apply for re-admission through the Heads concerned along with the Xerox copy of his/her previous semester/ year mark list/s as proof for having appeared for the University Examinations.
7. How to get Certificate : i) Students applied for any certificates in this University viz., Bonafide, Course Completion, Duplicate mark list, Degree Certificate and Transfer Certificate etc, either during the tenure of his/her studies or completion of the programme should get the same from the office ('K' Section) or by post within a fortnight period from the date of filing application in the office. He/she should possess compulsorily i) a copy of letter where he/she has applied for ii) a copy of remittance chalan, iii) and any other documents etc., whenever any lapse of the original submitted to University (or) loss in transaction.

- : ii) If he/she does not receive the certificate/s within the stipulated period, then he/she can seek immediately the assistance of the Section Head/Deputy Registrar of the 'K' Section with relevant copy of records that already submitted for claiming the certificates, so as to enable them to get the certificate from the office (or) necessary guidance will be provided for the same.
- : iii) Students admitted on various programmes of the University, should get back his/her all original certificates produced at the time of admission within three months either on completion of Programme (or) discontinuing the same in the middle of the Programme. The University is not responsible for any lapse or damage of the certificates on completion of the validity period specified above.

Issue of Application Commence from 26.05.2014

The Cost of Application

Certificate Programme in Dental Mechanics/Hygienists – ` 400/-

The filled in application form should be addressed to **The Registrar, Annamalai University, Annamalainagar – 608 002, Tamil Nadu** by designation (not by name) and should reach him not later than **17-06-2014**.

Original Certificates submitted at the time of admission are not returnable till the end of the Programme. Before the certificates are surrendered for admission, the candidates are advised to have with them attested copies of mark lists or other certificates that may be required for applying scholarships etc.

Late applications and applications which are not in the prescribed form or which are not correctly filled in or in respect of which the prescribed certificates and documents are not received on or before the due date and applications which do not otherwise fulfil the terms of the instructions, will be considered defective and are liable for rejection. The University will not be responsible for any postal or other kinds of delay for the receipt of applications after the due date.

REGISTRAR
ANNAMALAI UNIVERSITY