Masters in Hospital Administration (MHA) Course Entrance Examination 2024

King George's Medical University, U.P., Lucknow

Information Brochure

Important Dates

- **Application form Available (Online)** : **01st August 2024 (Thursday)**
- **Last Date of Application Submission** : **15th August 2024 (Thursday)**
- **Admit card available online from** : **21st August 2024 (Wednesday)**
- **Entrance Examination** : **25th August 2024 (Sunday)**
- **Place of Examination** : **King George's Medical University UP, Lucknow.**
- **Date of Result** : **To be announced on website**

Website: www.King George's Medical University, Lucknow.org

E-mail- eecoekgmu@gmail.com

Phone No**.: 0522-2980514**, **Fax no.** : **0522-2257539, 8400888177**
For website issues (**10:00 AM- 6:00** PM) on working days **05224029888**

Information Brochure

1. **Name of Examination :** Masters in Hospital Administration (MHA) Course Entrance Examination 2024

2. **Date & Time of the Examination :** **25th August 2024 (Sunday) at 11:00 AM to 12.30 PM**

3. **Seats available:**

   3.1. **60 (Sixty),** as per All India Council for Technical Education (AICTE) norms.
   *Can vary at the discretion of the Hon'ble Vice Chancellor, KGMU.
   3.2. **Reservation:**

   Admission to MHA Course would be offered based on merit. Reservation of the seats will be inaccordance with the

   KGMU/ Government of Uttar Pradesh Reservation Policy.

   Note - In case no candidate is available against reserved seat, the vacant seat shall be filled inaccordance with KGMU/ UP Govt norms.

4. **Eligibility Criteria:**

   4.1 Graduates from relevant background i.e. MBBS, BDS, BUMS, BAMS, BHMS, with minimum 50% of marks.
   4.2 Age of the applicant should be less than 35 years on the last date of submission of application.

5. **Application and Fees Submission for Entrance Examination:**

   5.1 Candidate can apply for the aforesaid examination through **ONLINE MODE ONLY** via link provided on the **King George's Medical University**, **U.P., Lucknow** Official Website https://www.kgmu.org. **No application will be accepted by post.**
   5.2 Applicants must create their login-id using his/her registered e-mail ids & mobile number.
   5.3 The candidates can then login into the system through password provided by them after online verification of their personal email id and proceed for online payment.
   5.4 Examination fees is **INR 4000** for **Unreserved (UR) & OBC** candidates and **INR 3000** for **SC/ST** candidates.
   5.5 Remittance of fees shall be done through **PAYMENT GATEWAY of Indian Bank** provided in the **ONLINE application. Candidates can remit the fees using debit/credit card or through internet banking**. Only after remittance of fees the system will allow to proceed further and submit the duly filled application form.
   5.6 **No application form shall be received by post.**
   5.7 The application form complete in all respect should be submitted by **15th August 2024 (Thursday),** through Online mode only. **Incomplete forms and the forms submitted after the due date shall not be accepted. No communication in this regard will be entertained under any circumstances.**
   5.8 Candidates, who are employed, must submit their **No Objection certificate** (**Format Downloadable**) from their current employer. In case the candidate is selected for the course, he/she shall be given admission only if he/she has obtained the permission from his/her employer and has the prior sanction of study leave for the entire duration of the MHA Course
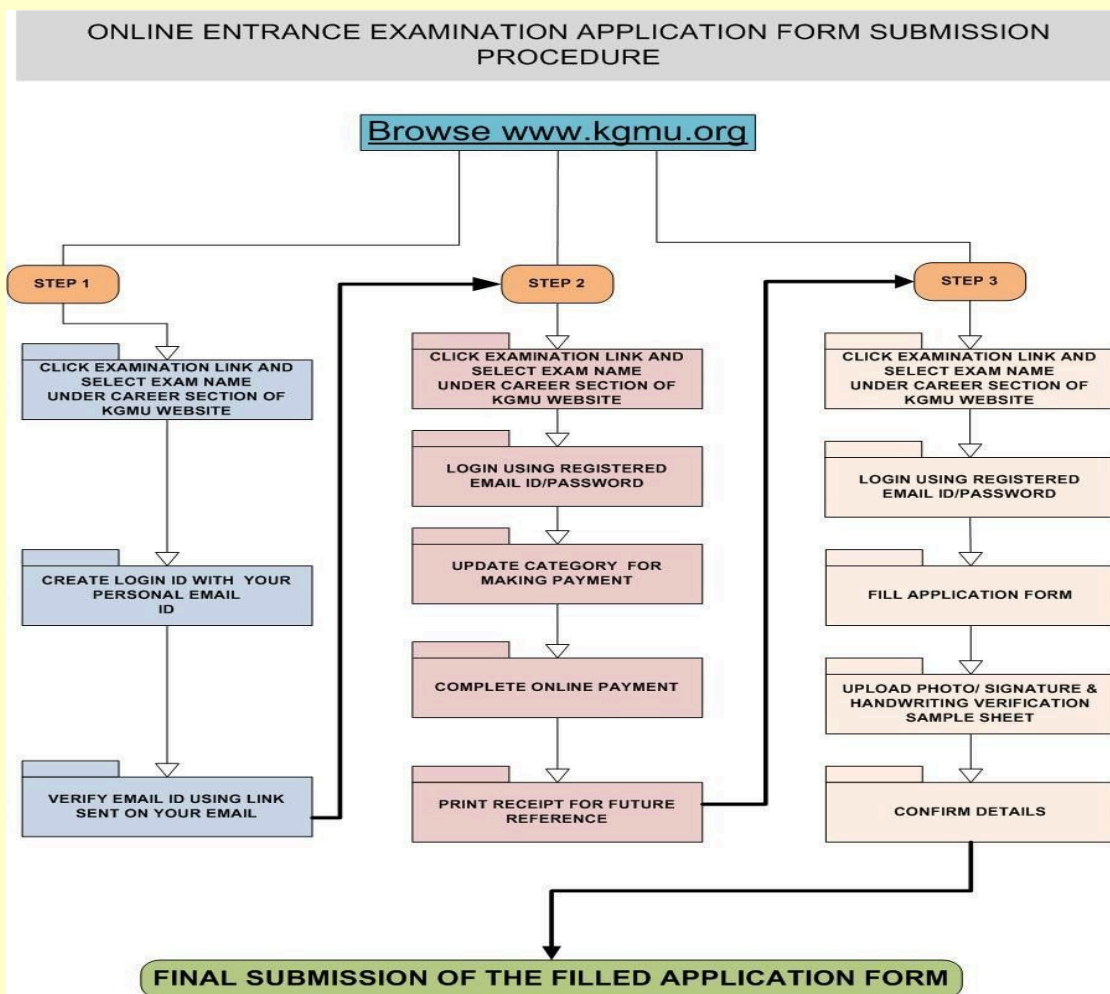   5.9 The candidate should ensure himself/herself about his/her eligibility for the course before filling of the application form.
   5.10 E-mail of acknowledgment of the receipt of application shall be sent to the candidates. The candidates can download their filled application forms in the form of PDF before its final submission. They are advised to download, print and check all the entries made by them before the final online submission and store the pdf, both in soft and hard copy of this application form forfuture reference.
   5.11 The processing fee once received shall neither be refunded nor adjusted for subsequent examination
   5.12 All documents pertaining to eligibility, caste certificate etc. shall be checked in original at time of counselling/admission. **No documents are to be sent to the Controller of Examination office.** Only the scanned copies are to be uploaded during the process of online submission of application form.

Flow Chart of Process of Filling the Application form and remittance of requisite fees.

ONLINE ENTRANCE EXAMINATION APPLICATION FORM SUBMISSION PROCEDURE

Browse www.kgmu.org

STEP 1 → STEP 2 → STEP 3

STEP 1
- CLICK EXAMINATION LINK AND SELECT EXAM NAME UNDER CAREER SECTION OF KGMU WEBSITE
- CREATE LOGIN ID WITH YOUR PERSONAL EMAIL ID
- VERIFY EMAIL ID USING LINK SENT ON YOUR EMAIL

STEP 2
- CLICK EXAMINATION LINK AND SELECT EXAM NAME UNDER CAREER SECTION OF KGMU WEBSITE
- LOGIN USING REGISTERED EMAIL ID/PASSWORD
- UPDATE CATEGORY FOR MAKING PAYMENT
- COMPLETE ONLINE PAYMENT
- PRINT RECEIPT FOR FUTURE REFERENCE

STEP 3
- CLICK EXAMINATION LINK AND SELECT EXAM NAME UNDER CAREER SECTION OF KGMU WEBSITE
- LOGIN USING REGISTERED EMAIL ID/PASSWORD
- FILL APPLICATION FORM
- UPLOAD PHOTO/ SIGNATURE & HANDWRITING VERIFICATION SAMPLE SHEET
- CONFIRM DETAILS

FINAL SUBMISSION OF THE FILLED APPLICATION FORM

6. **Admit cards:**

6.1   Candidate can download the admit card from the KGMU website from the date mentioned in this Brochure. They shall take a print of it to be shown at examination venue.

6.2   Admit card can also be obtained in person (in case of inability to download) from 22nd August 2024 (Thursday) to 24th August 2024 between 10:00 AM to 4:00 PM 'OR' on the Entrance Examination Day i.e. 25th August 2024 (Sunday) **from 9.00 AM to 10.00 AM.** From the Office of the Controller of Examination, Pariksha Bhawan (PHI), King George's Medical University Lucknow on Payment of Rs.100/-

7. Examinations:

7.1. **Date: 25ᵗʰ August 2024 (Sunday)**
7.2. **Time: 11:00 AM to 12.30 PM** (90 minutes)
7.3. **Reporting time: 10.00 AM** (60 minutes prior to commencement of Entrance Examination)
7.4. **Venue:** As mentioned on the **Admit Card**.
7.5. **Mode of Examination:** Single best answer type of MCQs to be answered on Optical Mark Reader Sheet (OMR sheet).
7.6. **Number of questions: 100**
7.7. **Marks:** The correct response will get **1.0 mark each**. **No Negative Markings** for incorrect response and/or more than one response.
7.8. **Medium of Examination: English**
7.9 **Syllabus:** MCQs will be from General Awareness (20%), Public Health (25%), Basic Medical Science (25%), General English (10%), Computer Science (10%), Logical Reasoning (10%)

8. Results:

8.1. The result will be declared **on the official website of King George's Medical University, Lucknow** and on notice board of Controller of Examinations, Pariksha Bhawan, King George's Medical University, Lucknow.
8.2. Those candidates who qualify Entrance Examination with minimum 50% marks for general category and 45% for reserved category will be eligible for appearing in counselling.
8.3. The merit list will be prepared for the entrance examinations. A combined merit list and category wise merit list will be drawn.
8.4. Candidates 4 times of the number of available seats will be called category wise based on the merit list of entrance examination, for counselling.
8.5. The students are instructed to bring all their original documents for verification. On the basis of document verification all the eligible candidates will attend the counselling.
8.6. In case of tie the preference will be given in following order
    8.6.1. Higher age (older)
    8.6.2. In case the above two are equal then the selection will be done in Alphabetical order of the names of candidate.
8.7. Qualified candidates have to deposit course fee of Rs. 50,000/- per semester at the beginning of each semester. The admission of the candidate to the course is only tenable once the semester fee has been deposited.

9. Admission Procedure

9.1. All candidates will have to appear in Entrance Examination conducted by KGMU. Those candidates who qualify Entrance Examination with minimum 50% marks for Un-reserved Category and 45% marks for reserved category will be eligible for appearing in the counselling.
9.2. Verification of Documents and deposition of course fee.
9.3. All candidates fulfilling the above criteria will be admitted in the course for Two (02) years.
9.4. Any person leaving the course in between, will have to deposit the complete Two (02) years fees.

About The Course

1. Course is spread in 4 semesters, each of 6 months.
2. Attendance: minimum: 80% attendance is mandatory in each semester. 80% attendance will be compulsory during summer training programme. Student with deficient attendance will not be permitted to appear in semester exam.
3. It is compulsory to secure 50% marks in each paper individually and collectively to pass.
4. If candidate fails in any paper in semester examination she/ he will be given the chance to appear in paper after every 3 months. However he will be permitted to attend the class with next semester.
5. He/she will be eligible to appear for Final/External Examination only after passing all semester.
6. Final Exam will be conducted after conclusion of semester IV, which will comprise of:
7. Case studies/Projects completed by students - 200 marks maximum @ 50 marks per case study.
8. Dissertation - 200 marks maximum.
9. Theory Exam - Four paper; one paper to represent each semester; 400 marks maximum @ 100marks per semester.
10. Practical Examination and viva voice - 200 marks maximum.
11. Candidate can appear in Final Examination only after clearing all semester examinations, completion of case studies and submission of dissertation.
12. Duration of Program:

    i. 2 years Full Time.
    ii. The student upon successful completion of the course will be awarded "Master in Hospital Administration" from King George's Medical University, Lucknow.

13. Fee structure: Qualified candidates have to deposit course fee of Rs. 50,000/- per semester at the beginning of each semester. The admission of the candidate to the course is only tenable once the semester fee has been deposited.
14. Examination Fee: As per University norms.
15. Miscellaneous Fee: For availing any campus facility as per university norms.

Important

- In case of any dispute, the decision of the Hon'ble Vice Chancellor, King George's Medical University, Lucknow shall be final.
- In case of any legal dispute the jurisdiction will be Lucknow Courts and Judicature of Allahabad High Court, Lucknow Bench only.

INSTRUCTIONS FOR CANDIDATES

1. Candidates will be allowed to enter the examination hall only on production of Admit Card.
2. Examination will be of **1 hour 30 minutes** duration and will start at **11.00 AM sharp on 25th August 2024.**
3. **Reporting time will be 10:00 AM at the Examination centre.**
4. Candidates are required to be present at the examination centre **60 minutes** before the commencement of the examination and to be seated **30 minutes** before the time of examination.
5. **No candidate will be allowed to enter the examination centre 15 minutes after the seating time.** Candidate will be allowed to leave the examination hall only after completion of examination.
6. Candidates shall sign the attendance sheet when directed to do so by the invigilators.
7. Candidates shall not be allowed to carry any textual material, printed or written matter or bits of paper or any other material except the admit card inside the examination hall. **Pagers, cellular phones, pens, wrist watches and electronic gadgets of any kind are strictly prohibited in the examination hall** and shall be treated as use of unfair means. **Candidates are advised not to bring these to the examination hall as thereis no provision for safekeeping.**
8. Candidates shall observe strict silence and attend to their paper. Any disturbance in the examination shall be deemed as misbehaviour and the defaulting candidate shall forfeit the right to continue in the examination hall. The decision of the Centre Superintendent shall be final.
9. **Examination will be on MCQ basis in English language only.**
10. **There will be 100 multiple choice Questions.**
11. **The MCQ has "One Correct option. There shall be no negative marking.**
12. **Candidates shall enter the roll number on the top of the question booklet and nowhere else. Rough work, if any, may be done on the question booklet and not onthe response sheet.**
13. Candidate should ensure that the question booklet provided to him/her contains all the pages intact within **10 minutes** of commencement of examination.
14. **The question booklet along with the response sheet will have to be submitted to the Invigilator after the completion of examination.**
15. No candidate should leave his/her seat in the examination hall without the permission of the Invigilator until he/she finally submits the question booklet and response sheet to the invigilator.
16. No candidate shall copy from the paper of any other candidate or permit his/her own papers to be copied or attempt to give/obtain irregular assistance of any description.
17. **The question booklet and response sheet are not to be taken out of the examination hall under any condition.**
18. **USE THE University PROVIDED Blue/Black BALL PEN ONLY**
19. Last copy of OMR sheet will be given to the candidate.
20. Candidate should be careful while filling the circle provided in the OMR Answer sheet and no representation shall be entertained for wrong filling. No correction by overwriting/crossing/use of rubber/whitener is allowed. No marks for such answer will be awarded. There is no negative marking. The answer key shall be uploaded on the **KGMU** website after the declaration of the result.
21. Scrutiny of result can be done by depositing **Rs. 1000/-** by a demand draft in favour of **"COE Entrance Examination"** payable at Lucknow. The request has to be made within **2 working days** of declaration of result.
22. **Failure to maintain the discipline and to observe these instructions at the time of examination/admission shall disqualify the candidate from taking the present examination/admission and also from subsequent examinations.**
23. **It is advisable for candidates to bring their drinking water in transparent bottles if they wish so.**
24. **On completion of Entrance Examination, the candidates will be permitted to move out one by one in an orderly manner once all the OMR answer sheets with their carbon copies and Question booklets are collected and counted by the invigilators.**