INFORMATION FOR OVERSEAS
ELECTIVE / OBSERVER STUDENTS

Christian Medical College, Vellore, welcomes foreign students from the medical, nursing and allied health science streams who would like to visit the institution. The information’s for these applications are as follows:

A. Visiting Overseas Medical Students:

Placements are offered throughout the year, except for the months of May and December. Exchange students are accepted throughout the year. The Supervisor who is the overall in-charge of the foreign medical students is the Vice-Principal (undergraduate medical education), at Principal’s Office, Christian Medical College, Vellore, Tamil Nadu, India – 632002 (email: princ@cmcvellore.ac.in).

HOW TO APPLY FOR PLACEMENT AS AN ELECTIVE STUDENT OR STUDENT VISITOR OBSERVER

I) Elective Student Application:

Period of Study: The elective period shall not normally exceed 12 weeks.

Availability of Placements: There is an upper limit to the number of placements offered at any given time.

MCI and MOH Approval:

It is necessary to obtain formal permission from the Medical Council of India (MCI) and the Ministry of Health (MOH) in India for the student to spend a period of study as an elective student in this country.

For this purpose an application form needs to be completed and returned to the Vice-Principal (undergraduate medical education), Christian Medical College, Vellore 632 002 Tamil Nadu, India, along with a letter from the Dean of the medical school/university the student attends, 3 passport-sized photographs of the student, five photocopies of his/her passport and the Medical Council of India fee with processing fee (total of Rs 6200/- see below for details). The application forms are given towards the end of this information sheet and are also available on-line and may be downloaded for use.

Alternatively, if you contact the office of the Principal, Christian Medical College, Vellore at princ@cmcvellore.ac.in, the application form and information about Christian Medical College, Vellore, shall be emailed to you.

The completed application form and scanned copies of all the documents and photographs may be sent as email attachments to the Principal’s office (at princ.elective@cmcvellore.ac.in). The Medical Council of India fee is Rs 5,000/- and an additional amount of Rs 1,200/- towards processing and postage charges (the total amount is Rs 6,200/-) is also required. This amount may be sent in one of the following ways:
1. As **bank pay order or bank draft** made in favour of “Christian Medical College Vellore Association” account drawn on any nationalized bank, preferably State Bank of India, payable at Vellore or Chennai.

2. **By bank transfer to the following bank:**

   State Bank of India  
   Vellore Town Branch  
   Ida Scudder Road  
   Vellore – 632 004  
   Tamil Nadu, India.

   Bank Code: 1618  
   Current A/c No. 32347266812  
   Christian Medical College Vellore Association.  
   9 Digit MICR Code 632002010  
   SWIFT Number: SBININBB473.  
   IFS/RTGS/IBAN Code: SBIN0001618  
   SBI FAX No: +91 416 2222188.  
   SBI Phone No: +91 416 2220770  
   Bank e-mail: sbi01618@sbi.co.in

   A statement of this bank transfer must be sent to the Principal’s office along with the rest of the application documents.

3. As **Demand Draft** made payable to “Christian Medical College Vellore Association” account in Indian Rupees, US Dollars, Euros or GBP. However please make an allowance for bank charges payable by CMC.

   **Fees once paid shall not be refunded.**

   Processing of papers by the MOH and MCI usually takes about 3-4 months after the application is received by them. Please see that the required documents and the MCI fee and the processing fee are included in the remittance, as incomplete applications can lead to further delay in processing of papers by the MCI.

   The Principal’s office will inform the student as soon as permission is received from both the MOH and MCI. The dates given in the elective application form cannot be changed without further clearance from the MCI.

   **TUITION FEE FOR ELECTIVE PLACEMENT AT CMC:**

   The elective students need to pay a sum of Rs. 2000/- as registration fee & Rs. 2000/- per week (or parts thereof) as tuition fee. All fees are subject to change and the applicable fee at the time of the visit will be levied. The amount has to be paid on arrival here, in Rupees (INR). Alternatively, a bank cheque for the amount, payable to “Christian Medical College Vellore Association” Account may be submitted.
Clinical Posting during Elective Programme:

The clinical posting will be organized by the respective departments. The posting will consist of outpatient clinics, ward rounds, bedside clinical teaching, academic sessions, lectures, and operation theatre. You may be permitted to work up patients under the supervision of the treating physician and permission of the patient. You will not be allowed to prescribe or perform procedures on patients.

Choosing Clinical Postings for Your Elective:

The elective programme is planned in a flexible way to ensure that you experience the range of clinical medicine that is itself practiced in India. We would advise you to choose your postings carefully at the application phase itself in order to ensure a good learning experience. The form for submitting your choice of clinical postings is given towards the end of this information sheet and is also available on-line, and may be downloaded for use. Alternatively, it will be sent to you from Principal's office on request.

The suggestions provided below give you details about departments and undergraduate curriculum schedule. This will help you choose your postings appropriately. We shall try as far as possible to provide postings that are suited to your learning needs. However, if the slot for a chosen clinical posting is not available during your elective period, we shall advise you to choose another posting from the available vacant slots.

We advise one posting under each of the following categories:

• A posting along with undergraduate students at Christian Medical College at your Corresponding academic level (between 1-4 weeks). To help you make your choice please refer to the Undergraduates MBBS clinical posting schedule at CMC, for the entire course (Pg.No.20-24).

• One or more clinical postings of your choice which need not be with medical students, (between 2-4 weeks) under departments / specialties of your choice.
B. VISITING OVERSEAS Allied Health Course Students:

For foreign students doing allied health courses (such as physiotherapy and occupational therapy & other courses), the process of application is simpler. Such students need to get in touch with the office of the Principal (princi@cmcvellore.ac.in), stating when they would like to visit. They will then be instructed on how to proceed.

Documents required

On your arrival, please submit 3 photocopies of your passport name page and visa page and 3 passport size photos to the Principal’s office.

Details of fees (for O.T. & P.T. & other courses Elective students):

The elective students need to pay a sum of Rs. 2000/- as registration fee & Rs. 2000/- per week or parts thereof as tuition fee. All fees are subject to change and the applicable fee at the time of the visit will be levied. The money has to be paid on arrival here in Rupees (INR). Alternatively, a bank cheque for the amount made payable to “Christian Medical College Vellore Association” account may be submitted.
C. **Visiting Overseas Nursing Students:**

Allow us to briefly walk you through our College so that you will get an idea about it before you visit us.

**The History of College of Nursing (CON)**

Training for Nursing students was initiated in 1907, which was upgraded to a Higher grade Training School in 1909. Till 1967 there was a Tutor course which was replaced by “B.Sc. for Trained Nurses” program.

In 1946 the first 4 year Baccalaureate/Degree program in the country was started and became affiliated to the Madras University. Since then; Post Basic Diploma Courses, Fellowship in Nursing, M.Sc. Nursing & PhD programmes are also being offered.

**The Structure of the College of Nursing:**

The Dean is the administrative and academic head of the College of Nursing. She is assisted by five Deputy Deans, each responsible for one of the following programmes:

1. M.Sc.
2. B.Sc.
3. PCBSC & Visitor Observers
4. Diploma
5. Post Diploma Courses

**Special features of the College of Nursing:**

The College of Nursing, has been recognized in 2000, by Government of India, as an "Institute of Excellence in India". The College conducts training programmes in Community Health Nursing, Midwifery Education and Development and Adult Nursing, sponsored by WHO at the regional level [South East Asia Region (SEAR)]. Trainees from different parts of India are sponsored by WHO to undergo training in Emergency and Trauma Nursing, which is a National Training Program. The College of Nursing has grown to meet the diverse health needs of people and its contribution in preparing quality health care personnel is significant. Recognizing this, the World Health Organization has designated the College of Nursing as a "WHO Collaborating Center" for Nursing and Midwifery Development, since 2003. The College has become a member of the "Global Network" for WHO Collaborating Centers. It is also certified as a study centre for National PhD Consortium by Indian Nursing Council and WHO. From 2005, the College of Nursing is offering Fellowship in Family Nurse Practice. Newer fellowships in Hematology Nursing and Respiratory Nursing are being offered from 2007. The College of Nursing is publishing a biannual registered national nursing journal titled "Indian Journal of Continuing Nursing Education" (IJCNE) since 2000.

**Types of visits possible to College of Nursing**

The students can come as a Visitor Observer to any Specialty in Nursing. The various specialties offer various types of services and learning experiences. As a Visitor Observer one can observe the nursing care and learn about the diseases which are found in developing countries. The different specialties include Medical, Surgical, Pediatrics, Psychiatry, Obstetrics & Gynecology, Emergency & Trauma, Neurology, and Cardiology, Cardiac-Thoracic, Respiratory, Burns, Rehab, Community Health, Mental Health and various other specialties.
The College of Nursing has a Nurse Managed Community Health Nursing Program since 1987 which is a unique feature where the nurses will deliver the health care services through home visits and clinics. This also provides opportunity to learn about the Indian Villages, their administrative set up, and also health care delivery system in rural and urban India.

As a Visitor Observer you will be able to visit the area of your interest and learn the various set-ups, care provided and the special procedures done in the particular area.

Requirements & step by step process for confirmation of visit:

You will have to write to the Dean, College of Nursing either through email or through regular post and let her know when you would be visiting the College of Nursing, the duration of your stay and the areas of interest and departments you would like to visit well ahead of time (at least 3-4 months).

You also need to intimate whether you need accommodation and for how long.

This will be forwarded to the Deputy Dean in charge of visiting students/visitors who will then request an acceptance from the concerned Departmental Head. Once the acceptance is obtained, this will be intimated to you for your confirmation. Subsequently a schedule will be drawn out by the Deputy Dean planning your programme. Once this programme is finalized no further changes will be entertained.

You are welcome to clarify any of your doubts during this time. Once your acceptance is confirmed, it will be difficult to make any changes in the schedule/in the planned programme.

Fees:

The elective students need to pay a sum of Rs. 2000/- as registration fee & Rs.2000/- per week or parts thereof as tuition fee. All fees are subject to change and the applicable fee at the time of the visit will be levied. The money has to be paid on arrival here in Rupees (INR). Alternatively, a bank cheque for the amount made payable to “Christian Medical College Vellore Association” account may be submitted.

Facilities available:

Library: The College is equipped with an excellent library with a large number of Medical and Nursing books and Journals. It also provides MEDLINE system for literature search and internet facilities. The Nursing students can also use other libraries both in the College and Hospital campus. wi-fi facility is also available in the library premises.

Computer Lab: The College also has a Computer Lab with thirty five Computers connected to internet facilities. Students utilize Computers for literature search for assignments and research studies. Similarly, other Computer Labs can be used by the nursing students situated in the College campus and the hospital campus.

Other information for students coming to College of Nursing, CMC:

The Nursing students when coming as Visitor Observer can use their own uniform which is used at the University Hospital.

The ethos of CMC could be different from where you are coming. So it would be appreciated if the visitors wear clothes that are modest and without unnecessary exposure.

The students coming to the College of Nursing will be under the Dean, College of Nursing. As a Visitor Observer the students are encouraged to visit the various departments of their choice to learn the functioning and will be able to interact with students and faculty. The visiting students can also learn
the Indian culture, interact with the patients and also learn various different illness/diseases processes that are seen commonly in the developing countries. The students will also pay a fees of Rs.2000/- (Indian money) per week. The accommodation for the students will be arranged at the Modale International Hostel through the Directorate, subject to availability.

Contact: The Dean, College of Nursing, CMC, Vellore, Tamilnadu, India. 632004;
For All Visiting Overseas Students:

Visa:

It is the responsibility of the student concerned to make sure he/she obtains an Indian Visa, valid for the period of his/her stay. You are required to apply for an appropriate visa. The rules and regulations pertaining to foreign nationals visiting India will apply to foreign students. Refer to http://india.gov.in/overseas/passport/foreigners_registration.php

All overseas guests need to fill out a form which has to be submitted along with a passport size photo and a photocopy of the visa to the local police station.

In certain circumstances, particularly if your visa lasts more than 6 months, you will also need to register with the Foreigners’ Registration Office at the Police Headquarters. This must be done within 14 days of arrival in India. Exit permission must also be obtained before leaving India. We can help you with the formalities, but it is your responsibility to ensure that you are properly registered.

Medical Students: After you arrive in Vellore, a photo copy of the visa should be submitted to Principal’s Office which will be forwarded to Ministry of External Affairs.

Travel:

Travel arrangements are to be made by the students themselves. If you require a taxi to pick you up at Chennai airport and bring you to Vellore, please tell us your travel plans well in advance, giving your date and time of arrival and other flight details, Mobile Numbers to the Principal’s office so that a taxi can be arranged to pick you up from the airport. The taxi driver will be waiting at the exit gate of the airport with a placard with your name on it. The taxi charges are about Rs. 1,800 (with A/c). This may change from time to time. You may pay the stipulated amount to taxi when you get to your destination at Vellore (the place where your accommodation is booked). Please ensure that you change your foreign currency into Indian rupees at Chennai airport itself.

Accommodation at Vellore:

For accommodation, please contact the Deputy Director, International affairs, Office of the Directorate, CMC (at the e-mail address dir.evo@cmcvellore.ac.in)