

KMCT COLLEGE OF ALLIED HEALTH SCIENCES

**PROSPECTUS FOR ADMISSION
TO
MASTER OF HOSPITAL
ADMINISTRATION (MHA)**

**COURSES
FOR THE ACADEMIC YEAR 2024 - 25**

Address

**KMCT College of Allied Health Sciences
Manassery- P.O, Mukkam, Kozhikode- 673602 Ph.No:0495-2296522**

I. ABOUT MANAGEMENT

Kunhitharuvai Memorial Charitable Trust popularly known as KMCT, is a trust established in 1999 to impart professional and higher education and vocational education to the people in Kerala. In a span of 24 years, KMCT has become the largest professional education group in Kerala.

II. ABOUT INSTITUTIONS UNDER THE TRUST

KMCT is running professional educational institutions in the field of medical, dental, ayurveda, nursing, pharmacy, paramedical, engineering, hotel management, management, law, arts & science and architecture.

III. MISSION STATEMENT

We strive to

Provide ethical, cost effective and state of the art healthcare services to remedy illness and improve patient care through compassionate healing and advanced research.

Create holistic development opportunities for students through interdisciplinary, comprehensive and progressive academic programs.

Cultivate an environment which is collaborative, open to exchange of ideas, and innovative in approach.

IV. VISION STATEMENT

To be one among the top institutions in the world in every aspect of education and research.

V. ABOUT KMCT COLLEGE OF ALLIED HEALTH SCIENCES

KMCT College of Allied Health Sciences is established in the year 2013 at Manassery,-P.O, Mukkam, Kozhikode, Kerala. The college is attached to KMCT Medical College Hospital which is a 700 bedded multispecialty tertiary level NABH accredited hospital. All the details are available in the website www.kmcthealthsciences.org. The college is affiliated to Kerala University of Health Sciences.

1. INTRODUCTION

This Prospectus contains rules and regulations applicable for selection and admission for the academic year 2024-25 to KMCT College of Allied Health Sciences, against 50% seats of sanctioned intake of Master of Hospital Administration (MHA) course including 15% NRI seats set apart for the dependents of Non Resident Indians

This prospectus is subject to modification/addition/deletion as may be deemed necessary by the college and subject to the Judgments of Honorable Courts of law

2. NUMBER OF SEATS AND DETAILS OF RESERVATION

The College is conducting allotment and admission to Master of Hospital Administration (MHA) are filled up by the authority course for 50% of the seats and remaining 50% of the seats are filled up by the authority designated by Government of Kerala as the college is intimated the willingness to share the seats. Out of the above, 15 % seats shall be filled up by the candidates from NRI quota and 15% of the seats shall be filled up by the candidates belonging to Muslim minority category as the institution has been granted minority status by the National Commission by the Minority Educational Institutions. The College is a Muslim minority institution.

The seat matrix and details of reservation of seats are as follows

	Category of Seats	Number of Seats
		Master of Hospital Administration
1	General Merit	4
4	Muslim minority category	3
5	NRI quota	3

If sufficient candidates are not available in the NRI category, such seats will be filled up by the candidates from Muslim minority category. If sufficient candidates are not available in the Muslim minority category, such seats will be filled up by the candidates from General merit. The institution has submitted application for letter of permission to Government and willing to share the seats with Government.

3. ELIGIBILITY FOR ADMISSION

Academic:

- (i) Candidates who have passed Higher Secondary Examination of the Board of Higher Secondary Education, Kerala, or examinations recognized as equivalent there to, as approved by Kerala University of Health Sciences Thrissur.
- (ii) Should have passed Higher Secondary examination conducted by Board of Higher Secondary Education, Kerala, or examination equivalent thereto as approved by Kerala University of Health Sciences, Thrissur. Should have separate minimum pass mark for Physics Chemistry and Biology and 50% marks in Physics, Chemistry and Biology put together.
- (iii) Students applying for admission should have studied English as a subject in Higher

Secondary level.

(iv) Master of Hospital Administration (MHA): As per the KUHS admission criteria, pass in any full-time regular degree with 50% marks from UGC recognized university

(i) Relaxation in marks:-

(a) Candidates belonging to SEBC (Socially and Educationally Backward Classes) in the State of Kerala with total annual family income up to Rs.8 lakhs will have relaxation of 5% marks. The Scheduled Caste and Scheduled Tribe candidates in the state of Kerala need only a pass in the qualifying examination.

(b) Those candidates claiming relaxation of marks shall produce necessary certificates from the authority concerned. There will be no reservation of seats for SEBC and or SC/ST candidates under Management quota.

(ii) Eligibility Certificates: Candidates who have passed their qualifying examination from places other than State of Kerala shall produce the certificate of recognition and equivalency of qualifying examination from KUHS Thrissur. This should be furnished at the time of interview for admission.

Age

(i) Applicants should have completed 17 years of age on the 31st December 2024. No relaxation of the minimum age will be allowed

(ii) Self attested copy of relevant page of school record namely SSLC/ICSE/CBSE/ certificate showing the date of birth / copy of birth certificate should be produced at the time of admission

4. HOW TO APPLY.

Application can be registered only online through a single application for all courses. The provision for applying online is available at the website www.kmcthealthsciences.org. Prospectus can also be downloaded from www.kmcthealthsciences.org. However, it will not be available by post. Submission of more than one application by a candidate will lead to rejection of the applications for the same course submitted subsequent to the first application. If the candidate needs to apply for more than one course, they can select the courses in the required field provided in the online application form.

Application Fee:

(i) The application fee will be Rs.1000/- for all candidates, payable through online. Application submission will be completed only after successful payment of Application fee through online. It is not required to pay application fee separately for each course.

(ii) If the payment is debited and you are not guided to the next stage please inform us to healthscience@kmct.org with your login details or email-id or mobile number, we will provide you the required help within 24Hrs.

(iii) Application fee once remitted will not be refunded in any circumstances.

Remittance of Application Fee and Submission of Application Form:

The candidates can get the instruction to make the payment and submission of application form in the link “**Admission to MHA**” on the website www.kmcthealthsciences.org. No need of submission of hardcopy of application

5. PREPARATION OF MERIT LIST

Merit list:

(a) The management quota seats will be filled from among the online applications on the basis of merit list prepared based on the marks obtained in the qualifying examination in the core subjects as mentioned in the eligibility criteria by following the reservation criteria as mention in clause 3.1 and 3.2 of this prospectus.

(b) NRI seats shall be filled up from qualified students as per G.O (MS) No.243/2014/HRFWD dated 6.08.2014 of Govt. of Kerala. The following original documents shall be submitted at the time of admission.

1. Sponsorship Certificate

2. Attested copy of the passport of the sponsor

3. The attested copy of the relevant page of the passport where Employment Visa is stamped and if it is not submitted the employment certificate duly attested by the Indian Embassy or consulate.

4. *Relationship Certificate from the Village Officer/Tahasildar

*Relationship with the sponsor should comply the Government order No.GO (MS) No.193/2013/H&FWD dtd.22.05.2013& KUHS Order No.2836/ACB/kuhs/2014,dated 12.06.2014

Resolution of tie while ranking: In the case of a tie in the total marks, the marks in Biology will count. If there is still a tie the marks in Chemistry and Physics will be counted. If a tie still exists, the age of the candidate will be taken into account, the elder will be preferred to the younger.

Validity of the merit list: The published merit list will be valid till 31-12-2023 or the date up to which the merit list shall be kept alive in terms of instruction/direction of competent authority.

Inclusion in the merit list will not entitle the applicant eligible for admission to the course, unless the applicant satisfy the rules regarding the eligibility for admission and other conditions as laid down in the Prospectus.

Furnishing of false information/particulars would result in the forfeiture of the candidature as well as cancellation of admission to the course, and in addition, will attract the relevant provisions of criminal law of the land.

6. SELECTION BY ALLOTMENT PROCESS

The allotment process for seats in KMCT College of Allied Health Sciences for which will be made as per the schedule included in the prospectus and allotments will be strictly based on the merit by following the reservation criteria as mention in clause 3.1 and 3.2 of this prospectus.

Muslim minority Quota: The selection of candidates to Muslim minority community will be based on the merit list prepared by the college. All right of claim for eligibility relaxation or community claim shall be sustained with the required documents at the time of admission.

If sufficient candidates are not available in the list of applicants, the vacant seats will be filled up from the eligible candidates as mentioned in clause No.3.1 and 3.2 through spot allotment.

7. ADMISSION & PAYMENT OF FEES

The selected candidates will be informed through website of the college. Selected candidates have to remit all the first year fees as mentioned in this prospectus at the time of admission itself. The fee can be paid by RTGS/NEFT/DD/Net banking/Online banking to the college account. If entire fee as mentioned above is not remitted within the time of admission, the application of the Candidate will be removed from the admission process.

Fees:-

Course	Tuition fee				Special fee			
	1 st year	2 nd year	3 rd year	4 th year	1 st year	2 nd year	3 rd year	4 th year
Master of Hospital Administration	150000	150000	-	-	30000	30000	-	-
Master of Hospital Administration - The tuition fee for the NRI seats – USD 3500								
Caution Deposit (Refundable after successful completion of course)	10000/-	-	-	-	-	-	-	-

All other fees due to statutory bodies as and when notified later by the College. All the students should be stayed in the hostel for entire duration of the course and all of them should pay the hostel fee as notified time to time. The fee mentioned above may be increased as per the revised orders of Hon'ble Court/ FRC if any

Selected Candidates should report for admission on the date as instructed in the website along with the following documents

- Aadhar card or any other identity proof as provided in the application.
- Mark list of the candidate at the qualifying examination.
- Pass Certificate of the candidate at the qualifying examination.
- Document (School Record, SSLC or equivalent) of the candidate to prove his/ her date of birth.
- Eligibility/equivalency certificate obtained from the Kerala University of Health Sciences by candidates who have passed the qualifying examination from authorities other than the State of Kerala / CBSE / ISCE.
- UG certificate for PG course
- A Physical Fitness Certificate in the prescribed format obtained from a Medical

Officer in Government Service not below the rank of Assistant Medical Officer.
- Course and conduct certificate from the institution last attended.
- Transfer certificate (TC) from the institution last attended.
- Document/ certificate required in proof of any benefit claimed in the application for reservation.

The candidates selected for NRI quota have to submit the following documents also along with the above documents

1. Sponsorship Certificate
2. copy of the passport of the sponsor attested by embassy
3. The embassy attested copy of the relevant page of the passport where Employment Visa is stamped and if it is not submitted the employment certificate duly attested by the Indian Embassy or consulate.
4. *Relationship Certificate from the Village Officer/Tahasildar

*Relationship with the sponsor should comply the Government order No.GO(MS) No.193/2013/H&FWD dtd.22.05.2013& KUHS Order No.2836/ACB/kuhs/2014,dated 12.06.2014

Selected candidates have to remit all the fees as mentioned above at the time of admission itself. The fee can be paid by RTGS/NEFT/DD/Net banking/Online banking. If the entire fee as mentioned above is not remitted within the time of admission, the application of the Candidate will be removed from the admission process.

All the students should pay their fees for the subsequent years on or before 31st August of the respective years.

8. If any candidate discontinues the course, after closing of admission as notified by the authority, the candidate has to pay the full fee of the remaining course (4 yrs). Claim, if any, for liquidated damages against any student shall be determined by appropriate proceedings before the competent forum/civil court.

9. SPECIAL INSTRUCTIONS.

- (i) Ragging: Ragging in any form is strictly prohibited in all member colleges. College is committed to abolish ragging in their campuses. Hence any student who indulges in any form of ragging will be subjected to penal action as per provisions of law. Also the student will be expelled from the college as detailed in the law concerned and as per Honorable Supreme Court of India directions in this regard.
- (ii) Use of Mobile Phone: Use of Mobile Phone by students are not allowed in the campus and hostel of college. Any violation of this prohibition will lead to stringent disciplinary action by the college authorities.
- (iii) Any other items not specifically covered in this prospectus will be decided by the Controller of admission.

10. REDRESSAL OF GRIEVANCES

Any grievances/complaints regarding selection and admission can be brought to the notice of Principal admissions within 48 hours of occurrence of the grievance. Email address for registering complaints: healthscience@kmct.org

11. UNDERTAKING REGARDING NONINVOLVEMENT IN RAGGING

Each candidate and parent has to sign the undertaking given below at the time of admission (asper the provisions of anti-ragging verdict by the Honorable Supreme Court).

I, Mr./Ms.Roll No. student of (course) KMCT College Of Allied Health Sciences do hereby undertake on this day..... the followingwith respect to above subject and Office Order No.....

- 1. That I have read and understood the directives of the Honorable Supreme Court of India on anti-ragging and the measures proposed to be taken in the above references. (Available at <http://www.antiragging.in/>)
- 2. That I understood the meaning of Ragging and know that the ragging in any form is a punishable offence and the same is banned by the Court of Law.
- 3. That I have not been found or charged for my involvement in any kind of ragging in the past. However, I undertake to face disciplinary action/legal proceedings including expulsion fromthe Institute if the above statement is found to be untrue or the facts are concealed, at any stagein future.
- 4. That I shall not resort to ragging in any form at any place and shall abide by the rules/laws prescribed by the Courts, Govt. of India and the Institute authorities for the purpose from time to time.

Name & Signature of Student

I hereby fully endorse the undertaking made by my child/ward.

Signature of Mother/Father and or Guardian

Name & Address

Witness:

1.

2.

Place:

Date:

12. TENTATIVE SCHEDULE OF ADMISSION

Issue of application	: 24-12-2024
Last date of Submission of Application	: 26-12-2024, 4 PM
Publication of rank list & First Allotment	: 27-12-2024, 5 PM
Date of Joining and Fee Remittance/	: 30-12-2024
Spot admission, if any	: 31-12-2024

If required, further allotments will be scheduled with the permission of Hon'ble AFRC and there will be a spot allotment for filling up the vacancy if any even after the above allotments. The dates of further allotments, spot allotment and closure of admission will be published later

The above dates may be changed by the institution subject to the approval of Admission Supervisory Committee.

Manassery
23-12-2024

Sd/-
Principal