

Masters in Hospital Administration (MHA) Course Entrance Examination 2022

K.G. MEDICAL UNIVERSITY, U.P., LUCKNOW Information Brochure



- Application form Available (Online) : 19th May 2022 (Thursday)
- Last Date of Application : 10th June 2022 (Friday)
- Admit card available online from : 14th June 2022 (Tuesday)
- Entrance Examination : 18th June 2022 (Saturday)
- Place of Examination : King George's Medical University UP.
Lucknow.
- Date of Result : To be announced on website

Website: www.kgmu.org

E-mail-eeckoekgmu@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

- Name of Examination :** Masters in Hospital Administration (MHA) Course Entrance Examination 2022
- Date & Time of the Examination :** 18th June 2022 (Saturday) at 02.30 PM to 04.00 PM
- Seats available:** Admission to MHA Course would be offered based on merit. Reservation of seats will be in accordance with KGMU / U.P. Govt norms:-

| Detail | UR | EWS | OBC | SC | ST | Total seats |
|-----------------|-----|-----|-----|-----|-----|-------------|
| % Category wise | 50% | 10% | 27% | 21% | 02% | 100% |

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

Number of Seats:

Sixty (60), as per All India Council for Technical Education (AICTE) norms.

4. Eligibility Criteria:

Graduates from relevant background i.e. MBBS, BDS, BUMS, BAMS, BHMS, Bachelor in Hospital Administration, with minimum 50% of marks.

Age of the applicant should be less than 35 years on the last date of submitting the application form.

5. Application and Fees Submission for Entrance Examination:

Application for the aforesaid examinations can be done 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.**

Applicants must create their login-id using his/her registered e-mail ids & mobile number.

The candidates can then login into the system through password provided by them after online verification of their personal email id to proceed for making online payment and application.

Examination fees are **INR 4000** for **Unreserved (UR) & OBC** candidates and **INR 3000** for **SC/ST** candidates.

Remittance of fees shall be done through **PAYMENT GATEWAY of Indian Bank** provided in the due process of **ONLINE application**. **Candidates can remit the fees using debit/credit card or through internet banking.** Once the remittance of fees is done then only the system will allow proceeding further and submitting the duly filled application form.

No application form shall be received by post.

The application form complete in all respect should be submitted up to **10th June 2022 (Friday)**. **Incomplete forms and the forms submitted after the due date shall not be accepted & will be rejected. No communication in this regard will be entertained under any circumstances.**

Candidates, who are employed, must submit their **No Objection certificate (Format Downloadable)** from their current employer if any. In case the candidate is selected for the course, he/she shall be given admission only if he/she have obtained the permission from his/her employer and the prior sanction of study leave for the entire duration of the MHA Course

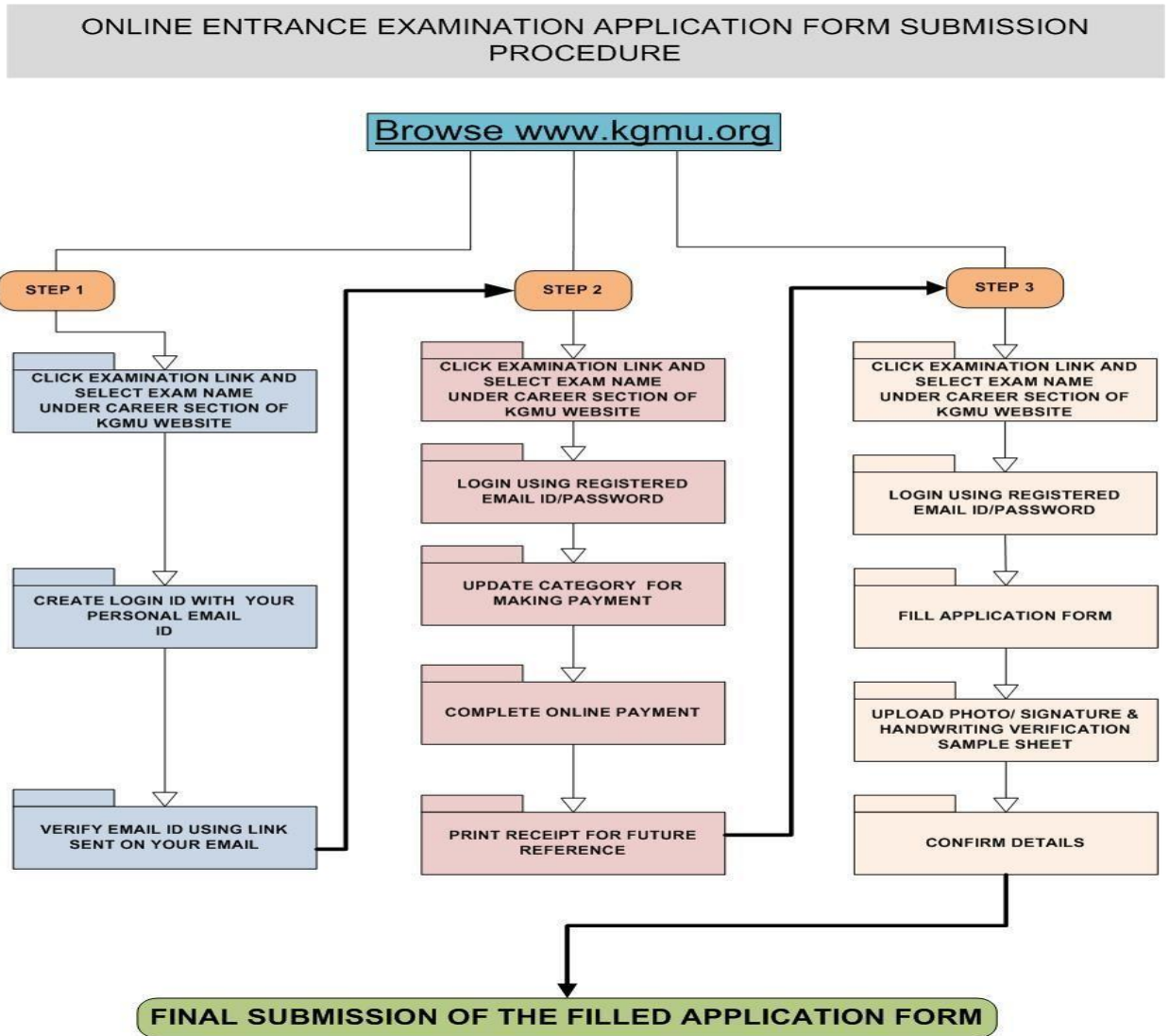
The candidate should ensure himself/herself about his/her eligibility for the course before filling of the application form.

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 for future reference.

The processing fee once received shall neither be refunded nor adjusted for subsequent examination.

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.



6. Admit cards:

Downloadable admit cards will be sent to the applicant candidates on their registered email ids. They can download their admit cards and take a print of it to be shown at examination venue. Admit card can also be obtained in person (in case of inability to download) from **14.06.2022 (Tuesday)** between 10:00 AM to 4:00 PM from office of Controller of Examination, Pariksha Bhawan (PHI), KG Medical University Lucknow on Payment of Rs.100/- or on the day of examination i.e. **18.06.2022 (Saturday)** from 9.00 am to 10.00 am.

7. Examinations:

Date: 18th June 2022

Time: 02:30 PM to 04:00 PM (1 hour 30 minutes)

Reporting time: 10.00 AM (60 minutes prior to commencement of Entrance examination)

Venue: As mentioned on the admit card.

Mode of Examination: MCQs (Objective/Multiple Choice response Questions) to be answered on Optical Mark reader Sheet (OMR sheet).

Number of questions: 100

Marks: Every single correct response will get **1.0 mark each**. **No Negative Markings** for incorrect response and/or more than one response.

7.7 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:

Date of declaration of results of Entrance Examination: **.To be declared on KGMU website**

Results will be declared on official website of King George's Medical University, Lucknow and on notice board of the Office of Controller of Examinations, Pariksha Bhawan, King George's Medical University, Lucknow

The merit list will be prepared of the entrance examinations. A combined merit list and category wise merit list will be drawn.

Candidates 4 times of the number of available seats will be called for interview category wise on the basis of merit of entrance examination.

Final merit list will be prepared by adding marks obtained in the entrance examination and the interview which will carry 20 marks

In case of tie the preference will be given in following order

Higher age (older)

In case the above two are equal then the selection will be done in Alphabetical order of the names of candidate.

9. About the Course:

Admission Procedure

Selection of candidates: It will be two-step process:-

Candidates matching eligibility criteria can apply for Master in Hospital Administration (MHA) course.

All candidate will have to appear for Entrance Examination to be conducted by KGMU. Those candidates who qualify Entrance Examination with minimum 50% marks for general category and 45% for reserved category will be eligible for appearing in counseling.

Examination passing criteria:

Course is spread in 4 semesters each of 6 months.

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.

9.3.3 It is compulsory to secure 50%marks in each paper individually and collectively to pass.

9.4.4 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.

He/she will be eligible to appear for Final/External Examination only after passing all semester.

Final Exam will be conducted after conclusion of semester IV, which will comprise of:

Case studies/Projects completed by students – 200 marks maximum @ 50 marks per case study.

Dissertation – 200 marks maximum.

Theory Exam – Four paper; one paper to represent each semester; 400 marks maximum @ 100 marks per semester.

Practical Examination and viva voice – 200 marks maximum.

Candidate can appear in Final/External Examination only after clearing all semester examinations completion of case studies and submission of dissertation.

- HOD Dept of Hospital administration
- External Expert
- ST/SC Faculty Member
- OBC Faculty Member
- VC Nominee

Duration of Program:

2 years Full Time.

The student upon successful completion of the course will be awarded “Master in Hospital Administration” from King George’s Medical University, Lucknow.

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.

Examination fee: as per University norms.

Miscellaneous: 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 min** duration and will start at **02:30 PM** sharp.
3. **Reporting time will be 01:30 PM 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 there is 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 on the 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.**

ADVISORY FOR CANDIDATES REGARDING COVID-19

1. Candidates need to maintain a space of at least 6 feet from each other at all the time. Queue manager/ropes and Floor Marks will be arranged outside the center, follow the instructions provided by the centre staff.
2. Room/Hall number will not be displayed outside the center to avoid any crowding at any one place in any situation.
3. On the exam day Candidate will carry on their own- a mask/ face shield, a pair of hand gloves, sanitizer (50ml) and drinking water in transparent bottles. It is mandatory for the candidate to wear a mask during the exam. Candidates will be required to sanitize hands by washing with soap or with Hand Sanitizer before entry in the Centre.
4. Do not bring prohibited items to exam such as textual material, printed or written matter or bits of paper, cellular phones and electronic gadgets of any kind or any other material except the admit card inside the examination hall as there are no arrangements available for the safe keeping of your belongings.
5. At the time of entry, the filled Undertaking of Admit card, and body temperature (using Thermo Guns) will be checked and centre staff will guide you to respective room/hall after contact free frisking and document verification. Candidates are required to strictly adhere to instructions provided by centre staff.
6. At the time of verification while matching of photo by the examination authorities, candidate have to put off their masks for better verification with staying at a distant place and after the same, have to put on the mask again.
7. If body temperature is higher than COVID-19 norms, candidate would be giving exam in separate room.

During Examination

1. Candidates can sanitize their hands with sanitizer available in the examination room/hall.
2. In order to stop chances of any UFM being used in the examination, candidate is expected to wear the freshly provided mask at the centre. The Candidate will be required to remove the mask worn by him/her from home, and use the mask provided at the centre in examination room.

After the Examination

1. On completion of exam, the candidates will be permitted to move out in an orderly manner, one candidate at a time. Please wait for instructions from invigilator and do not get up from your seat until advised.