



***GOVERNMENT OF KERALA***

***DIRECTORATE OF MEDICAL EDUCATION***

**PROSPECTUS**

**POST-GRADUATE DIPLOMA IN CLINICAL CHILD DEVELOPMENT (PGDCCD)**

**2007**

GOVERNMENT OF KERALA  
*DIRECTORATE OF MEDICAL EDUCATION*  
**PROSPECTUS FOR ADMISSION TO**  
**POST GRADUATE DIPLOMA IN CLINICAL CHILD DEVELOPMENT (DCCD), 2007**

*Conducted by*  
**Child Development Centre Society, Medical College Campus,**  
**Thiruvananthapuram.**  
**G.O(Rt)No.3133/07/H&FWD** **Dated: 10/09/2007**

*( Prospectus issued for earlier years are not valid )*

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**I. Course Offered :** Post Graduate Diploma in Clinical Child Development (DCCD) Course. As per the Government Order (MS) 76/94/H&FWD dated TVM 30-03-1994, a new course named Diploma in Clinical Child Development (DCCD) under the Director of Medical Education was started at the Child Development Centre to create a cadre of community trainers in Clinical Child Development for Prevention of Childhood Disability Programme.

**II. Eligibility for Admission**

- a) Candidates who have passed BSc Home Science Examination of the Universities of Kerala or equivalent Degree from other Universities, recognized by the Universities of Kerala are eligible for admission, provided that they have secured an aggregate of not less than 50% marks. Relaxation of 10% marks will be allowed to candidates of SC/ST.
- b) **Nativity :** Only Indian citizens of Kerala origin are eligible for admission to the courses mentioned in this prospectus. Candidates in order to prove that they are Indian citizens of Kerala origin have to produce any one of the following certificates.
- (i) Certificate from the Village Officer/ Tahsildar to show that he/she or his/her mother/father was born in Kerala.
- OR**
- (ii) A Certificate from the Village Officer/Tahsildar to the effect that the candidate has been a resident of Kerala State for a period of 7 years within a continuous period of 15 years.
- c) **Age :** The lower age limit will be 19 years and upper age limit will be 28 years as on 31-12-2007. The upper age limit is relaxable by six years in the case of SC/ST applicants. No relaxation of the minimum age limit shall be made on any account.

### III. Duration of the Course and Examination

#### Post Graduate Diploma in Clinical Child Development (DCCD):

Duration of the course will be two years. The Course of training will be conducted at Child Development Centre, Medical College Campus, Thiruvananthapuram. The course consists of 2 parts viz. Part - I and Part - II.

#### Part - I ( First Year )

*Paper - I Human Biology, Social & Behavioural Sciences, Community Health & Biostatistics.*

*Paper - II Nutrition, Growth & Development of Children & Adolescent, Women & Child Development.*

#### Part - II - ( Second Year )

*Paper - I Maternal Health & Normal & At risk new born, Neonatal follow-up programs.*

*Paper - II Early childcare & Education, Physical Therapy, Montessori pre school for children needing special care.*

Part - I examination will be conducted after one year of the course ( Theory only ) and Part - II examination will be conducted on completion of two years of the course with written, Practical and Project Viva. ***A minimum 50% marks separately for theory ( Paper I & II together ) and Practical including Project Viva is required for a pass in the Examination.*** Those who do not pass Part - I are not eligible to appear for Part II examination.

### IV. Fees

The course fee and such other fees will be collected by the Child Development Centre Society.

#### A. Course Fee

Tuition Fee	:	4,000 (Collected as Rs. 2,000 annually)
Miscellaneous Fee	:	300
Stationary Fee	:	200
Laboratory Fee	:	500
Caution Deposit	:	500

**Total : 5,500**

( Course fee including Caution Deposit be remitted at the time of Admission Rs.3,500 )

( Course fee to be remitted in the second year Rs. 2,000 )

**B. Examination Fee (For both Years)**

First Appearance	:	1,000
Mark list	:	200
Certificate fee	:	200
<b>Total</b>	:	<b>1,400</b>

Fee for supplementary Examination	:	1,500
Mark list	:	200
Certificate fee	:	200
<b>Total</b>	:	<b>1,900</b>

*Fee remitted ( except the caution deposit ) will not be refunded.*

The students has to pay the second instalment of fees at the rates noted above on the first working day of the 2<sup>nd</sup> year course of study. The Caution deposit in respect of courses will be refunded on successful completion of the course, after deducting dues if any towards breakage or damage of any CDC Society articles.

**V. Selection**

Admission to all seats shall be made on merit, based on the aggregate of marks secured by the candidates in B.Sc. Home Science examination.

- In case there is a tie in the total aggregate of marks in the B.Sc. Home Science examination, the candidate with higher marks for English examination in the B.Sc. Home Science examination will be ranked higher. If there is still a tie, the candidate who is older will be given higher ranking.
- If the seat reserved for SC/ST candidate remains unfilled that seats will be filled from the general merit candidates.

*Scheduled Castes/ Scheduled Tribes Quota* - The seats are specified under will be reserved for Scheduled Caste/ Scheduled Tribe candidates.

**Claim for Reservation under Scheduled Castes/ Scheduled Tribes Quota**

- a) Candidates claiming reservation under Scheduled Castes/ Scheduled Tribes quota should obtain the Caste/ Community Certificate from the Revenue Officer not below the rank of a Tahsildar, in the application form. The Christian converts who have subsequently embraced Hinduism should produce Caste/ Community Certificate in the proforma given in the application form. The following certificate should also be got recorded by the Revenue Official below the certificates. "The Certificate is issued after observing the guidelines issued in Government Circular No. 18421/E2/SC/ST/DD dated 15-12-1987".

- b) The applications for the reserved seats of Scheduled Castes/Scheduled Tribes candidates which do not contain SC/ST Certificates ( Community Certificate ) from the Tahsildar in the prescribed form provided on the body of the application will not be considered on any account for claiming community reservation against the seat reserved for SC/ST candidates - vide G.O.(MS) 31/90/SC/ST/DD dated 25-05-1990. The Community Certificates should clearly specify that the candidates himself/herself ( not the father or mother belongs to the Scheduled Caste/Tribes. The Community Certificates obtained earlier for other purposes will not be accepted. The candidates who are reconverted to Hinduism from Christianity of Scheduled Caste origin should produce Community Certificate from the Tahsildar concerned along with a copy of Gazette Notification regarding re-conversion.
- c) The claim for reservation under Scheduled Caste/Scheduled Tribes quota will also be subject to verification and clearance by the Screening committee constituted for the purpose by Government vide G.O.(MS) No. 23/89/SC/ST/DD dated 22-05-1989 and as authorised by section 6 of the Kerala (Scheduled Castes & Scheduled Tribes) Regulation of issue of Community Certificates Act - 1996 ( Act 11 of 1996 ).
- d) The SC/ST claims in respect of those who have migrated from one State to another will be subject to the provisions of G.O (MS) 10/86/SC/ST/DD dated 12-02-1986. Only the children of those who had migrated to this State before the promulgation of the Constitution (Scheduled Castes) Order 1950 and the constitution (Scheduled Tribes) Order 1950, and ordinarily reside in this State can claim SC/ST benefits from the State of Kerala. They must be able to prove this if required.
- e) Children of inter-caste marriage who claim reservation under SC/ST quota should produce the SC/ST Certificate from the Tahsildar concerned in the prescribed form provided on the body of the application form, in addition to the “Intercaste Marriage Certificate”. Their SC/ST claim will be subject to verification and clearance by the Screening Committee constituted by the Government vide G.O. (MS). 23/89/SC/ST/DD dated , 22-05-1989. The application of such candidates for the reserved seats of SC/ST Certificate from the Tahsildar concerned in the prescribed form provided in the body of the application will not be considered on any account (vide. G.O. (MS) 31/90/SC/ST/DD dated, 25-05-1990.). The Community Certificate should clearly specify that the candidate himself / herself (not the father / mother) belongs to the Scheduled Castes / Tribes. There is no separate reservation quota for the children born of Intercaste married Couples of whom one is a Scheduled Castes / Scheduled Tribe.

### **WARNING**

Those who produce false SC/ST Certificate for claiming reservation under SC/ST quota shall be liable for the penalties stipulated in Section 15 of the Act referred to in the clause ( c). Candidates and their guardians who make such applications are warned that in addition to prosecution they will have to suffer the following

consequences in case the SC/ST Certificate produced is found to be false and the candidate does not belong to any SC/ST Communities under Section 16 of the Act : “ 16- Benefits secured on the basis of false community certificates to be withdrawn.”

1. Whoever not being a person belonging to any of the Scheduled Tribes secured admission in any education institutions against a seat reserved for such castes or tribes or secures any appointment in the Government, Government undertakings, Local Authority or in any other Company or Corporation owned or controlled by the Government or in any aided institutions against a post reserved for such castes or tribes or enjoys any other benefits intended exclusively for such castes or tribes, by producing a false Community Certificate shall, on cancellation of the false Community Certificate, be removed by cancelling the irregular admission in the concerned educational institutions, or as the case may be removed from the said service forthwith and any benefit enjoyed by him as aforesaid shall be withdrawn forthwith.
2. Any amount paid to such person by Government or any other agency by way of scholarship, grant, allowance, stipend or any other financial benefit shall be recovered as if it is an arrear of public revenue due as land.
3. Any Degree, Diploma or any other educational qualifications acquired by such person after securing admission in any educational institution on the basis of a false community certificate shall also stand cancelled on cancellation of the community certificate obtained by him.

#### **VI. Total Number of Seats**

Total number of seats are 12 in number.

Merit - 11 ( Eleven )  
SC/ST - 01 ( One )

#### **VII. Application form**

Application forms can be had from the principals of Medical Colleges on payment of the prescribed application fee. The application fee is Rs.100/-. Applicants desiring to have the form sent to them by post should remit Rs.125/- by Money Order in the name of **Principal, Medical College** concerned. SC/ST candidates need remit only Rs.75/- in cash or Rs.100/- by money order.

#### **VIII. How and when to apply.**

Application form correctly filled in should reach the Director of Medical Education, Medical College P.O, Thiruvananthapuram - 695 011 on or before the last date fixed for the receipt of applications. A self-addressed envelope and post card should be enclosed with the application. The envelope should be superscribed “ **Application of Post Graduate Diploma in Clinical Child Development Course for the year 2007**”

*Note :* Late and defective applications will not be considered under any circumstances. No claim rising out of any belated furnishing of documents or details shall be entertained.

**IX.(a) Certificate to be provided along with the application form.**

- (1) True copy of the relevant pages of the S.S.L.C or equivalent certificate to prove the date of birth.
- (2) Attested copies of mark lists of qualifying examination in the case of candidates who have passed the examination.
- (3) Certificates relating to nativity in the body of the application form.
- (4) Certificate in support for any reservation claimed as specified in the Prospectus/Application form.
- (5) Inter-caste marriage who claim reservation under SC/ST quota should produce the Certificate from Tahsildar in the body of application form.
- (6) Attested copy of a recent photograph of the candidates (to be affixed in the Application form)

Documents or details furnished after the submission of the applications will not be entertained on any account.

**(b) The candidates should bring the following documents at the time of Interview.**

- (1) SSLC or equivalent certificate.
- (2) Original mark lists of the qualifying examination.
- (3) Original of certificates, the copies of which are enclosed with the application form.
- (4) Original receipt for the payment of fee for Application form.
- (5) One recent conduct certificate obtained within 6 months.

- (c)** The Director of Medical Education is entitled to refuse admission to those coming in the rank list published by the Directorate of Medical Education, if not satisfied with the correctness or genuineness of any certificates filed by the candidate along with the application. The DME shall have the right to verify the authenticity of certificates. Admissions are liable to be cancelled, if it is found later on, that certificates containing false particulars have been secured by fraudulent means. The aggrieved candidates shall have a right of appeal to the Director of Medical Education against the order. Appeal under this clause shall be preferred within 15 days from the date of the order appealed against.

**X. Validity to Rank list.**

The rank list published by the Director of Medical Education, Kerala will be valid for 3 months from the date of publication of rank list. Seats if any remaining vacant after this date will be considered as lapsed.

**XI. Allotment of Child Development Centre.**

Selected candidates will report to the Director, Child Development Centre Society, Medical College Campus, Thiruvananthapuram - 695 011, who will conduct the academic programme and communicate to the Director of Medical Education, regarding the progress, panel of instructors and examiners.

**XII. Date of joining.**

The selected candidates should report before the Director, Child Development Centre Society (CDC), Medical College Campus, Thiruvananthapuram- 695 011 on the date and time as directed by the Director of Medical Education in admission memo. No extension of time for joining the course will be granted under any circumstances. Failure to appear before the Director, CDC for admission on the date and time fixed will forfeit his/her selection to the course. The attendance will be calculated from the date of commencement of the course and not from the date of joining of the candidates.

**XIII. Medical Checkup.**

Candidates provisionally selected for admission to the course shall have to produce a medical certificate from a medical practitioner in Government service not below the rank of Assistant surgeon regarding his/her fitness to undergo the course. The decision of the Director of Medical Education in the matter of disqualification of candidates on medical grounds shall be final.

**XIV. Discipline**

Before admission, the selected candidates shall submit the declaration in the form duly signed by him/her and attested by his/her parent/guardian as the case may be. Admission shall be refused if this declaration is not produced.

**XV. Selected candidates shall have to find their own Boarding and Lodging facilities.**

XVI. This prospectus is subject to further modification /addition as may be considered necessary by the Government and shall be issued as executive orders, not notification. Notwithstanding anything contained in this prospectus, Government may at any time on their own volition or otherwise, after calling for the records of the case, amend or revise any order passed by a Subordinate authority.



## **XVII. Execution of Bond**

The applicants selected to the course shall have to execute a bond in Rs.50/- Kerala stamp paper at the time of admission to the effect that he/she shall pay to the Government, in the event of his/her interrupting or discontinuing the course at any time after one month from the date of admission to the course a sum of Rs.20,000/- (Rupees Twenty Thousand only) towards liquidated damages.

### **General Conditions Regarding Examination**

A minimum of 80% attendance is necessary for appearing for the examination.

A minimum of 50% marks separately for theory (Paper I & II together) and Practical including Project Viva is required for a pass in the examination and 70% marks separately for theory (Paper I & II together) and Practical including Project Viva is required for a pass in the examination in First Class and 80% marks separately for theory (Paper I & II together) and Practical including Project Viva is required for a pass in the examination in First Class with Distinction.

A pass in Part-I/Primary is necessary for appearing for Part-II/Final wherever it is applicable.

Mark lists and pass certificates will be issued within one month after publishing the result

In the case of additional students their pass certificate will be issued only after necessary verification.

There will be two examinations in a year, normally in April/May and September/October.

Those who are found eligible will be allowed to write the examination.

The applications for registration to the examination with requisite fee should be submitted to the Principal, Medical College through the Director, CDC.

Fee once remitted will not be refunded under any circumstances.

The Chairman, Board of examiners and the board have power to change the criteria regarding the examination as and when found necessary.

***Director of Medical Education***