

ARMY COLLEGE OF DENTAL SCIENCES



PROSPECTUS 2013

ACDS

ADMISSION TO MDS COURSE AT

ACDS SECUNDERABAD

CANDIDATES ARE REQUIRED TO SUBMIT THE APPLICATION FORM ALONGWITH COPY OF NEET APPLICATION FORM IMMEDIATELY AND SUBSEQUENTLY SUBMIT THE NEET MERIT CARD AFTER DECLARATION OF NEET RESULTS IMMEDIATELY WITHOUT FAIL

RAGGING IS FORBIDDEN AND IS A PUNISHABLE OFFENCE

ADDRESS TO BE CONTACTED

Army Welfare Educational Society (AWES)
Adjutant General's Branch
Integrated Headquarters of MOD (Army)
Building No 202, Shankar Vihar
Delhi Cantonment
New Delhi – 110 011.

Headquarters Southern Command (AWES)
C/O 56 APO

Headquarters Northern Command (AWES)
C/O 56 APO

Headquarters Eastern Command (AWES)
C/o 99 APO

Headquarters South Western Command (AWES)
C/O 56 APO

Headquarters Western Command (AWES)
C/o 56 APO

HQ ATNK & K Area (AWES)
Island Grounds
Chennai

Headquarters Andhra Sub Area (A)
Secunderabad – 500010

Army College of Dental Sciences
ACDS Nagar (Chennapur – CRPF Road)
Jai Jawahar Nagar (PO)
Secunderabad – 500 087.

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ATTACHED DOCUMENTS

1. Application Form with envelope
2. Certificates 1 to 8 and (Appendices applicable) (Formats Given in Prospectus)
3. Acknowledgement Card
4. Envelope for Call letter

ADDRESS FOR CORRESPONDENCE

ARMY COLLEGE OF DENTAL SCIENCES
 ACDS Nagar(Chennapur-CRPF Road),Jai Jawahar Nagar Post,
 Secunderabad – 500 087
 Phones :040 - 20080243 ; 20081759
 E-mail : army_c@rediffmail.com Website: www.armycods.in
 Headquarters Andhra Sub Area : (040) 27886208

Note :- Prospectus and Application Form are available at the ACDS/Command HQ (AWES)/ Army HQ (AWES), New Delhi. The same can be downloaded from the website; in which case the filled up Application Form has to be accompanied by draft for Rs 650/-. Cost of prospectus and Application Form Rs 650/- (By Hand) and Rs 700/- (By Registered post).

Lt Gen AK Singh, AVSM, SM,
VSM, ADC

- GOC – in – C
HQ Southern Command

- Patron in Chief

MANAGING COMMITTEE

Lt Gen VK Pillai, AVSM, SM

- GOC ATNK & K Area,
Chennai

- Patron

Brig Sunil B Bodhe

- Offg GOC, HQ Andhra Sub
Area, Secunderabad

- Offg Chairman

Brig Ajay Banarji

- Comdt MH
Secunderabad

- Member

Dr K Yellamma Bai

- Principal, ACDS
Secunderabad

- Member

Col Rajnish Kapoor

- Col 'A' HQ Andhra Sub Area,
Secunderabad

- Member

Col Kirpal Singh

- Registrar ACDS,
Secunderabad

- Member

GENERAL INFORMATION

THE COLLEGE

1. Army College of Dental Sciences, Secunderabad has been established under the aegis of Army Welfare Education Society as a Centre of Excellence for Dental education. The College has been recognised by the Dental Council of India and Ministry of Health & Family Welfare vide their Gazette No 23 dated 09 Jun 2007. It is affiliated to Dr N.T.R. University of Health Sciences, Vijayawada, Andhra Pradesh.

2. The Army College of Dental Sciences is a **Private, Un-Aided & Non-Minority Educational Institution.**

THE CAMPUS

3. **The campus is self-contained with hostel, sports facilities and other amenities.** The College has separate hostels for boys and girls and experienced wardens ensure efficient functioning. **Hostel is compulsory for all students** and students are not permitted to stay outside under own arrangement unless there is a paucity of accommodation in hostels. Lodging and messing expense will be borne by the students.

COURSE AND SEATS

4. (a) The College offers the course leading to award of degree of **Master of Dental Surgery** in (1) Prosthodontics & Crown & Bridge (2) Conservative Dentistry & Endodontics (3) Periodontics (4) Pedodontics (5) Orthodontics (6) Oral & Maxillofacial Surgery by Dr NTR University of Health Sciences, Andhra Pradesh, Vijayawada. The duration of the course is three years of active study. Number of seats for the current academic year is Twelve. Distribution of seats is as under:-

- | | | | |
|-----|---------------------------------------|-------|-----------------------------------|
| (a) | Prosthodontics & Crown and Bridge | - Two | (NEET – 01, AP STATE- 01) |
| (b) | Conservative Dentistry & Endodontics- | Two | |
| (c) | Periodontics | - Two | |
| (d) | Pedodontics & Preventive Dentistry | - Two | |
| (e) | Orthodontics | - Two | |
| (f) | Oral & Maxillofacial Surgery | - Two | |

(b) A candidate admitted into MDS course shall pass the examination within 4 years from the date of completion of the course. If he/she fails to pass the examination within the period specified above, he/she shall not be permitted to appear for the examination there after and qualify for the award of MDS degree.

ADMISSION CRITERIA

5. Admission to the first year of the M.D.S degree course at the Army College of Dental Sciences, Secunderabad will be on merit list of NEET PG-2013. ACDS has got a seat sharing matrix as per the Govt of A.P and the same will be implemented as per the guidelines of Govt. of A.P/Dr NTR UHS Vijayawada, A.P.
6. Candidates will be initially granted PROVISIONAL admission, which will be considered final on approval of eligibility by Dr NTR University of Health Sciences, Vijayawada, A.P.
7. The college management reserves its right to deny the admission to any student in the event the admission is found to be irregular or violating any rules and/or regulations framed under any statute or statutes.

ELIGIBILITY CRITERIA

8. **Eligibility For Admission To AWES Professional Colleges** -. The admission to ACDS is for the children of eligible serving Army Personnel, eligible ex Army personnel and wards of war widows/widows of Army. The children of following categories of Army personnel are eligible and they are required to submit the relevant certificates as given against the category applicable to them as proof of their eligibility for admission to ACDS alongwith the Application Form :-

- (a) The applicants must fall into one of the following categories : -
- (i) Children of serving Army personnel with minimum 10 years continuous service in the Army (**Submit Certificate No 1**).
 - (ii) Children of ex Army personnel granted/awarded regular pension, liberalized family pension, family pension or disability pension at the time of their superannuation, demise, discharge, release medical board/invalided medical board. This includes wards of recruits medically boarded and granted disability pension (**Submit Certificate No 1**).
 - (iii) Children of ex Army personnel who have taken discharge or released after ten years of service (**Submit Certificate No 1**).
- (b) **Adopted/Step children and children of Remarried Widows**
- (i) Adopted Child of Army personnel if adopted at least five years prior to seeking admission. (**Submit Certificate No .2**).
 - (ii) Step Children are eligible provided they are born from a wedding where at least one parent belonged to the Army who is other wise eligible. (**Submit Certificate No.2**)

(c) **Eligibility Criteria in Special Cases**

(i) **Eligibility Criteria for wards of Ex Army Medical Corps Officers/Army Dental Corps Officers presently serving with Indian Navy or Indian Air Force(IN/IAF).** Wards of only those ex Army medical officers/Army Dental Corps officers presently serving with Indian Navy or Indian Air Force who have served with the Army for at least 10 years (**Submit Certificate No.3**).

(ii) **Eligibility Criteria for Children of APS/MNS/TA Personnel (Submit Certificate No.3)**

(aa) Children of APS Personnel classified as ex servicemen as per Govt. of India, Ministry of Defence letter No 9 (52)/88D (Res) dated 19 Jul 1989.

(ab) Children of those APS personnel who are on deputation and who have put in 10 years of service in the Army.

(ac) Children of APS personnel, who are directly recruited into APS who have completed 10 years of service and of those who as per their terms and conditions of service, retired from APS without reversion to P&T Department after completing their minimum pensionable service of which 10 years was in the Army.

(ad) Children of only those members of MNS who have 10 years service as regular members of MNS or are in receipt of pension from the Army.

(ae) Children of only those TA Personnel who have completed 10 years of embodied service.

Additional Instruction For Candidates Seeking Admission In ACDS:- It is the responsibility of the candidates to ascertain whether they possess the requisite qualifications for admission. **Having been called for counseling does not mean approval of eligibility.** Final eligibility for admission will be decided by the ACDS at the time of counseling and also later during the scrutiny of documents by the concerned University. If a candidate is found to be ineligible at any time before or after the commencement of course, the college reserves the right to cancel his/her candidature without any refund of the fees/charges paid.

Note: - (1) The management reserves the right to include any other Eligibility criteria from time to time in addition to, as stated in item (a) to (c) above.

(2) The Pre-University certificates issued by Janardhan Rai Nagar, Rajasthan Vidyapeeth (Deemed) University, Rajasthan state is not valid.

(3) Mid course withdrawal will be permitted only after payment of full three years of tuition fee and Miscellaneous fee as per AWES, New Delhi letter No B/45710/R/AWES dated 03 Jan 2008.

9. Physical Fitness. The candidate should be certified by MH/Authorized Medical Attendant to be in a state of good physical and mental health to pursue the course. A certificate to this effect on the enclosed form (Certificate No 4) is required to be submitted by the candidate.

10. Educational Qualifications No candidate shall be allowed to be admitted to the Dental Curriculum of Master of Dental Surgery (MDS) course until he/she has passed qualifying examination as under:-

(a) The applicant for admission to the Post Graduate Degree in Dental Surgery must have a B.D.S. degree (Bachelor of Dental Surgery) of a University established or incorporated by or under a Central Act or a State Act or an equivalent qualification recognized by the Dental Council of India and must have permanent registration with any State Dental Council. The period of one year experience/ internship shall be calculated as on 31-03-2013.

(b) The candidate shall produce a certificate of Internship from the date of registration with any State Dental Council, either from an Institution or from a Registered Dental Practitioner

(c) The college from where the candidate has passed BDS must be a recognized college by the Dental Council of India.

(d) The students who are already admitted and studying MDS course are not eligible to appear for MDS admissions until they complete the course or discontinue the course by remitting the bond amount and stipend taken upto the date before submitting the Application Form and such candidates shall enclose the discontinuance certificate issued by the Principal to that effect alongwith the Application Form in the proforma appended to the Application Form as Annexure I

11. Ensuring Eligibility. Ensuring that a candidate fulfills all conditions/qualifications for eligibility in the MDS Course is the responsibility of the candidate. The eligibility of the candidate will be verified by the ACDS at the time of admission and also later during the scrutiny of documents by the concerned University. If a candidate is found to be ineligible at any stage during the entire process, the College reserves the right to cancel his/her candidature.

Note :- It is the responsibility of the candidates to ascertain whether they possess the requisite eligibility & qualifications for admission. Being called for counseling does not necessarily mean acceptance of eligibility. Final eligibility for admission will be decided by ACDS & Dr N.T.R.University of Health Sciences, Vijayawada, A.P.

SELECTION PROCEDURE

MODE OF SELECTION FOR ADMISSION

12. (a) The admission will be strictly on NEET merit ranking, based on marks obtained in NEET PG-2013.
- (b) The merit list will be prepared based on the aggregate marks obtained by the candidates in the NEET PG-2013.
- (c) In case of vacant seats due to certain candidates declining to join/not joining on due date, the vacancy created will be offered to the candidate next in merit and so on.

RELATIVE MERIT IN CASE OF EQUAL MARKS

13. In the case of candidates securing equal number of marks in NEETPG-2013, their relative merit will be reassessed, inter-se on the basis of the following order of preference:-
- (a) A candidate securing more aggregate marks in the concerned subject in BDS course.
- (b) Seniority in date of birth.

FILLING UP OF APPLICATION FORM

14. Application Form is enclosed in the envelope. Candidate must affix adequate postage for Registration charges failing which call letter will be dispatched by normal post only. Application Forms duly completed in all respects alongwith documents must reach Principal ACDS, Secunderabad within the dates specified below :-

- | | | |
|-----|--|--|
| (a) | Without late fee on or before | - 20 Feb 2013 |
| (b) | With late fee of Rs 300/- in favour of ACDS payable at Secunderabad A.P. | - on or before 25 Feb 2013.
(enclose DD for Rs 300/-) |

15. Candidates should fill in the Application Form very carefully. If the candidate knowingly furnishes false information, admission will be cancelled at any stage and fees paid will not be refunded. College is not responsible to write for clarifications on Application Forms wrongly filled/ documents found missing.

16. **Late Receipt and Caution on Courier Service.** ACDS will not accept Application Forms received later than 20 Feb 2013 without late fee. Condoning delay on account of postal strikes/lapses by courier services will not be done. Courier services are NOT effective in this area and SPEED POST is more reliable though, this too gets delayed sometimes. These must therefore be utilised only at the applicants' own risk.

DOCUMENTS REQUIRED

17. Application Forms must be accompanied by the documents indicated below :-
- (a) Xerox copy of NEET PG-2013 application form ,hall ticket (merit card of NEET PG-2013 Immediately after NEET results)
 - (b) Xerox copies of all memorandum of marks from First BDS to Final BDS.
 - (c) Xerox copy of Registration Certificate from the respective State Dental Council.
 - (d) Xerox copy of Internship certificate/Experience certificate.
 - (e) Xerox copy of original or provisional BDS certificate.
 - (f) Xerox copy of conduct and character certificate of the college from which graduated.
 - (g) Xerox copy of study certificate of BDS course.
 - (h) Discontinuance certificate issued by the concerned Principal, in case of the candidate already studying MDS course.
 - (j) Medical certificate
 - (k) Under taking by parents and students (As per Appendix `C') to be produced at the time of counseling only.
 - (l) Original Pension Payment order (To be produced at the time of counseling for scrutiny only)
 - (m) Parents and students should submit an undertaking that the students will not involve in ragging.
 - (n) Male candidates are required to submit an undertaking certificate that he is not employed in any Institution/ Organization and wholly dependent ward of serving/retired Army personnel.
 - (o) Candidates are required to submit an undertaking certificate that he/she is unmarried and is a dependent ward of serving/retired army personnel.
18. Copies of certificates attached to the admission form (whether Xerox or typewritten), should be attested by the Principal of the College / Gazetted Officer/ Special Executive Magistrate / Head Master of Secondary School or a Staff Member of a College not below the grade of lecturer.

NOTE : If there is any change in address after filling the Application Form, It is the responsibility of both parents and students to inform ACDS through to by post/ e- mail and to check with ACDS time to time regarding admit card, results and dates for counseling. ACDS is not responsible for the miscommunication due to the change in address of the candidate.

ADMISSION PROCESS

19. Counseling. Counselling will be on 15 Mar 2013 (Friday). Eligible candidates will be called in order of their merit in NEET PG-2013. Following **documents in original** are required to be produced by the candidates at the time of counseling:-

- (a) All original certificates mentioned in Para 17. The Originals will be returned to the candidate only after completion of the course.
- (b) Proof of eligible category as per Para 8 (Certificate as applicable).
- (c) Hall ticket and Merit card of NEET PG-2013.

20. If the candidates do not produce above mentioned documents at the time of counseling their candidature will be cancelled and no representation in this respect will be entertained. If at any point of time in the process of examination, selection or studies, the documents of the candidate are found to be false/not authentic or any other discrepancy is observed, the candidature/selection/admission of the candidate will be cancelled forthwith. **The presence of candidate is mandatory at the time of Counselling.**

21. No seats will be kept vacant for candidates higher in merit in waiting list if they fail to report on the date called for admission counseling. In case of vacant seat, owing to certain candidates declining to join /not joining on due date, the vacancy so created will be offered to the candidate next in merit and so on.

22. Provisional Admission. All admissions made by ACDS are provisional. An admission will be considered final only when the eligibility criteria are met and the admission of the candidate to the course is confirmed by the University. The rules and regulations of Dr NTR University of Health Sciences, Vijayawada (A.P) shall apply to all admissions.

FEES AND REFUNDS**FEES**

23.

(I) First Year

(a)	<u>Refundable security deposit</u>	: Rs 40,000/-
	(Interest free security deposit once at the time of admission, refundable after 3 years or on completion of the course)	
(b)	<u>Tuition Fee Allied charges</u>	
(i)	Tuition Fee (University fee)	: Rs 2, 80,000/-
(ii)	University Registration, Affiliation, Inspection, Processing fee, Admission fee, Equivalence fee)	: Rs 24,000/-
(iii)	Library & Annual Digital Library Subscription For Dr NTR UHS	: Rs 5000/-
(iv)	Building Maintenance	: Rs 4000/-
(v)	Sports Fund	: Rs 2000/-
(vi)	Transport Fund	: Rs 6000/-
(vii)	Equipment Maintenance	: Rs 6000/-
(viii)	Contingency Fund	: Rs 20000/-
(ix)	Electricity & Water	: Rs 8000/-
(x)	Hostel Fee (For 12 Months)	: Rs 26,000/-

TOTAL**Rs 4, 21,000/-**

Note : The above fees is for the first year of three years MDS course only. The college being a private, unaided, non-minority institution shall be entitled to vary the fees from time to time and year to year, and the fees varied from year to year shall be binding on the students seeking admission to the first year of three years MDS course.

(II). MODE OF PAYMENT**OPTION I : ONE TIME PAYMENT**

	Refundable Security Deposit	: Rs 40,000/-
(i)	Tuition Fee (University fee)	: Rs 2, 80,000/-
(ii)	University Registration, Affiliation, Inspection, Processing fee, Admission fee, Equivalence fee)	: Rs 24,000/-
(iii)	Library & Annual Digital Library Subscription For Dr NTR UHS	: Rs 5000/-
(iv)	Building Maintenance	: Rs 4000/-
(v)	Sports Fund	: Rs 2000/-
(vi)	Transport Fund	: Rs 6000/-
(vii)	Equipment Maintenance	: Rs 6000/-
(viii)	Contingency Fund	: Rs 20000/-
(ix)	Electricity & Water	: Rs 8000/-
(x)	Hostel Fee (For 12 Months)	: Rs 26,000/-

TOTAL**Rs 4, 21,000/-**

OPTION II : IN TWO INSTALLMENTS**(a) First installment (at time of Counseling)**

- (i) Refundable security deposit : Rs 40,000/-
- (ii) Tuition fee, University fee, Affiliation : Rs 3, 04,000/-
 Inspection, Admission fee Processing fee,
 Equivalence certificate fee

(b) Second installment (on or before 31 Aug 2013) : Rs 77,000/-

Note : - Separate Demand drafts for Rs 51,000/- and Rs 26,000/- each to be prepared.

(c) In addition to the above, fee for the following charges have to be Paid by the students on yearly basis :-

- (i) Messing Charges. Monthly messing will be approximately Rs 2100/- (approx Rs 70/- per day) or actual as quoted by the contractor. Payment for eleven (11) months (Rs 23100/-) has to be made in advance at the time of admission every year.
- (ii) Gymnasium. Gymnasium has been installed in the college campus for students. Gym charges for Rs 600/- per year (i.e Rs 50/- per month) to be charged to meet the expenditure (i.e. Security, attendants, Elect, Main and upkeep)
- (iii) AWES Insurance. AWES Insurance premium for Rs 100/- per year required to be paid by the candidate every year.

NOTE : All the payment refer at 23(c) (i) to (iii) have to be made in advance at the time of admission as well as every year by 01 Aug as a separate draft/cheque in favour of Army College of Dental Sciences payable at Secunderabad without fail.

NOTE : 1) FEES AND EXPENSES ARE SUBJECT TO REVISION WITHOUT NOTICE BY THE MANAGEMENT/UNIVERSITY AS AND WHEN REVISED BY THE COMPETENT AUTHORITY FROM TIME TO TIME. INCREASE OF FEES IF ANY WILL BE INTIMATED SEPARATELY AND WILL BE PAYABLE FOR THE ACADEMIC SESSION. (FEE QUOTED IS LOWER THAN PERMITTED FEE. AN INCREASE OF 20% PER YEAR SHOULD BE PLANNED).

REFUNDS

24. **Refund of Fees:** Rules regarding refund of fees will be as per AWES, New Delhi letter No B/45710/R/AWES dated 30 Dec 2008.

NOTE :- Refund of fee after taking admission to the course for the withdrawn candidates will only be paid after closure of admission i.e. after 30 Apr 2013.

(a) **Refund of Fees Before Commencement of the Course,** In case of withdrawal before commencement of the course, full fees less Rs 1000/- as processing charges will be refunded.

(b) **Refund of Fees after Commencement of the Course but before Last date of Admission if seat is filled by Another Candidate.** Refund of fees after commencement of the course but before last date of admission, if seat is filled by another candidate will be as under :-

- | | | |
|-------|---------------------------|--|
| (i) | Initial Registration fees | - Full Registration fees less Rs 1000/- processing charges. |
| (ii) | Admission fees | - To be refunded |
| (iii) | Security Deposit | - To be refunded in full. |
| (iv) | Tuition Fees | - As per actual, A single day of the month will be treated as a month. |
| (v) | Hostel Charges | - As per actual, A single day of the month will be treated as a month |
| (vi) | Messing Charges | - As per actual, A single day of the Month will be treated as a month. |
| (vii) | Other Charges | - As per actual, A single day of the month will be treated as a month. |

(c) **Refund of fees after commencement of the course if seat remains vacant.** Refund of fees after commencement of course in case seat is not filled by another candidate will be as under:-

- | | | |
|-------|---------------------------|--|
| (i) | Initial Registration fees | - No refund. |
| (ii) | Admission fees | - No refund. |
| (iii) | Security Deposit | - To be refunded. |
| (iv) | Tuition fees | - One year fee to be retained.
(Adjusted against security deposit) |
| (v) | Hostel Charges | - One year room rent to be charged. |
| (vi) | Messing | - As per actual. A single day of the month will be treated as a month. |
| (v) | Other Charges | - As per actual. A single day of the month will be treated as a month. |

(d) **Withdrawal of students After First Year/Subsequent Years.** If a student withdraws after first year or later due to any reason whatsoever, clearance certificate would only be given to him/her after ensuring the following:-

- | | | | |
|--------|-------------------------|---|--|
| (i) | Registration Fee | - | No Refund. |
| (ii) | Admission Fee | - | No Refund. |
| (iii) | Security Deposit | - | To be adjusted against tuition fee for balance period of the course. |
| (iv) | Student Association Fee | - | No Refund. |
| (v) | Tuition Fees | - | To be charged for complete duration of course. |
| (vi) | Hostel Charges | - | Room rent for complete duration of the course to be charged. |
| (vii) | Messing | - | As per actual. A single day of the month will be treated as a month. |
| (viii) | Other Charges | - | As per actual. A single day of the month will be treated as a month. |

ACCIDENT

25. The College authorities are taking all precautions for proper care of the students. However, the College will not be responsible for any unforeseen accident or death of the students during the training and stay at the College.

DISCIPLINE & SOCIAL BEHAVIOUR

26. (a) The discipline and good behavior of the students will be governed by the University and AWES regulations framed from time to time. The University empowers the College authorities to take disciplinary action including rustication of the students found indulging in any disciplinary act or Ragging. **Ragging in any form is banned and is punishable offence. (Refer Appx `D')**

(b) In keeping with our rich and diverse Indian Culture, boys & girls are expected to behave in a matured manner. Although interaction of Boys and girls in class rooms is considered healthy, during class hours, however walking together as couples and sitting together and moving in pairs in isolation in the campus after 1800hrs are not allowed.

ENQUIRIES

27. Queries on receipt of Application Form/non receipt of Call letter/result or any other information can be enquired from Academic Section/ C-WAT cell on Telephone Number **040-20081759, 20080243** or E-mail : **army_c@rediffmail.com**

LEGAL JURISDICTION

28. Any dispute regarding the terms and conditions of the admission, sale of prospectus, conduct of admission, course, fees, examination, attendance, pass marks, valuation of papers etc., concerning the Army College of Dental Sciences, Secunderabad shall be subject to the jurisdiction of the courts situated at Ranga Reddy District, Andhra Pradesh only.

APPEAL

29. Any student aggrieved by any order or orders passed by any authority or authorities of Army College of Dental Sciences shall be entitled to prefer an appeal before the Managing Committee represented by the Member Secretary and Registrar within a period of 30 days from the date of any such order and the Member Secretary shall place the appeal before the Managing Committee for passing appropriate orders. The Managing Committee presided by the Chairman may provide the right of hearing to the student or the parent and pass appropriate orders in the form of resolution and communicate the decision of the Managing Committee/ Appellate Authority. Unless and until the remedy of appeal is availed by the student/parent, the arbitration clause cannot be invoked. The Appellate Authority or Managing Committee shall have the jurisdiction to entertain appeal concerning any grievance of the student connected with payment of fees, disciplinary action taken by the college, punishment imposed in case of malpractice or any act of misconduct, attendance, pass marks, valuation of papers etc. Wherever the matter concerns the interpretation of rules, regulations, ordinances of Dr NTR University of Health Sciences or A.P. Universities Act, 1991 the Managing Committee/Appellate Authority shall have the right to direct the student(s)/parent(s) to Dr NTR University of Health Sciences or any other authority or authorities for the relief prayed for. The Appellate shall not pass any order or orders concerning any matters covered by the rules, regulations, ordinances, etc., to be interpreted by the University of Health Sciences.

AVAILABILITY OF APPLICATION FORMS CUM PROSPECTUS

30. The Prospectus/Application Forms for admission to the College are available at all command HQ and ACDS. Candidates are required to fill in their Application Forms and submit the forms completed in all respects to **Army College of Dental Sciences, Secunderabad.**

**IMPORTANT DATES FOR ADMISSION
FOR THE YEAR 2013**

1. Last date of Receipt of Application Forms by the College : 20 Feb 2013
2. Last Date of receipt of Application Form with late Fee of Rs 300/- : 25 Feb 2013
3. Publishing of list of candidates qualified to attend counseling in ACDS Website : 05 Mar 2013
4. Counseling of eligible candidates at ACDS Secunderabad:-
 - (i) First Counselling : 15 Mar 2013
(25 Merit candidates) (1000hrs onwards)
 - (ii) Second Counseling : 25 Mar 2013
(If vacancy exists after first counseling)
5. Physical Joining of selected candidates ACDS Secunderabad : 30 April 2013
6. Commencement of MDS Course at ACDS Secunderabad : 01 May 2013

CERTIFICATE—1**CHILDREN OF SERVING ARMY PERSONNEL HAVING 10 YEARS CONTINUOUS SERVICE IN THE ARMY, RETIRED/RELEASED/DISCHARGED AFTER 10 YEARS OF SERVICE/ KILLED IN ACTION/DIED DURING SERVICE/DISABLED IN ACTION/MEDICALLY BOARDED OUT WITH PENSION****(By OC Unit/ARMY Personnel Branch/DSS &A Board/ Record office)**

1. Certified that Mr/Miss _____ is son/daughter of No _____ Rank _____ Name _____ unit _____ who has 10 years of continuous service in the Army from _____ to _____.
2. Certified that Mr/Miss _____ is son/daughter of No _____ Rank _____ Name _____ who has been released/discharged from Army after 10 years of continuous service from _____ to _____.
3. Certified that Mr/Miss _____ is son/daughter of No _____ Rank _____ Name _____ who has been granted/awarded regular pension, liberalized family pension, family pension or disability pension at the time of his superannuation, demise discharge, release medical board/invalided medical board.
4. Certified that Mr/Miss _____ is son/daughter of No _____ Rank _____ Name _____ ex recruit No _____ name _____ who was medically boarded out and granted disability pension.

Place : OC Unit/Head of Department/
Records Office/DSS & A Board

Date : Name
Designation
Office Seal

Name and Signature of the Candidate _____.

Name and Signature of Parent _____.

Notes :

1. Strike out the portion which is not applicable.
2. If retired/ released with pensionary benefits. Attach certificate from pension paying authority.
3. If retired/released on medical grounds with disability pension, attach copy of medical board proceedings.
4. If released/ discharged after 10 years of service, attach copy of discharge certificate/release order.

CERTIFICATE- 2

STEP CHILDREN OF ARMY PERSONNEL WHO WERE BORN FROM WEDLOCK WHERE AT LEAST ONE PARENT BELONGED TO THE ARMY/ADOPTED CHILDREN OF ARMY PERSONNEL WHO HAVE BEEN ADOPTED ATLEAST 5 YEARS PRIOR TO COMMENCEMENT OF THE COURSE

(By Personnel Branch Army HQ/OC Unit)

1. Certified that Mr/Miss _____ is son/daughter of No_____ Rank_____ Name _____ unit_____ and he/she was born from wedlock where the father/mother belonged to Army and had served in the army for 10 years or is serving in the Army and has minimum 10 years of service.

2. Certified that Mr/Miss _____ is son/daughter of No_____ Rank_____ Name _____ who has 10 years of service in the Army and he/she was adopted on _____(5 years prior to commencement of course).

.....
Signature & No, Rank and Name of the Parent

Place : Signature of the Concerned
(OC Unit/Concerned Record Office)
Date : Name
Designation
Office Seal

Name and Signature of the Candidate_____.

Notes :

- 1. Attach copy of legal papers and Part II order of adoption of child.
- 2. Attach Certificate/Part II order of Birth and copy of kindred roll.

CERTIFICATE - 3

CHILDREN OF AMRY MEDICAL COPRS/AD CORPS OFFICERS SERVING IN AIRFORCE/NAVY MEDICAL ESTABLISHMENT/MNS/APS AND TA PERSONNEL

(By Parent, Countersignature by /OC Unit)

1. I, No _____ Rank _____ Name _____ Father/Mother of _____ certify that :-

(a) I am/was commissioned in Army Medical/Army Dental Corps and have /had not been seconded to Navy or Air force and have 10 years of service in the Army.

(b) I am/was commissioned in Army Medical/Army Dental Corps and have been transferred to Navy or Air force but I served in the Army for minimum 10 years.

(c) I am an APS Personnel on deputation who has put in more than 10 years of service in the Army from _____ to _____.

OR

(d) I am an APS Personnel directly recruited into APS and who is still serving in Army wef _____.

(e) I am a TA Personnel who is in receipt of pension/who and has put in more than 10 years of embodied service in TA from _____ to _____.

(f) I am MNS Personnel and who is in receipt of pension/who has put in more than 10 years of service as member of MNS.

Place :

Signature

Date :

Name, Designation and Unit

**CERTIFICATE
(BY OC UNIT)**

The facts in the above mentioned undertaking have been verified from official records and found correct.

Date :

OC Unit (for serving personnel)
DSS & A Bd (for retired personnel)
Name. Designation and Unit

Office Seal :

COUNTERSIGNED

Date :

(Concerned Staff Officer of Fmn HQs)
(for serving personnel)
DSS & A Board (for retired personnel)
Name and Designation

Office Seal :

Name and Signature of the Candidate.....

1. Strike out the portion/para not applicable.
2. Relevant documents of service records.

CERTIFICATE – 4**MEDICAL FITNESS****(By OC MH/ AUTH MEDICAL ATTENDANT)**

It is certified that I have carefully examined Mr/Miss _____
 age _____ son/daughter of _____ and further
 certify that he/she has good physical and mental health and free from any disability likely to
 Interfere in his/her undergoing _____ Course. He/She
 has no abnormality in the heart and lungs and history of mental disease or epileptic fits. His/her
 major test results are as under :-

- (a) Height : _____ cms
 (b) Weight : _____ cms
 (c) Chest : _____ cms Expanded _____
 (d) Vision :- Better Eye Worst Eye
 (i) Distance Vision
 (corrected)
 (ii) Near Vision
 (Corrected)
 (e) Hearing : Left Ear _____ Right Ear _____
 (f) Blood Group.

Place :

Date :

Signature of OC MH/

Auth Med Attendant

Head of Department

Name

Designation

Office Seal

CERTIFICATE – 5

CHILDREN OF DECORATED ARMY PERSONNEL
(By AG’s Branch, Army HQ/Records Office/DSS & A Board)

It is certified that Mr/Miss _____ is son/daughter of
No _____ Rank _____ Name _____ serving/
retired Army in _____, has been awarded _____ for
Gallant action in _____ yr _____ in _____ operation.

OC/Head of Department
Records Office/DSS & A Board
Name.....
Designation.....
Office seal

Note: Strike out which ever is not applicable. Please attach a xerox copy of the certificate/part II order duly attested. Certificate without proof will not be entertained. Candidate has to forward proof alongwith Application Form.

.....

CERTIFICATE – 6

WAR WIDOWS
(By Army HQ AG’s Br/Respective record Office)

It is certified that Ms _____ was widow of late
No _____ Rank _____ Name _____ of
Unit (give last unit) _____ and late Mr _____ has
been expired as a result of _____

Signature of the candidate

Place :

Date :

Signature of OC Unit/
Concerned Record Office

Name
Designation
Office Seal

CERTIFICATE – 7

UNDERTAKING BY PARENT/GUARDIAN

1. I, _____ F/o / M/o /G/o _____, have carefully read and fully understood the law prohibiting ragging and the directions of the Hon'ble Supreme Court and the Central/State Government in this regard as well as the DCI Regulations on Curbing the Menace of Ragging in Dental Colleges, 2009.
2. I assure you that my son/daughter/ward will not indulge in any act of ragging.
3. I hereby agree that if he/she is found guilty of any aspect of ragging, he/she may be punished as per the provisions of the DCI/ Dr NTR UHS Regulations mentioned above and/or as per the law in force.

Signed this _____ day of _____ month of _____ year

Name :

Address:

Signature:

CERTIFICATE – 8**UNDERTAKING BY CANDIDATE/STUDENT**

1. I, _____ S/o. D/o _____, of

Mr/Mrs/Ms _____ have carefully read and fully understood the law prohibiting ragging and the directions of the Hon'ble Supreme Court and the Central/State Government in this regard.

2. I have received a copy of the DCI Regulations on curbing the Menace of Ragging in Dental Colleges, 2009, and have carefully gone through it.

3. I here by undertake that

- I will not indulge in any behavior or act that may come under the definition of ragging,
- I will not participate in or abet or propagate ragging in any form,
- I will not hurt anyone physically or psychologically or cause any other harm.

4. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the DCI/ Dr NTR UHS, Regulations mentioned above and/or as per the law in force.

5. I hereby affirm that I have not been expelled or debarred from admission by any Institution.

Signed this _____ day of _____ month of _____ year

(To be attached for those student who have a GAP after BDS Course)

Note ; Affidavit should be in the name of candidate.

<p>To be made On Rs 20/- Stamp Paper</p>

AFFIDAVIT FOR GAP CERTIFICATE

1. I _____ S/o / D/o _____ age _____
Resident of _____ hereby state on solemn affirmation as under.
2. That I have passed BDS course from _____ during the year _____
3. During the year _____ till today i.e, _____ I have not taken any admission in any College/University.
4. Whatever stated above is true and correct to the best of my knowledge and belief and I have concealed nothing.
5. I fully understand that in case the information provided above by me is found to be wrong on any later date, my admission to ACDS at any stage is liable to be cancelled.

NAME

ADDRESS

SIGNATURE

WITNESSES

- 1.
- 2.

Appendix `C`
(Refer to Para 17 (k) of
Prospectus)

UNDER TAKING BY PARENTS AND STUDENT

1. I.....Parent/Legal Guardian of....., and my ward Shri/Smt....., jointly seek admission into Army College of Dental Sciences for Shri/Smt....., accepting the fees as prescribed in this prospectus and that the change of fees varies from year to year and that no dispute raised regarding the change of fees after the admission is sought by the student.

(TO BE EXECUTED ON Rs 10/- NON JUDICIAL STAMP PAPER NOTARISED BY A PUBLIC NOTARY).

“TO BE PRODUCED AT THE TIME OF COUNSELLING”

CHECK LIST FOR ADMISSION TO MDS COURSE 2013 AT ACDS

From

Name in full _____

Address _____

Telephone No _____

(Give STD Code also)

E-Mail _____

To

The Principal
Army College of Dental Sciences
ACDS Nagar (Chennapur – CRPF Road)
Jai Jawaharnagar Post
Secunderabad 500 087.

This is to certify that the following documents are enclosed herewith (tick against each):-

Ser	Enclosures	To be checked by the candidate	To be filled in by ACDS
1.	Duly filled ACDS Application Form bearing machine No		
2.	Envelope for call letter		
3.	Acknowledgement card		
4.	Proof of age as it appears in the mark sheet of SSC/Class X or equivalent examination		
5.	Final Year BDS Mark Sheet		
6.	BDS degree/Provisional Certificate		
7.	Compulsory Rotatory Internship Certificate		
8.	DCI Registration		
9.	Address for correspondence Appx `A`		
10.	Gap affidavit (As per Appx `B`)		
11.	For children of decorated Army Personnel (Certificate No 5)		
12.	As applicable one or more of the certificates (Certificate 1 to 8) mention certificate(s) No		
13.	Copy of Hall ticket of NEET PG-2013		
14.	Copy of Merit card of NEET PG-2013		

Place :

Date :

Yours faithfully,

Signature of the candidate

Appendix `D`
(Refers to para 26 (a) of Prospectus)

DISCIPLINE

1. The college maintains a very high degree of discipline. Some important circumstances under which admission can be cancelled by the management are:-

- (a) Not having 80% attendance in theory and 80% attendance in practicals.
- (b) Any breach of rules/ regulations promulgated by Dr NTR University of Health Sciences.
- (c) Non payment of fees within stipulated period.
- (d) Raising any issues contrary to the agreed terms and conditions under the prospectus.
- (e) Any breach of Undertaking given.

2. Admission of student who is involved in the following disciplinary grounds can be cancelled by the management:-

- (a) "Ragging is not allowed in the college. Students accused of ragging and found guilty after due investigation, would be expelled from the college".
- (b) Punishable offence under any statute in force including drug abuse.
- (c) Inciting any communal or religious disharmony.
- (d) Any activity which can affect the academic atmosphere.
- (e) Any malpractice in Internal Examinations conducted by the college not covered by malpractice statute of Dr NTR University of Health Sciences.
- (f) Any other breach of code of conduct of AWES Institution.

3. It is the responsibility of both parents and students to provide correct residential/Postal address, e-mail and contact numbers of parents and local guardians.

RAGGING IS STRICTLY PROHIBITED

ANNEXURE – I**DISCONTINUANCE CERTIFICATE**

This is to certify that _____ P.G. student in _____ of the
academic year _____ admitted on _____ has discontinued the course
on _____ by paying the bond amount of Rs50,000/- through Demand draft through
Challan No /DD No _____ and date _____.

College Seal

Date :

Signature of Principal with Seal

PROSPECTUS 2013

ACDS

ADMISSION TO MDS COURSE AT

ACDS SECUNDERABAD

**CANDIDATES ARE REQUIRED TO SUBMIT
THE APPLICATION FORM ALONGWITH COPY
OF NEET APPLICATION FORM IMMEDIATELY
AND SUBSEQUENTLY SUBMIT THE NEET
MERIT CARD AFTER DECLARATION OF NEET
RESULTS IMMEDIATELY WITHOUT FAIL**

**RAGGING IS FORBIDDEN AND IS A PUNISHABLE
OFFENCE**