

## **Guidelines for Short-Term/Long-Term Training**

(A) **SHORT-TERM TRAINING** ( upto period of 3 months) or **LONG-TERM TRAINING** (more than 3 months)

1. Training will be provided to the candidates recommended by the Government/Autonomous Bodies or Institutions/Public Health Sector Organizations/ approved statutory councils/ commissions and Government.
2. **Training Fee:** A fee of Rs. 2,000/- for Short Term Training and Rs. 5,000/- for Long Term Training will be charged from the trainees (Indian citizens) in advance for the selected duration.
3. The training is arranged in consultation with the respective department/ discipline and the time and period of training is decided mutually by the Department/discipline and candidate who is to be trained. **This training does not lead to the award of any degree/diploma.**
4. The Training will be done in any Department as per the consent of concerned HOD and with the approval of the concerned Dean.
5. Due to shortage of hostel accommodation, a candidate coming to the University for short-term and long-term training has to make his/her own arrangements for stay. **The University does not provide any hostel accommodation.**
6. The candidates desirous to undergo training at this University shall be required to submit their CV (Curriculum Vitae) along with application (in prescribed format- Annexure-I) & photocopies of certificates/testimonials for evaluation by the concerned Dean of the Faculty.
7. Application of the candidate will be entertained/ processed on first come first basis.
8. An in-service employee(s) / trainee(s) has to apply for Short/Long-Term Training along with his / her complete CV (Curriculum Vitae), with attested photocopies of degree / certificates of academic qualifications routed through proper channel from the Concerned University / Institution / Organization.
9. All Correspondence should be addressed to the concerned **Dean, Faculty of Medicine/Dental Sciences/ Paramedical Sciences/ Nursing/ Pharmacy, Uttar Pradesh University of Medical Sciences, Saifai, Etawah – 206 130.**
10. At least, a minimum of 3 – 4 weeks time may be given to enable this office to process the papers and to complete their formalities/ granting of official permission by the competent authority.
11. The trainees shall work under the supervision of the concerned nodal officer of the concerned Department. On the completion of the training a completion report & No Dues will be sent by the Nodal Officer through the concerned HOD to the concerned Dean on prescribed format (in prescribed format- Annexure-II).

12. After receiving the training completion cum No-dues certificate, the Final Training Completion Certificate will be issued to the trainee(s) by the concerned Dean.

## **Guidelines for Internship (External students)**

### **(B) INTERNSHIP of 6 months or 1 year duration (EXTERNAL STUDENTS)**

1. Candidate must be an Indian national.
2. Candidate must be eligible for the said internship (as a part of their Diploma/Degree/Course/Program/Curriculum) from UGC or Central/State statutory body approved University/ Institute.
3. The Internship will be done in any Department as per the consent of concerned HOD and with the approval of the concerned Dean.
4. The candidates desirous of Internship at this University shall be required to submit their CV (Curriculum Vitae) along with application (in prescribed format- Annexure-I) & photocopies of certificates/testimonials **through** Dean/ Principal/ competent authority of the Concerned University / Institution / Organization for evaluation by the respective Dean of the Faculties.
5. Application of the candidate will be entertained/ processed on first come first basis.
6. All Correspondence should be addressed to the concerned **Dean, Faculty of Medicine/Dental Sciences/ Paramedical Sciences/ Nursing/ Pharmacy, Uttar Pradesh University of Medical Sciences, Saifai, Etawah – 206 130.**
7. The non-refundable **internship fee** of Rs 5,000/- for the selected duration (6months or 12 months) of the internship to be made in advance.
8. Due to shortage of hostel accommodation, a candidate coming to the University for Short-Term Training (**Internship**) has to make his/her own arrangements for stay. **The University does not provide any hostel accommodation.**
9. No stipend to be paid during the internship period.
10. Leave rules: 1 day per month basis leave is permitted to the interns during the entire internship duration.
11. The candidates should abide by the University Rules (As applicable to the UG students of the University).
12. The interns shall work under the supervision of the concerned HOD of the concerned Department. On the completion of the internship a completion report & No Dues will be sent by the concerned HOD to the concerned Dean on prescribed format (in prescribed format- Annexure-II).
13. After receiving the Internship completion cum No-dues certificate, the Final Internship Completion Certificate will be issued to the intern by the concerned Dean.