

All India Institute of Medical Sciences Bathinda

Application Form for Externship/Internship/Training

AIIMS/BTI/DEAN/

Dated: _____

Subject : Application for (Please ✓ one only)	Short-Term Training (Up to 3 months only)#			Long-Term Training (Up to 6 months only)#		
Name of the Department where you want training:						

Duration will depend upon availability

1. Name (in Capital Letters) :
2. Father's Name :
3. Date of Birth :
4. Permanent Address

5. Correspondence Address :

6. Mobile No. /Fax No. :

7. Email ID :

8. Citizenship :

9. Academic Qualification(Graduate/Post Graduate):
(With Details)

Graduation	Name of the Institute	Year of Passing	Attempt
Post-Graduation	Name of the Institute	Year of Passing	Attempt

10. Sponsored by (Please ✓ one only): University/College/Hospital/Institution/ Defence Personnel

11. Sponsoring Authority Name:

12. Sponsoring Authority Status:

(Like Government, Semi-Government, Autonomous, Public Health Sector Organization, MCI /DCI / NCI approved etc.)

13. Working Experience (if any) :

14. If Employed/Working :

(Name of Current Post / Designation Held & Date of Joining the Post)

15. Working as Regular / Temporary / Ad-hoc / Contract / Practitioner:

16. Specific Period & Dates of Training:

(Period/Duration of Training (in months), Start & End Dates of Training)

17. Discipline/Department:

(Name of the Department in which training is required – only one department name is to be specified)

DECLARATION: I do hereby declare that the information furnished above is true and correct to the best of my knowledge and I shall abide by the rules and regulation of the AIIMS Bathinda.

SIGNATURE OF THE APPLICANT

Sponsoring Authority (With Seal)

N.B. Please affix the following with the application form:

- i) Sponsoring Authority letter in Original.
- ii) Attested copies of all Certificates/Testimonials.

(The candidate, is advised to fill up each & every column of the application form & read the instructions/guidelines carefully before filling up the form)

INCOMPLETE APPLICATIONS WILL BE REJECTED STRAIGHTAWAY

**Submit a write up (of not more than 300 words)
defining objectives of this training and your expectations from this training.**

Date:
Place:

Signature of the Applicant
Name:

Comments of the HOD (AIIMS Bathinda):

Date:
Place:

Signature of the HOD
Name & Stamp

Guidelines for Internship/Externship

(Short-Term Internship/Externship Up to a Period of Three Months and Long-Term Internship/Externship up to a period of Six Months.)

1. Short-Term/ Long-term Internship/Externship can be provided to the candidates sponsored by the Government Institutions/Autonomous Bodies (Government Funded) /Defence Services/Institute who have done MoU with AIIMS Bathinda only in similar line with other AIIMS like AIIMS Rishikesh.
2. The students of the NMC recognized private medical colleges and deemed to be universities may also be allowed to undergo externship, with the approval of competent authority.
3. The Short-term/ Long-term Internship/Externship will not be allowed to the private practitioners.
4. Candidates who are pursuing post-graduation /Ph.D. or any other degree in other institutions will not be allowed to do any Project Work / Thesis Work / Research Study/ Dissertation / Clinical Posting (which is part of their Degree/Course/Curriculum) in AIIMS, Bathinda.
5. The training can be 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.
6. No remuneration in any form will be given to the applicant.
7. Fee: Indian nationals, trainees from SAARC countries and from low income developing countries will be charged training fee of Rs. 5000 per month. A fee in Indian Rupees equivalent to US \$60 (Approximately) per month will be charged from the foreign nationals/citizens. However, the candidates sponsored by the Defence Services and the institute having MoU with AIIMS Bathinda will not be charged any fee.
8. Presence of Short-Term/Long-Term internship/externship in a particular department should not affect the training of postgraduates/ residents in the department.
9. All trainees will be treated as Observers and will not be allowed hands on training/clinical work.
10. Only the Academic Section will issue certificate of Short-term/Long-term Internship/Externship. Department will not issue any certificate to this effect.

11. The candidate has to sign an undertaking at the time of commencement of his/her Internship/Externship regarding his/ her conduct and role and responsibilities during the Internship/Externship. The candidate also has to sign an undertaking before joining that he will not use this Internship/Externship for advertisement on letter head, visiting card, name plate etc.

12. Due to shortage of hostel accommodation, a candidate coming to the Institute for short term and long term training has to make his/her own arrangements for stay. The Institute does not provide any hostel accommodation.

13. Foreign Nationals should have a Valid Travel Visa and a Valid Travel Medical Insurance. The visit of foreign nationals is subject to clearance from Ministry of External Affairs and only once they receive a confirmed letter of dates from Academic Section should they report to AIIMS, Bathinda.

14. The candidates desirous of Internship/Externship training at this Institute shall be required to submit their bio-data along with photocopies of certificates/testimonials for evaluation by the respective Head of the Departments. Candidates are also supposed to submit a write up (of not more than 300 words) defining objectives of his/her training and his/her expectations from this training along with the application. The application will be processed further by Academic Section if the Head of the Department accepts the candidates for such training.

15. Candidates have to submit their applications routed through proper channel (i.e. from the appointing authority, the Administration / Through Headquarter/ Dean, Principal, Vice Chancellor of the Concerned University / Institution / Organization – Sponsoring Authority's letter in Original is required). **The sponsoring authority letter must consist a clear aim of the training, Name of the department in which training is required and expected learning outcomes.** All Correspondence should be addressed to the Dean (Academics), All India Institute of Medical Sciences, Bathinda. The grant of the Internship/Externship will be at the discretion of the competent authority.

16. Application(s) forwarded by the Head of the Department(s) / Self Sponsored Candidate(s) will not be considered.

17. The dates of Internship/Externship should be mutually agreed upon by the candidate & department.

18. At least, a minimum of 3–4 weeks' time is mandatory to enable this office to process the papers and to complete the related formalities/official permission from the AIIMS Bathinda authorities. Candidates are advised to report to AIIMS Bathinda only when they receive

communication from AIIMS Bathinda regarding the approval of dates of Internship/Externship.

19. The candidate should follow the rules of AIIMS Bathinda during the Internship/Externship failing to which Internship/Externship of the candidate may be terminated without giving any prior notice (in no circumstance, fee will be refunded) and disciplinary action may be taken against the candidate.

20. A meeting regarding the approval of the Internship/Externship training will be conducted once in a month or as per the priority of the case.

Dean Academics
AIIMS Bathinda