



# All India Institute of Medical Sciences Bathinda

## Application Form for Observership/Training

AIIMS/BTI/DEAN/2023/No. \_\_\_\_\_

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

Paste your recent  
passport picture

Graduation	Name of the Institute	Year of Passing	Attempt
Postgraduation	Name of 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.

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**(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:**

**Date:**  
**Place:**

**SIGNATURE OF THE HOD**  
**Name & Stamp**

## Guidelines for Observership

### (Short-Term Observership Up to a Period of Three Months and Long-Term Observership up to a period of Six months.)

1. Short-Term/ Long-term observership will 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. The faculty of MCI recognized private medical colleges may also be allowed to undergo Short-Term/Long-Term observership.
2. The Short-term/ Long-term Observership will not be allowed to the private practitioners.
3. 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.
4. 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.
5. No remuneration in any form will be given to the applicant.
6. 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 \$200 per month will be charged from the foreign nationals/citizens. However, the candidates sponsored by the Defense Services and the institute having MoU with AIIMS Bathinda will not be charged any fee.
7. Presence of Short-Term/Long-Term Observers in a particular department should not affect the training of postgraduates/ residents in the department.
8. All trainees will be treated as Observers and will not be allowed hands on training/clinical work.
9. Only the Academic Section will issue certificate of Short-term/Long-term observership. Department will not issue any certificate to this effect.
10. The candidate has to sign an undertaking at the time of commencement of his/her observership regarding his/ her conduct and role and responsibilities during the observership

(format of undertaking is enclosed). The candidate also has to sign an undertaking before joining that he will not use this training/ observership for advertisement on letter head, visiting card, name plate etc.

**11. 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.**

12. 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.

13. The candidates desirous of Observership 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.

14. 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). All Correspondence should be addressed to the **"Dean (Academics), All India Institute of Medical Sciences, Bathinda**. The grant of the observership will be at the discretion of the competent authority.

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

16. The dates of training/observership should be mutually agreed upon by the candidate & department.

17. 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 training/observership.

18. The observership may be terminated without giving any prior notice if the conduct of

the candidate is unsatisfactory and in no circumstance, fee will be refunded.

**19.** A meeting regarding the approval of the observership/training will be conducted once in a month or as per the priority of the case.

**Dean Academics  
AIIMS Bathinda**