

ADMISSION POLICY

1. INTRODUCTION

IIHMR has been incorporated as a University by an Ordinance promulgated on September 27, 2014 which was replaced by The IIHMR University Act, 2014. The basic objectives of the IIHMR University admission policy is to identify meritorious candidates for admission to various categories viz General/OBC/ST/SC/physically challenged and women to each course. While merit is the prime consideration, the University recognizes in the normal course, a possibility of a skewed student ratio in favour of medical and related subjects in graduation. Hence, it strives to ensure diversity in opportunities pertaining to admissions. It is also a part of the IIHMR University's approach to recognize academic excellence and work experience in healthcare organizations.

1.1 The IIHMR University Act, 2014 also manifestly provides in Section 32 that: (1.1.1 to 1.1.4)

1.1.1 Admission to the University shall be made strictly on the basis of merit.

1.1.2 Merit for admission to the university may be determined on the basis of marks or grade obtained in the qualifying examination and achievements in co-curricular and extra-curricular activities, or on the basis of marks or grade obtained in the entrance test conducted at the state level either by an association of universities conducting similar courses or by an agency of the State:

Provided that admission to professional and technical courses shall be made only through entrance test.

1.1.3 Reservation in admission to the University for scheduled castes, scheduled tribes, backward classes, special backward classes, women and handicapped

persons shall be provided as per the policy of the State Government.

1.1.4 In order to facilitate students coming from varying backgrounds with the medium of instruction other than English at their Bachelor's degree course, the University has inbuilt facilities for remedial courses in the English language and information technology to enable them to comprehend and communicate efficiently in English and to equip them with the techniques of data analysis. The University also conducts a course on Human Process Lab for personality development.

1.2 The University has a mandate as per the IIHMR University Act to offer postgraduate study and research in the following disciplines:

- a. Public Health
- b. Health and Hospital Management
- c. Population and Reproductive Health
- d. Nursing Management
- e. Pharmaceutical Management
- f. Rural Management
- g. Health Economics and Finance
- h. Urban Health
- i. Nutrition and Health
- j. Health Communication
- k. Social and Behavioural Sciences
- l. Environmental Health
- m. Information Technology in Health Sector
- n. Non-government Organization Management and Entrepreneurship

o. General and Human Resource Management

p. Health Research Ethics

1.2.1 Out of the mandated disciplines listed above, the University currently offers the following programmes:

- MBA Hospital and Health Management
- MBA Pharmaceutical Management
- MBA Rural Management
- MBA Human Resource Management in Health and Hospitals
- MBA Health Economics, Finance and Insurance
- MBA Procurement and Supply Chain Management in Healthcare
- Master of Public Health in Cooperation with Johns Hopkins University, USA
- Ph.D.

1.2.2 The admission policy of the University is governed by the following principles:

- To ensure the admission of students with academic competencies and potentialities of high quality so that its alumni may be able to play their role in the process of improvement of standards of health through better management of healthcare and related programmes.
- To ensure that an adequate number of students engage themselves in qualitative and genuine research in the areas related to health so that ground realities can be addressed appropriately and findings be brought to policy makers.
- To maintain regional, professional and gender diversity. In the light of the broad principles of

the University as spelt out above, the University welcomes students from all the continents of the globe, especially from Asian countries to join the rolls of the University.

1.3 Admission Process:

The number of seats in various courses being limited, the admissions will be made on the basis of merit. The lists of admitted students to various courses will be prepared in accordance with this policy. The following steps are involved in the admission process :

1.3.1 Admission Notice

The announcement of admission to various programmes is prominently exhibited on the University website, i.e. *www.iihmr.org*, or *www.iihmr.edu.in*, and also later on published in various leading newspapers in different regions of the country and/or neighbouring countries.

1.3.2 Eligibility Criteria for MBA Programmes

A recognized bachelor degree with a minimum of three-year duration in any discipline (MBBS/BDS/B.Sc. (Nursing)/Paramedical/B.Sc./B.A./B.Com./B.Tech./AYUSH or any other bachelor degree from a recognized university. Candidates applying for MBA Pharmaceutical Management should be from medicine/pharmacy/biotechnology/science. Candidates applying for MBA Health Economics, Finance and Insurance should have mathematics background upto class XII with 50% marks in mathematics. Candidates appearing at the final examination of the qualifying degree may also apply. Such candidates, if selected, will be given provisional admission and will have to submit the evidence of passing the qualifying examination within two months

of the start of the session, failing which their admission will be automatically cancelled. All the MBA aspirants should have 50% marks in the qualifying exam except for categories mentioned in the reservation policy.

1.3.3 Entrance Test/Experience

Candidates should have a valid score at any one of the aptitude tests like MAT/CAT/XAT/CMAT/ATMA (GPAT for MBA Pharmaceutical Management) or any aptitude test conducted by the IIHMR University.

1.3.4 Criteria for Short Listing:

Candidates who meet the following criteria will be shortlisted for Personal Interview and Group Discussion:

Academic performance – 50% marks in the qualifying examination (Exception for reserved categories as per reservation policy).

Aptitude test: A valid score in the aptitude test to be decided by the University every year.

Experienced candidates: Candidates having two years of relevant work experience in the selected stream will be exempted from the Aptitude test.

1.3.5 Final Selection/Admission

The final selection of the candidate is based on his/her performance in the qualifying examination with a proportional score at MAT/CMAT/CAT/ATMA/XAT/GPAT or the aptitude test conducted by the university, group discussion, experience and personal interview.

Candidates are required to bring original documents at the time of the interview.

1.4 The Ph.D. Program

The IIHMR University has introduced Ph.D. Program in 2014. It is a doctoral program in the health sector with a

multidisciplinary focus. The areas of research include public health, health and hospital management, nursing management, pharmaceutical management, population and reproductive health, health economics and finance, urban health, health nutrition, health communication and behavior change, information technology in the health sector, health systems and related areas.

1.4.1 Program Duration

The minimum program duration is three years including the period of registration. Registration in Ph.D. is subject to passing the qualifying examination which will be based on the course work in the first year of the program. The program has three important milestones, namely course work with 32 credits; writing research proposal and data collection; and thesis writing and submission.

The maximum period allowable to complete Ph.D. is five years, the failing which candidate will have to re-register if he/she does not complete PhD in 5 years.

1.4.2 Eligibility Criteria

Masters' Degree or Post Graduate Diploma in Management (PGDM) from a UGC/AICTE recognized institution or university, with at least 55% marks (or equivalent grade) for general category and 50% marks for SC and ST candidates in hospital and health management, general management, medicine, nursing, pharmacy, health informatics, social and behavioral sciences, economics, commerce, science, demography and statistics.

Faculty in the teaching institutions, researchers/scientists in research organizations and working professionals with relevant qualifications and

experience are encouraged to join the program and will be given preference in selection.

The IIHMR University encourages working professionals (health administrators, policy makers, medical/nursing and management professionals) to undertake the Ph.D. program to enhance competence in evidence-based research for policy and program development. They will be given adequate weighting in admission. Such candidates should have a minimum of five years' experience of work in the health sector.

1.4.3 Admission Process

The admission process will consist of three steps: screening of applications, The IIHMR University Research Aptitude Test (IRAT), experience, group discussion and personal interview. The process will require candidates to undergo a psychological test.

1.4.4 Application Form

Application forms may be downloaded from our website: www.iihmr.org (Downloaded applications must be sent along with a DD for Rs. 1000/-). The duly filled-in application form along with all the required documents may be submitted to the **Dean, Research, IIHMR, 1, Prabhu Dayal Marg, Sanganer Airport, Jaipur – 302029.**

1.4.5 IIHMR Research Aptitude Test (IRAT):

The IIHMR University will conduct a qualifying test after the screening of applications and short-listing candidates. IRAT will be a written test consisting of multiple choice questions from English language proficiency, reasoning, basic quantitative analysis and research aptitude.

Exemption for IRAT: The following categories will be exempted from the written IRAT:

- o UGC/CSIR qualified JRF & NET in management or related subjects
- o Senior health professionals and teaching faculty in government/private sector with experience of 10 years and above

1.4.6 Group Discussion and Personal Interview

Personal interview will be conducted on the same day or the next day after IRAT at the IIHMR University, Jaipur. All categories of candidates will be required to appear in the group discussion and personal interview (GD/PI).

1.5 Eligibility Criteria for MPH Program

Candidates interested in the MPH program are required to meet the following eligibility criteria:

- A bachelor's degree.
- A minimum of two years of full-time health-related work experience beyond the bachelor's/master's degree (unless the applicant has earned a doctoral level degree, e.g., Ph. D. or a medical degree)
- Should have taken prior courses in subjects such as mathematics and biology.
- English proficiency in written and oral communication (should have either taken TOEFL or have studied in a college with English as a primary language).
- Standardized test scores : Official scores at one of the following tests are required of all MPH applicants: GRE, MCAT, GMAT, or LSAT. (The standardized test score may be waived for applicants possessing degrees beyond the

bachelor level and M.B.B.S graduates. However, quantitative skills must be demonstrated from the transcripts or prior professional work).

1.5.1 Admission Process

- Firstly, applicants from India and other Asian countries, must contact the MPH coordinator at the IIHMR University by email at mph@iihmr.org and apply by sending the pre-screening questionnaire and a recent CV/resume for the prescreening of the applications. Following pre-screening, each eligible applicant will receive an email with a unique login ID and password that they will need to use to access and complete their personalized electronic application on the Johns Hopkins, Bloomberg School of Public Health website.
- The application fee is \$45 (US dollars).

1.5.2 Applicants must include the following in their application:

- * Curriculum vitae or resume
- * Personal statement
- * Transcript from each academic institution attended beyond senior secondary/high school.
- * All transcripts must be officially credentialed by a recommended evaluation agency.

These agencies include ECE <http://www.ece.org> , FIS <http://www.fis-web.com> and WES <http://www.wes.org>

- * **Three letters of recommendation:** It is suggested that both professional and academic letters of

recommendation be submitted. Recommendation forms are provided with the online application materials.

- * **Standardized test scores:** Official scores from one of the following tests are required of all MPH applicants: GRE, MCAT, GMAT, or LSAT. The standardized test score may be waived for applicants possessing degrees beyond the bachelor level. However, quantitative skills must be demonstrated from the transcripts or prior professional work.
- * **GRE** is offered on an appointment basis. A list of test centers in India are at: <http://etsis4.ets.org/tcenter/CenterListIntl.jsp?l=1>
GRE Scores will be available between 10 and 15 days after the exam.
- * **GMAT** is an appointment test. Scores are sent within 20 days of the test; they are not received electronically
- * **Coursework:** All applicants are required to have successfully completed at least one college-level course in each of the following areas:
 - o Mathematics (e.g., calculus, algebra, statistics)
 - o General biology
 - o Health-related science (e.g., nutrition, microbiology, anatomy or physiology), or another biology course
- **English proficiency:** Applicants from countries in which English is not the primary language must submit official scores of the “Test of English as a Foreign Language” (TOEFL). A minimum TOEFL score of 250 on the computer-based test, 600 on

the paper-based, or 100 on the Internet-based test is required for admission to the MPH program. International English Language Testing System (IELTS) scores with a minimum of 7 band are also acceptable.

- A minimum of two years of full-time health-related work experience certificate beyond the Bachelor's/Master's degree (unless the applicant has earned a doctoral degree, e.g. PhD or a medical degree)

1.6 General Information

The candidates should have minimum percentage of following marks in quakifying exams.

Programme of Study	Minimum marks for		
	General Category	OBC Category	SC/ST & PH Category
MPH/Ph.D.	55	55	50
MBA Courses	50	50	45

Candidates not appearing in the admission process (wherever prescribed) are not eligible for being considered for admission to that programme of study for which they do not appear in the admission process.

1.7 Guidelines for Admissions of International Students [Foreign/Non-Resident Indians (NRI)] and Sponsored Candidates

1.7.1 Admission Requirements

- A Foreign National means an individual having citizenship of a foreign country (citizens of all counties other than India) and not having the status of "NRI" and/or "person of Indian Origin" (PIO)

- Persons of Indian Origin means a person having foreign citizenship (except Pakistan and Bangladesh) without “NRI” status, but who holds a foreign passport at the time of sending the application, consideration for admission and during the period of his study and he/she or anyone/both of his/her parent(s) or anyone/both of his/her grandparent(s) is (or was) are (or were) citizen(s) of India by virtue of the provisions of the Constitution of India or section 2(b) of The Citizenship Act, 1955 (Act No. 57 of 1955)
- Non-Resident Indians (NRI): “NRI” in this context means Non-Resident Indian as defined in the Income Tax Act, 1961 with the following clarifications: An individual is Non-Resident when he is “not a resident” or who is “not ordinarily resident”. A person is treated as “not ordinarily resident” when any of the following conditions is satisfied: If he/she has not been resident in India in nine out of ten preceding years; or
- If he/she has not been in India for a period of 730 days or more during the preceding seven years.

1.7.2 Application and Admission

- Candidates aspiring for admission to the MBA Hospital and Health Management are required to fill in an admission form, which can be obtained from the University by paying in cash or by sending a demand draft for US \$ 50 drawn in favour of “Institute of Health Management Research”, payable at Jaipur for admission process fees.
- The student can also apply online or downloaded application form from our website: www.iihmr.org. In the latter case, applications must be sent along with a DD for US \$ 50 for admission process fees.

- Duly completed application forms may be sent by post together with all the documents in support of eligibility. An application will be considered only when it is received with all documentary evidences.

1.7.3 Eligibility Requirements

- Applicants should have passed minimum 3 Years' duration with at least 50% marks in the aggregate in any discipline Bachelor's Degree Course or its equivalent as per the eligibility requirement of the programme with a good academic record from a University/Board included in the list of Association of Indian Universities (AIU), and AICTE. In case the University/Board is not included in the said list, the candidate has to obtain and submit a certificate to this effect from AIU by paying the requisite fee.

1.7.4 Candidates with Relevant Experience in Healthcare Sector are Encouraged to Apply.

- Working executives should apply through their employers if already employed, or through the sponsoring agency if being sponsored. They should also indicate whether they will be sponsored by their organizations or will be self-sponsored.
- Applicants should be proficient in English (both verbal and written) as the medium of instruction is English. They are required to submit a certificate of Proficiency in English from their department/college.

1.7.5 Submission of Equivalence Certificate from AIU is Mandatory for Foreign Nationals. The AIU Address is Given Below.

AIU HOUSE

16, Comrade Indrajit Gupta Marg,

New Delhi - 110002, India

Phones: (91) -11-23230059, (91)-11-23232429

Fax: (91)-11-23232131 aiu@del2.vsnl.net.in [http://](http://www.aiuweb.org)

www.aiuweb.org

1.7.6 Required Documents

- Class X certificate
- 10+2 certificate showing the subjects passed
- All the mark sheets and degree of the qualifying examination
- A certified copy of the transcript
- Certificate of work experience
- Character certificate by the college / a gazetted officer
- Documents showing English language proficiency tests
- Curriculum Vitae
- 2 passport sized coloured photographs with the name written at the back
- Your passport or proof of being NRI, Foreign national, PIO or children of workers in Gulf countries
- Your good health certificate
- Declaration regarding status of the applicant/ guardian
- Foreign bank account number of the applicant/ guardian, if any
- Affidavits (Format1) on Rs. 10/- non-judicial stamp paper duly signed by the student and the parent/ guardian

Visa Requirements

- Applicants should have valid passport and student visa. The visa can be obtained from the Indian missions abroad by producing a letter of confirmed offer of admission from the IIHMR University, Jaipur.
- They should also obtain a No Objection Certificate (NOC) from the Ministry of External Affairs, Government of India.

1.7.7 Health Requirements

All applicants are required to submit, along with their applications, a certificate of good health from a licensed physician based on a medical examination performed during the same year of the application.

1.7.7 Documents Required for Admission of International Students

- VISA:** All the international students will require a '**Student VISA**' endorsed to this institution for joining full-time courses. No other endorsement is acceptable. Students wishing to join a research programme will require a '**Research VISA**' endorsed to this institution. The visa should be valid for the prescribed duration of the course. **A visa is not required for NRI students.**
- No Objection Certificate:** Students do not require a '**No Objection Certificate**' for joining professional courses. All international students wishing to undertake any research work or join a PhD or M Phil programme will have to obtain prior security clearance from the Ministry of Home Affairs and the approval of the Department of Secondary &

Higher Education, Ministry of Human Resource Development, Government of India, and this must be on the research visa endorsed to this institution.

1.7.9 Supernumerary seats

21% supernumerary seats in all courses will be reserved for international students including Persons of Indian Origin. Out of the 21% supernumerary seats, 7% will be reserved for NRIs.

Rules framed by the University Grants Commission (UGC) and notified in its website www.ugc.ac.in will be followed for deciding the eligibility and admission of international students to various courses offered by the IIHMR University.

Note: If the seats reserved for NRI/Sponsored candidates are not filled, the vacant seats will be offered to general category candidates from the merit list.

Disclaimer

- The University reserves the right to revise and/or change the contents of the document from time to time.

Admission Policy



IIHMR UNIVERSITY

**Institute of Health Management Research
JAIPUR**