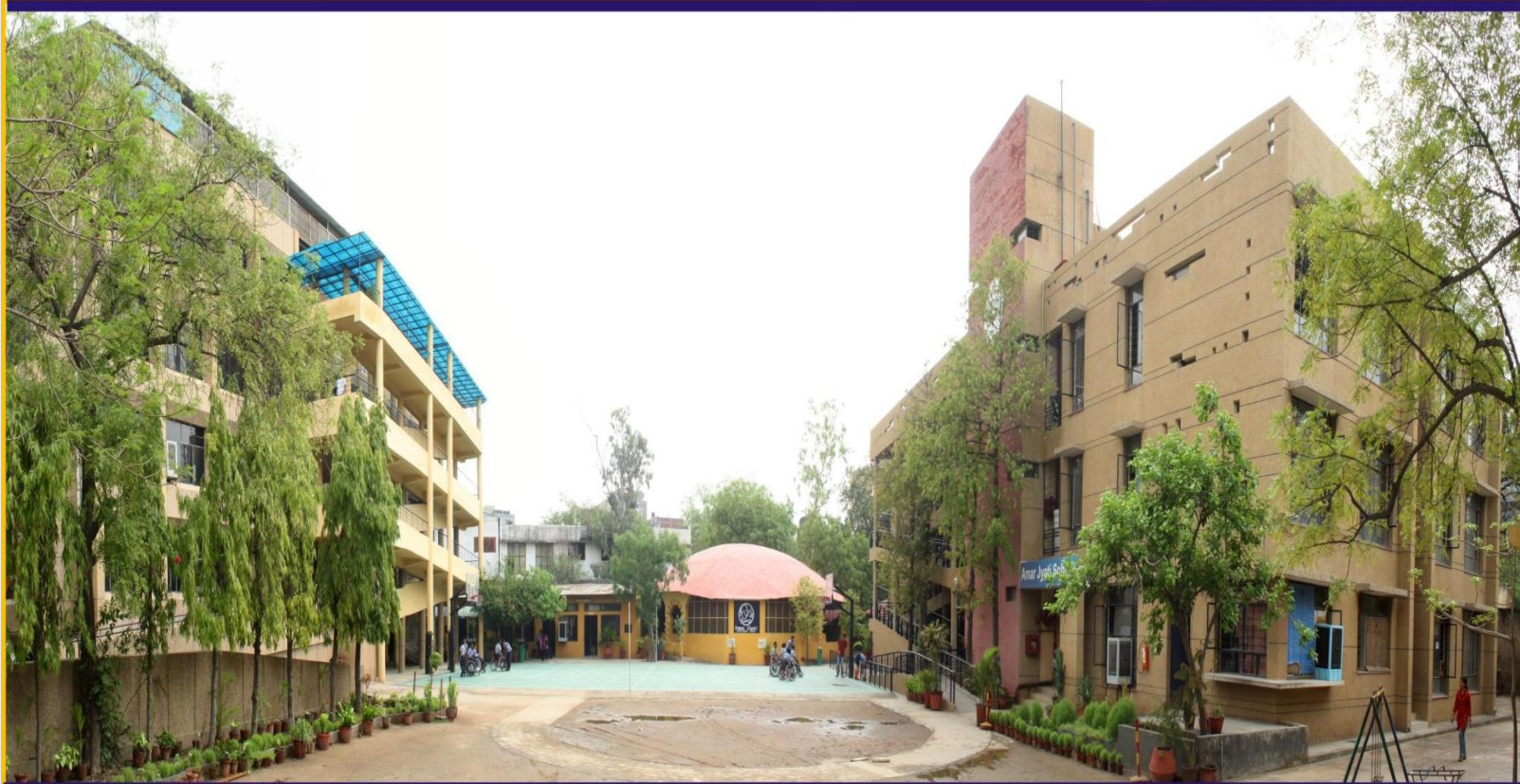




Amar Jyoti Institute of Physiotherapy (University of Delhi)



MASTER OF PHYSIOTHERAPY

PROSPECTUS

2023 - 2024



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Amar Jyoti Institute of Physiotherapy

(UNIVERSITY OF DELHI)

INTRODUCTION

AJIPT is an affiliated college of University of Delhi run under the Aegis of the Amar Jyoti Charitable Trust. The Master of Physiotherapy (MPT) is a regular full-time programme of 2 years (4 semesters: 6 months each) duration. It comprises of classroom teaching, clinical training, research activities, presentations, case discussions and culminates in a dissertation on a topic of choice. The primary focus is to prepare the student to practice advanced Physiotherapy in different domains of Physiotherapy. The Institute offers specialization in two streams:

1. MPT- Musculoskeletal Physiotherapy
2. MPT- Neurological Physiotherapy

The aim of the course is directed towards rendering training in the respective Physiotherapy speciality so as to enhance individual competence in the chosen speciality to fulfill advanced requirements in the field and to meet global standards of Physiotherapy education and practice.

Towards this goal it is our endeavour to teach high level Physiotherapy skills, promote & conduct independent research and to promote higher education in the field of Physiotherapy. After successful completion of the course, the University of Delhi will award a degree of Master of Physiotherapy.

INFRASTRUCTURE:

The Institute is located in a free standing building with an area measuring approx. 58,110 sq. feet area dedicated exclusively to its clinical and academic facilities. In addition, the institute has 2000 sq. feet of additional space for sports and extracurricular activities.

AJIPT is well equipped with the latest teaching tools and aids. The library is well organised & computerised, and comprises of a comprehensive collection of Medical, Physiotherapy, Disability, Education and Rehabilitation related books and Journals. It also provides internet access to online e-journals and several search engines / database.

For more details about infrastructure visit our website- www.ajipt.org

FACULTY DETAILS:

The faculty of AJIPT is one of its strength. The Institute has a team of experienced and dynamic professionals with specialization in different fields of Physiotherapy, who are committed to education, research and to the teaching and training of students.

In addition to full time faculty, the Institute also has a large number of experienced, highly educated visiting faculty. You may visit our website (www.ajipt.org) to see faculty profiles.



RULES & REGULATIONS

ELIGIBILITY:

GENERAL/RESERVED CATEGORY

To appear in the Entrance examination for admission to the Master of Physiotherapy, candidates should have fulfilled **at least ONE** of the following conditions:

- a. Successful completion of an undergraduate physiotherapy degree (B.Sc. (PT) / BPT) from a recognized college/institute/university within India of not less than 4½ years duration (including 6 months of internship) with 55% of aggregate marks (50% for SC/ST/OBC-NC/Orthopedically Disabled) in their university exams. Candidates who have completed a 3½ years course from recognised college / institute / or university and an additional bridge course of one (1) year will be considered equivalent to 4 ½ years course.
- b. An undergraduate physiotherapy qualification (B.Sc. (PT) / BPT etc.) of 3 ½ years duration from a recognized college/institute/university plus at least ten (10) years of work experience.
- c. **Registration with Delhi Council for Physiotherapy and Occupational Therapy is mandatory**

Candidates who have applied for registration will have to: 1) Provide a receipt issued by DCPTOT.

- 2) Provide registration certificate at the time of Counselling.

SC/ST/OBC - NC CANDIDATES :

A Scheduled Caste/Tribe/Other Backward Class - Non Creamy layer candidate while applying for admission will be required to submit a certificate that establishes that he/she belongs to that particular category from a competent authority, as listed below along with the application form.

Note : OBC-NC category candidate should have a valid OBC-NC certificate for the year 2023-24.

The caste mentioned in the OBC-NC Certificate

Should be mentioned in the central list of OBC-NC available at

<http://ncbc.nc.in/backward classes/index.html>

In case, at the time of application, a candidate has applied for OBC-NC Certificate for the year 2023-24, he/she needs to submit OBC-NC Certificate of previous year along with a proof of application (receipt). It is mandatory to all the OBC-NC candidates to submit valid OBC-NC Certificate for the year 2023-24 at the time of counselling/within stipulated time given by the admission committee.

Competent Authority :

1. District Magistrate / Additional District Magistrate / Deputy Commissioner / Collector/ Additional Deputy Commissioner / Deputy Collector / 1st Class stipendiary Magistrate / City Magistrate (Not below the rank of 1st Class Stipendiary Magistrate) Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and or his/her family normally resides.
5. Administrator / Secretary to Administrator/ Development Officer (Lakshadweep and Minicoy Islands)
6. **The candidate has to provide the authentication of certificate from respective SDM Office. (At the time of Counselling)**

BASIS FOR ADMISSION: GENERAL/ RESERVED CATEGORY

The selection of General/Reserved category candidates to the Master of Physiotherapy (Musculoskeletal / Neurological Physiotherapy) course will be made on the basis of merit in an **entrance**



examination, followed by counselling. The Entrance examination will be **conducted by National Testing Agency (NTA)** under **Central University Entrance Test (CUET-PG)**. The examination will be computer based for two (2) hours duration. It will consist of 100 objective type questions, 25 marks will be general and 75 marks are domain specific knowledge. Kindly refer to the Entrance syllabus for Question papers would be available on NTA Website <https://cuet.nta.nic.in/syllabus/>

Every correct answer will get four (4) marks and for every wrong answers one (1) mark will be deducted.

On the basis of merit in the entrance examination, candidates (category wise) will be called for counselling to finalise their admission. Counselling will consist of verification of original documents, depositing the requisite fee(s) and a formal acceptance of admission. The details of counselling will be uploaded on the college website once the result of the entrance examination is declared by NTA. **It is the responsibility of the student(s) to periodically check the NTA/college website for regular updates.**

There will be no individual communication by institute.

The criteria for selection of students having equal marks in entrance examination is as follows:

1. The candidate securing a higher percentage of marks in the qualifying examination (B.Sc. (PT) /BPT) as mentioned in the eligibility conditions will be offered admission first.
2. In the case of candidates having equal percentage in the last qualifying examination, the date of birth would be the basis for selection. The candidate senior in age will be offered admission first.

3. Candidate with Orthopedic Disability, will be offered admission first in the category he/ she belongs to.

MINIMUM CRITERIA FOR ORTHOPEDICALLY DISABLED CANDIDATES:

OH candidates will get preference in their respective category.

OH candidates need to submit disability certificate from prescribed authority.

As the Physiotherapy profession involves the diagnosis and treatment of a number of health related disorders using a variety of physical and electrotherapeutic modalities that are a part of electrotherapy, actinotherapy and exercise therapy, it is essential that applicants meet the minimum physical requirements as follows :

1. The ability to see clearly with/without glasses and to appreciate the colors and to perceive depth.
2. The ability to feel and appreciate tactile sensation including heat, cold etc.
3. The ability to hear and speak clearly in order to be capable of communicating effectively with patients.
4. The ability to safely monitor and control a patient with balance and coordination deficits.
5. The candidates should not have any neurological or musculoskeletal deformity/disability, including but not limited to cognitive impairments, coordination, sensory, motor deficits, which may prevent the individual to diagnose and treat patients in a safe manner.



6. The upper and lower limbs should be free from any assistive aids that may restrict the application of any physiotherapeutic modalities and / or therapeutic exercises.
7. They should have good static and dynamic balance in sitting, standing and walking.
8. They should not have problems grasping and gripping objects of various shapes and sizes. Also the applicant should not have any hand conditions which prevent him /her from writing normally.
9. Candidates will be evaluated / assessed by a committee set up by the institute prior to the final admission of the candidate.

ADMISSION WITHDRAWAL POLICY:

Student should request withdrawal in written, addressed to the Principal, AJIPT and application should be endorsed by parent/guardian.

- a. Application received **prior** to commencement of programme (orientation day) will be eligible for reimbursement of full course fee except the admission fee.
- b. Application received after commencement of the course (orientation day) **WILL NOT BE** eligible for any reimbursement of the course fee Except Library Security Deposit Fee & Caution Fee.

DISTRIBUTION OF SEATS : 2023-24				
S.No.	Category**	MPT - Musculoskeletal Physiotherapy	MPT - Neurological Physiotherapy	Total Seats
1.	General	3	2	5
2.	OBC-NC	1	2	3
3.	SC*	1	0	1
4.	ST*	0	1	1
	TOTAL	5	5	10

* NON TRANSFERABLE TO GENERAL CATEGORY OR OBC-NC

** THE GIVEN SEAT DISTRIBUTION IS APPLICABLE FOR THE ODD-NUMBERED YEAR (Eg. 2023,2025 etc.)
THE SEAT DISTRIBUTION IS INTERCHANGED BETWEEN STREAMS ON AN ANNUAL BASIS.



Course Fee 2023-24

Master of Physiotherapy: Musculoskeletal & Neurological Physiotherapy

(A) University Fees:

S.No.	Particulars	Amount	Remarks
1.	Enrollment Fee*	Rs.150/-OR Rs.300/-	Once only
2.	Examination Fee	As per University Rules	For every university exam
3.	Supplementary Examination Fee	As per University Rules	For every university exam
4.	University Development Fee	Rs.900/-	When applicable

(B) College Fee: (For ALL CATEGORIES)

S.No.	Particulars	Amount	Remarks
1.	Admission Fee	Rs.2000/-	Once only
2.	Library Security deposit Fee**	Rs.6000/-	Refundable on successful completion of course
3.	Library Fee	Rs.1500/-	Per Semester (I-IV Semester)
4.	Caution Fee**	Rs.2000/-	Refundable on successful completion of course
5.	Development Fee	Rs.2000/-	Per Semester(I-IV Semester)
6.	Convocation Fee	Rs.1500/-	Once only (Semester IV)

(C) Tuition, Laboratory & Other Charges:

(I) General category

S.No.	Particulars	Amount	Remarks
1.	Tuition Fee	Rs.50000/-	Per Semester (I-IV Semester)
2.	Laboratory Fee	Rs.10000/-	Per Semester (I-IV Semester)
3.	Other Charges	Rs.5000/-	Per Semester (I-IV Semester)

(II) SC / ST / OBC-NC

S.No.	Particulars	Amount	Remarks
1.	Tuition Fee	Rs.37500/-	Per Semester (I-IV Semester)
2.	Laboratory Fee	Rs.10000/-	Per Semester (I-IV Semester)
3.	Other Charges	Rs.5000/-	Per Semester(I-IV Semester)

All fee subject to revision when applicable.

*Enrollment Fee: Rs 150/-for the Candidates who have passed BPT from University of Delhi ; Rs.300/- for the candidates who have passed BPT from any other University.

**Original fee receipt will be required for refund.

For admission withdrawal : Please refer to withdrawal policy of the Institute.



APPLICATION FOR ADMISSION

Application for admission will be available online on the University/CUET website. The candidate needs to register on <https://cuet.nta.nic.in/>.

HOW TO APPLY:

Online application :

Application Form available online through the NTA website: <https://cuet.nta.nic.in/>. The candidate needs to register and fill in the application form. For further details kindly check CUET-PG information bulletin 2023-24

ADMIT CARD:

The Admit Card will be released by National Testing Agency (NTA) to the candidate subject to their satisfying eligibility criteria as on official website of NTA. Candidates will be required to login with their registration number and password to the website.

Admit card can be downloaded from NTA website.

NO INDIVIDUAL INTIMATION WILL BE SENT TO THE CANDIDATE BY THE COLLEGE.

Candidates are advised to read the instructions on Admit Card carefully and follow them during conduct of the examination.

DATE OF ENTRANCE TEST :

The final date of Entrance Examination will be announced by NTA. The candidates needs to check NTA website no individual intimation will be given. No candidate will be admitted to the examination hall unless he/ she holds a valid admit card issued by the NTA.

As stipulated by CUET 2023, the Answer Key will be released after the successful conclusion of the online examination.

The results will be declared on the official website of NTA. Candidates are requested to follow up their results and merit list that will be uploaded on the website for further admission process.

NO INDIVIDUAL INTIMATION OF RESULT WILL BE SENT TO THE CANDIDATE.



IMPORTANT DATES

Online Submission of Application Form through Website (https://cuet.nta.nic.in)	20.03.2023 to 19.04.2023 (upto 05:00 P.M.)
Last date of successful transaction of fee through Credit/Debit Card/Net Banking/UPI	19.04.2023 (upto 11:50 P.M.)
Correction in Particulars of Application Form on the website only *	20.04.2023 to 23.04.2023
Downloading of Admit Cards from NTA website	Will be announced later on NTA website
Date of Examination	Will be announced later on NTA website
Duration	Duration 120 minutes (02:00 Hrs)
Timing of Examination	Will be announced later on NTA website
Website(s)	https://cuet.nta.nic.in , www.nta.ac.in

* The candidates are requested to undertake the correction(s) very carefully as no further chance of correction will be provided.

Information about the eligibility, scheme of exam, exam centers, exam timings, exam fee, procedure for applying etc. are contained in the Information Bulletin hosted on the website of NTA <https://cuet.nta.nic.in>

Candidates who are desirous of applying for the exam may go through the Information Bulletin and apply online at <https://cuet.nta.nic.in> only during the period from 20.03.2023 to 19.04.2023 and also pay the applicable fee, online, through the payment gateway using Debit/Credit Cards, Net Banking, UPI. The candidates and their parents are advised to keep visiting the NTA website for latest updates.

For any queries or /clarifications, candidates can call NTA Help Desk at 011 4075 9000 or write to NTA at cuet-pg@nta.ac.in. For clarification related to college, candidates can email at info@ajipt.org



INSTRUCTIONS TO CANDIDATE

Documents required at the time of counseling/ Admission

1. BPT Degree Certificate issued by University / Provisional Certificate issued by Institute/College (if Degree is yet to be awarded)
2. Bridge course Certificate from 3½ - 4½ years BPT issued by the University.
3. Internship Completion Certificate.
4. Class X Certificate as a proof of Date of Birth.
5. Certificate from prescribed authority for Candidate seeking admission under Reserved Category.(SC/ST/OBC-NC)
6. Marksheets of all four years/ Consolidated mark sheet issued by University for BPT/Bsc. (PT)
7. 12th Certificate
8. Certificate of good conduct from the institute last attended
9. Work experience certificate from Employer, if applicable
10. Registration certification of Delhi Council for Physiotherapy and Occupational Therapy/ Receipt of application.
11. Two recent passport size photographs (51mm x 51mm, front view, white or off white background)
12. Disability Certificate, if applicable.

PLEASE CARRY ALL ORIGINALS WITH YOU

NOTE: NO HOSTEL FACILITIES ARE AVAILABLE.



Other Backward Class Non Creamy (OBC-NC) Category CERTIFICATE

To be issued by District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/Ist Class Stipendiary Magistrate/City Magistrate/Sub-Divisional Magistrate/ Taluk Magistrate/Executive Magistrate/Extra Assistant Commissioner/Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate / Revenue Officer not below the rank of Tehsildar/Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides/Administrator/ Secretary to Administrator/Development Officer (Lakshadweep Islands).

This is to certify that Sh./Ku. _____

Son/Daughter of Sh./Smt. _____

of Village/Town _____

In District Division _____

Of the State/Union Territory _____

Belongs to the _____

Community which is recognized as backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated*. Shri/ Smt./ Kumari _____ and /or his/ her family ordinarily reside(s) in the _____ District/ Division of the _____ State/ Union Territory. This is also to certify that he/she does not belong to the persons/ sections (Creamy Layer) mentioned in Column 3 of Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93- Estt. (SCT).

Place & Date: _____

Signature _____

Name (In Capital Letters) _____

(Official Seal)

Designation _____

ALTERNATIVE

(Applicable only to those persons who have migrated from one State to another for purpose of employment, education etc.)

It is certified that he/she belongs to the _____ Caste/Tribe which is recognized as Scheduled Caste/Scheduled Tribe in the State Union Territory _____ on the basis of the

Scheduled Caste/ Scheduled Tribe Certificate issued by _____ (Name of issuing authority)

Vide No. _____ Date _____ to Mr./Mrs. _____

Father/Mother of Sh./Ku. _____ of Village/Town _____

in _____ District Division _____

_____ the State/Union Territory _____

Place & Date : _____

Signature _____

Name (In Capital Letters) _____

(Official Seal)

Designation _____

Please delete the words, which are not applicable. Only True Copy/Attested True Copy of the Certificate attested by the Head of the Department/Principal of Institution Gazetted Officer be submitted.



Schedule Caste (SC)/Schedule Tribe (ST) Category CERTIFICATE

(A) To be issued by District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/Ist Class Stipendiary Magistrate/City Magistrate/Sub-Divisional Magistrate/ Taluk Magistrate/Executive Magistrate/Extra Assistant Commissioner/Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate / Revenue Officer not below the rank of Tehsildar/Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides/Administrator/ Secretary to Administrator/Development Officer (Lakshadweep Islands).

This is to certify that Sh./Ku. _____
Son/Daughter of Sh./Smt. _____
of Village/Town _____
In District Division _____
Of the State/Union Territory _____
Belongs to the _____
Caste/Tribe which is recognized as Scheduled Caste/Scheduled Tribe.

Place & Date : _____ Signature _____
Name (In Capital Letters) _____
(Official Seal)
Designation _____

ALTERNATIVE

(Applicable only to those persons who have migrated from one State to another for purpose of employment, education etc.)

It is certified that he/she belongs to the _____ Caste/Tribe which is recognized as Scheduled Caste/Scheduled Tribe in the State Union Territory _____ on the basis of the Scheduled Caste/ Scheduled Tribe Certificate issued by _____ (Name of issuing authority) Vide No. _____ Date _____ to Mr./Mrs. _____
Father/Mother of Sh./Ku. _____ of Village/Town _____
in _____ District Division _____
in the State/Union Territory _____

Place & Date : _____ Signature _____
Name (In Capital Letters) _____
(Official Seal)
Designation _____

Please delete the words, which are not applicable. Only True Copy/Attested True Copy of the Certificate attested by the Headmaster/Principal of school or Gazetted Officer be submitted.



ORDINANCE XV-B

MAINTENANCE OF DISCIPLINE AMONG STUDENTS OF THE UNIVERSITY

1. All powers relating to discipline and disciplinary action are vested in the Vice-Chancellor.
2. The Vice-Chancellor may delegate all or such powers, as he/she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.
3. Without prejudice to the generality of power to enforce discipline under the ordinance, the following shall amount to acts of gross indiscipline:
 - a. Physical assault, or threat to use physical force, against any member of the teaching and non-teaching staff of any Institution/Department and against any student within the University of Delhi.
 - b. Carrying of, use of, or threat of use of any weapons.
 - c. Any violation of the provisions of the Civil Rights Protection Act, 1976.
 - d. Violation of the status, dignity and honour of students belonging to the scheduled castes and scheduled tribes.
 - e. Any practice—whether verbal or otherwise—derogatory of women.
 - f. Any attempt at bribing or corruption in any manner.
 - g. Willful destruction of institution property.
 - h. Creating ill-will or intolerance on religious or communal grounds.
 - i. Causing disruption in any manner of the academic functioning of the University system;
 - j. Ragging as per ordinance XV-C.
4. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as many seem to him/her appropriate, the Vice-Chancellor or any competent authority designated by the Vice-Chancellor, may in the exercise to his/ her powers aforesaid order or direct.
 - a. That any student or students be expelled.
 - b. Any student or students be, for a stated period, rusticated.
 - c. Be not, for a stated period, admitted to a course or courses of study in a college, department or institution of the university
 - d. Be fined with a sum of rupees that may be specified.
 - e. Be debarred from taking a University or College or Departmental Examination or Examination for one or more years
 - f. That the result of the student or students concerned in the examination or examinations in which he/she or they have appeared be cancelled.
5. The Principals of the Colleges, Heads of the Halls, Deans of Faculties, Heads of Teaching departments in the University, the Principal, School of Correspondence Courses and Continuing Education and librarian shall have the authority to exercise all such disciplinary powers over students, in their respective College, Institution, Faculties and Teaching Departments in the University as may be necessary for the proper conduct of the Institution, Halls and teaching in the concerned departments. They may exercise their authority through, or delegate authority to, such of the teachers in their College, Institutions or Departments as they may specify for these purposes.
6. Without prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of College, Heads of Halls, Deans of Faculties and Heads of Teaching Departments in the University. Each student shall be expected to provide himself/ herself with a copy of these rules.
7. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and the several authorities of the University who may be vested with the authority to exercise discipline under the Acts, the Statutes, the Ordinances and the Rules that have been framed hereunder by the University.



ORDINANCE XV-C

PROHIBITION AND PUNISHMENT FOR RAGGING

1. Ragging in any form is strictly prohibited, within the premises of College/Department or Institution and any part of Delhi University system as well as on public transport.

2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.

3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students; and includes individual or collective acts or practices which

- a. Involve physical assault or threat to use of physical force.
- b. Violate the status, dignity and honour of women students.
- c. Violate the status, dignity and honour of students belonging to the scheduled caste and tribe.
- d. Expose students to ridicule and contempt and affect their self-esteem.
- e. Entail verbal abuse and aggression, indecent gestures and obscene behaviour.

4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, or University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.

The punishment may include:

- a. Expulsion from institute
- b. suspension from institute or classes for a limited period
- c. Fine with public apology

Punishment may also take the shape of:

- a. withholding scholarships or other benefits
- b. debarring from representation in events
- c. withholding results

5. Notwithstanding anything in Clause (4) above, the Proctor may also enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.

6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.

7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.

8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.

9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under clause (7) disclosing the occurrence of ragging incidents described in Clause 3(a), (b) and (c), the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of years.

10. The Vice-chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.

11. In case any students who have obtained degrees or diplomas of Delhi University are found guilty; under this Ordinance, appropriate action will be taken under Statute 15 for withdrawal of degrees or diploma conferred by the University.

12. For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.

Non-students involved in reports of ragging will be proceeded with under the criminal law of India; they will also be rendered ineligible for a period of five years from seeking enrolment in any of the institutions of the University of Delhi. Students against whom necessary action is taken under this note, will be given post decisional hearing, with strict adherence to the rules of natural justice.



POLICY ON SEXUAL HARASSMENT

THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013 (No.14 of 2013)[22nd April, 2013]

PART ONE

Preamble

An act to provide protection against sexual harassment of women at work place and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

Whereas sexual harassment results in violations of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business which includes a right to safe environment free from sexual harassment;

And whereas the protection against sexual harassment and the right to work with dignity are universally recognized human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on 25th June, 1993 by the Government of India;

And whereas it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at work place.

Social context of sexual harassment

Though violent conduct is prohibited both by law and by University Rules, a specific policy defining sexual harassment is required to address the specific form and extent of sexual harassment in the University. The policy recognises that sexual harassment is not an offence merely amounting to disruption of law and order. Sexual harassment is an act of power, and a public and collective violation that is often trivialised by labelling it an interpersonal transgression. It is therefore a violation of gender equality and also, of the right to a safe education and work environment for all. Sexual harassment not only affects a few individuals but reinforces gender-based discrimination for everyone.

It, therefore, becomes imperative that various educational institutions, and civil society as a whole, should take adequate measures to ensure the safety, security, dignity, rights and equality of women as much as of men. Such measures will strengthen social and professional relationships in the work place.

Definition of sexual harassment

The sexual harassment of women at workplace (prevention, prohibition and redressal) Act, 2013 (14 of 2013) has come into effect. This Act supersedes the University Ordinance XV-D.

It includes any one or more of the following unwelcome acts or behaviours (whether directly or by implication) namely:-

- Physical contact and advances; or
- A demand or request for sexual favours; or
- Making sexually coloured remarks; or
- Showing pornography; or
- Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature;

The following circumstances among other circumstances if it occurs or is present in relation to or connected with any act or behaviour of above mentioned acts may amount to sexual harassment.

- Implied or explicit promise of preferential treatment in her employment; or
- Implied or explicit threat of detrimental in her employment; or
- Implied or explicit threat about her present or future employment status; or
- Interference with her work or creating an intimidating or offensive or hostile work environment for her ;or
- Humiliating treatment likely to affect her health or safety.

Aggrieved Woman

In relation to a workplace, woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment.

- Employee - means a person employed at a workplace for any work on regular, temporary, adhoc or daily wage



basis, either directly or through an agent, including a contractor, with or, without the knowledge of the principal employer, whether for remuneration or not, or working on a voluntary basis or otherwise whether the terms of employment are express or implied and includes a co-worker, a contract worker, probationer, trainee, or called any other such name.

c. In relation to dwelling place or house, a woman of any age who is employed in such a place.

Workplace: - It includes

a. Any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the appropriate Government of the local authority or a Government company or a corporation or a cooperative society.

b. Any private sector organization, institute, society, trust, non-governmental organization, unit or service provider carrying on contractual, professional, vocational, educational health services, etc.

c. Sports institute, complex, stadium

d. Hospitals and Nursing home

e. Any place visited by employee arising out of or during the course of employment including transportation provided by employer.

f. A dwelling place or a house.

Unorganised sector “ in relation to a workplace means an enterprise owned by individuals or self- employed workers and engaged in the production or sale of goods or providing service of any kind what so ever, and where the enterprise employs, workers, the number of such workers is less than ten.

Complaint of sexual harassment:

a. Any aggrieved woman may make, in writing, complaint of sexual harassment at workplace to the internal complaints committee within the period of three months from the date of incident and in case of series of incidents, within a period of three months from last incident.

b. Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed make a complaints under this section.



POLICY ON GRIEVANCE REDRESSAL

As per UGC Grievance Redressal Regulations, 2012 published in the Gazette of India on 20.03.2013, the institute has its Grievance Redressal Committee.

According to the definitions given in the regulations

“Aggrieved student” means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a person seeking admission to any institution of higher education.

“Declared admission policy” means such policy for admission to a course or program of study as may be offered by the institution and prospectus referred to in sub-regulation (1) of regulation 3;

“Grievances” include the following complaints of the aggrieved students, namely:-

- a. Making admission contrary to merit determined in accordance with the declared admission policy of the institute.
- b. Irregularity in the admission process adopted by the institute.
- c. Refusing admission in accordance with the declared admission policy of the institute.
- d. Non publication of prospectus, as specified.
- e. Publishing any information in the prospectus, which is false or misleading, and not based on facts.
- f. Withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, with a view to induce or compel such person to pay any fees in respect of any course or program of study which person does not intend to pursue.
- g. Demand in any money in excess of that specified in the declared admission policy approved by the competent authority to be charged by such institution.
- h. Breach of the policy for reservation in admission as may be applicable.
- i. Complaints, of alleged discrimination of students, from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or Disabled categories.
- j. Non payment or delay in payments of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority
- k. Delay in conduct of examinations or declarations of results beyond that specified in the academic calendar.
- l. On provision of student amenities as may have been promised or required to be provided by the institution.
- m. Denial of quality education as promised at the time of admission or required to be provided.
- n. Non transparent or unfair evaluation practices.
- o. Harassment and victimization of students, including sexual harassment.

Procedure to be followed:

- Aggrieved student/person can make an application seeking redressal of Grievance to Redressal Committee.

Admin office (Registry)

3rd Floor

Amar Jyoti Institute of Physiotherapy,

Karkardooma, Delhi 110 092

- The address of registry and details of Committee has been displayed on Notice Boards, Website & Prospectus.
- An aggrieved person may appear either in person or represented by such person as may be authorized to present his/her case in front of Grievance Redressal Committee on the scheduled date of hearing.
- In case of any false or frivolous complaint the Committee will take appropriate action against the complaints.

MASTER OF PHYSIOTHERAPY

Important Links

1.	For Registration and Applications	https://cuet.nta.nic.in/
2.	For Admit Card / Entrance Date / Answer Key / Results	https://cuet.nta.nic.in/
3.	Counselling	www.ajipt.org



Amar Jyoti Institute of Physiotherapy (University of Delhi)



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Ph. : 22379827, 22375512, Fax : 22372521 ; E- mail : info@ajipt.org

Website : www.ajipt.org

For admission related queries please contact us at info@ajipt.org