



IAP CHAPTER OF NEURO DEVELOPMENTAL PEDIATRICS



Information for the Students Applying for the One Year

IAP Fellowship in Developmental and Behavioral Pediatrics 2018 – 19

1. Advertisement for candidates to apply for the IAP Fellowship Program, along with List of IAP Accredited Institutes are featured on the website www.iapndp.org
2. The Candidates interested in pursuing the one year Training Program must fill the Application Form, attach the Demand Draft as mentioned there, made on name of the IAP Accredited Institute that is wished to be joined, and post it at the respective address provided.
3. Last date for the Application to reach the respective Institute is 25th June 2018
4. There will be a process of Interview at each IAP Accredited Institute for selection of suitable candidate. The exact dates of the Interviews will be informed through individual e mail address and phone number provided by the student. The Interview Dates will also feature on the Chapter website www.iapndp.org
5. Tentatively the interviews at the respective Institutes will take place from 2nd July to 7th July 2018.
6. The selected candidates will be informed individually by email provided and a list of selected candidates will also be uploaded on the website www.iapndp.org
7. The selected candidates will have to deposit admission fee of Rs 85,000/- for a one year Fellowship Training Program by 25th July 2018. (Late fee as mentioned).
8. The Selected candidates should contact the individual institute; obtain information about depositing fee or sending demand draft in favor of' and deposit the fee before the last date.

9. Student Fee – Important Dates:

Term	Admission Fees to be Deposited by Selected Students by 25th July 2018	Late admission with late fees By 30th July 2018	No admissions after 1st August 2018
2018-19	RS 85,000/-	RS 90,000/-	-

10. The course begins 1st August 2018. Orientation Program will be held for the students at the individual institutes by the Program Course Coordinators and other mentors.

11. It has been decided by the Board of Members of the Governing Council that the stipend paid to the Fellows should be in the range of Rs. 25,000 – Rs. 40,000/- . The amount of stipend will not be less or exceed the amount mentioned herewith. It is the discretion of the IAP Accredited Institute to decide the stipend within this range.

12. If the Institute does not have funding for the stipend, the selected candidate can arrange for the same from an academic grant (except from pharmaceutical industry).

13. The Institute may ask the selected candidate to execute a ‘Bond of Service’ to the Institute (not exceeding the amount of total annual stipend, but excluding the Fellowship Fees) for a period to be mutually pre decided between the parties.

14. Attendance and Number of Leaves –

- a. The Fellow Student has to complete a minimum 11 months of training (minimum 330 days - considering there are Sundays and other regular holidays). If the Student does not complete attendance of 33 days, then he/she will not be allowed to appear for the exams.
- b. In case the Fellow Student falls sick during the training period and has to avail sick leaves, or has to attend an emergency at home, then a written application must be submitted to the Course Coordinator, and who if accepts and signs it, must forward it to the Chairperson, Academic Committee, requesting the Fellow to be allowed to appear for exams. Such leaves cannot exceed more than 30 days. These leaves will have to be compensated by continuing to work at the Institute, after appearing for the examinations, for the same number of days as leaves availed. The Course Coordinator must see to it that the Mark sheet and or any Certificate are not handed over to the Fellow Student till completion of Attendance has occurred.
- c. 7 Academic Leaves will be allowed for the Fellow Student to attend a scientific conference or any academic CME/ Workshop / Seminar related to subject of Developmental and Behavioral Paediatrics.
- d. If a Fellow Candidate is made to work on a Sunday, then he / she can avail for a compensatory leave.

15. All students on admission to the Fellowship program shall be given a welcome kit which includes –

- a. Instruction Manual
- b. Curriculum
- c. Exam format
- d. Copy of the IAP National Guidelines for Management of Neuro developmental Disorders; ASD, ADHD, SLD, Newborn Hearing Screening
- e. Manual of Newborn Hearing Screening Protocol
- f. Manual of Poor Scholastic Performance Program
- g. Other Reading Material as decided by the Academic Committee and Board of Advisors of the Governing Council.
- h. Names of Recommended Textbooks on Developmental and Behavioral Pediatrics

16. All communications with the Governing Body regarding the technicalities of the IAP Fellowship program and Fellowship examination will be done by the IAP Fellowship Course Coordinator and not by individual candidates. No individual inquiry or doubts will be entertained by the Governing Body.

17. No refund will be made if a candidate chooses to abandon the program at any time after enrolment.

18. Any dispute between the Institute and candidate will be resolved between themselves without any mediation by the Chapter / Governing Body.

19. The exam fee of Rs. 15,000/- will be paid by the Student through a DD made in the name of the “ IAP Chapter of Neuro Developmental Pediatrics”, payable at Ernakulam, after the exam date is announced. The examination fee is to be deposited one month in advance of the examination date.

The DD to be sent by Speed Post / reliable Courier service to the following address:

Dr Jeelson Unni

Chairperson, IAP Chapter NDP

Co – Chairperson, Accreditation Committee

Fellowship Governing Council

50 / 1459, Cheeran House, Vidyanagar,

Kochi, Ernakulum – 6820111

9847245207

jeelson1955@gmail.com

20. The names of candidates who pay the exam fee in time, will be intimated to the Examination Coordinator in the order of receipt of DDs and roll numbers for exam will be allotted in a likewise order.

21. If examination fee is not received one month in advance of the examination date, the respective candidate will not be allowed to take the fellowship exam.

22. If a candidate withdraws from taking the exam after paying the exam fee, the fee will not be refunded.

23. The Thesis or Clinical study relevant to the subject should be submitted by the candidate at the time of practical examination. The report needs to be systematic, neatly presented (spiral bound if more than 50 pages).

24. Each IAP Accredited Institute will be communicated the venue and date of the fellowship exam at least one month before the exam, and the details of the theory and practical examinations, roll numbers, and the specific dates allotted to individual candidates for practical exam will be communicated at least one month before the dates of examinations.

25. The roll number allotted to each candidate is non-negotiable. Individual requests from candidates or institutes for change of roll number or date of practical examination or venue of examination will not be entertained.

26. Annual exams shall be held after 30th July of the respective year to ensure completion of the stipulated Fellowship Training program period.
27. Examination result will be communicated to the Institutes on email immediately as it becomes available. Marks sheet (with details of marks) and the certificate will be posted to the institutes within 4 weeks of declaration of result.
28. A medal will be awarded to the candidate securing maximum marks in the exams. It will be presented during the Annual Conference of the IAP Chapter of Neuro Developmental Pediatrics. The details shall be intimated to the IAP Fellowship Course Coordinator/Candidate.
29. Candidates that fail to clear the exam may take another exam after six months, and reapply to the chapter with a DD for exam fee of Rs. 15,000/- , whenever the dates and venue are announced. The candidates will take both theory and practical exam again. A failed candidate who may seek reevaluation of his / her theory paper marks, may request the chapter for the same, with endorsement from the institute head, and submit a DD for Rs. 1500/- for reevaluation of all theory papers, and Rs. 500/- for reevaluation of one theory paper. The theory papers will be reevaluated (re-read and remarked) by an independent examiner (other than the panel of original examiners). Marks will be communicated to the candidate within four weeks from the date of request.

30. A student presenting at least 1 free paper or 2 posters at National or State Conference or a publication in a peer reviewed journal during his fellowship tenure shall be awarded additional 20 marks. These marks will be added as bonus marks to theory total, if there is a tie for first rank.
31. All IAP Accredited Institutes must encourage participation of their Fellow Students for the workshop/CME/Updates/National conference conducted by IAP Chapter of Neuro Developmental Pediatrics.
32. All Trainee Fellows presenting scientific paper/poster at IAP Chapter of Neuro Developmental Pediatrics National Conference shall be given a discount of 20% on conference registration fees.
33. The candidate who wishes to leave the Fellowship program should inform at least a month in advance to the coordinator, submit the resignation and clear all dues with the institute. No refunds shall be entertained from the Chapter.
34. No transfer of candidate from one institute to another is encouraged. In genuine circumstances, on case by case basis, with approval of the Governing Council and Fellowship Coordinators of both institutes, a transfer may be considered.

35. A candidate who leaves the program for 2 weeks or more without any information to the coordinator shall be considered as absconding. Any candidate who remains absent for 4 weeks or more in a 6 months period shall be considered to have the term/posting as in-complete and he shall repeat the term.

GOVERNING COUNCIL TEAM IAP FELLOWSHIP IN DEVELOPMENTAL & BEHAVIORAL PEDIATRICS

DR SS KAMATH – CHAIRPERSON ADVISORY COMMITTEE

DR ABRAHAM PAUL – CHAIRPERSON ACCREDITATION & INSPECTION COMMITTEE

DR JEESON UNNI – CO CHAIRPERSON ACCREDITATION & INSPECTION COMMITTEE

DR SAMIR DALWAI – CHAIRPERSON ACADEMIC COMMITTEE

DR CHHAYA PRASAD – NATIONAL COORDINATOR, IAP FELLOWSHIP IN DEV & BEH PEDIATRICS

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