

SOPS FOR ELECTIVE/COMPULSORY ROTATION FOR EXTERNAL STUDENTS.

1. Applicant will apply at least fifteen (15) days before the rotation.
2. He will take permission/recommendation from concerned Head of Department of allied hospitals of King Edward Medical University.
3. He will write an application to worthy Vice Chancellor, recommended from the above said Head of Department along-with permission letter from the Head of department/Medical Superintendent of parent institute consisting of information regarding tenure as well as reason of rotation in the King Edward Medical University.
4. Office order will be issued in this context by the Office of The Vice Chancellor with copy to Medical superintendent of concern hospital.
5. Collect the office order of rotation form the office of Assistant Registrar Academics after the given time of processing.
6. Submit joining report to V.C as well as Medical superintendent of allied hospitals of KEMU.
7. Internal order by MS with copy to VC and PG Director.
8. Issuance of experience certificate from respective department of rotation with copy to VC and PG Director.
9. Submission of relieving report to Medical Superintendent with copy to VC & PG Director after completion of rotation duly signed & stamp by the in-charge/supervisor of rotation within 48 hours.