Annexure-D

Scheme framed under regulation 9 of the Pharm.D Regulations, 2008 for -

- **Pharm.D course**
- **Pharm.D. (Post Baccalaureate) course**

Under this Scheme the application for consideration of approval u/s 12 of the Pharmacy Act, 1948 shall be submitted by an authority to the Pharmacy Council of India on Council's portal only.

This Scheme for approval and continuation of approval of Pharm.D course and Pharm.D. (Post Baccalaureate) course under section 12 of the Pharmacy Act, 1948 read with the Pharm.D Regulations, 2008 for Pharm.D course and Pharm.D. (Post Baccalaureate) course is applicable on-

i) Continuation of approval of existing institution.
ii) Introduction of new programme/course in the existing Institution.
iii) Establishment of New Institution.
iv) Approval of the Examining Authority.
v) Services - details of prescribed documents to be submitted in service portal for following categories of services are enclosed as Annexure-A service portal will be open throughout the year.
1) Change in the name of Institutions
2) Change of address / location of Institution
3) Change of Examining Authority
4) Change of Hospital
5) Closure of course
6) Closure of institution
7) Change in the name of Trust /Society
8) Change in the Contact Details/Username.
9) Institution Merger.

1. <u>Eligibility Criteria</u>:

The following authorities shall be eligible to apply **online** in the prescribed format named SIF (Standard Information Form) as per following details -

<u>Authorities</u>

a) The Central Government / State Government / Union Territory administration.

b) An autonomous body established by the Central or State Government for the purpose of pharmacy education.

c) A University.

d) A society registered under the Societies Registration Act, 1860 (21 of 1860) or corresponding Acts in States.

e) A public religious or charitable trust registered under the Trust Act, 1882 (2 of 1882) or the Wakfs Act, 1954 (29 of 1954).

f) Registered companies under section 8 of the Companies Act, 2013 (18 of 2013).

2. <u>Qualifying Criteria</u>:

The following conditions shall be fulfilled by an applicant.

a) The applicant shall not start, conduct or increase in intake in Pharm.D or Pharm.D. (Post Baccalaureate) course without the prior approval of the Pharmacy Council of India.

b) Institutions running B.Pharm course approved under section 12 of the Pharmacy Act, 1948 for the purpose of registration as a pharmacist will only be permitted to run Pharm.D. course. The B.Pharm institutions approved for conduct of B.Pharm course are not eligible to start Pharm.D course.

c) Institution having medical college approved by NMC are eligible to start Pharm.D/Pharm.D (PB) course directly and are exempted from the B.Pharm approved course of study.

d) Pharm.D. (Post Baccalaureate) course will be permitted only in those institutions which are permitted to run Pharm.D. course.

e) Number of admissions in the above said courses are restricted as below -
   i) Pharm.D. course – 30 students.
   ii) Pharm.D. (Post Baccalaureate) course – 10 students.

f) The applicant shall provide necessary infrastructure facilities including teaching staff as prescribed by PCI -
   i) under "Appendix-B" of Pharm.D. Regulations, 2008 for starting of the course.
   ii) Minimum Qualification for Teachers in Pharmacy Institutions Regulations, 2014.

g) Location of the Hospital
   1. Within the same limits of Corporation or Municipality or Campus with Medical Faculty involvement as adjunct faculty.
   2. If the institution and hospital are located in different Corporation or Municipality or Campus, the distance between the two shall not be more than 30 kms. by road.

h) Only one Pharm.D institution can have the MOU with one hospital.

3. Pre-requisite mandatory documents to be submitted:

a) The institution shall submit the following documents for starting of new pharmacy institution / introduction of new Pharm.D course by existing institution –

For Private institutions / Government institutions

For Pharm.D course

i) Consent of affiliation of Examining Authority.

ii) MOU with 300 bedded hospital as per prescribed requirements under regulation 2) of Appendix-B of Pharm.D Regulations, 2008 except in North Eastern States and hilly regions of India where hospital with 300 beds strength are not available, the institutions desiring to seek approval of Pharm.D course are permitted to sign a Memorandum of Understanding with district headquarter hospital with available bed strength. The prescribed format of MOU is enclosed as **Annexure-IV.**

For Central Government University / State Government University / Private University

i) If **new University**, a copy of Gazette Notification declaring it a "University".

ii) Relevant portion of Act / Gazette Notification empowering the University to start pharmacy programme, hold examination and confer diploma, degree.

iii) In case University's statutes does not empower the University to start pharmacy course, then the University's resolution of Board of Governors / Board of Management / Syndicate / Governing Council / Authority of the University to start pharmacy programmes be submitted in the prescribed format. The prescribed format

is enclosed as **Annexure-I.**

iv) Certificate from Registrar of the University to the effect that University is willing to conduct the pharmacy examination in the prescribed format. The prescribed format is enclosed as **Annexure-II.**

v) Dully filled in prescribed format for approval of the University as Examining Authority u/s 12(2) of the Pharmacy Act, 1948 in a prescribed format. The prescribed format is enclosed as **Annexure-III.**

vi) MOU with 300 bedded hospital as per prescribed requirements under regulation 2) of Appendix-B of Pharm.D Regulations, 2008 except in North Eastern States and hilly regions of India where hospital with 300 beds strength are not available, the institutions desiring to seek approval of Pharm.D course are permitted to sign a Memorandum of Understanding with district headquarter hospital with available bed strength. The prescribed format of MOU is enclosed as **Annexure-IV.**

<u>If New Deemed to be University</u>

i) The MHRD Notification declaring it as deemed to be University be issued.

ii) Relevant portion of Act / Gazette Notification empowering the University to start pharmacy programme, hold examination and confer diploma, degree.

iii) In case University's statutes does not empower the University to start pharmacy course, then the University's resolution of Board of Governors / Board of Management / Syndicate / Governing Council / Authority of the University to start pharmacy programmes be submitted in the prescribed format. The prescribed format is enclosed as **Annexure-I.**

iv) Certificate from Registrar of the University to the effect that University is willing to conduct the pharmacy examination in the prescribed format. The prescribed format is enclosed as **Annexure-II.**

v) Duly filled in prescribed format for approval of the University as Examining Authority u/s 12(2) of the Pharmacy Act, 1948 in a prescribed format. The prescribed format is enclosed as **Annexure-III.**

vi) MOU with 300 bedded hospitals as per prescribed requirements under regulation 2) of Appendix-B of Pharm.D Regulations, 2008 except in North Eastern States and hilly regions of India where hospital with 300 beds strength are not available, the institutions desiring to seek approval of Pharm.D course are permitted to sign a Memorandum of Understanding with district headquarter hospital with available bed strength. The prescribed format of MOU is enclosed as **Annexure-IV.**

b) The Institution shall initially submit tentative schedule for sessional and semester/ annual examinations duly attested by the Examining Authority to the PCI on an annual basis. Further, the Institution shall duly intimate the final schedule before conducting the sessional and semester/ annual examinations to the PCI.

However, if the Institution fails to submit the tentative schedule annually or is found to have discrepancies in adhering to the curriculum prescribed by the PCI, and action will be taken under Section 13 of the Pharmacy Act, 1948.

c) **<u>For any Applicant Institution</u>,**
the annual submission of above document shall be a pre-requisite for access to application in SIF (Standard Information Form) along with submission of PERC (Pharmacy Education Regulatory Charges).

For any Applicant University/ Board,
the annual submission of above document shall be a pre-requisite for access to application along with submission of EAC (Examination Affiliation Charges).

d) The annual submission of above document shall be a pre-requisite for access to application in SIF (Standard Information Form) along with submission of PERC (Pharmacy Education Regulatory Charges). Online application in applicable prescribed form called SIF (Standard Information Form).

e) The online application shall be submitted on PCI portal within the prescribed time period as announced by the PCI on its website pci.gov.in

4. Pharmacy Education Regulatory Charges Examination Affiliation Charges (EAC)

Pharmacy Education Regulatory Charges (PERC) to cover up entire regulatory functions as assigned by the Pharmacy Act and Education Regulations framed thereunder including accreditation, monitoring, and quality assurance of pharmacy courses. The PERC support curriculum development, compliance with pharmacy education standards, faculty evaluations, inspection costs, continuous improvements in pharmacy education and training (CEP), scholarship for the under-graduate and post-graduate, and strengthening of infrastructure for registration of Pharmacist in State Pharmacy Councils. The details of online payment of Pharmacy Education Regulatory Charges are enclosed as **Annexure - V**

The PERC shall be non-refundable in any circumstances whatsoever.

Examination Affiliation Charges (EAC) to cover the comprehensive regulatory functions mandated by the Pharmacy Act and the Education Regulations. This facilitates the accreditation, monitoring, and quality assurance of pharmacy education across affiliated institutions, ensuring that they meet the prescribed academic and operational standards for examination. The EAC supports various critical activities, including inspection costs, examination evaluations, and compliance with regulatory guidelines, all of which are vital for maintaining the integrity and quality of pharmacy education. Additionally, the EAC helps fund continuous improvements in the curriculum ensuring that the standards of pharmacy education evolve in line with academic advancements.

The details of online payment of Examination Affiliation Charges are as under-

a. Every Government University or Board seeking approval from PCI under Section 12(2) of the Pharmacy Act, 1948 shall pay a registration fee of Rs. 10,000 and an Examination Affiliation Charge (EAC) of Rs. 1,00,000(Rupees One Lakh Only). These charges shall be renewed every 5 years, subject to verification and approval by the PCI, based on the compliance with the prescribed standards and regulations from time to time.
b. Every Private Universities or Deemed-to-be Universities, seeking approval from PCI under Section 12(2) of the Pharmacy Act, 1948 shall pay a registration fee of Rs. 50,000 and an EAC of Rs. 5,00,000 (Rupees Five Lakhs Only). These charges shall be renewed every 5 years, subject to verification and approval by the PCI, based on the compliance with the prescribed standards and regulations from time to time.

The PERC and EAC shall be non-refundable in any circumstances whatsoever.

5. Security charges applicable on Institutions

Security charge will be collected after the final outcome of pending litigation.

6. Penalty charges

In case the institution fails to meet the required standard as prescribed by Pharmacy Council of India, the penalty charges upto 20 lakhs shall be imposed on the institution for such failure at the time of assessment.

7. Procedure:

A. For New institutions

Step-1 - Registration on the PCI portal.

a) Type on web browser pci.gov.in

b) Click on DIGI-PHARMed as available on right corner.

c) New page will be open. Click on "Institute Registration" corner.

d) A registration Form namely "user Management" will open.

e) For first time registration, the institute needs to pay Rs.10,000/- as Pharmacy Education Regulatory Charges for registration to proceed further.

Step-2 - Payment of course-wise annual PERC.

a) New institutions can apply for following courses only -
   i) D.Pharm
   ii) B.Pharm
   iii) M.Pharm (only Central Government / State Governments institutions)

b) Institution shall pay course-wise annual PERC.

c) PERC is non-refundable.

Step-3 - Submission of SIF and statutory documents.

a) Institution shall submit the SIF along with PERC and the statutory documents as prescribed in the Schemes.

b) If SIF and statutory documents are complete, window shall open for payment of course-wise security deposit.

c) On receipt of security deposit, ~~surprise~~ inspection will be arranged u/s 16 of the Pharmacy Act, 1948 for verification of the veracity of the documents, infrastructure and other physical and academic facilities as prescribed by Regulations and Pharmacy Council of India from time to time.

d) A copy of the Inspection Report will be placed before Executive Committee / Central Council of the PCI, after deliberation upon the inspection report, the Executive Committee will take a decision and point out the deficiencies and penalty, if any. Thereafter, the institution shall submit an appeal/compliance along with rectification of deficiencies with compliance report supported by documentary evidence. The appeal/ compliances shall be limited to maximum two times on the decision of the Council in the applied academic year.

e) The inspection report along with appeal/ compliances will be placed in the Executive Committee/ Central Council of the Pharmacy Council of India for consideration and the decision arrived at will be communicated to the institution.

f) The decision of the Executive Committee / Central Council shall be final and binding.

g) If SIF and statutory documents are in-complete

If SIF and statutory documents are in-complete, application will be rejected. The PERC will not be refunded being non-refundable.

B. For existing institutions applying for new course -

Step-1

a) Requirements with regard to submission of statutory documents as prescribed in Para 3 of the Scheme will be verified and if there are deficiencies, application will be summarily rejected.

b) The institution shall submit the appeal/ compliance within the timeline prescribed by Pharmacy Council of India from time to time.

c) In the event of appeal/ compliance not being received within the prescribed time or not found valid, the application will be processed only for consideration of extension of existing courses only.

Step-2

a) In case application is complete / compliance of statutory documents is submitted; institution will apply in SIF and submit the prescribed ~~as~~ Pharmacy Education Regulatory Charges for registration. The said SIF will be processed for considering approval process.

b) The ~~physical~~ inspection will be conducted by the Pharmacy Council of India u/s 16 of the Pharmacy Act, 1948 for verification of the veracity of the documents, infrastructure and other facilities as prescribed by Pharmacy Council of India time to time.

c) A copy of the Inspection Report will be placed before Executive Committee / Central Council of the PCI, after deliberation upon the inspection report, the Executive Committee will take a decision and point out the deficiencies and penalty, if any. Thereafter, the institution shall submit an appeal/ compliance along with rectification of deficiencies with compliance report supported by documentary evidence. The appeal/ compliance shall be limited to maximum two times on the decision of the Council in the applied academic year.

d) The inspection report along with appeal/ compliance will be placed in the Executive Committee/ Central Council of the Pharmacy Council of India for consideration and the decision arrived at will be communicated to the institution.

e) The decision of the Executive Committee / Central Council shall be final and binding.

C. Continuation of Approval For Existing Institutions:

The existing Institution shall apply for Continuation of Approval by using their existing login User ID and Passwords as per steps given below:

1) Go to pci.gov.in
2) Click on 'DIGI-PHARMed' portal link and login with the User ID and Password
3) Go to Application Form i.e. the Standard Information Format (SIF) and fill all required data.

4) After uploading all relevant data, a comprehensive report will be generated.
5) Thereafter a QR Code will appear at the bottom of the report.
6) Scan the QR Code through PCI Digital Sign App and place your signature.
7) After submission of signature, the payment (PERC) link will be activated.
8) Pay the system generated PERC and download the payment receipt.
9) Keep this receipt for future reference.

Note : The above procedure may be changed by the Pharmacy Council of India according to the dynamics of the portal from time to time.

D. Approval of Examining Authority under Section 12(2) of the Pharmacy Act, 1948

The University / Board shall apply for approval under Section 12(2) of the Pharmacy Act, 1948 as per steps given below:

Step-1 - Registration on the PCI portal.

a) Type on web browser pci.gov.in
b) Click on DIGI-PHARMed as available on right corner.
c) New page will be open. Click on "University / Board Registration" corner.
d) A registration Form namely "user Management" will open.
e) For first time registration, the University/ Board needs to pay Rs.50,000/- as Examination Affiliation Charges (EAC) for registration to proceed further.

Step-2 - Payment of EAC

a) New University / Board shall pay course-wise EAC.
b) EAC is non-refundable.

Step-3 - Submission of Application

a) University / Board shall submit the application along with EAC and required statutory documents as mentioned below -

For Central Government University / State Government University / Private University

i) If **new University**, a copy of Gazette Notification declaring it a "University".

ii) Relevant portion of Act / Gazette Notification empowering the University to start pharmacy programme, hold examination and confer diploma, degree.

iii) In case University's statutes does not empower the University to start pharmacy course, then the University's resolution of Board of Governors / Board of Management / Syndicate / Governing Council / Authority of the University to start pharmacy programmes be submitted in the prescribed format. The prescribed format is enclosed as **Annexure-I.**

iv) Certificate from Registrar of the University to the effect that University is willing to conduct the pharmacy examination in the prescribed format. The prescribed format is enclosed as **Annexure-II.**

v) Dully filled in prescribed format for approval of the University as Examining Authority u/s 12(2) of the Pharmacy Act, 1948 in a prescribed format. The prescribed format is enclosed as **Annexure-III.**

If New Deemed to be University

i) The MHRD Notification declaring it as deemed to be University be issued.

ii) Relevant portion of Act / Gazette Notification empowering the University to start pharmacy programme, hold examination and confer diploma, degree.

iii) In case University's statutes does not empower the University to start pharmacy course, then the University's resolution of Board of Governors / Board of Management / Syndicate / Governing Council / Authority of the University to start pharmacy programmes be submitted in the prescribed format. The prescribed format is enclosed as **Annexure-I.**

iv) Certificate from Registrar of the University to the effect that University is willing to conduct the pharmacy examination in the prescribed format. The prescribed format is enclosed as **Annexure-II.**

v) Duly filled in prescribed format for approval of the University as Examining Authority u/s 12(2) of the Pharmacy Act, 1948 in a prescribed format. The prescribed format is enclosed as **Annexure-III.**

b) If application and statutory documents are complete, window shall open for payment of EAC.

c) On receipt of application along with EAC, inspection will be arranged u/s 16 of the Pharmacy Act, 1948 for verification of the veracity of the documents and other facilities as prescribed by Regulations and Pharmacy Council of India from time to time.

d) A copy of the Inspection Report will be placed before Executive Committee / Central Council of the PCI, after deliberation upon the inspection report, the Executive Committee will take a decision and point out the deficiencies, if any. Thereafter, the University/ Board shall submit an appeal/compliance along with rectification of deficiencies with compliance report supported by documentary evidence. The appeal/ compliances shall be limited to maximum two times on the decision of the Council.

e) The inspection report along with appeal/ compliances will be placed in the Executive Committee/ Central Council of the Pharmacy Council of India for consideration and the decision arrived at will be communicated to the University / Board.

f) The decision of the Executive Committee / Central Council shall be final and binding.

g) The University/Board shall maintain year-wise records of the examination schedule, hard copies of examination papers, copies of answer sheets, and marksheets until the renewal of approval by the PCI. Additionally, every academic year, the University/Board shall upload the data base like scanned copy of the marksheet and prescribed data by the PCI from time to time on the PCI Portal within the prescribed time.

h) The Examining Authority shall publish and duly submit the attested copy of tentative and final schedule for sessional and semester/ annual examinations.

i) If any record is found to be destroyed without intimation to the PCI or manipulated or forged, action as deems fit will be taken under Section 13 of the Pharmacy Act, 1948.

j) If application and statutory documents are incomplete, application will be rejected. The EAC will not be refunded being non-refundable.

8. Application timeline

The application timeline will be prescribed by the Pharmacy Council of India subject to approval from the Hon'ble Supreme Court of India.

9. Syllabus:

The syllabus for each subject of study shall be as prescribed by the PCI from time to time as per regulation 8 of "The Pharm.D Regulations, 2008".

10. Conditions to be fulfilled by the Academic Institution:

Conditions to be fulfilled by the Academic Institution is enclosed as **Annexure-V**

Annexure-I

On Letter head of the University
(to be enclosed with SIF)

Resolution of Board of Governors / Board of Management / Syndicate / Governing Council / Authority of the University

1. A meeting of Board of Governors / Board of Management / Syndicate / Governing Council / Authority of the University was held on _____.

2. It was decided to establish the following pharmacy courses in the institution -

   Tick (✓) relevant course in pharmacy

   D.Pharm ( )

   B.Pharm ( )

   * M.Pharm ( )

   ** Pharm.D/Pharm.D(PB) ( )

   ** B.Pharm (Practice) ( )

   * M.Pharm course cannot be started till B.Pharm course is approved u/s 12 of the Pharmacy Act, 1948 for the purpose of registration as a pharmacist. The B.Pharm institutions approved for conduct of B.Pharm course are not eligible to start M.Pharm course. However, the institutions established by the Central Government/State Govt. for the purpose of imparting postgraduate education shall be eligible for starting M.Pharm course directly.

   ** Pharm.D / Pharm.D (PB) / B.Pharm (Practice) course (s) cannot be started till B.Pharm course is approved u/s 12 of the Pharmacy Act, 1948 for the purpose of registration as a pharmacist. The B.Pharm institutions approved for conduct of B.Pharm course are not eligible to start Pharm.D / Pharm.D (PB) / B.Pharm (Practice) course (s).

3. A copy of the resolution of Board of Governors / Board of Management is enclosed as Annexure- A

Name of Registrar.....

Signature .....

Date.....

Annexure-II

On Letter head of the University
(to be enclosed with SIF)

It is hereby certified that examinations for the following pharmacy courses will be held as per the statutory provisions of the Pharmacy Act, 1948 and the Regulations framed there under -

Tick (✓) relevant course in pharmacy

D.Pharm	( )
B.Pharm	( )
* M.Pharm	( )
** Pharm.D/Pharm.D(PB)	( )
** B.Pharm (Practice)	( )

* M.Pharm course cannot be started till B.Pharm course is approved u/s 12 of the Pharmacy Act, 1948 for the purpose of registration as a pharmacist. The B.Pharm institutions approved for conduct of B.Pharm course are not eligible to start M.Pharm course. However, the institutions established by the Central Government/State Govt. for the purpose of imparting postgraduate education shall be eligible for starting M.Pharm course directly.

** Pharm.D / Pharm.D (PB) / B.Pharm (Practice) course (s) cannot be started till B.Pharm course is approved u/s 12 of the Pharmacy Act, 1948 for the purpose of registration as a pharmacist. The B.Pharm institutions approved for conduct of B.Pharm course are not eligible to start Pharm.D / Pharm.D (PB) / B.Pharm (Practice) course (s).

Name and Signature of Registrar / Secretary of Board of Examining Authority
(applicable for stand alone D.Pharm institution)

Name : _____

Signature : _____

Date : _____

Format for approval of the Examining Authority u/s 12(2) of the Pharmacy Act

(As approved by 73rd Central Council (Sept., 2004) under Item No.143)

Details of Examining Authority

A) Name of the Examining Authority with complete Postal Address _____

_____

_____

_____

_____

STD Code _____

Telephone _____

Fax No. _____

E-Mail _____

B) Name, Designation and Address of Vice Chancellor/Registrar _____

_____

_____

_____

_____

STD Code _____

Telephone _____

Office _____

Residence _____

Fax No. _____

E-Mail _____

C) Whether the Examining Authority is

- **Statutory Indian University** **Yes/No**
- **Body constituted by the Central or State Government** **Central Govt./State Govt.**

D) Name of the Pharmacy institutions affiliated to Examining Authority.

For D.Pharm course

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

(If the number is more, please enclose the details as Appendix-I)

For B.Pharm course

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

(If the number is more, please enclose the details as Appendix-II)

For M.Pharm course

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

(If the number is more, please enclose the details as Appendix-III)

For Pharm.D and Pharm.D (PB) course

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

(If the number is more, please enclose the details as Appendix-IV)

For B.Pharm (Practice) course

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

(If the number is more, please enclose the details as Appendix-V)

E) Details of Examining Committee of Examining Authority -

S.No.	Name of Chairman (Pharmacy qualified persons) and Expert Member (Pharmacy qualified persons) of Examining Committee	Details of Employment				Signature
		Name of Instt. where presently employed	Designation	Qualification	Experience	
	Chairman: **Expert Member :**					

F) Norms for appointment of Examiners for Pharmacy Examination (Both Theory & Practicals) be enclosed.

G) <u>DETAILS OF EXAMINATION CENTRES APPROVED BY THE EXAMINING AUTHORITY.</u>

i) Please enclose List of Examination Centres approved by the Examining Authority for conduct of D.Pharm examination **(Appendix-VI).**

ii) Please enclose List of Examination Centres approved by the Examining Authority for conduct of B.Pharm examination **(Appendix-VII).**

iii) Whether following facilities are provided in the Examining Centres -

a) adequate rooms with necessary furniture for holding written examinations. — please enclose details as **Appendix-VIII**

b) Well equipped laboratories for holding practical exams. — please enclose details as **Appendix-IX**

H. <u>UNDERTAKING BY THE EXAMINING AUTHORITY TO FOLLOWING EFFECT</u> :

- It shall permit the Inspector or Inspectors of the Pharmacy Council of India to visit and inspect the examinations.

- It shall, if so required by a candidate, furnish the statement of marks secured by a candidate in the examinations after payment of prescribed fee, if any, to the Examining Authority.

- In pursuance of sub-section (3) of section 12 of the Pharmacy Act, 1948, the Examining Authority shall communicate to the Secretary, Pharmacy Council of India not less than six weeks in advance the dates fixed for examinations, the time-table for such examinations, so as to enable the Council to arrange for inspection of the examinations.

Name of the Registrar_____
(In Capital Letters)

Signature_____
with date

Seal of _____
the University

Annexure-IV

MEMORANDUM OF UNDERSTANDING

(To be executed on Rs.100/- Non-judicial stamp paper)
(applicable for Pharm.D course)

This memorandum of understanding is made on _____Day_____ __month ____ __Year

between

_____Hospital [with full address/affiliating bodies] which is represented by its Principal/Dean / Medical Superintendent/Medical Director/CEO herein named as party one

and

_____College of Pharmacy (with full address and affiliating bodies) represented by its Principal/Director/Dean herein named as party two

The parties hitherto agree as follows:

1. Party one declares that _____ (name of the hospital) is a _____ (number) bedded hospital, with a minimum of 120 beds for General Medicine Department.

2. Party one agrees to provide to party two the minimum space necessary of 1200 square feet in the hospital building to establish Pharmacy Practice department for the conduct of Pharm.D programs.

3. Party one agrees to provide preceptors required to train the Pharm.D students.

4. Party one agrees that, it will not enter into similar agreement with any other Pharmacy institution/s or department/s offering or intend to offer Pharm.D programs.

5. Party one declares that - Tick the relevant

a) Hospital and institution with which it is signing the MOU are within the same limits of Corporation or Municipality or Campus with Medical Faculty involvement as adjunct faculty. ☐

OR

b) If the institution and hospital are located in different Corporation or Municipality or Campus, the distance between the two is not more than 30 kms. by road. ☐

6. The prospective students will be allowed to undergo training in the following specialty departments

- Medicine
- Surgery
- Pediatrics
- Gynecology and Obstetrics
- Psychiatry
- Skin and VD
- Orthopedics

7. Party two will provide the academic staff and necessary infrastructure for Pharm. D course as per the PCI norms and takes the overall responsibility for smooth conduct of the programs.

8. This agreement is to be in effect at least for ten years from the time of its endorsement by both the parties. The Hospital will not sign the MOU for sharing of the hospital facilities with any other Pharm D institution till the present agreement / MOU is in effect.

9. The officials representing _____hospital and _____college are signing this MOU to achieve the beneficial objectives of Pharm.D programs.

Signature
Hospital authority [party one]
with seal and date

Signature
Principal, [party two]
College of Pharmacy
with seal and date

Annexure-V

Approved Pharmacy Education Regulatory Charges (PERC) for Pharmacy Course for New and Existing Institutions for 2027-2028 academic session onwards

Pharmacy Education Regulatory Charges (PERC) in Rupees, GST on PERC (on all categories) as per applicable rate has to be paid except for Security Deposit														
S No.	**Category of PERC**	**D.Pharm**		**B.Pharm**		**M.Pharm**		**Pharm.D**		**Pharm.D (PB)**		**B.Pharm (Practice)**		
		State / Central Govt.	**Private**	**State / Central Govt.**	**Private**	**State / Central Govt.**	**Private**	**State / Central Govt.**	**Private**	**State / Central Govt.**	**Private**	**State / Central Govt.**	**Private**	
1.	**Establishment of new institutions/ Course** This fee is for registration, technical scrutiny and contingent changes and for 2 inspection including annual PERC **(Non-Refundable)**	50,000	5,00,000	3,00,000	8,00,000 (60 seats) 12,00,000 (100 seats)	5,00,000 per Specialization for 5 years	10,00,000 per Specialization for 5 years	4,00,000	10,00,000	4,00,000	5,00,000	50,000	3,00,000	Applicable for New Institutions
2.	**Security Deposit (refundable after 10 years)**	-	50,00,000	-	50,00,000 (upto 60 seats) 1 Crore (upto 100 seats)	-	15,00,000 per specializatio n			-	2 Crore	-	25,00,000	The matter is sub judice in the Court. We are not collecting the security deposit.

Pharmacy Education Regulatory Charges (PERC) in Rupees, GST on PERC (on all categories) as per applicable rate has to be paid except for Security Deposit													
S No.	**Category of PERC**	**D.Pharm**		**B.Pharm**		**M.Pharm**		**Pharm.D**		**Pharm.D (PB)**		**B.Pharm (Practice)**	
		State / Central Govt.	**Private**	**State / Central Govt.**	**Private**	**State / Central Govt.**	**Private**	**State / Central Govt.**	**Private**	**State / Central Govt.**	**Private**	**State / Central Govt.**	**Private**
3.	**Annual PERC**	Nil	Nil	Nil	Nil	2,50,000 (for 5 years)	5,00,000 per Specialization (for 5 years)	1,50,000	5,00,000	1,00,000	2,50,000	25,000	50,000
4.	**For increase in intake**	Not Applicable	Not Applicable	50,000	4,00,000	50,000 per specialization	50,000 per specialization	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
5.	**For verification of compliance**	25000	50000	50,000	50,000	50000	50000	1,00,000	1,00,000	1,00,000	1,00,000	50000	50,000
6.	**Maximum intake**	**60**	**60**	**100**	**100**	**15 per specialization**	**15 per specialization**	**Pharm. D-30 Pharm. D (PB)- 10**	**Pharm.D-30 Pharm.D (PB)- 10**	**Pharm.D (PB) - 10**	**Pharm. D (PB)- 10**	**40**	**40**
7.	**Change in Name of Institutions**	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
8.	**Change in Name and address Trust**	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
9.	**Change in address of trust**	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000

Pharmacy Education Regulatory Charges (PERC) in Rupees, GST on PERC (on all categories) as per applicable rate has to be paid except for Security Deposit											
S No.	**Category of PERC**	**D.Pharm**		**B.Pharm**		**M.Pharm**		**Pharm.D/Pharm.D (PB)**		**B.Pharm (Practice)**	
		State / Central Government	**Private**	**State / Central Government**	**Private**	**State / Central Government**	**Private**	**State / Central Government**	**Private**	**State / Central Government**	**Private**
10.	**Change in Examining Authority**	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
11.	**Change of Hospital**	Not Applicable	Not Applicable	Not Applicable	Not Applicable	50,000 (Applicable to only for M.Pharm (Practice)	50,000 (Applicable to only for M.Pharm (Practice)	50,000	50,000	Not Applicable	Not Applicable
12.	**Closure of Course**	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
13.	**Closure of Institutions**	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000
14.	**Fee for Examining Authority apply to PCI for approval**	5,00,000 for 5 years	5,00,000 for 5 years	Government institutions are exempted.	5,00,000 for 5 years	Government institutions are exempted.	5,00,000 for 5 years	5,00,000 for 5 years	5,00,000 for 5 years	5,00,000 for 5 years	5,00,000 for 5 years
15.	**Fee for supernume rary seat**	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000
16.	**Institution Merger Service**	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000
17.	**Institute Contact Service**	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000

The PERC charges for grant-in-aid institutions will be same as Government institutions.

Pharm.D

Physical Facilities required by applicant institution-

1. Laboratories Facilities required by applicant institution-

Laboratories should be fitted and constructed in a manner that these can be kept reasonably clean. Gas and water fittings, shelves, fume cupboards be provided wherever necessary.

In addition to the laboratories, balance room, aseptic room or cabinet, animal house and a machine room shall also be provided.

At least two lecture halls along with eight laboratories as specified below should be provided-

Total Laboratories	Total No. Required	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year
1.Pharmaceutics and Pharmacokinetics Lab	2	1	1				
2.Life Science (Pharmacology, Physiology, Pathophysiology)	2	1		1			
3. Pharmaceutical Chemistry	2	1	1				
4. Pharmacognosy	1		1				
5. Pharmaceutical Analysis	1		1				
	8						

Note: *Wherever animal experimentations are prescribed in the curriculum, the required knowledge and skill should be imparted by using computer assisted modules. Animal hold area shall be as per the Committee for the Purpose of Control and Supervision of Experiments on Animals (CPCSEA) guidelines.*

2. Teaching Staff required by applicant institution-

Staff Pattern: All faculty shall be full time. However, part time preceptors in hospital shall be allowed.

Teaching Staff:

Year Wise Requirement							
Designation	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year	Total
Professor	1	1	1	1	1		5
Assistant Professor	1	1	1	1	1	1	6
Lecturer	2	2	2	2	2	1	11
Total	4	4	4	4	4	2	22

Department/ Division	**Name of the post**	**No.**
Department of Pharmaceutics	Professor	1
	Asst. Professor	1
	Lecturer	2
Department of Pharmaceutical Chemistry (Including Pharmaceutical Analysis)	Professor	1
	Asst. Professor	1
	Lecturer	3
Department of Pharmacology	Professor	1
	Asst. Professor	1
	Lecturer	2
Department of Pharmacognosy	Professor	1
	Asst. Professor	1
	Lecturer	1
Department of pharmacy practice	Professor	1
	Asst. Professor	2
	Lecturer	3

Non-Teaching Staff required by applicant institution-

Designation	Required (Minimum)	Required Qualification
Laboratory Technician	1 for each Dept	D. Pharm
Laboratory Assistants or Laboratory Attenders	1 for each Lab (minimum)	SSLC
Office Superintendent	1	Degree
Accountant	1	Degree
Store keeper	1	D. Pharm or a Bachelor degree recognized by a university or institution.
Computer Data Operator	1	BCA or Graduate with Computer Course
Office Staff I	1	Degree
Office Staff II	2	Degree
Peon	2	SSLC
Cleaning personnel	Adequate	---
Gardener	Adequate	---

3. Equipment Facilities required by applicant institution-

Department wise list of minimum equipment

A. DEPARTMENT OF PHARMACOLOGY:

I. Equipment:

Name	Minimum required Nos.
Microscopes	15
Haemocytometer with Micropipettes	20
Sahli's haemocytometer	20
Hutchinson's spirometer	01
Spygmomanometer	05
Stethoscope	05
Permanent Slides for various tissues	One pair of each tissue Organs and endocrine glands One slide of each organ system
Models for various organs	One model of each organ system
Specimen for various organs and systems	One model for each organ system
Skeleton and bones	One set of skeleton and one spare bone

Different Contraceptive Devices and Models	One set of each device
Muscle electrodes	01
Lucas moist chamber	01
Myographic lever	01
Stimulator	01
Centrifuge	01
Digital Balance	01
Physical /Chemical Balance	01
Sherrington's Kymograph Machine or Polyrite	10
Sherrington Drum	10
Perspex bath assembly (single unit)	10
Aerators	10
Computer with LCD	01
Software packages for experiment	01
Standard graphs of various drugs	Adequate number
Actophotometer	01
Rotarod	01
Pole climbing apparatus	01
Analgesiometer (Eddy's hot plate and radiant heat methods)	01
Convulsiometer	01
Plethysmograph	01
Digital pH meter	01

II. Apparatus:

Name	Minimum required Nos.
Folin-Wu tubes	60
Dissection Tray and Boards	10
Haemostatic artery forceps	10
Hypodermic syringes and needles of size 15,24,26G	10
Levers, cannulae	20

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

B. DEPARTMENT OF PHARMACOGNOSY:

I. Equipment:

Name	Minimum required Nos.
Microscope with stage micrometer	15
Digital Balance	02
Autoclave	02
Hot air oven	02
B.O.D.incubator	01
Refrigerator	01
Laminar air flow	01
Colony counter	02
Zone reader	01
Digital pH meter	01

Sterility testing unit	01
Camera Lucida	15
Eye piece micrometer	15
Incinerator	01
Moisture balance	01
Heating mantle	15
Flourimeter	01
Vacuum pump	02
Micropipettes (Single and multi channeled)	02
Micro Centrifuge	01
Projection Microscope	01

I. Apparatus:

S.No.	Name	Minimum required Nos.
1	Reflux flask with condenser	20
2	Water bath	20
3	Clavengers apparatus	10
4	Soxhlet apparatus	10
6	TLC chamber and sprayer	10
7	Distillation unit	01

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

DEPARTMENT OF PHARMACEUTICAL CHEMISTRY :

II. Equipment:

S.No.	Name	Minimum required Nos.
1	Hot plates	05
2	Oven	03
3	Refrigerator	01
4	Analytical Balances for demonstration	05
5	Digital balance 10mg sensitivity	10
6	Digital Balance (1mg sensitivity)	01
7	Suction pumps	06
8	Muffle Furnace	01
9	Mechanical Stirrers	10
10	Magnetic Stirrers with Thermostat	10
11	Vacuum Pump	01
12	Digital pH meter	01
13	Microwave Oven	02

III. Apparatus:

S.No.	Name	Minimum required Nos.
1	Distillation Unit	02
2	Reflux flask and condenser single necked	20
3	Reflux flask and condenser double/ triple necked	20
4	Burettes	40
5	Arsenic Limit Test Apparatus	20
6	Nesslers Cylinders	40

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

DEPARTMENT OF PHARMACEUTICS :

IV. Equipment:

S.No	Name	Minimum required Nos.
1	Mechanical stirrers	10
2	Homogenizer	05
3	Digital balance	05
4	Microscopes	05
5	Stage and eye piece micrometers	05
6	Brookfield's viscometer	01
7	Tray dryer	01
8	Ball mill	01
9	Sieve shaker with sieve set	01
10	Double cone blender	01
11	Propeller type mechanical agitator	05
12	Autoclave	01
13	Steam distillation still	01
14	Vacuum Pump	01
15	Standard sieves, sieve no. 8, 10, 12,22,24, 44, 66, 80	10 sets
16	Tablet punching machine	01
17	Capsule filling machine	01
18	Ampoule washing machine	01
19	Ampoule filling and sealing machine	01
20	Tablet disintegration test apparatus IP	01
21	Tablet dissolution test apparatus IP	01
22	Monsanto's hardness tester	01
23	Pfizer type hardness tester	01
24	Friability test apparatus	01
25	Clarity test apparatus	01
26	Ointment filling machine	01
27	Collapsible tube crimping machine	01
28	Tablet coating pan	01
29	Magnetic stirrer, 500ml and 1 liter capacity with speed control	05 EACH 10
30	Digital pH meter	01
31	All purpose equipment with all	01

	accessories	
32	Aseptic Cabinet	01
33	BOD Incubator	02
34	Bottle washing Machine	01
35	Bottle Sealing Machine	01
36	Bulk Density Apparatus	02
37	Conical Percolator (glass/copper/ stainless steel)	10
38	Capsule Counter	02
39	Energy meter	02
40	Hot Plate	02
41	Humidity Control Oven	01
42	Liquid Filling Machine	01
43	Mechanical stirrer with speed regulator	02
44	Precision Melting point Apparatus	01
45	Distillation Unit	01

V. <u>Apparatus:</u>

S.No	Name	Minimum required Nos.
1	Ostwald's viscometer	15
2	Stalagmometer	15
3	Desiccator*	05
4	Suppository moulds	20
5	Buchner Funnels (Small, medium, large)	05 each
6	Filtration assembly	01
7	Permeability Cups	05
8	Andreason's Pipette	03
9	Lipstick moulds	10

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department

DEPARTMENT OF PHARMACEUTICAL BIOTECHNOLOGY :

S.No.	Name	Minimum required Nos.
1	Orbital shaker incubator	01
2	Lyophilizer (Desirable)	01
3	Gel Electrophoresis (Vertical and Horizontal)	01
4	Phase contrast/Trinocular Microscope	01
5	Refrigerated Centrifuge	01
6	Fermenters of different capacity (Desirable)	01
7	Tissue culture station	01
8	Laminar airflow unit	01
9	Diagnostic kits to identify infectious agents	01
10	Rheometer	01
11	Viscometer	01
12	Micropipettes (single and multi channeled)	01 each
13	Sonicator	01
14	Respinometer	01
15	BOD Incubator	01
16	Paper Electrophoresis Unit	01
17	Micro Centrifuge	01
18	Incubator water bath	01
19	Autoclave	01
20	Refrigerator	01
21	Filtration Assembly	01
22	Digital pH meter	01

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

DEPARTMENT OF PHARMACY PRACTICE :

Equipment:

S.No.	Name	Minimum required Nos.
1	Colorimeter	2
2	Microscope	Adequate
3	Permanent slides (skin, kidney, pancreas, smooth muscle, liver etc.,)	Adequate
4	Watch glass	Adequate
5	Centrifuge	1
6	Biochemical reagents for analysis of normal and pathological constituents in urine and blood facilities	Adequate
7	Filtration equipment	2
8	Filling Machine	1
9	Sealing Machine	1

10	Autoclave sterilizer	1
11	Membrane filter	1 Unit
12	Sintered glass funnel with complete filtering assemble	Adequate
13	Small disposable membrane filter for IV admixture filtration	Adequate
14	Laminar air flow bench	1
15	Vacuum pump	1
16	Oven	1
17	Surgical dressing	Adequate
18	Incubator	1
19	PH meter	1
20	Disintegration test apparatus	1
21	Hardness tester	1
22	Centrifuge	1
23	Magnetic stirrer	1
24	Thermostatic bath	1

NOTE:

1. **Computers and Internet connection (Broadband), six computers for students with internet and staff computers as required.**
2. **Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and the department.**

CENTRAL INSTRUMENTATION ROOM :

S.No.	Name	Minimum required Nos.
1	Colorimeter	01
2	Digital pH meter	01
3	UV- Visible Spectrophotometer	01
4	Flourimeter	01
5	Digital Balance (1mg sensitivity)	01
6	Nephelo Turbidity meter	01
7	Flame Photometer	01
8	Potentiometer	01
9	Conductivity meter	01
10	Fourier Transform Infra Red Spectrometer (Desirable)	01
11	HPLC	01
12	HPTLC (Desirable)	01
13	Atomic Absorption and Emission spectrophotometer (Desirable)	01
14	Biochemistry Analyzer (Desirable)	01

15	Carbon, Hydrogen, Nitrogen Analyzer (Desirable)	01
16	Deep Freezer (Desirable)	01
17	Ion- Exchanger	01
18	Lyophilizer (Desirable)	01