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## CHAIRMAN'S MESSAGE



Tunnu School of Nursing offers the General Nursing and Midwifery (GNM) program conforming to the curriculum and standards prescribed by the Indian Nursing Council (INC) at the national level and the Manipur Nursing Council (MNC) at the state level. Our GNM program is designed to develop students to be competent, reflective, accountable practitioners who can provide high standards of patient-care. The program offers both practical and theoretical learning in a variety of institutional and community settings. This enables the student Nurse to develop knowledge and competence in order to meet the requirements of a professional Nurse. We have a team of experienced faculties dedicated in molding students become professional Nurses.

I hope you will find this prospectus helpful and Tunnu School of Nursing the right fit for you!

A handwritten signature in black ink, reading "Chinkholian Guite".

(Dr. Chinkholian Guite)

Chairman, Tunnu Foundation Trust





## PREFACE

Nursing is a rewarding career as it offers a bright and satisfying career for persons with compassion and the desire to serve the sick and the destitute. As members of modern health-care professionals, nurses render a significant service in the care of the sick and in the prevention of illness and ailments.

Health-care professionals in various establishments including hospitals and clinics, increases demand for Nursing Officers. Therefore, Nursing offers a challenge and opportunity to serve the community with dignity and a sense of purpose.

If you have the zeal and desire for nursing, you may choose this noble profession.

*“To Serve One Another with Love”*



## **TUNNU SCHOOL OF NURSING**

### ***Director***

Mr. Paukhenkhup Guite

LLB, PG Management (RGU, Scotland, UK)

### ***Principal***

Ms. Lalneikim, M.Sc. (Nursing)

### ***Office Assistant***

Mr. Tuanmuanlian

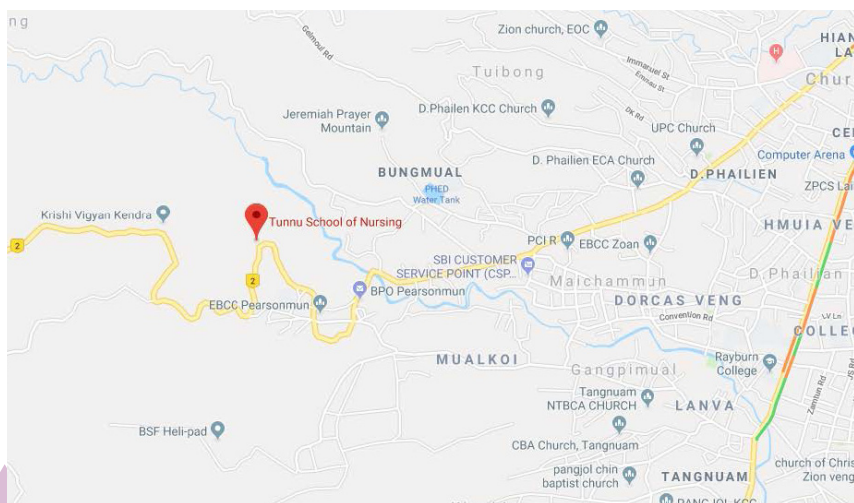




## 1. Location:

Tunnu School of Nursing is located at Pearsonmun Village in Churachandpur, or 'Lamka' in local parlance. Lamka is the main town of Churachandpur District, Manipur. Tunnu School of Nursing's location atop rolling hills and amidst greenery in picturesque Pearsonmun Village on the fringe of the bustling Lamka town provides an ideal training environment for nurses. According to 2011 census, Churachandpur district has a population of more than two lakhs. Of these, around half are settled in and around the Lamka town.

Lamka is the second largest town in Manipur after its capital city Imphal, and is one of the fastest growing. The town is well-served by roads: the National Highways (NHs) namely NH-102B or Tedim-Guite Road and NH-202 or Tipaimukh Road passes through it: connecting Lamka to Mizoram and Myanmar. The nearest airport, the Imphal International Airport, is located 60 kms away in Imphal. The town is also well-served by other amenities like electricity, water supply, banks, post-office, schools etc.



## 2. About Tunnu School of Nursing:



Tunnu School of Nursing was established in 2017, in loving memory of Mrs. Niankhovung w/o. Dr. Chinkholian Guite as a Project of the Tunnu Foundation Trust, a registered Trust under the Indian Trust Act of 1882. Mrs. Niankhovung, was the youngest daughter of Mr Letkhankam Samte and Mrs Donkhozam. She completed her graduation from Lady Keane College, Shillong and thereafter, pursued B.Ed. from Utkal University, Bhubaneswar and MA (Education) from Manipur University. She served as the Vice-Principal of the District Institute of Education and Training (DIET) in Churachandpur till her last breath on 11<sup>th</sup> May, 2012. Mrs. Niankhovung was an educationist with a passion to help her fellow-beings. All her life, she dedicated herself towards furthering education for the good of the society. This led her surviving family members to establish Tunnu School of Nursing in her memory and to continue her vision of using education as a tool to serve the society.

Mr. L. Jayantakumar Singh, Hon'ble Minister (Health, FW, Law & Legis Affairs and Arts & Culture) inaugurated Tunnu School of Nursing on 11<sup>th</sup> October, 2017. Also present are Mr. V. Hangkhanlian, Hon'ble Minister (Agriculture, Veterinary & AH), Mr. Ginsuanhau Zou, Hon'ble Chairman, MANIREDA and MLA, 60-Singngat A/C, Mr. Vungzagin Valte, Hon'ble Chairman, MTDC and MLA 56-Thanton A/C and Dr. Chinkholian Guite, Chairman, Tunnu Foundation Trust.



## 2.1. Vision:

"To be one of the premier institutes of nursing education not only in Manipur but also in the whole of the country and to transform society and community's health through excellence in nursing education, research, practice, care, and service."

## 2.2. Mission Statement:

"To advance nursing knowledge and skills and develop dynamic nurse-leaders (Nursing Officers) to improve the health of all people, including under-served, rural, and diverse population."

## 2.3. Objectives:

The key objectives of Tunnu School of Nursing are:

- To develop dynamic nurse-leaders for the healthcare sectors of India.
- To help Nurses in their personal and professional development to enable them to make maximum contribution to the society
- To provide professional and ethical directed education in nursing care and services.
- To enable every individual to receive high-quality, safe, professionally- and ethically-based health care.
- To conduct operational/action-based research directed to the health needs of society, which is instrumental in rendering community-service and education.
- To develop in a student, the best qualities of nursing- care to provide extensive nursing services to any sick patient as individuals or families.



- ❖ To create the best platform for nursing education, research, knowledge exchange, and practice to advance individual, family, community, and population health. To develop the opportunity of learning exchange through partnership and affiliation with various top hospitals in Manipur and other parts of the country.
- ❖ To inculcate a sense of dedication and commitment towards their profession as a Nurse.

### 3. Recognition:

- ❖ Indian Nursing Council (INC) bearing Registration No. 1-6/02/Sep2017-INC on 13-09-2017.
- ❖ Manipur Nursing Council bearing Affiliation No. 1/R/ NOC/MNC-2013 on 24-10-2017.

### 4. Affiliation:

To facilitate the field experiences of students, Tunnu School of Nursing is affiliated to the following hospitals and healthcare centers:

- ❖ District Hospital, Churachandpur, Manipur, 795 128.
- ❖ Nazareth Hospital, Churachandpur, Manipur, 795 128.
- ❖ Peoples' Health Foundation, Churachandpur, Manipur, 795 006.
- ❖ Jawaharlal Nehru Institute of Medical Sciences (JNIMS), Porompat, Kongpal Kongkham Leikai, Imphal, Manipur, 795 001.

### 5. Infrastructure:

- ❖ **Lecture halls:** The school has sufficient and spacious lecture halls for each batch.
- ❖ **Laboratories:** We have spacious and fully equipped laboratories where various procedures

are demonstrated to students and where they can practice. We aim at giving a complete practical training to develop their knowledge and skill.

Laboratories available are:

1. Nursing foundation lab.
2. Maternal and child health lab.
3. Skill lab.
4. Pre-clinical lab.
5. Community Health Nursing lab.
6. Nutrition lab.
7. Anatomy & physiology lab.



- ▶ **Library facilities:** The school has a well-equipped library with a voluminous collection of more than 1000 books. Latest edition books and international and National journals are also available.
- ▶ **Hostel facilities:** Well-furnished and shared accommodation is provided by the school.
  - ▶ **Mess:** The School provides a common hostel mess managed by staffs under the guidance of a mess committee constituted by the students themselves.
  - ▶ **Kitchen-cum-dining hall:** The School maintains a clean and hygienic common kitchen-cum-dining hall.
  - ▶ **Water:** Clean and safe drinking water is provided through an RO system.

- ◀ **Lavatories:** Sanitized lavatories with a ratio of 1:6 students.

## 6. Course of Study:

Tunnu School of Nursing offers a three-year (full-time) residential program in General Nursing and Midwifery (GNM) that is taught in English medium. The program aims to prepare students to gain real-life knowledge and skills needed to promote the health and wellness of individuals and communities in a variety of settings. The School lays great emphasis on sound education principles and ensures that its courses are up-to-date and relevant to contemporary practice settings.

### 6.1. Educational Objectives:

Upon completion of the GNM program at Tunnu School of Nursing, students are expected to:

- ◀ Gain professional foundation education grounded in behavioral, biological and nursing sciences, and geared them towards developing reflective and knowledgeable doers with empathy and a caring heart.
- ◀ Become competent, reflective, accountable practitioners who can provide high standards of patient care in a variety of healthcare settings.

### 6.2. Curriculum

Tunnu school of Nursing follows the curriculum prescribed by the Indian Nursing Council, New Delhi.

## 7. Faculty:

The Tunnu School of Nursing has highly qualified, experienced and dedicated faculty who are responsible for overall development of the students.



Sl. No.	NAME OF FACULTY	DESIGNATION	QUALIFICATION	EXPERIENCE
1.	Mrs. LALNEIKIM	Principal	MSc Nursing (Medical Surgical Nursing)	13.8 yrs
2.	Ms. L. CHINGGOULUN	Vice - Principal	MSc Nursing (Child Health Nursing)	4.9 yrs
3.	Mrs. VANLALTHUAMI	Tutor	MSc Nursing (Community Health Nursing)	7.2 yrs
4.	Ms. HOIHKIM THOMTE	Tutor	MSc Nursing (Mental Health Nursing)	3.3 yrs
5.	Mrs. LAMJOY	Tutor	BSc Nursing	4.5 yrs
6.	Ms. NEMMUANKIM	Tutor	PBBSc Nursing	6.5 yrs
7.	Ms. THIANHOIHCHING	Tutor	BSc Nursing	4.4 yrs
8.	Ms. REBECCA	Warden	PBBSc Nursing	-



## 8. Eligibility:

### 8.1. Marital Status & Age:

Candidates must be: a) Unmarried.

b) Age range must be between 17 to 35 years at the time of application. For ANM/LHV, there is no age bar.

c) Medically fit.

### 8.2. Minimum Educational Qualification:

- ◀ 10+2, Science (Physics, Chemistry, Biology) and English, with an aggregate score of 40% marks.
- ◀ 10+2, Arts and English, with an aggregate score of 40% marks.
- ◀ 10+2, with English, having 40% of marks in vocational ANM course from a school recognized by the Indian Nursing Council (INC).
- ◀ Registered ANM Course (10+2) vocational (revised after 2001) from a School recognized by the Indian Nursing Council (INC).

***Reservations and relaxations for STs/SCs/OBCs and disabled candidates is applicable as per Government of India policy.***

## 9. How to Apply:

- ◀ Prospectus along with application form and fee structures may be obtained from the School during office hours (from 09:30 AM to 03:00 PM)
- ◀ The application form is to be duly filled by the applicant in his/her own handwriting. The name must correspond to the name as given in high school records.



- ❖ Completed application form, along with all the required enclosures, should be submitted on or before the stipulated time.
- ❖ Incomplete applications will be summarily rejected.

## 10. Required Documents:

1. Class – X & XII Admit Card, Certificate & Mark Sheet in ORIGINALS & 5 self-attested photo copies.
2. ANM/LHV to bring original documents & 5 self attested photo copies (*Registration, Admit cards, Mark sheets*).
3. Category Certificate (*GEN/OBC/SC/ST*) original and 5 copies of self-attested photo copy.
4. Character Certificate issued by Head of the School/ Institution last attended (*original & 5 self-attested photocopies*).
5. Medical Fitness Certificate (*original & 5 copies of self-attested photo copy*).
6. Domicile Certificate (*original & 5 copies of self-attested photo copy*).
7. 5 copies of recent Passport-size photograph with 4 copies of Stamp-size.
8. 3 self-attested photocopies of Aadhar Card.

## 11. Selection:

- ❖ Shortlisted candidates will be called for a written test to be held at the Tunnu School of Nursing at their own expenses. TA or accomodation is not provided to the candidates.
- ❖ Date and timing for the interview shall be intimated through local daily newspapers.
- ❖ Candidates will be shortlisted based on the result of their performance in the written test. They will then

be required to appear before the selection board for interview.

- Final list of candidates selected for admission will be displayed on the School's notice board.
- Selected candidates will have to submit a letter of acceptance to the Principal of Tunnu School of Nursing.

***The decision of the Selection Committee will be final.***

## 12. Admission:

- Only selected candidates will be admitted.
- Candidates selected for admission to the course will be required to pay the fees at the beginning of every academic year and complete other necessary admission formalities.
- Selected candidates have to clear the First Internal Examination to continue the course which will be held after 6 months after the commencement of classes.
- Any candidate who does not clear the Final Council Exam will be held back for six months and will have to get admission for that said year.

***No candidate will be allowed to sit for exam without fee-clearance***

## 13. Examination Board:

Manipur Nursing Council (MNC).

## 14. Health-Care/Medical Facility:

- Full immunization is required for all students before joining the course.
- Students must fill up the personal details form during admission.



- Weekly health check-ups are compulsory for all students (expenses to be borne by Tunnu School of Nursing).
- Any cost of major illnesses requiring the referral of the student to hospitals will be borne by the parents/ guardian.
- Tunnu School of Nursing will not be responsible for any accidents or mishaps during the course of training.

## 15. School Level Activities:

### - Capping-cum-lamp lighting:**

Capping-cum-lamp lighting ceremony is a very auspicious ceremony that honors the 1st year students as they begin their clinical training (*an integral part of their course*). The traditional nurses cap is a badge of honor and the lamp lighting is symbolic of the lamp that Florence Nightingale, the pioneer of nursing, famously carried while caring for sick soldiers during the Crimean war.



- Community posting:** Our students undertake community posting at the Community Health Center (CHC) Singngat which was recently upgraded to a Sub-district Hospital. It is one of the biggest health care facilities next to the District Hospital. The total area of



Singngat is 977 sq. km with population density of 23/sq.km. The sub-district hospital is located at Singngat, attracting patients from in and around the area. The posting was carried out with the permission of the CMO, Churachandpur, and kind co-operation of the sub-district hospital staff and Mr. M. Haukholian, Chief of Singngat Village. During their posting/visits, the students assist the staff of the sub-district hospital, Singngat and also conducted community health talk. The students also visit different schools and conducted School Health Programmes along with Nutritional programme for the students.

- ❖ **Clinical practice:** The students undergo their clinical practice/ duty at the District Hospital, Churachandpur. In the hospital they practice and perform their skills on different procedures and take care of patients enabling them to provide an optimum health care in general.



- ❖ **Mental health nursing posting:** With the rising demand of care for mentally ill patients students are sent for their clinical exposure to Lokopriya Gopinath Bordoloi Regional Institute of Mental Health (LGBRIHM), Tezpur, Assam as part and parcel for their curriculum completion.

This clinical practice/duty and posting offers students valuable opportunities to understand hospital environment and helped them gain first-hand experience in dealing with patients. Most importantly, it helped them put into practice, what they have learned in a classroom setting. Such clinical practice, duty and postings are an integral part of the GNM program at Tunnu School of Nursing which believed in broad-based education programme that includes achieving an optimal balance between learning at a class room setting and field exposure.

## 16. Placement

Besides providing education, the school is also concerned about the student's career. Therefore, we took the effort of liaising with various reputed hospitals in the country for job placement of our passed out students. Presently, we have placement agreement with the following health care institutions:

- ❖ Institute of Human Reproduction (IHR), Guwahati.
- ❖ MIOT International Hospital, Chennai
- ❖ Billroth Hospital, Chennai.

## 17. Extracurricular Activities:

Students are expected to participate in all activities organised by the school. They are also encouraged to become members of the Student Nurses Association. The Student Nurse Association (SNA) provides a means of personal and professional development for nursing students

- ▶ **School club:** The school introduces the school club to offer the students a wide variety of co-curricular activities under the umbrella of SNA. Students are to join the club and ignite their hidden potential and talents. The club includes:
  1. Art club                      2. Ted-x club      3. Sports club
  4. Cookery club      5. Social service club
- ▶ **Field visit:** To reinforce experimental and contextual learning and keeping in touch with the real life, informative field visits are planned according to their curriculum.
- ▶ **Fresher's meet:** Fresher's meet is organised every year by the school in which new students are welcomed in the school's friendly atmosphere and encourage their creative impulses to boost their confidence and pursue their passion.



- ▶ **Prom night:** A night of entertainment is organised every year by the students where a lot of fun and excitement takes place. Students are expected to participate and enjoy the night. A chance for students to showcase their talents including singing, dancing and other activities.





## 18. Meritorious award:

The school also provides different meritorious award in recognition of the achievement made by the students.

The awards are:

- i. (L) NIANKHOVUNG EXCEPTIONAL STUDENT AWARD
- ii. (L) NIANKHOVUNG EXCELLENCE AWARD
- iii. BEST CLINICAL NURSE
- iv. BESTSTUDENT NURSE

A special mention to Miss Ruth Lianthianhoih who secured 9th rank in all Manipur GNM examination 2020 and who was honoured with (L) NIANKHOVUNG EXCEPTIONAL STUDENT AWARD during their graduation programme.



## 19. Leave, Vacation & Absence:

### 19.1 Sick Leave

- ✦ Student are entitled to 10 days sick-leave in a year. Sick-leave will not be carried forward from one academic year to the next. A student who is sent home on grounds of major illnesses may be permitted to continue training after his/her complete recovery at the discretion of the Principal and Director.
- ✦ If a student is sick for more than 40 days (30 days of vacation + 10 days of sick-leave), he/she may be eligible to sit for exam at a later date and the period of training shall be extended.

### 19.2 Vacations:

Students will be granted 30 days vacation in a calendar year. This is subject to the students making satisfactory progress in their studies.

### 19.3 Excess Sick Leave & Unauthorised Absence:

Students availing excess sick-leave must make up the excess days in clinical practice before they can sit for the annual examination. Any unauthorized absence of students will have to be compensated by twice the number of days of absence.

19.4 Weekly Day off: 1 (one) day

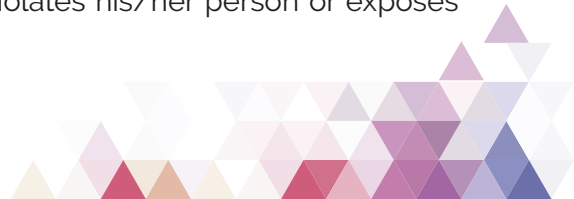
19.5 Preparatory Leave: 7 (seven) days

19.6 National Holiday: 6 (six) days

## 20. Anti-Ragging Resolution:

- ❖ '*Committee for Anti-Ragging Squad*' and '*Anti-Ragging Monitoring Committee*' has been formed to strictly enforce the "Hon'ble Supreme Court of India order for implementation of Anti Ragging Recommendation of the Lyngdoh Committee – 02.04.2008 and UGC Regulation, 2009 – 14.12.2009."
- ❖ Students found guilty of ragging, which may result in physical or emotional abuse/harassment of fellow students will be dealt with strictly.

Ragging involves existing students baiting or bullying new students. It includes display of noisy, disorderly conduct; teasing; excitement by rough or rude treatment or mishandling; indulging in rowdy, undisciplined activities or instilling fear in a fresher; asking the student to do any act or perform something which causes him/her shame; compelling or forcing a student, whether by way of a practical joke or otherwise, to do any act which detracts from human dignity or violates his/her person or exposes



him/her to ridicule; wrongful restraint, injury or the use of criminal force, etc.

***Please note that the above is only an indicative list.***

## 21. Rules & Regulations:

Student nurses should abide by the rules and regulations of Tunnu School of Nursing.

- ✦ They must attend clinical and theoretical classes on time.
- ✦ At the time of admission, parents/guardians must prepare and hand over a list of names of potential visitors who may visit their ward. Frequent visits however, is not encouraged.
- ✦ Visiting the hostel without prior permission is strictly prohibited.
- ✦ Parents must take prior permission from the Principal to meet their ward.
- ✦ Separate booklet on rules and regulations will be given to students on admission.

***Tunnu School of Nursing reserve the right to withdraw admissions and hostel facilities of students in the event of breach of the aforementioned rules and regulations.***

## 22. Check-List for Students (before joining the Hostel)

- ✦ T-shirts and medi-pants.
- ✦ Clothes for daily wear and use (black full sweater for winter).
- ✦ Own traditional attires.
- ✦ Blankets, mattress, thermal wears, quilts, bed-spreads, pillows, pillow-cases, etc.
- ✦ Mosquito-net and repellent.

- ✦ Trunk with lock.
- ✦ Wrist-watch (analog).
- ✦ Torch-light.
- ✦ Umbrella.
- ✦ Nail-cutter.
- ✦ Stationery items (note-books, register, pocket-diary, pen, calculator, small scissor, etc.).
- ✦ Stethoscope and thermometer (mercury).
- ✦ Utensils (plate, spoon, cup, mug, bowls, tiffin, etc.).
- ✦ Bucket & mug.
- ✦ Water bottle
- ✦ Measuring tape
- ✦ A4 size paper
- ✦ Dista paper
- ✦ Hair net, bobby pin (Black)
- ✦ English bible
- ✦ Cloth clip
- ✦ Hanger
- ✦ Sneakers
- ✦ Card board
- ✦ Stick file or file bag

## 23. General Conditions:

- ✦ Examination and registration fees shall be charged as prescribed by the Indian Nursing Council (INC) and the Manipur Nursing Council (MNC).
- ✦ At any stage after admission, if a candidate/student is found to have made false or incorrect statements, or have used fraudulent means to gain admission, or have not fulfilled the eligibility requirements, or have suppressed vital information, the student is liable to face disciplinary action which may extend to the cancellation of her admission.

- ▶ Parents of outstation candidates must nominate local guardian(s) for the student. Details of the local guardian such as their names, address, telephone number, photograph, and the nature of his/her relationship with the student must be provided in a prescribed form. The form must then be attested by the parents.
- ▶ Change of local guardian, if any, should be communicated by parents IN WRITING to the Principal, Tunnu School of Nursing. Other mode of communication shall not be accepted.
- ▶ Before leaving the hostel to visit their parents or local guardians, students are required to take permission from the Principal through the Out Pass Form (OPF). The OPF will then be verified by the hostel warden and forwarded by their class teacher to the Principal. Permission shall be granted only with the due consent of the local guardian to escort the student out and bringing him/her back to the hostel, otherwise, parents must submit in writing, stating that their ward be allowed to travel unescorted on weekends, holidays etc.
- ▶ Students who discontinue their training on their own accord will have to pay the fees for the entire duration of the course to the School.
- ▶ Any student getting married during the course of training will have to discontinue the training.









