

***Information Bulletin for admission to
Dental Operating Room Assistant (DORA)
& Diploma in Dental Mechatronics
Courses – 2018.***



JSS Academy of Higher Education & Research, Mysuru

(Deemed to be University)

Accredited 'A' Grade by NAAC

Sri Shivarathreeshwara Nagara, Mysuru – 570 015

JSS Academy of Higher Education & Research, Mysuru

(Formerly Known as Jagadguru Sri Shivarathreeshwara University)

(Deemed to be University)

Accredited 'A' Grade by NAAC

Sri Shivarathreeshwara Nagara, Mysuru – 570 015

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Information Bulletin for admission to Dental Operating Room Assistant (DORA) & Diploma in Dental Mechatronics Courses - 2018 Admission Session

***Information Bulletin containing the details of
Dental Operating Room Assistant (DORA) &
Diploma in Dental Mechatronics Courses
for the academic year 2018-19***

- IMPORTANT:**
- *Please note that the candidates who are eligible for admission to Dental Operating Room Assistant (DORA) & Diploma in Dental Mechatronics courses for academic year - 2018, will have to register online at JSS Academy of Higher Education & Research, Mysuru. (<http://www.jssuni.edu.in>).*
 - *The applicants are required to read this brochure thoroughly before making the online registration / online payment and adhere to the rules and procedure strictly.*
 - *Online registration and online submission of applications can be accessed from **02.05.2018 (Wednesday)** from our website.*
 - *Candidates have to take the printout of the application form on A-4 Size sheet of paper. The same should be produced during document verification at the time of admission along with originals.*
 - *The prescribed registration fee of **Rs.540/-** should be remitted through payment gateway provided using a credit card OR a debit card issued by a bank in India OR through internet banking. **There is no provision for Offline payment.***

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CALENDAR OF EVENTS

IMPORTANT DATES

| <i>Sl No</i> | <i>Events</i> | <i>Dates</i> |
|--------------|--|--|
| <i>1</i> | <i>Date of notification</i> | <i>02.05.2018</i> |
| <i>2</i> | <i>Hosting the Brochure on the website</i> | <i>02.05.2018</i> |
| <i>3</i> | <i>Hosting the Application form on the website for online registration</i> | <i>02.05.2018</i> |
| <i>4</i> | <i>Commencement of Academic session</i> | <i>Will be notified on the website</i> |

JSS Academy of Higher Education & Research (Formerly Known as Jagadguru Sri Shivarathreeshwara University), Mysuru, Karnataka has envisions to become a world class Centre for excellence in education and research with a special focus to serve the under privileged and economically challenged sections of the society. The campus is modeled as a fully residential educational campus in line of the best institutions of higher learning across the globe. The uniqueness of its reputation is acknowledged through the format, content and pedagogy of its programmes and their relevance to the society. The University is recognized by the University Grants Commission under UGC Act and is a member of the Association of Indian Universities (AIU). It is also Accredited 'A' Grade by NAAC.

JSS Academy of Higher Education & Research comprises of;

- (i) JSS Medical College, Mysuru.*
- (ii) JSS Dental College & Hospital, Mysuru.*
- (iii) JSS College of Pharmacy, Mysuru.*
- (iv) JSS College of Pharmacy, Ooty (Tamil Nadu).*

JSS Academy of Higher Education & Research Departments;

- (v) Department of Water & Health (Faculty of Life Sciences)*
- (vi) Department of Health System Management studies.*

JSS Academy of Higher Education & Research, Mysuru has considered for admission process for

B.Sc programmes:

Each constituent college and departments combines a multilateral confluence of academic training, research, innovation and creativity. An effort is being made to draw a roadmap to arrive at a milestone in our quest for academic excellence. The colleges and departments of Excellence are embodiments of the Deemed University's ever-growing quest for excellence in higher education and research.



JSS Dental College & Hospital, Mysuru (JSSDCH)

J.S.S. Dental College & Hospital, Mysuru has committed itself to become a center for excellence in Dental Education and a world leader in the field of Dental Sciences including hospital practice with the objective of strengthening the health care of the country. 'JSS Dental College and Hospital' is located in the city of Mysuru, Karnataka State, South India. Mysuru is known for palaces and gardens and is about 140 kms from Bangalore, easily reachable both by road and railways. The Dental College was established in 1986-87 and is at present conducting BDS and MDS courses in nine special divisions, and Post Graduate Diploma in five specialties.

The College is recognized by both the Dental Council of India and the Government of India. It is affiliated to the JSS Academy of Higher Education & Research from 2008-2009.. The college is located in the JSS Medical Institutions Campus spread across over 43 acres. 5 acres of the total land is exclusively demarcated for the Dental College. Separate hostel facilities are provided for both the boy and girl students.

The thrust areas of the college are:-

- Dental care is provided in the specialty of Oral Medicine & Radiology, Pediatric Dentistry, Oral & Maxillo-facial Surgery, Conservative Dentistry & Endodontics, Periodontics, Prosthodontics and Orthodontics.*
- Care of Dental and facial trauma, cleft lip & palate and craniofacial anomalies. Inpatient and day care is provided with well equipped and efficient staff and health personnel.*
- Oral health care for children with special needs (Speech & Hearing, impaired and subnormal children).*

For more details about the college please visit its website: www.jssuni.edu.in

Details of the courses:

| <i>PROGRAMME</i> | <i>Dental Operating Room Assistant (DORA)</i> | <i>Diploma in Dental Mechatronics</i> |
|--|---|---------------------------------------|
| <i>Course duration in years</i> | <i>2 Years full Time</i> | <i>1 Year full Time</i> |
| <i>Medium of Instruction</i> | <i>English</i> | <i>English</i> |
| <i>Commencement of the Academic year</i> | <i>Will be notified on the website</i> | |
| <i>Intake</i> | <i>20</i> | <i>20</i> |

ADMISSION PROCEDURE

The process of online registration & submission of online application form and

Instruction:

- 1. Candidates are advised to read the Information Bulletin carefully before starting “online registration and filling of online application form” and ensure that no column is left blank.*
- 2. Candidates have to provide all the information required for each entry during filling of online application.*
- 3. Candidates can register for admission to Dental Operating Room Assistant (DORA) & Diploma in Dental Mechatronics Programmes only through “Online”.*
- 4. Before filling application form, please scan and store the latest Photograph and Signature as separate files in JPG format only. The same needs to be uploaded as required during the ‘On-line Application’ process.*
- 5. JSS Academy of Higher Education & Research - Information Bulletin is available on website and the same can be downloaded from the Website: www.jssuni.edu.in*
- 6. Registration and submission of online application form may be made by accessing JSS Academy of Higher Education & Research Website: www.jssuni.edu.in and Instructions for Online submission of Application Form are available in the Information Bulletin.*
- 7. Online registration and online submission of applications can be accessed from **02.05.2018 (Wednesday)** from JSS Academy of Higher Education & Research website. www.jssuni.edu.in*
- 8. The prescribed registration fee of **Rs.540/-** should be remitted through payment gateway provided using a debit card (issued by a bank in India) OR a credit card OR through internet banking. **There is no provision for Offline payment.***
- 9. Candidates should take the printout of the application form on A-4 Size sheet of paper. Affix the original passport size photo and the same should be produced during document verification at the time of admission process along with originals.*
- 10. Candidates are requested **NOT TO SEND PRINT OUT** of the online application and any other document to the University office.*

- 11. Selection will be made on the merit based on marks secured in qualifying examinations in relevant subjects conducted by various Universities.*
- 12. Seat will be allotted to the eligible candidates, subject to pass in interview as per JSS Academy of Higher Education & Research policy.*
- 13. The admission will be done at JSS Academy of Higher Education & Research, JSS Medical Institutions Campus, Sri Shivarathreeshwara Nagar, Mysuru – 570 015, Karnataka.*
- 14. His / her admission to the course will depend upon the fulfilling all eligibility criteria at the time of admission.*
- 15. At the time of reporting for the admission, the candidate is required to produce the documents (original and three sets of photocopies) list mentioned above. If the candidate is admitted to the course, these documents will be retained by the institution till he / she completes the course. If the candidate fails to produce all or any of the documents listed mentioned above he / she will instantaneously forfeit his / her claim for a seat.*
- 16. The JSS Academy of Higher Education & Research website: www.jssuni.edu.in is updated regularly. The JSS Academy of Higher Education & Research suggests all candidates to visit it frequently for relevant information.*

Instructions to the candidate:

Admissions:

70% of seats will be admitted to Dental Operating Room Assistant (DORA) & Diploma in Dental Mechatronics programme, on the basis of qualifying examinations in relevant subjects conducted by various Universities/Institutions.

15% of total seats are reserved for NRI / Foreign Nationals.

15% of the total seats are reserved for Institutional Preference (IP).

Age: *The candidate should complete 17 years of age on or before 31st December 2018 for admission to Dental Operating Room Assistant (DORA) & Diploma in Dental Mechatronics Courses.*

- *Decision of the authorities of JSS Academy of Higher Education & Research in case of disputes will be final.*

Qualifications/Eligibility:

Requisite qualification for admission to Dental Operating Room Assistant (DORA) Programme.

The candidate seeking admission to any of these courses should have passed the Higher Secondary Certificate Examination 10+2 / PUC II / HSC or the Indian School Certificate Examination (ISCE) or any other examination equivalent to 10+2/ HSC examination of any recognized Board / University from any School / Colleges in India / Abroad after 12 years of study. The last two years of study shall comprise of Physics, Chemistry & Biology (PCB) (50% of marks is not compulsory)

OR

Pre-Degree course from a recognized University considered as equivalent by JSS Academy of Higher Education & Research, (Two years after ten years of schooling) with Physics, Chemistry and Biology as principal subjects of study.

OR

Any equivalent examination recognized by the JSS Academy of Higher Education & Research, Mysuru for the above purpose with Physics, Chemistry and Biology as principal subjects of study.

OR

The vocational higher secondary education course conducted by Vocational Higher Secondary Education, Government of Kerala with five subjects including Physics, Chemistry, Biology and English in addition to vocational subjects conducted is considered equivalent to plus TWO examinations of Government of Karnataka Pre University Course.

OR

Candidates with two years diploma from a recognized Government Board in a subject for which the candidate desires to enroll, in the respective Allied Health Sciences course shall have passed plus 12 [10+2] with Physics, Chemistry and Biology and must have obtained a minimum of 50% of marks taken together in PCB, as principle subjects or candidates with 3 years diploma from a recognized Government Board in a subject for which the candidate desires to enroll, in the respective Allied Health Sciences course should have studied Physics, Biology and Chemistry as principal subjects during the tenure of the course

Requisite qualification for admission to Diploma in Dental Mechatronics Programme.

The candidate seeking admission to any of these courses should have passed the Higher Secondary Certificate Examination 10+2 / PUC II / HSC or the Indian School Certificate Examination (ISCE) or any other examination equivalent to 10+2/ HSC examination of any recognized Board / University from any School / Colleges in India / Abroad after 12 years of study. The last two years of study shall comprise of Physics, Chemistry & Biology (PCB) (50% of marks is not compulsory)

OR

Pre-Degree course from a recognized University considered as equivalent by JSS Academy of Higher Education & Research, (Two years after ten years of schooling) with Physics, Chemistry and Biology as principal subjects of study.

OR

Any equivalent examination recognized by the JSS Academy of Higher Education & Research, Mysuru for the above purpose with Physics, Chemistry and Biology as principal subjects of study.

OR

The vocational higher secondary education course conducted by Vocational Higher Secondary Education, Government of Kerala with five subjects including Physics, Chemistry, Biology and English in addition to vocational subjects conducted is considered equivalent to plus TWO examinations of Government of Karnataka Pre University Course.

OR

Candidates with two years diploma from a recognized Government Board in a subject for which the candidate desires to enroll, in the respective Allied Health Sciences course shall have passed plus 12 [10+2] with Physics, Chemistry and Biology and must have obtained a minimum of 50% of marks taken together in PCB, as principle subjects or candidates with 3 years diploma from a recognized Government Board in a subject for which the candidate desires to enroll, in the respective Allied Health Sciences course should have studied Physics, Biology and Chemistry as principal subjects during the tenure of the course

OR

Candidates with Industrial Training Institute (ITI) passed from a recognized Government Board.

NOTE:

Students appearing for their Higher Secondary Certificate Examination 10+2 / PUC II / HSC or the Indian School Certificate Examination (ISCE) or any other examination equivalent to 10+2/ HSC examination can also apply, but subject to obtaining the minimum required marks and fulfilling other eligibility criteria of JSS Academy of Higher Education & Research

NOTE ON ONLINE APPLICATION PROCEDURE:

Candidates have to register and enter the application details through **online** to become eligible for admission to Dental Operating Room Assistant (DORA) & Diploma in Dental Mechatronics courses for the academic year 2018. The conventional method of pen and paper filling of form is done away with from 2017. Please note the following:

- Online registration and application is a user-friendly process.
- First candidates have to register their names providing requested detail in the first step of the online procedure and after getting login details, candidate can login and fill up the online application form through JSS AHER website:
- **Before filling application form, please scan and store the latest Photograph and Signature as separate files in JPG format only. The same needs to be uploaded as required during the 'On-line Application' process.**
- Most of the fields will be only a selection from the readily available information; and all the fields are self-explanatory with dropdown menu the candidates have to select the suitable / appropriate items from the drop down list wherever applicable.
- The candidates have to select the declaration after confirming themselves that there are no changes to be incorporated or all the entries made by them in the online application are correct.
- After declaration by the candidates, the prescribed registration fee should be remitted through payment gateway provided using a credit card OR a debit card issued by a bank in India OR through internet banking.
- Once the declaration is done, there is no provision to change / edit / delete / add any information to the entries already made by the candidates.
- Candidates are informed to make sure that the entries made before declaration are correct.
- After completion of all the processes, the candidate must ensure that a print out of his/her application is to be downloaded and produced at the time of entrance test & counseling along with required documents.
- Please note that, the registration/application fee paid is **NON-REFUNDABLE**.

METHOD / STEPS FOR APPLYING:

Before entering the application form online, the candidates are advised to download the blank application form and take two or three photocopies of the same and practice on them in the prescribed manner.

PLEASE NOTE: *The finally submitted application details through online by the candidates will be the candidate's data for all further processing in the JSS AHER computers. Therefore, the candidates are advised not to make any mistakes while making entries in the form and not to upload any documents / papers (Except Photograph & Signature) in support of their claims to the filled application form, Candidates are requested not send print out of the online application and any documents to the University office.*

Steps:

- Step 1:** *Candidates are required to select and click on “Admission notification” on the home page by browsing URL on Website <http://jssuni.edu.in> & Select < Apply Online >*
- Step 2:** *Candidates are required to register their name by selecting the course from the drop down list and providing all the required information for registration process. After successful registration, a registration number will be displayed on the screen. The system generated email will be sent to their registered email-id.*
- Step 3:** *Candidates are required login to the system with the user ID, DOB & verify the details by entering verification code.*
- Step 4:** *Once the candidates complete the student information entries, they will have to upload the photograph & Signature in the given link and proceed for payment.*
- Step 5:** *After completion of online payment, a hard copy of the application form will be automatically generated with the JSS AHER application number.*
- Step 6:** *Candidates have to take the printout of the application form on A-4 Size sheet of paper. As per the instructions given on the printed application form, the same copy should be retained with the candidate and same may be submitted at the time of document verification/admission.*

HOW TO FILL ONLINE APPLICATION FORM:

After successful registration, the candidate / user will be directed to **application for admission to Dental Operating Room Assistant (DORA) & Diploma in Dental Mechatronics courses course Page**. All the fields / items in this page are mandatory. The candidates have to enter their details and name, Date of Birth, Father's Name, Mother's Name as it is in the SSLC / 10th Standard Marks cards as these items will be carried for further processing. **[NOTE: All the fields in this form are mandatory and have to be filled]**

Upload of Photograph and Signature:

The applicant should upload their photographs in online application entry, the applicant should scan their passport size photograph in .jpg format and make available for uploading with the following specifications.

Photograph of the candidate

Width = 3.5 inches, Height = 4.5 inches, Resolution = 200 X 200 dpi and the file size should be less than 50kb.

Signature of the candidate

Width = 3.5 inches, Height = 1.5 inches, Resolution = 200 X 200 dpi and the file size should be less than 50kb.

Documents to be produced in original at the time Admission:

1. S.S.L.C./Equivalent examination marks card.
2. P.U.C./Equivalent examination marks card.
3. Two years diploma marks card. (if applicable)
4. Industrial Training Institute (ITI) marks card. (if applicable)
5. Transfer certificate.
6. Conduct Certificate.
7. Migration Certificate.
8. Caste certificate.
9. Foreign nationals seeking admission should obtain eligibility certificate issued by JSS Academy of Higher Education & Research
10. Six passport size photographs
11. Identity Proof (e.g. Aadhaar Card/ passport/voters card/pan card/driving license)
12. Parent's Aadhaar and PAN card photocopy

ASSISTANCE / FACILITIES TO CANDIDATES:

- ❖ The JSS Academy of Higher Education & Research has made the following arrangements in order to provide timely information to the candidates:
- ❖ The Help desk telephone number is **0821-2548400**. The Help desk is operational from **10:30 am to 5:00 pm**, Monday to Friday, and from **10:30 am to 1:30 pm** on Saturdays. The Help desk is not operational on Sundays and other public holidays.
- ❖ Candidates can send their queries to the Help desk **admissions@jssuni.edu.in** or can fax the same to **0821-2548394**.
- ❖ The JSS Academy of Higher Education & Research has set up a website: **www.jssuni.edu.in** to facilitate information dissemination among the candidates.

No personal Queries will be entertained. The communication can be made only through Phone, Fax or Email.

PLEASE NOTE:

- ❖ *The JSS Academy of Higher Education & Research and its constituent colleges do not have any agents, liaison/admission offices, representatives or any other office/s other than the office mentioned in this brochure. Candidate/s is requested not to depend upon or deal with any person or organization/s claiming to be associated with the JSS Academy of Higher Education & Research activities or claiming to help with admissions or entrance tests. JSS Academy of Higher Education & Research will not be responsible for the same.*
- ❖ *www.jssuni.edu.in is the only official website of the JSS Academy of Higher Education & Research and is not responsible for information available on other websites / elsewhere.*

ANNUAL FEE STRUCTURE:

| <i>Sl. No.</i> | <i>Course</i> | <i>Fee per year (Rs.)</i> |
|----------------|--|----------------------------|
| 01 | <i>Dental Operating Room Assistant (DORA)</i> | <i>Rs. 35,000/-</i> |
| 02 | <i>Diploma in Dental Mechatronics</i> | <i>Rs. 60,000/-</i> |

- ❖ ***Refund of Fees:*** *As per JSS Academy of Higher Education & Research rules.*
- ❖ ***Hostel facility*** *is available both for boys and girls. The candidates desirous of seeking admission to hostels will have to apply in prescribed form. The hostel fees shall be charged separately.*
- ❖ ***Differences*** *of opinion and disputes arising in the interpretation and implementation of the clauses in the brochure, if any, will be referred to the Vice-Chancellor, JSS Academy of Higher Education & Research, Mysuru, and his decision shall be final and binding on all concerned*

PLEASE NOTE:

- ❖ *JSS AHER does not have any agents, liaison / admission offices, representatives or any other office/s.*
- ❖ *Candidates are requested not to depend upon or deal with any person or organization/s claiming to be associated with the JSS AHER activities or claiming to help with admission / counseling. JSS AHER will not be responsible for the same.*
- ❖ *In case any candidate is found to be involved in or indulging in impersonation or any other unfair means or cheating to procure admission, JSS AHER reserves the right to cancel the allotted seat and forfeit of the entire amount of fees paid by such candidate. Such candidates are liable for prosecution as per the law of the land.*

LEGAL DISPUTES:

- ❖ *All legal disputes if any pertaining to admission or Counseling shall be subjected to jurisdiction of appropriate courts including the consumer's form in city of Mysuru only.*

BAN ON RAGGING:

- ❖ *Ragging is a criminal offence as per Karnataka Educational Act 1983 and Hon'ble Supreme Court of India. JSS Academy of Higher Education & Research ensures strict compliance on the prevention of Ragging in any form.*

Definition:

- ❖ *“Ragging” means causing, inducing, 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 person or exposes him to ridicule or to forbear from doing any lawful act, by intimidating, wrongfully restraining, wrongfully confining or injuring him or by using criminal force to him or by holding out to him any threat of such intimidation, wrongful restraint, wrongful confinement, injury or the use of criminal force. Supreme Court of India has defined ragging as a criminal offence.*

Penalty for Ragging:

- ❖ *No person who is a student of an educational institution shall commit ragging. Supreme Court of India has ordered that “if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the institution”.*

Warning:

- ❖ *No leniency will be shown to the offenders involved in ragging. All students are requested to note and co-operate in keeping our JSS Academy of Higher Education & Research and its constituent colleges free from ragging.*