

Course Ordinance for

Diploma in Nursing Science & Midwifery Program 2018



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Bangladesh Nursing and Midwifery Council

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Course Ordinance for Diploma in Nursing Science and Midwifery

1. **Name of Degree awarded:** Diploma in Nursing Science and Midwifery.
2. **Duration of the program:** There should be a minimum period of three years of education programme. Total hours are 5112 in the three years course. The academic year will start from January in each year. After completion of the program every student has to perform 06 (six) months **internship** in an appropriate clinical areas/hospitals according to logbook. However, after successful completion of the course, students will appear in the BNMC comprehensive examination for licensing as a registered nurse. The BNMC will issue academic and license/registration certificate.
3. Student's registration will be valid for 6 years.

Qualifications need for admission in the Diploma in Nursing Science and Midwifery Course:

The Applicants who meet the following criteria will be eligible to enter into the Diploma in Nursing Science and Midwifery:

- a. **Entry qualification:** The applicants must have passed both SSC & HSC Examinations from any discipline from any educational Board of Intermediate and Secondary Education in Bangladesh. Students will be selected on merit basis. Merit score will be determined from cumulative result of GPA SSC, HSC & admission test which will be decided by admission committee.
- b. Marks conversion from General Certificate of Education (GCE) - 'O' level and 'A' level will be decided by the central admission committee.
- c. The candidates will apply within 3 years after passing HSC examination and as well as continuation of SSC examination.
- d. Student will be selected on merit basis. Merit score will be determined from cumulative GPA of SSC & HSC result and from the admission test result.
- e. Medical (physical & mental) fitness will be essential before admission.
- f. Student will be single.
- g. For foreign candidate: According to admission policy.

Admission test will be conducted as per Act. of BNMC-2016 according to admission policy.

4. **Admission procedure:** Admission procedures will be formulated and conducted by the concerned authority as laid down in the curriculum.

Student Registration

After admission every student must do student registration within three months according to BNMC Act (Act No. 48 of 2016) Clause-5 (TA). The validity of a student registration will be of 06 years.

Irregularities of students in the program:

- If a student remains absent up to 3 months with information she/he must show the legal documents for being absent she/he can continue her/his program but needs to fulfill the requirements to sit the examination.
- If a student remains absent for more than 3 months without information the concerned authority will place this case to the Academic Committee as well as BNMC and the Academic Committee will take the action considering the circumstances.
- The student will be informed of the rules and regulations of the course at the beginning of the course.

Medium of Instruction:

English language is used as a medium of instruction with supplementary Bangla language as necessary.

Leave system:

The students will get 4 weeks of annual leave in each year.

Method of Recruitment:

Admission test will be conducted as per Act. of the BNMC-2016 according to admission policy.

Examination procedures:

- ❑ The regular final examination will be held in each academic year in December under the Bangladesh Nursing and Midwifery Council.
- ❑ Internal examinations will be conducted each institution and marks also send to the BNMC along with other formative marks.
- ❑ Internal and external examiner will be selected for examination by examination control committee of BNMC.
- ❑ A student must pass in each subject of internal examination.
- ❑ A student must appear in each year final examination. In order to pass each year of the course over all, a student must pass in all subjects in that year. In order to pass a subject, she/ he must pass in each individual assessment area of that specific subject.
- ❑ Assessment area includes written and/or oral and/or practical/formative/clinical of that specific subject.
- ❑ **Pass mark:** 60% marks must be obtained in written, oral, practical and clinical examination of each subject. If a student cannot secure pass mark in any assessment areas of a subject, maximum 2 (two) mark will be allowed to makeup from another assessment area of same subject.
- ❑ There will be provision of giving 1 to 10 positions on the merit basis of final examination. The score may be converted into CGPA on the transcript.
- ❑ Final result will be published within 03 (three) months.
- ❑ The student who fails (obtains less than 60%) in any part of the subject(s), she/he will appear in the re-take exam within 45 days after publication of final result.

- ❑ If a student fails in the first year exam, she/he will get maximum three chances for passing the examination of that year. She/he may attend 2nd year classes but will not be allowed to appear in the 2nd year final exam, until she/he passes all subjects of 1st year. The same rule is applicable for 2nd year and 3rd year.
- ❑ If a student fails in 2nd chance (retake) of any year final examination the student will be count as a year loss.
- ❑ If a student fails at 03 (three) times, then the student could appear with the special permission from the Registrar of BNMC for 04 (four) times final examination.
- ❑ All assessment will be conducted according to set criteria. If any question arises, the examination committee will resolve that.
- ❑ Examination committee to be formed before each year final exam to conduct examination.
- ❑ If a student fails to meet the clinical practice requirements of the course for any genuine reason (sick, emergency leave etc.), she/he has to make up her/his clinical practice requirements in extra time with submission of necessary documents / certificate.
- ❑ All examinations will be governed by the existing rules of the BNMC.
- ❑ For final examination of Bangladesh Nursing & Midwifery Council, there will be two scripts Group-A & B.
- ❑ There will be one paper (script) for internal examiner and one script for external examiner.
- ❑ For internal examination there will be one paper (script).

Procedures for placement in clinical areas:

1. There will be one teacher for each course and at least 2 co-teachers for each course where students' intake is 25, and 4 co-teachers where students intake is 50 or more and accordingly (The ideal ratio between teacher and student should be 1:8 for clinical practice).
2. **Rotation plan** will be developed by the concerned subject teachers.
3. The subject teacher will strictly follow the rotation plan for each course as specified in the curriculum.
4. If a student fails to meet the clinical practice requirements of the course for any genuine reason (sick, emergency leave etc.), she/he has to make up her/his clinical practice requirements in extra time with submission of necessary documents/certificates.
5. First year students will be placed for clinical practice after having 04 (four) months theory and lab classes and they will be placed in the morning shift only.
6. Second year students will be placed for all shifts according to the yearly Master Plan and night shift will be started after 06 months.
7. Third year students will be placed for all shifts according to the yearly Master Plan.
8. The students must be accompanied by Registered Nurse during clinical placement.

Termination system:

- If a student fails in the special chance (4th times; special permission by the Registrar of BNMC), he/she will be terminated.
- The student will be terminated after cross the duration of the registration deadline.
- If a student remains absent for more than 3 months at a time without information her/his studentship will be automatically terminated.
- If a student fails to attend the classes within one month without any information at the beginning of the program, her/his studentship will be cancelled automatically.

Format of Academic Committee

Academic committee: (Attached to Medical College Hospital; Public and Private)

Academic committee will be formed as follows:

- Director/Deputy Director, Medical College Hospital attached to Nursing Institute-
 - Chairperson
 - Member Secretary
 - Member
 - Member
 - Member.
- Principal - Nursing Institute,
- Nursing Superintendent,
- Senior Nursing Instructor ,
- Guest Lecturer,

Academic committee (Attached to District Hospital):

- Civil Surgeon/Hospital Superintendent
 - Chairperson
- Nursing Instructor In charge / Principal
 - Member Secretary
- Nursing Superintendent/ Dy. Nsg Superintendent/ Nsg Supervisor
 - Member
- Senior Nursing Instructor
 - Member
- Guest Lecturer
 - Member.

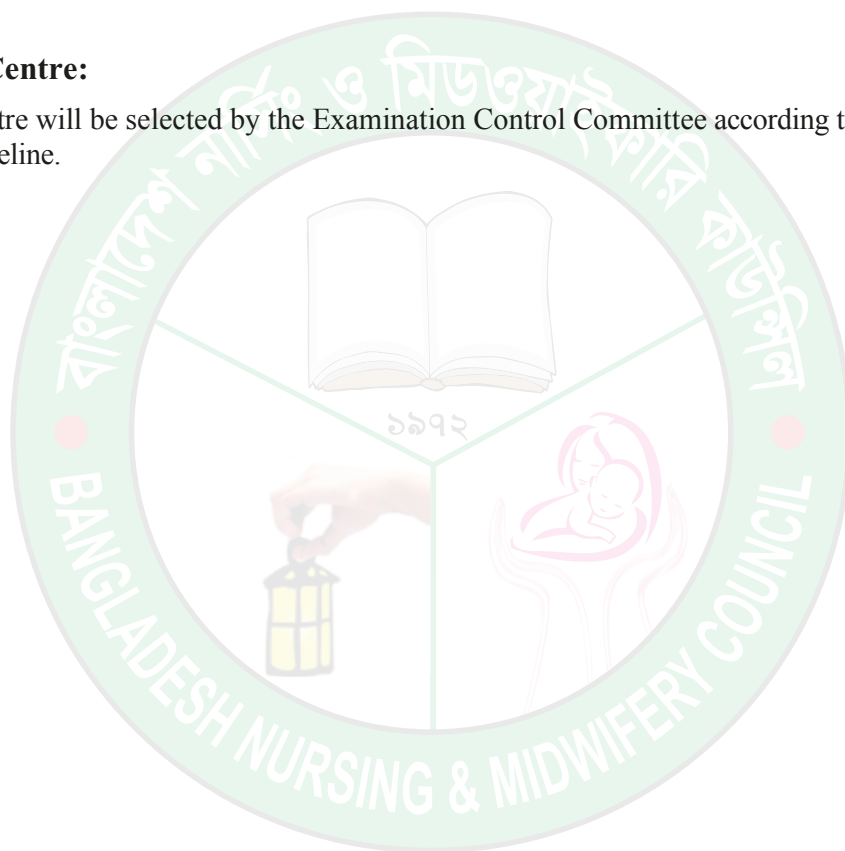
Examination Control Committee

Examination will be conducted by BNMC according to Bangladesh Nursing and Midwifery Examination Guideline.

1. The examination control committee will be formed according to BNMC examination guideline.
2. (i) By virtue of the post, head of the concerned Nursing Institute/college will be the Center In-charge selected by BNMC.
(ii) Respective subject teacher or coordinator will be the convener of the examination selected by BNMC.
(iii) The Internal and External examiner of each subject will be selected by BNMC
(iv) Question setter, moderator, script examiner and tabulator will be selected by the Examination Control Committee of BNMC.
(v) The final examination result will be published by the Examination Control Committee of BNMC.

Examination Centre:

Examination centre will be selected by the Examination Control Committee according to BNMC examination guideline.



List of Reviewers/ Experts:

- Ms. Shuriya Begum, Registrar, Bangladesh Nursing and Midwifery Council
- Ms. Rashida Akhter, Deputy Registrar, Bangladesh Nursing and Midwifery Council
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