

APPLICATION No:



Water, Sanitation and Hygiene (WASH) Institute

5-296, Anadhagiri 7th Street, Kodaikanal - 624 101, Tamil Nadu

www.washinstitute.org

PROSPECTUS FOR COURSES - 2011-12

Applications are invited for admission to the following courses for the year 2011- 12

- One year PG Diploma in Environmental Sanitation Science
- One year Certificate Course for Capacity Building for Health Workers

OBTAINING PROSPECTUS & APPLICATION FORM

Prospectus and application can be downloaded from the following websites: www.washinstitute.org or by emailing us at courses@washinstitute.org

ELIGIBILITY

Course - 1: PG Diploma in Environmental Sanitation Science	Pass marks in B.Sc., Chemistry and Food Technology
Course - 2 : Certificate course on Capacity building for Health workers	Pass in any subject of HSC (10+2)

SUBMITTING FILLED - IN APPLICATION FOR ADMISSION

1. Applicants are requested to read carefully the rules of eligibility and other instructions given in the prospectus
2. The entries in the application form be made by the applicant in the own hand writing legibly in ENGLISH only.
3. Details of the photo copies of the certificate submitted along with the application should be mentioned in the application.
4. Enclosures to be sent along with the filled - in application.
5. Original certificates should not be sent.
6. The candidates have to submit photo copies of the following certificates duly attested by a Gazetted Officer along with the application form.
 - a. SSLC, HSC Mark Statements
 - b. UG degree Mark Statements / Grade Certificates/ Provisional Certificates
 - c. Community certificate obtained from Tahsildar/ Deputy Tahsildar concerned.
 - d. Two self addressed, stamped envelopes (72 x 11 CM). each for Rs.10/- should be enclosed
 - e. Filling with any wrong information or suppression of information may result in punitive action
 - f. Certificates other than those required need not be enclosed
 - g. The application form without the photo copies of relevant certificates will not be considered.
 - h. All the columns in the application should be filled -in
 - i. **Note:- Along the filled application form a cost of Rs.100/- in the form of Demand Draft (DD) in favour of “WASH Institute” payable at Kodaikanal**
7. Photograph: Two recent passport size colour photographs of the candidates are required
8. One photo should be affixed in the application form and one additional to be sent along with the application.

SELECTION PROCEDURE AND COMMUNICATION

1. The applications received will be screened and selection will be up to a maximum of 40 Students for Environmental Sanitation Science Course and 60 Students for Health Workers Course.

- The selected candidates will be communicated about the admission individually by post or by email address, if given.
- The list of selected candidates will be displayed on the website.

FEES DETAILS

- The fees can be paid in two instalments. At time of admission, the first instalment should be paid and within three months the second instalment should be paid in case of both courses.
- A caution deposit of Rs.2,000/- is payable by each student, which will be refunded after completion of the course.

Course - 1: Fees Break - Up Details

Course Fees for the Environmental Sanitation Science Course	
Item	Amount in Rupees per person
Tuition Fees - First Semester	10,000
Tuition Fees - Second Semester	10,000
Tuition Fees - Field Training Concurrent and Supervised Field Training	4,000
Lab fees	2,000
Library Fees	1,000
Records	1,000
Admission Fees	2,000
Total fees per student for the course	30,000

COURESE -2 :Fees BREAK - UP DETAILS

Course Fees the Certificate Course for Health Workers	
Item	Amount in Rupees per person
Tuition Fees	3,000
Special Fees	4,000
Field Training Concurrent and Supervised Field Training	3,000
Library Fees	2,000
Records	1,000
Admission Fees	2,000
Total fees per Student for the course	15,000

REFUND OF FEES

- The refund of fees in respect of the student who have not attended even a single class during the Semester and also withdrawn form the course with in one month form the date of commencement of the classes will get 75% of the total fees refunded.

GENERAL INSTRUCTIONS

- The institute will not be held responsible for any delay or loss in postal and any other methods of transit.
- The decision of Institute shall be final in all cases of admission.
- The selected candidate should meet the Head of the Department concerned on before the stipulated date and time

and submit the following original certificates along with photo copies of the certificates only to the Head of the Department at the time of admission for the purpose of verification:

- a. SSLC, HSC Mark Statements
 - b. Consolidated Marks statement / Grade certificate and provisional certificate.
 - c. Transfer certificate
 - d. Conduct certificate form the Head the Institution last studied
 - e. Community certificate
4. All admission made will be provisional till the Certificate, Statement of marks / grades etc., submitted by the candidates are summarized and accepted.
 5. If any candidate is found to have got admission on false claim the admission will be cancelled without any prior notice.
 6. Once acceptance for admission the candidate should remit the prescribed need in the form of cash or DD in favour the **“WASH Institute” payable at Kodaikanal** and submit together with all certificates.

IMPORTANT DATES

Prospectus and Applications available from Website	20.05.2011
Last date for submitting filled-in application	05.07.2011

- Applications defective in any particulars will summarily be rejected.
 - Filled-in application should be sent on or before the last date
-