

# PROSPECTUS

## PARAMEDICAL COURSES 2025-27



**INDIAN MEDICAL ASSOCIATION  
IMA HOUSE, I.P. MARG  
NEW DELHI – 110 002.**

Recognized by Department of Health and Family Welfare.  
Government of NCT Delhi and Government of WB



### Affiliated Institute

**SCHOOL OF MEDICAL TECHNOLOGY**  
Tanning Campus and Administrative Office  
24 Girish Chandra Bose Road, Kolkata-700 014.  
Contact: - 033-22272310,9231520480,  
Website: - [www.ssmtskill.com](http://www.ssmtskill.com)  
E-Mail- [ssmtooffice@gmail.com](mailto:ssmtooffice@gmail.com)

**Dr. Mukul Roy Choudhury**

**MBBS, MD, Ph.D.**

**President SSMT**

## **PREAMBLE**

It was the 18<sup>th</sup> May , 1992 , when a group of professional , technocrats and social activists joined hands to promote a welfare organization which first rolled its wheels as a vocational training institute for empowering youths to enhance and promote livelihood development programmes to uplift the standard of living of the poorest of the poor and at the same time provide basic health care support to the remote countryside to attain a society where the downtrodden section of our population shall walk hand in hand with the affluent and participate in the country's social , economic technological and cultural march into the new millennium .

This organization is registered under Societies Registration Act, Registration No. S/70470, dated 18/05/1992 Registered under 80G of I.T Act.

Society for the School of Medical Technology is empanelled as a Vocational Training Provider by Paschim Banga Society For Skill Development Initiative Scheme (PBSSD). Moreover, this organization conducts various need-based livelihood development training programme under different Govt. sponsored schemes like National Urban development Mission (NULM), DDU-GYK of MORD Government of India.

We are affiliated to Health Sector Skill council of NSDC. Govt of India. We are also empaneled as Skill Knowledge provider under CBSE of MHRD Govt of India. Our organization is a Project Implementing Agency under Ministry of Minority Affairs. Government of India.

### **Present Affiliation :**

**West Bengal State Council of Technical and Vocational Education and Skill Development..**

**Indian Medical Association .H.Q New Delhi .**

### **Present Collaboration**

**Centre for Collaborative Programs, Training & Research formed  
under Maulana Abul Kalam Azad University of Technology,  
MAKAUT, WB.**

- PIA in Ministry of Housing & Urban Affairs Govt. of India for DAY NULM project.
- PIA in Ministry of Minority Affairs Govt. of India for Nai Manzil Project

- Training Partner of NSDC –SMART
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**Experience in training in allied health science since 2003:  
School of Medical Technology is engaged in vocational & Skill  
Development training for last 32 Years.**

We have conducted training under:

**Paramedical diploma course under center for Adult continuing education Rabindra Bharati University Government of W.B**

**Paramedical Training Under West Bengal State Council of Technical Education**

**Paramedical diploma course under Centre for Vocational Studies . Alliah University Government of W.B**

- Kishori Shakti Yojana - A Project of Dept of Social Welfare, Govt. of W .B.
- Swarna Jayanti Gram Swarajgar Yojana - A Project of Ministry of Panchayat & Rural Development, Govt. of W .B.
- Swarna Jayanti Sahari Rojgar Yojana - A project of Dept. of Municipal Affairs , Govt. of W.B.
- Social Safety Net Programme - A programme of Public Enterprise Dept . Govt. of W.B. supported by D.F.I.D., U.K.
- Entrepreneurship Development Programme under Dept. of Technical Education & Training Govt. of West Bengal .
- Skill Development Programme under West Bengal Minorities Development & Financial Corporation .
- Skill Development Programme under Neheru Yuba Kendra.Department of Youth.GOI
- Skill Development Programme under Department of Youth Government of W.B
- Skill Development Programme under National Council of Vocational Training Govt. of India .
- Centre for Vocational Studies Aliah University (A Govt. of West Bengal Established University))
- Skill Development Training Courses Under LED Programme ( KUSP )
- Skill Development Training of Construction Workers and Their Dependants under Labour Commission, Govt. of West Bengal.
- NVEQF PILOT PROJECT Under Directorate of Vocational Education and Training Govt. of West Bengal .
- Skill Development Training under Border Area Development Programme under Ministry of Home Affairs.

- Vocational Training courses under Employment By Skill Training & Placement (EST&P) Component of National Urban Livelihood Mission under Dept. of Municipal Affairs, Govt. of W.B.
- Skill development programme under MSDP of Ministry of Minority Affairs

#### COURSES OFFERED FOR ADMISSION

S.NO	COURSES (Diploma)	DURATION	ELIGIBILITY	Admission Fees- 5000/-
1.	Diploma in Medical Laboratory Technology	2 years	H.S (10+2) with science preferably	Tuition Fees- 15000/- per Semester. (4*15000) =60,000/-
				Registration Fees- 2500/-
				Examination Fees- 3500/-
				Total fees 71,000/-
2	Diploma in Radiology & Imaging Technology	2 years	H.S (10+2) with science preferably	Admission Fees- 5000/-
				Tuition Fees- 15000/- per Semester. (4*15000) =60,000/-
				Registration Fees- 2500/-
				Examination Fees- 3500/- Total fees 71,000/-
3.	Diploma in Operation Theatre Technician	2 Years	H.S (10+2) with science preferably	Admission Fees- 5000/-
				Tuition Fees- 15000/- per Semester. (4*15000) =60,000/-
				Registration Fees- 2500/-
				Examination Fees- 3500/- Total fees 71,000/-
4.	Diploma in Physiotherapy	2 Years	H.S (10+2) with science preferably	Admission Fees- 5000/-
				Tuition Fees- 15000/- per Semester. (4*15000) =60,000/-
				Registration Fees- 2500/-
				Examination Fees- 3500/- Total fees 71,000/-

## 1. ADMISSION REQUIREMENTS

- a) Admission to above said course shall be given once in a calendar year. Admission Notice is issued in the leading newspapers of the State and Country.
- b) Application for admission to the course is required to be submitted on the prescribed form. The application form is obtainable from the office of the College personally on cash payment of Rs.50/-
- c) The documents required are:
  - i) Mark sheet of Senior secondary/Secondary as per eligibility criteria of the course
  - ii) Admit/Certificate of secondary examination as age proof
  - iii) 4 copy photographs
  - iv) Appointment letter from the Employer (in case of employee)/Identity card.
  - v.) Aadhar card/Voter card

## 2. ELIGIBILITY FOR DIPLOMA COURSE –

Candidates who have passed 10 + 2 from any recognized Board/ CBSE/ ICSE preferably with Physics, Chemistry and Biology with 45 % percent marks is given priority for admission however the candidates who have passed 10 + 2 from any recognized Board/ CBSE/ ICSE board with atleast 50 % marks in aggregate can apply.

A candidate seeking admission to Diploma courses should have 17 years of age, as on 1<sup>st</sup> July 2025 and maximum age limit is 25 years. In case of SC and ST the upper age limit is 30 years.

## 3. CRITERIA FOR SELECTION

The selection of the candidates for receiving training in college for above said course shall be made on the basis of marks obtained in the prescribed qualifications or in the entrance test or as per IMA guide lines.

- 4. **TIMING OF TRAINING-** (Theory and practical): - As per lesson plan and session plan prepared by IMA (H.Q).
- 5. Medium of instruction: - English shall be the medium of instruction for all the subjects of study and for the examination of all IMA courses.
- 6. **Practical training at Hospitals/diagnostics center during training-**  
Six months to twelve months compulsory hand holding training is provided in best hospitals and diagnostic centres for all courses as per course guideline. Candidates are selected based on interview.
- 7. **INTERNSHIP** – Six months internship is mandatory for all the courses. Internship is provided in Government Medical colleges as well as Private multispecialty hospitals and diagnostic centers as per eligibility criteria.

## INTAKE

Sl no	Course	Intake
1	Diploma in Medical Laboratory Technology	50 (Fifty)
2	Diploma in Radiology and Imaging Technology	20(Twenty)
3	Diploma in Operation Theatre Technology	20(Twenty)
4	Diploma in Physiotherapy	25(twenty five)

### 8. ATTENDANCE

A candidate is required to attend at least 75 percent in all subjects prescribed for the year, separately, in theory and practical/clinical postings to become eligible to appear for the examination.

9. Certification- All the certificates are issued by IMA (H.Q) and awarded to successful candidates.

10. **Validity of Certificate**- The Diploma certificate awarded by IMA (H.Q) is valid for union Government service under concerned ministries including Railway Ministry. Department of Health and Family Welfare Government of Delhi, Government of W.B and other state government. T & C applied as per government notification. The Diploma is accepted by all clinical establishment like private and semi government under clinical establishment Act 2003. This certificate is accepted internationally also for employment.

11. Session - For Diploma course the academic session is August and Jan every year

### 12. GUEST LECTURE

Students theoretical understanding is supplemented by a practical orientation developed through lecturers by leading academicians.

### 13. ASSIGNMENTS

Most of the subjects require assignments to be submitted by the specific dates.

### 14. INTERNAL EXAMINATION

In order to check the performance of the students SSMT conducts regular class tests etc.

### 15. STUDENTS PROGRESS REPORT

We keep close eye on the overall performance of the student and send monthly progress report of students to their parents/guardians.

### 16. STUDENT FEEDBACK

Management of the college takes regular feedback from students regarding faculty and other related problems etc. and tries to sort their problems on top priority.

### 17. STUDENT SUPPORT SERVICES

We apply all sincere & possible efforts to shape the career of the students so as to make them not only a complete Professional but also a responsible citizen. Students are provided with all sorts of modern amenities and extra ordinary care is taken towards over all development of their personality.

#### 18. INFRASTRUCTURE

SSMT has well-furnished Air-conditioned class rooms, library, Practical room, staff room & other infrastructural facility. Due to security reason college has recently installed close circuit cameras inside the college building in every room. Infrastructure is built as per the norms of appropriate Government authority.

#### NG AIDS

To supplement the course, texts relevant video & audio tapes are screened from time to time. To strengthen the teaching learning process the college has provided the much-needed aids like LCD projector and other modern teaching equipments.

#### 19. BOOK BANK FACILITY

College has library cum reading room for students comprising of text books, reference books etc.

#### 20. PRACTICAL NOTEBOOK & APRON

Every student has to purchase apron or practical note book at his/her own cost from outside.

#### 21. SEMINARS

College also organizes seminars on various National Events such as World Aids Day, World Environment Day and other important days.

#### 22. RULES AND REGULATIONS

Violation of rules will result in disciplinary action against the offender including his/her suspension and/or discharge from the college. A student may be expelled from the college at any times on the following grounds

1. Unsatisfactory conduct
2. When his/her activities are found detrimental to the interest of the college, management or other students.
3. When he/she indulge in unlawful/ anti-national activities.
4. When payment of fee is delayed beyond the prescribed time schedule.
5. When he/she is absent for more than 3 days without any application/information.

23. **Placement** – Students gets employment after this intensive 2000 hours of hand holding practical in the same hospital where he/she done this practical training. Usually 60-70 % students got this opportunity in past few years as we observed. More over students get practical training certificate from those big hospitals and clinical establishment like Woodland Multispecialty hospital, Ruby Multispecialty hospital, Apollo Multispecialty hospital, JBCH Multispecialty hospital and many more and diagnostic centre like Lupin Diagnostic, Suraksha Diagnostic, Agilus Diagnostic etc helps them to get job in other big hospitals and diagnostic centre. We keep the keep the students updated placement information through our own placement portal.



# ADMISSION FORM

## SCHOOL OF MEDICAL TECHNOLOGY

Trg. Cen- 24 Girish Ch. Bose Road, Kolkata-700 014.W.B

*Affiliated to Indian Medical Association*

Course Sought for Admission (For Course Code SEE ANNEXTURE)

Course Name.....

Paste your  
recent  
passport size  
photograph

1.Full Name of the Applicant (In Block Letter Only): .....

.....

2.Father's Name: .....

3.Mother's Name: .....

4. Nationality: Indian ☐ Non- Resident-Indian ☐ [Put ✓ only]

5. Date  
of Birth: D D M M Y Y Y Y

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6. Sex: Male/Female [Put ✓ only]

7. Category: Gen ☐ SC ☐ ST ☐ OBC ☐ [Put✓ only]

8. Aadhar Number: 

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9. Mobile No: .....

10. Guardian Mobile No: .....



**11. Postal Address with Pin Code:** .....

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**12. Permanent Address with Pin Code:** .....

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**13. Educational Qualification**

Examination	Board / University	Year	%of Marks

**DECLARATION**

I hereby declare that I have read and understood the condition of eligibility for the course for which I sought admission. I fulfil the minimum eligibility criteria and have been provided with necessary information in this I regard. In the event of any information found incorrect or misleading, my candidature shall be liable to cancelled at any time and I shall not be entitled to refund of any fee paid by me to the Institute. I also know that once I paid admission fees /Tuition fees /Examination fees or any other fees to the institute is not either refundable / nor transferable in any circumstances.

**Place:**

.....  
(Signature of Candidate)

**Date:**

.....  
(Signature of Parent/Guardian)

