

To DR Sindu PC  
Relay  
21/8/25



**KERALA UNIVERSITY OF HEALTH SCIENCES**  
**THRISSUR- 680596**  
**Phone: 0487 - 2207650, 2207664**

**No.20019/2025/B1/Ex Med/KUHS**

**Date: 21.08.2025**

**CONFIDENTIAL**

Phone: 0487 2207782, 0487 2207682

E-mail: [medicalexams@kuhs.ac.in](mailto:medicalexams@kuhs.ac.in)

From

The Controller of Examinations

To

Dr SINDU P C M10185

Amala Institute of Medical Sciences, Thrissur (MM002)

Professor BIOCHEMISTRY

drsindupc72@gmail.com, 9447959857,,

Madam/Sir,

Sub: Conduct of Practical Exam - **First Professional MBBS Degree Regular/Supplementary (2024 Scheme) Examinations, August 2025** -Appointment of External Examiner-Intimated -reg.

Kerala University of Health Sciences is pleased to appoint you as External Examiner for conducting the **First Professional MBBS Degree Regular/Supplementary (2024 Scheme) Examinations, August 2025** at the following Examination Centre(s) on the date(s) noted against the Centre(s). You are requested to ensure that Practical examination is smoothly and successfully conducted as per the directions and guidelines issued by the University in this regard.

Name of the Centre	Subject	Date of Examination
M20 - SREE NARAYANA INSTITUTE OF MEDICAL SCIENCES,	Biochemistry	09.09.2025 to 12.09.2025



TO DR. TINJU  
rebin  
19/8/25



**KERALA UNIVERSITY OF HEALTH SCIENCES**  
**THRISSUR- 680596**  
**Phone: 0487 - 2207650, 2207664**

**No.20019/2025/B1/Ex Med/KUHS**

**Date: 19.08.2025**

**CONFIDENTIAL**

Phone: 0487 2207782, 0487 2207682  
E-mail: [medicalexams@kuhs.ac.in](mailto:medicalexams@kuhs.ac.in)

From  
The Controller of Examinations  
To

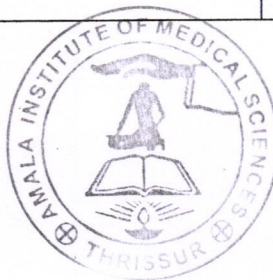
Dr TINJU JAMES M12560  
Amala Institute of Medical Sciences, Thrissur (MM002)  
Professor PHYSIOLOGY  
tinjuaden@gmail.com, 8330073627, 9496357189

Madam/Sir,

Sub: Conduct of Practical Exam - **First Professional MBBS Degree Regular/Supplementary (2024 Scheme) Examinations, August 2025** -Appointment of External Examiner-Intimated -reg.

Kerala University of Health Sciences is pleased to appoint you as External Examiner for conducting the **First Professional MBBS Degree Regular/Supplementary (2024 Scheme) Examinations, August 2025** at the following Examination Centre(s) on the date(s) noted against the Centre(s). You are requested to ensure that Practical examination is smoothly and successfully conducted as per the directions and guidelines issued by the University in this regard.

Name of the Centre	Subject	Date of Examination
M17 - MES MEDICAL COLLEGE, PALACHODE.P.O, KOLATHUR VIA., PERINTHALMANNA,MALAPPURAM -679338	Physiology	23.09.2025 to 25.09.2025





KERALA UNIVERSITY OF HEALTH SCIENCES  
THRISSUR- 680596  
Phone: 0487 - 2207650, 2207664

No.20019/2025/B1/Ex Med/KUHS

Date: 19.08.2025

**CONFIDENTIAL**

Phone: 0487 2207782, 0487 2207682

E-mail: [medicalexams@kuhs.ac.in](mailto:medicalexams@kuhs.ac.in)

From

The Controller of Examinations

To

Dr R LILY PUSHPAM M23459

Amala Institute of Medical Sciences, Thrissur (MM002)

Professor PHYSIOLOGY

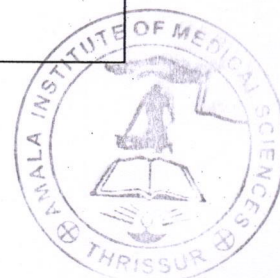
[lily5071@yahoo.com](mailto:lily5071@yahoo.com), 9443093824, ,

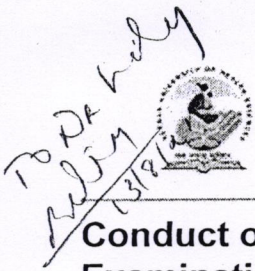
Madam/Sir,

Sub: Conduct of Practical Exam - **First Professional MBBS Degree Regular/Supplementary (2024 Scheme) Examinations, August 2025** -Appointment of External Examiner-Intimated -reg.

Kerala University of Health Sciences is pleased to appoint you as External Examiner for conducting the **First Professional MBBS Degree Regular/Supplementary (2024 Scheme) Examinations, August 2025** at the following Examination Centre(s) on the date(s) noted against the Centre(s). You are requested to ensure that Practical examination is smoothly and successfully conducted as per the directions and guidelines issued by the University in this regard.

Name of the Centre	Subject	Date of Examination
M25 - Government Medical College, Manjeri, Malappuram Pin-676121	Physiology	16.09.2025 to 19.09.2025





**Conduct of First Professional MBBS Degree Regular/Supplementary Examinations, August 2025 (2024 Scheme) Appointment of Internal Vigilance Officer-Intimated-Reg.**

1 message

[no-reply] Examination :: KUHS <exams@kuhs.ac.in>  
To: lily5071@yahoo.com  
Cc: medicalexams@kuhs.ac.in, principal.m02@kuhs.ac.in

Wed, Aug 13, 2025 at 1:49 PM



**Kerala University of Health Sciences  
Thrissur - 680 596**

**CONFIDENTIAL**

04872207682

medicalexams@kuhs.ac.in

No.

Date : 13-08-2025

**From**

**The Controller of Examinations**

**To**

R LILY PUSHPAM (M23459),  
Professor,  
PHYSIOLOGY,  
Amala Institute of Medical Sciences, Thrissur,  
lily5071@yahoo.com,  
PH: 9443093824 .



**Madam/Sir,**

**Sub:** Conduct of First Professional MBBS Degree Regular/Supplementary Examinations, August 2025 (2024 Scheme) - Appointment of Internal Vigilance Officer-Intimated reg.

Kerala University of Health Sciences is pleased to appoint you as Internal Vigilance Officer for the conduct of First Professional MBBS Degree Regular/Supplementary Examinations, August 2025 (2024 Scheme) at your College. I am to request you to discharge the duties of Internal Vigilance Officer as a true representative of the University.

Internal Vigilance Examiner shall report at the Examination Centre not later than one hour before the commencement of each Examination (8.30 am- FN session/ 1.00 pm AN session) on the day of examination and discharge the duties as a true representative of the University.

On completion of each examination, the IVO report shall be filled online, finalised and submitted. The finalised Internal Vigilance Officer's report of all examinations together shall be **forwarded directly to the Controller of Examinations** super scribed 'IVO Report-Confidential' on completion of examinations.

Encl: duties and responsibilities of Internal Vigilance Officer.



M02 - Principal Amala Institute of Medical Sciences, Thrissur <principal.m02@kuhs.ac.in>

**Conduct of Second Professional MBBS Degree Regular/Supplementary (2019 Scheme)Examinations, August 2025 Appointment of Chief Superintendent - Intimated-Reg.**

1 message

[no-reply] Examination :: KUHS <exams@kuhs.ac.in>  
To: lekhamukundan5@gmail.com  
Cc: medicalexams@kuhs.ac.in, principal.m02@kuhs.ac.in

Wed, Aug 13, 2025 at 12:46 PM



**Kerala University of Health Sciences  
Thrissur - 680 596**

**CONFIDENTIAL**

medicalexams@kuhs.ac.in  
04872207682

No.

Date : 13-08-2025

**From**

**The Controller of Examinations**

**To**

LEKHA K NAIR (M14455),  
Professor,  
PATHOLOGY,  
Amala Institute of Medical Sciences, Thrissur,  
lekhamukundan5@gmail.com,  
PH: .9947264644.

**Madam/Sir,**

**Sub:** Conduct of Second Professional MBBS Degree Regular/Supplementary (2019 Scheme)Examinations, August 2025 - **Appointment of Chief Superintendent** - reg.

**Ref:** Exam Notification no. No : 22228/2025/B2/Ex Med/KUHS Dated 2025-07-16



Kerala University of Health Sciences is pleased to appoint you as the Chief Superintendent for the conduct of Second Professional MBBS Degree Regular/Supplementary (2019 Scheme)Examinations, August 2025 at your College. The examination will be conducted from 19-08-2025. You are requested to make all necessary arrangements for the hassle-free conduct of the examination and discharge the duties of the Chief Superintendent as prescribed in the Examination Ordinance/Manual. .

You are requested to intimate your acceptance of the assignment by return post in the prescribed proforma (available on the University website) along with a certificate stating that none of your wards or relatives is/are appearing for the examination at your exam centre. The acceptance letter and the certificate countersigned by the Principal /the Head of the Institution shall be submitted to the Controller of Examinations on or before 19-08-2025.

Ensure that the First and the Second password for the examination are made available by the University at least a day before the start of the examination (For any queries related to password or question paper downloading, contact 0487 -2207641 which will be available from 8.45 AM on the day of examination. (Password will be made available in the email address provided during FEP registration)..

In addition to the duties and responsibilities defined in the Examination Ordinance/Manual of KUHS, you have to perform all essential duties related to the conduct of examination as instructed in the Annexure attached.

Enclosure: Annexure- instructions for the conduct of university theory examinations.

Yours faithfully,

**Controller of Examinations**

Appendix: Instructions to the Chief Superintendent

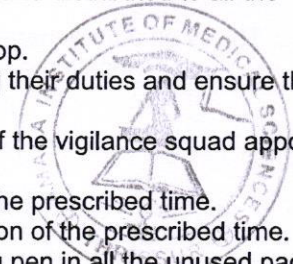
Copy to: The Principal (where the Principal is not the CS)

### INSTRUCTIONS FOR THE CONDUCT OF UNIVERSITY THEORY EXAMINATIONS

The Chief Superintendent (CS) shall:

- 1) Be responsible for the efficient and prompt conduct of University Theory examination at each centre..
- 2) Be present in the Examination Centre at least an hour prior to the commencement of the examination for each session of the examination.
- 3) Collect the answer books and exam-related stationery from the principal or HOI in a timely manner and ensure that they are stored securely..
- 4) Adhere strictly to the Guidelines issued by KUHS (**Circular No. 2020/4895/A1/Ex-Des/KUHS dated 04.02.2025**) for the usage of 32, 52-page Answer Book and also the specific instructions for MBBS course (**Circular No. 6352/2022/Ex Med B4/KUHS dated 15.02.2025**) .
- 5) Verify with the published timetable of the examination to ensure that the answer books collected from the Principal /HOI are as per the scheme of the examination (i.e. 32 page/52 page). Since the bar coded OMR answer book are to be scanned, care shall be taken to avoid folding the sheet, tampering with the bar code or making any stray marks on the sheets.
- 6) As required by the university, make sure that the right number of invigilators (with FEP ID) and supporting personnel (with KUHS Unique ID) are assigned and notified well in advance. Make sure that no invigilator is assigned with more than 25 candidates.
- 7) Ensure that the First and the Second password for the examination are made available to the Principal and CS respectively, by the University, at least a day before the start of the examination (For any queries related to password or question paper downloading on the day of the examination, contact 0487 -2207641 which will be available from 8.45 AM (on the day of the examination)).
- 8) Ensure that proper seating arrangements are made for the candidates in the examination hall which include the writing of Register Number on the desk/table at the right upper corner. Ensure that, the examination hall is kept clean and that there are no writings/ scribbles on the desks /walls or board.
- 9) Ensure that the notice out of Bounds, University examination in Progress is displayed outside the examination hall.
- 10) Ensure that the 'Instructions to Candidates' provided by the University (Circular No. 4507/2023/A2/Exam general/KUHS Dated 23/02/2024) is displayed in the notice board placed outside the examination hall. The invigilators on examination duty shall inform the candidates to go through these instructions (attached as annexure) before entering the examination.
- 11) Ensure that individual tables and chairs as per University specifications are provided for each candidate (Jefferson chairs are not permitted, only ordinary tables without drawers/ shelves and ordinary chairs (avoid plastic chairs) with backrest are permitted).
- 12) Ensure that the Table and chair for the candidates are properly numbered and arranged with adequate spacing in the examination hall as prescribed by the University. (spacing requirements: table-to-table distance between the right and left edges of the adjacent tables shall not be less than 1.25 meters, and the distance between the back edge of the front table and the front edge of the back table shall not be less than 1.5 meters.
- 13) Ensure that drinking water facility is made available to the candidates in the examination hall.
- 14) Ensure that CCTV surveillance shall be switched on from the time of downloading the question paper or entry of candidates into the examination hall whichever is earlier until the sealing and packing of the theory examination answer book is over. The entire procedure shall be recorded in CD/DVD/Pen drive/Flash drive and sent to university along with the answer book. Mobile Jammer shall be switched on before the entry of candidates into the examination hall.
- 15) Ensure that CCTV recordings are clear and also covers the confidential room/ QP download room, entire area of the examination hall including entry points, corridors etc.
- 16) Ensure that arrangements are made for ringing the bell as an indication of time stipulations for examination as prescribed by university.
- 17) Ensure that candidates are informed beforehand that the use of washrooms during the examination is restricted and that they are encouraged to use the washrooms before entering the examination hall.
- 18) Ensure that the examination hall is opened only one hour before the commencement of the examination and the candidates are instructed to occupy their seats at least 45 minutes before the commencement of the examination

- 19) Distribute the required number of answer books to each invigilator (as per the published time table). Invigilators shall check and count the answer books and return the defective answer book/s, if any, to the Chief Superintendent. (Circular No. 4507/2023 /A2/Ex General dated 16.6.2023).
- 20) Follow the Guidelines issued by KUHS (Circular No. 2024 /16325/KUHS dated 13.03.2025) for frisking at the entrance of the examination hall during university theory examinations.
- 21) Instruct the invigilators to ensure that all students are seated in the examination hall at least 30 minutes before the start of the examination (i.e. before 9.00 am for FN sessions) / before 1.30 PM for AN sessions)/2.00 PM for Friday AN sessions).
- 22) Ensure that no candidate is permitted to enter the examination hall after this stipulated time
- 23) Ensure that each invigilator is made aware of the candidates assigned to them and are aware of their duties.
- 24) Ensure that only candidates with valid admit card and KUHS ID card are permitted to enter the examination hall.
- 25) Instruct the invigilators to ensure that candidates do not carry any of the prohibited items as detailed in the Examination Ordinance/Manual to the exam hall. In addition to the items mentioned in the Exam Ordinance/Manual, things such as boxes including pencil boxes, wallets, bottles including water bottles and watches including wristwatches are also prohibited in the exam hall. (Ordinary calculators can be permitted only if it is specified in the question paper).
- 26) Ensure that the answer books are distributed by invigilators to the candidates only after they have occupied their respective seats.
- 27) Ensure that the invigilators distribute the answer books (as per the published time table) to the candidates 30 minutes prior to the commencement of the examination and direct the candidates to fill the details in the appropriate spaces provided for the same in the answer book. (no additional answer book shall be supplied to any candidate under any circumstance).
- 28) Ensure that the candidates are made aware of the instructions to write the examination printed on the first page of the answer book.
- 29) Ensure that the candidates use only, ordinary ballpoint pen in either blue or black colour, for writing the examination. (Colour pencils/pens can be used for drawing diagrams).
- 30) Be present in the Confidential Room/QP Downloading Room and ensure that all the necessary technical arrangements to facilitate the downloading and printing of the question papers are in place, as per the existing guidelines of the University,
- 31) Ensure, that only C.S., EVO, IVO & the IT personnel are permitted to be inside the QP download room (in the case of Nodal Centres the Subject expert/s and Nodal officer are also permitted to be present in the QP download room). In case of any queries with respect to the question paper/s transmitted from the university, CS shall contact the Nodal Officer concerned using the land phone provided in the QP download room. (use of Mobile phone is strictly prohibited except in case of the nodal centre)
- 32) Download the Password-protected Question paper/s 45 minutes prior to the start of the examination.
- 33) Ensure that only the exact number of question paper equal to the number of candidates registered for the examination on the day at the centre are printed. (no extra number of Question papers shall be printed) If there is any delay in downloading the question paper due to technical issues, this shall be reported to the Controller of examinations for further orders if any, on compensation of the lost time.
- 34) When a question paper contains more than one sheet, ensure that all the sheets of the question paper are stapled together before being distributed to candidates.
- 35) Ensure that the question paper bundles are sealed before being moved out of the QP download room to the examination hall.
- 36) Ensure that each invigilator verify the identity of each candidate assigned to them with the photograph and signature given in the admit card issued by the University for the examination.
- 37) Ensure that each invigilator counterchecks the details written by the candidate assigned to them in the Part I slip, with that in the admit card, and countersign the same after ensuring its correctness. (the invigilator shall sign in the space provided in the admit card also).
- 38) Ensure that the correct Question paper is distributed to each candidate by the invigilator concerned at the prescribed time only..
- 39) Ensure that the candidates start writing the examination at the prescribed time only.
- 40) Ensure that the absentees entry is marked online on time and the invigilator's diary is downloaded. The invigilator Diary/s shall be handed over to invigilator concerned for getting signature of the candidates assigned to them.
- 41) Ensure that Correction files, if any, transmitted from KUHS are promptly printed and distributed to all the candidates concerned in the examination hall.
- 42) Ensure that no person inside the examination hall is using mobile phone or laptop.
- 43) Frequently visit the examination hall and ascertain that the invigilators are doing their duties and ensure that utmost discipline is maintained throughout the conduct of examination.
- 44) Extend full cooperation to the external vigilance officer (EVO) or the members of the vigilance squad appointed by the university for performing their Duties.
- 45) Ensure that no candidate leaves the examination hall before the completion of the prescribed time.
- 46) Ensure that no candidate is permitted to write in the answer book after completion of the prescribed time.
- 47) Instruct the invigilator to make sure that the candidates put cross (X) mark using pen in all the unused pages of the answer books and they enter the page number of the answers in the space provided for the same at the top of the front sheet of the answer book.
- 48) No candidate shall be allowed to leave the examination hall at the end of the examination until it is confirmed that all the written answer books have been properly collected back by the invigilators (Circular No: 36453/2024 /A2/Ex General dated 11/11/2024).



- 49) Instruct the invigilators to collect the theory answer books, arrange them in the order of register numbers, tear off the Part I slips from the answer books within the examination hall itself. After tearing, the Invigilator shall once again count the answer books and part I slips to tally the same.
- 50) Ensure that suspected malpractice /s, if any, that comes to the notice of either the CS, invigilators, EVO and /or IVO, are promptly reported to the university through both the CS and the invigilators diaries. The articles used for malpractice, if any, shall be confiscated and send to the university. A signed statement on the incident (with time) prepared by the invigilator which is also signed by the candidate and countersigned by the CS, shall be placed in a sealed envelope and sent along with the CS Diary. Further, the student shall be permitted to complete the examination.
- 51) Cross verify the physical and online stock registers of the answer books and stationery supplied by the University and report anomalies, if any, in the CS diary.
- 52) On completion of the examinations, fill the online Chief Superintendent's diary, finalise and submit it. Duly authenticated print out of the submitted CS diary shall be kept in the first packet of the answer book and sent to university.
- 53) Ensure to fill and submit the online Chief Superintendent's diary even if none of the candidates registered for the examination have turned up for writing the theory exam at the centre (Circular No.31584/2023/A2/Ex General 15/09/2023).
- 54) Ensure that properly filled and authenticated invigilator's diary is placed along with each of the answer book bundle concerned.
- 55) Ensure that video recording of the whole examination including packing of answer books and allied procedures are scrupulously done under CCTV and recorded. The CD/DVD/USB Flash drive of the recordings shall be despatched to the University as directed in the Chief Superintendent's Diary.
- 56) Ensure proper packing of Answer books in the covers prescribed for the same. Ensure that the packets are finally sealed with Strip seals (supplied by the University) without masking the writings on the packet and that signatures of the CS, IVO and EVO are placed on the strip seals.
- 57) Ensure that when the Examination Centre is clubbed with other colleges, the answer books of each college shall be kept in separate brown covers and packed into the main cover.
- 58) Direct to segregate the theory answer books into scheme-wise/ QP code-wise and pack into separate covers. Answer books of different schemes or QP codes shall not be mixed up and despatched in the same packet. Write only the 'From' address of the Chief Superintendent and 'To' address of the Controller of Examinations and QP Code of the examination (on the left top corner) on the outer cover in which the answer books are despatched to the University. No other writings, which will reveal the content of the packet, shall be made on the outer cover. Answer books shall be despatched to the University on the same day of the examination itself by speed post of Indian Postal Department. (Courier not permitted).
- 59) Ensure that all communications with regard to the examination shall be addressed to the Controller of Examinations.
- 60) Ensure proper packing of Answer books in the covers prescribed for the same. Ensure that the packets are finally sealed with Strip seals (supplied by the University) without masking the writings on the packet and that signatures of the CS, IVO and EVO are placed on the strip seals.
- 61) Ensure that when the Examination Centre is clubbed with other colleges, the answer books of each college shall be kept in separate brown covers and packed into the main cover.
- 62) Direct to segregate the theory answer books into scheme-wise/ QP code-wise and pack into separate covers. Answer books of different schemes or QP codes shall not be mixed up and despatched in the same packet. Write only the 'From' address of the Chief Superintendent and 'To' address of the Controller of Examinations and QP Code of the examination (on the left top corner) on the outer cover in which the answer books are despatched to the University. No other writings, which will reveal the content of the packet, shall be made on the outer cover. The packets containing Answer books and related documents shall be despatched to the University on the same day of the examination itself by speed post of Indian Postal Department (Courier not permitted). In the case of examinations conducted in the afternoon session, the same shall be despatched on the next working day itself.
- 63) Ensure that all communications with regard to the examination shall be addressed to the Controller of Examinations.

**Controller of Examinations**

This is an auto-generated email. Please do not reply to this message, as replies to this email address are not monitored. If you need assistance, please contact at [medicalexams@kuhs.ac.in](mailto:medicalexams@kuhs.ac.in)





To Dr. Edurn  
Bliy  
17/7/25

**KERALA UNIVERSITY OF HEALTH SCIENCES  
THRISSUR - 680 596**

Phone: 0487 - 220 7766,220 619  
e-mail Id: [medicalpgexams@kuhs.ac.in](mailto:medicalpgexams@kuhs.ac.in)

No : 38456/2024/Ex-Med/A4/KUHS

Date:17.07.2025

CONFIDENTIAL

From,

The Controller of Examinations

To

Dr ALVIN TREASA GEORGE M15526 Amala Institute of  
Medical Sciences, Thrissur (MM002) Professor cum HOD  
MEDICINE dralvintreasa@yahoo.co.in, 9447466558, ,

2 Dr EDWIN J GEORGE M14485 Amala Institute of Medical  
Sciences, Thrissur (MiM002) Professor MEDICINE Working  
edwin\_edzz@yahoo.co.in, 9895419147

Sir/Madam,

Sub: KUHS-Exam Medical A- Medical PG Degree Supplementary Examinations, July 2025-  
Conduct of Practical Examination-Appointment of Chairperson and Internal Examiners -  
Intimated reg.

Ref: *Notification No 38456/2024/Ex Med/A4/KUHS dtd 30.05.2025*

Kerala University of Health Sciences is pleased to appoint you as the Chairperson  
cum Internal Examiner and Second Internal Examiner for the conduct of the  
Practical Examination of Medical PG Degree Supplementary Examinations, July 2025

You are directed to discharge the duties mentioned below as a true representative of the  
University and to conduct the Practical examination smoothly and successfully as per the  
directions and guidelines issued by the University in this regard

**1) Chairperson cum First Internal**

Dr ALVIN TREASA GEORGE M15526 Amala Institute of Medical Sciences,  
Thrissur (MM002) Professor cum HOD MEDICINE dralvintreasa@yahoo.co.in,  
9447466558,,

**2) Second Internal Examiner**



Dr EDWIN J GEORGE M14485 Amala Institute of Medical Sciences, Thrissur  
(MM002) Professor MEDICINE Working edwin\_edzz@yahoo.co.in, 9895419147

It is also informed that you will be the Chairperson / Internal Examiner for the whole Practical Examinations at the centre of the above examination. You are also requested to function as an Internal Examiners at the centre on the date(s) as detailed below.

Name of the Centre	Subject	Date	You are to your
Amala Institute of Medical Sciences, Thrissur (MM002)	M.D. GENERAL MEDICINE	25.07.2025	

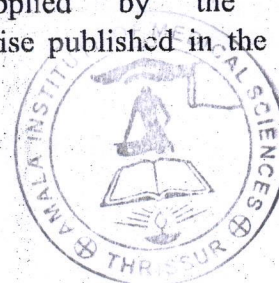
acceptance/non -acceptance of the assignment through proper channel by e-mail or in the enclosed proforma by return post. You are also directed to coordinate all the activities relating to the conduct of the Practical examinations at the centre where you are appointed as Chairperson/Internal Examiner.

It is also informed that the Evaluation of the Answer books to be conducted at the Remote Digital Evaluation Centres at the Colleges. As per the new PG Regulations 2023 published by NMC, the external examiners from outside the state only shall evaluate the thesis & conduct viva voce on this and award the marks for thesis based on it, during the Practical examinations. (The maximum marks allotted for thesis evaluation will be 20 which is 5 % of the total maximum marks of the clinical/practical & Viva Voce combined together).

#### Instructions to the Chairperson of Practical and viva –voce Examinations of KUHS

The Chairperson shall perform/ ensure the following:

1. A tentative budget for the conduct of the practical examination shall be prepared by the chairperson in the prescribed proforma and submitted to the Finance Officer with the countersignature of the Principal/Head of the Institution, sufficiently early, for the timely disbursement of advance funds (for regular examinations). The ready reckoner available on the University website shall be used for calculating remuneration, TA/HA etc. The budget proposal can also be submitted at the e-mail address: [exam.finance3@kuhs.ac.in](mailto:exam.finance3@kuhs.ac.in). The advance amount will be credited to the account of the Principal/ HoD only.
2. Ensure to collect the sufficient number of practical answer books, covers and other stationery required for the examination from the Principal/HoI, well in advance.
3. During the examination ensure that the candidates are filling the required entries on the facing sheet of the practical answer book/s allotted to them.
4. Ensure that the component-wise statement of marks as per the course guidelines for both the practical and Viva-voce is prepared by the examiners. Component-wise statement of marks has to be made in the format supplied by the University (KUHS) bearing its emblem. (Split up of the Component wise published in the University website)





amala iqac &lt;amalaiqac@amalaims.org&gt;

## Fwd: Muthoot M George Higher Education Scholarship - Renewal (2024)

1 message

Principal Medical College <principal.mc@amalaims.org>  
To: amala iqac <amalaiqac@amalaims.org>

25 July 2025 at 14:39

----- Forwarded message -----

From: **amala medicalcollege** <amalamch@amalaims.org>  
Date: Thu, 16 Jan 2025 at 14:59  
Subject: Fwd: Muthoot M George Higher Education Scholarship - Renewal (2024)  
To: Principal Medical College <principal.mc@amalaims.org>

----- Forwarded message -----

From: **Janson Varghese** <janson.varghese@muthootgroup.com>  
Date: Thu, 16 Jan 2025 at 14:14  
Subject: Muthoot M George Higher Education Scholarship - Renewal (2024)  
To: <amalamch@amalaims.org>

Ref. No. CCD/AGM/17/25

PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCES, THRISSUR

Dear Madam/Sir,

Mr/Ms. AMALU JOSE of MBBS stream from your college has won the Muthoot M George Higher Education Scholarship 2022, a CSR initiative of Muthoot Finance Ltd. and has been given an amount of Rs. 60000/- as scholarship for the III year (2022). The total scholarship amount is 240000 and so far we disbursed an amount of Rs.120000/- (Rs. 60000/- X 2 Years). We request you to submit the performance certificate of the scholar in the attached format [https://drive.google.com/file/d/1Y4fPFED7HPCi7M2Y33JapW6GTnOnEXsw/view?usp=drive\\_link](https://drive.google.com/file/d/1Y4fPFED7HPCi7M2Y33JapW6GTnOnEXsw/view?usp=drive_link) on or before **22<sup>nd</sup> January 2025** to [sivaprasad.ps@muthootgroup.com](mailto:sivaprasad.ps@muthootgroup.com), for disbursing the scholarship for the year 2024.

If the scholar was unable to appear in the annual examination owing to illness and or on account of any unforeseen event the following steps need to be taken:

- **In case of illness - medical certificate** along with a certificate saying that the student would have passed with 60% or equivalent Grade Point average, if he/she had appeared in the examination, both duly certified by the Head of the institution, should be submitted.
- **In case of unforeseen event – Detailed reason for non-appearance** along with a certificate saying that the student would have passed with 60% or equivalent Grade Point average, if he/she had appeared in the examination, both duly certified by the Head of the institution, should be submitted.
- **In case if examination are not conducted** – Certificate saying that the student would have passed with 60% or equivalent Grade Point average, if he/she had appeared in the examination, duly certified by the Head of the institution, should be submitted.

This e-mail and any files transmitted with it are for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies and the original message. Any unauthorized review, use, disclosure, dissemination, forwarding, printing or copying of this email or any action taken in reliance on this e-mail is strictly prohibited and may be unlawful. The recipient acknowledges that Muthoot Finance Ltd or its subsidiaries and associated companies (collectively "The Muthoot Group"), are unable to exercise control or ensure or guarantee the integrity of/over the contents of the information contained in e-mail transmissions and further acknowledges that any views expressed in this message are those of the individual sender and no binding nature of the message shall be implied or assumed unless the sender does so expressly with due authority of Muthoot Finance Ltd. Before opening any attachments please check them for viruses and defects. Virus Warning: Although the company has taken reasonable precautions to ensure no viruses are present in this email. The company cannot accept responsibility for any loss or damage arising from the use of this email or attachment.



**Conduct of Medical PG Degree (MD/MS) Supplementary Examination July 2025  
Appointment of Internal Vigilance Officer-Intimated-Reg.**

1 message

[no-reply] Examination :: KUHS <exams@kuhs.ac.in>

Fri, Jun 27, 2025 at 10:30 AM

To: lily5071@yahoo.com

Cc: medicalpgexams@kuhs.ac.in, principal.m02@kuhs.ac.in



**Kerala University of Health Sciences  
Thrissur - 680 596**

**CONFIDENTIAL**

04872207766

medicalpgexams@kuhs.ac.in

No.

Date : 27-06-2025

**From**

**The Controller of Examinations**

**To**

R LILY PUSHPAM (M23459),  
Professor,  
PHYSIOLOGY,  
Amala Institute of Medical Sciences, Thrissur,  
lily5071@yahoo.com,  
PH: 9443093824 .

**Madam/Sir,**

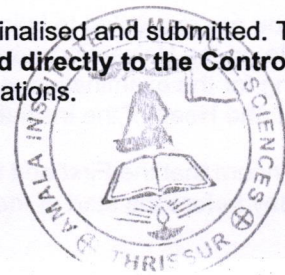
**Sub: Conduct of Medical PG Degree (MD/MS) Supplementary Examination July 2025 - Appointment of Internal Vigilance Officer-Intimated "reg.**

Kerala University of Health Sciences is pleased to appoint you as Internal Vigilance Officer for the conduct of Medical PG Degree (MD/MS) Supplementary Examination July 2025 at your College. I am to request you to discharge the duties of Internal Vigilance Officer as a true representative of the University.

Internal Vigilance Examiner shall report at the Examination Centre not later than one hour before the commencement of each Examination (8.30 am- FN session/ 1.00 pm "AN session) on the day of examination and discharge the duties as a true representative of the University.

On completion of each examination, the IVO report shall be filled online, finalised and submitted. The finalised Internal Vigilance Officer's report of all examinations together shall be **forwarded directly to the Controller of Examinations** super scribed 'IVO Report-Confidential' on completion of examinations.

Encl: duties and responsibilities of Internal Vigilance Officer.





M02 - Principal Amala Institute of Medical Sciences, Thrissur <principal.m02@kuhs.ac.in>

## Conduct of Medical PG Degree (MD/MS) Supplementary Examination July 2025 Appointment of Chief Superintendent - Intimated-Reg.

1 message

[no-reply] Examination :: KUHS <exams@kuhs.ac.in>

Fri, Jun 27, 2025 at 10:28 AM

To: taajith@rediffmail.com

Cc: medicalpgexams@kuhs.ac.in, principal.m02@kuhs.ac.in



Kerala University of Health Sciences  
Thrissur - 680 596

**CONFIDENTIAL**

medicalpgexams@kuhs.ac.in

04872207766

No.

Date : 27-06-2025

From

The Controller of Examinations

To

AJITH T A (L21082),  
Professor,  
BIOCHEMISTRY,  
Amala Institute of Medical Sciences, Thrissur,  
taajith@rediffmail.com,  
PH: .9847342859.



Madam/Sir,

**Sub:** Conduct of Medical PG Degree (MD/MS) Supplementary Examination July 2025 - **Appointment of Chief Superintendent** - reg.

**Ref:** Exam Notification no. No : 38456/2024/Ex-Med/A4/KUHS Dated 2025-05-30

Kerala University of Health Sciences is pleased to appoint you as the Chief Superintendent for the conduct of Medical PG Degree (MD/MS) Supplementary Examination July 2025 at your College. The examination will be conducted from 01-07-2025. You are requested to make all necessary arrangements for the hassle-free conduct of the examination and discharge the duties of the Chief Superintendent as prescribed in the Examination Ordinance/Manual. .

You are requested to intimate your acceptance of the assignment by return post in the prescribed proforma (available on the University website) along with a certificate stating that none of your wards or relatives is/are appearing for the examination at your exam centre. The acceptance letter and the certificate countersigned by the Principal /the Head of the Institution shall be submitted to the Controller of Examinations on or before 01-07-2025.

Ensure that the First and the Second password for the examination are made available by the University at least a day before the start of the examination (For any queries related to password or question paper downloading,