



NATIONAL INSTITUTE OF MENTAL HEALTH & NEURO SCIENCES

INSTITUTE OF NATIONAL IMPORTANCE

BENGALURU - 560 029 INDIA

Frequently Asked Questions (FAQs)

For

Short Term Training/Visit/Observership

ACADEMIC & EVALUATION SECTION (A&E)

2020-21



NATIONAL INSTITUTE OF MENTAL HEALTH & NEURO SCIENCES

BENGALURU - 560 029 INDIA

Short Term Training/Visit/Observership

Who are eligible for Short Term Training/ Visit/Observership/Case Studies/Dissertation or how can I apply for short term training/visit/Observership/case studies/dissertation?

Procedure for application for short term training/Visit/Observership/Case Studies/Dissertation **through online**:

Students studying/individuals working in an Institute/College:

A formal letter from the Institute/College on the official letterhead, giving out details upload in the user login along with the application:

- i. purpose of application – Short Term Training/Visit/Observership/Final year Project/Dissertation or Thesis;
- ii. Full name and qualification details of the trainee (in case of a student) or designation (in case of an employee);
- iii. Requested dates for the training/Visit/Dissertation/Observership/Project etc., along with full break up of the gaps in the period, if any;
- iv. Department in NIMHANS, which the applicant is interested to undergo training/visit. If the applicant is interested in undergoing training/visit/Observership in more than one Department, then a break-up of the training period between all departments has to be provided.
- v. If the student/employee is interested to undergo Observership/visit/project/dissertation/thesis, then the title of the dissertation/thesis/project etc., has to be specified.

Individual/s not studying/employed in any Institution/College/Hospital etc.:

- i. A letter from the Individual/s, citing the above points (i to v) accurately in the letter, has to be apply in Individual category.
- ii. CV/Resume containing contact address, phone number and email ID

After the receipt of the above application through online, the application will be sent over to the concerned Department/s or MS (as the need maybe) for the permission for the requested training/visit/Observership.

After the permission has been obtained from HOD/s, the permission letter will be available in user login.

Is the Hostel Accommodation for Short Term Trainees/ Observers available or can I book it in advance?

The Hostel Accommodation for Short Term Trainees/Observers is provided **subject to availability** of hostel rooms on the day of commencement of Short Term Training on payment of rupees 100/- per day.

The permission letter for short term training contains clear instruction regarding this subject and hence, no interim inquiry in this regard will be entertained from the trainees.

Can I know what is the status of the application for the short term trainee/Observership/visit?

The trainees/ institutions/colleges can reach out to Academic Section through any one of the below modes of communication for status enquiry after 10-15 days after apply through online and also available in the user login status:



NATIONAL INSTITUTE OF MENTAL HEALTH & NEURO SCIENCES

BENGALURU - 560 029 INDIA

1. Through Phone-

Contact Number – 080 26995013/15

The caller should keep the details regarding the training/visit/Observership ready before calling to the Academic Section to ask for status of requests:

- Date of Registration-
- To whom the request was addressed to-
- Dept. In NIMHANS for which training/visit/Observership request was sent? -
- If requested for more than one Dept. In NIMHANS, then name of all the concerned Depts.
- Training/Visit/Observership Period requested-
- No. of Trainees (If more than 3)/ Name of Trainees (If less than 3)

2. Through Email-

All the correspondence regarding the Short Term Training/Visit/Observership should be addressed to only "training@nimhans.ac.in".

All the details mentioned in the Point 1 are required to be mentioned in the Email, while corresponding regarding status.

Why application for training was not processed or has it been delayed?

Below are the few reasons due to which the requests for Short Term Training/Visit/Observership are rejected:

- Permission letter from the Principal/HOD of Institution/concerned Department respectively in letter head format is not uploaded.
- The department at NIMHANS in which short term training/Observership/visit/project work is not indicated.
- All the slots during the requested period are full in the respective Department.
- Due to inevitable reason.

The Trainee/s or Institutions sending students for Short Term Training/ Visit/Observership should register in online portal minimum one month in advance.

What are the training fees for the short term training/visit/Observership?

Training fees charged for Indian Nationals are as follows:

1. Consultants/Faculties	(Govt.)	-	Rs. 10,000 per month
2. Consultants/Faculties	(Private)	-	Rs. 20,000 per month
3. Individual		-	Rs. 10,000 per month
4. PG Medical	(Govt.)	-	Rs. 5,000 per month
5. PG Medical	(Private)	-	Rs. 10,000 per month
6. PG Non-Medical	(Govt.)	-	Rs. 1,500 per month
7. PG Non-Medical students	(Private)	-	Rs. 3,000 per month
8. #Nursing/ Physiotherapy/ Speech Pathology and Audiology	(Govt.)	-	Rs. 1,000 per month
9. #Nursing/ Physiotherapy/ Speech Pathology and Audiology	(Private)	-	Rs. 2,000 per month
10. Visitors		-	Rs. 100 per day

#who are providing clinical services.



NATIONAL INSTITUTE OF MENTAL HEALTH & NEURO SCIENCES BENGALURU - 560 029 INDIA

Training fee for foreign students will be divided in 3 groups:

- i) High Income country US\$ 300 per month per trainee.
- ii) Middle Income country US\$ 150 per month per trainee
- iii) Low Income country US\$ 50 per month per trainee
- iv) SAARC countries US\$ 50 per month per trainee

Whether the Govt. CET students from private Institution pay training fee?

Even Government CET students from private Institution should pay the training fee.