



## National Board of Examinations

(Ministry of Health & Family Welfare, Govt. of India)

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Dated: 10<sup>th</sup> May 2007

*Kind Attention: Heads of Institutions - All Accredited Institutes running DNB programmes*

### **Subject: Guidelines for levy of Fees on DNB Trainee Resident Doctors**

Sir/Madam,

The National Board of Examinations has approved the following Guidelines for levy of fees on DNB trainees; these guidelines come into effect forthwith in supersession of earlier guidelines and are for strict compliance of all institutions/hospitals accredited by National Board of Examinations for DNB post graduate and post doctoral programmes. You are requested to give wide publicity to this circular and provide a copy to DNB trainees working in your institution/hospital.

- I. It is not mandatory or binding on the institutes to charge maximum fees or any part thereof from the trainee resident doctors.
- II. The institutes concerned cannot charge any fees or an amount in any form, over and above the ceiling amounts prescribed below.

S. No.	Item Head	Maximum Permissible Ceiling
1.	Tuition Fees	A maximum of Rs.15, 000
2.	Library Fees	A maximum of Rs. 5, 000
3.	Six Monthly Appraisal Fees	A maximum of Rs.10, 000
4.	Accommodation Charges	A maximum of Rs.10, 000
5.	Guest Lecture and Seminar Fees	A maximum of Rs.10, 000
	TOTAL	A MAXIMUM OF RS.50, 000

- a) **Library Fees** – Rs.5, 000/-. Institute can charge library fees if, the library facilities so provided have subscription to atleast 2 paid online journals, provides for computer and Internet facilities and latest provision of all types of textbooks in the specialty concerned. Library facility should be provisioned for reasonable number of hours so as to accommodate the DNB resident doctors.

- b) **Accommodation Charges** -These charges may be levied if a candidate opts for campus accommodation provided by the institution concerned.
  - c) **Guest Lecture and Seminar Fees** - These charges may be levied subjected to the specified number of activities carried out in by the institutes.
- III. The accredited institutions cannot charge any other fees like capitation fees, security deposit, security bond, caution bond in the form of cash, fixed deposit, bank guarantee, agreement by any instrument whatsoever.
- IV. Whatever fees collected from the candidate has to be collected by cheque and proper receipt is to be issued to the DNB trainee.
- V. The institute concerned shall prepare income and expenditure statement on an annual basis in respect of fee so collected from the DNB trainees and the expenditure so incurred on the item heads specified. This annual information shall be furnished to the Board within 15 days from the year-end i.e. by 15<sup>th</sup> January and 15<sup>th</sup> July for accreditation beginning January and July respectively in the prescribed format. The institutions can levy the fees as per the guidelines as stated above only if they are complying with the Stipend Policy of the Board communicated by 8<sup>th</sup> May 2006. In the event, the institute is not complying with the above stated stipend policy guidelines; the institute cannot levy fees on the DNB trainees. In any case, payment of stipend to the DNB trainees vide stipend policy letter dated 8<sup>th</sup> May 2006 is an essential requirement for running the DNB Programme.
- VI. The institution shall arrange for biannual appraisal of the DNB candidates as notified by the Board, **in the event the institution is found not complying with the Appraisal guidelines/ not conducting appraisals, the institute shall have to refund the appraisal fee (Rs.10, 000/- per annum)** and further that penal action shall be taken by NBE against the institute.
- VII. The corpus so collected from the candidates has to be spent for the benefit of the DNB trainees as per the defined item heads only. The corpus cannot be re-appropriated/utilized for any other kind of expenses.
- VIII. In the event it is found that the accredited institute is violating these guidelines, Board may take penal action including but not limited to withdrawal of accreditation of the erring institute.

**(Dr A K Sood)**  
**Executive Director**