

## Diploma – 17-46

### PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act'1948)

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Post Box No. 7020,  
NEW DELHI - 110 002

Ref.No.17-46( )2009-PCI

Dated

Regd.

**Sub: Consideration of approval of the Diploma course and examination in Pharmacy.**

**Ref: Your letter No. \_\_\_\_\_ dt. \_\_\_\_\_.**

Sir/Madam

1. With reference to your letter on the subject cited above, I am directed to state that Pharmacy being a professional discipline, the minimum standard of education required for qualification as a pharmacist is prescribed by the Pharmacy Council of India (PCI). The Education Regulations 1991 for the Diploma Course in Pharmacy as amended by the Education (amendment) Regulations 1994 and Education (Amendment) Regulation, 1996 prescribes the conditions for admission to the course, detailed syllabi, requirements of accommodation, teaching & Non-teaching staff, equipments, furniture, fittings, rules for conduct of Course, conduct of examination and undertaking practical training and other conditions for admission to examinations.
2. Any authority in a State which intends to conduct the Diploma Course in Pharmacy is required to fulfil all the requirements of Education Regulations 1991 as amended from time to time and apply to PCI in the first year itself for approval of the Course under section 12 of the Pharmacy Act, 1948.
3. Examining authority which intends to conduct examination of the Diploma Course in Pharmacy is required to comply with all the requirements of Education Regulations 1991 and conditions prescribed in appendix 'C' thereof as amended from time to time and apply to the PCI for approval of the diploma Examination in Pharmacy.
4. The organization intending to start the Diploma Course in Pharmacy is, therefore, required –
  - to create all the facilities in respect of accommodation, staff, equipments, furniture, fittings etc. as prescribed in appendix `B' of the Education Regulations 1991 before starting the Course and obtain affiliation to an Examining Authority. The Examining Authority shall be either a statutory Indian University or a body constituted by the Central or State Government. It shall ensure that discipline and decorum of the examinations are strictly observed at the Examination centres.

- It is further stated that as per appendix B of Education Regulations 1991, the pay scales of teaching staff shall be as prescribed by the All India Council for Technical Education for teaching staff of polytechnics from time to time. The organization intending to seek approval of the Diploma course in Pharmacy is therefore required to implement the AICTE pay scales to the teaching staff and submit a duly sworn in affidavit to this effect with full details i.e –
- i) Name of the staff members;
  - ii) Designation;
  - iii) Qualification;
  - iv) Date of joining;
  - v) Pay scales;
  - vi) Allowance, D.A. etc.;
  - vii) Total emoluments and
  - viii) Signature of the concerned staff member.
5. It is, therefore, advised that you may approach the PCI after creating all the facilities as required in Education Regulations 1991 and getting affiliation to an Examining Authority for approval of the course of study & examination.
6. A copy of the Standard Inspection Form (SIF) can be downloaded from Council's website [www.pci.nic.in](http://www.pci.nic.in). You are advised to submit the same after filling in all the columns, enclose all the documents duly signed with date and rubber stamp on each page alongwith affiliation letter from Examining Authority to the effect that they will conduct Diploma Examination of the Course conducted at your institution only if the Course is approved by the PCI and sworn affidavit in confirmation of the implementation of the AICTE pay scales to the teaching staff with full details.
7. The PCI shall at the appropriate time conduct inspection of D.Pharm course for granting approval of the D.Pharm course u/s 12 of the Pharmacy Act for the purpose of registration as a pharmacist. It will be the responsibility of the institution to obtain the approval of the PCI u/s 12 of the Pharmacy Act before the first batch of students pass out from the institution. Failure to get such approval, will entail the institution from not admitting students further.
8. The institution will have to pay the following fee –
- a) "Affiliation Fee" of Rs.15,000/- per annum, per course (Diploma/Degree).
  - b) "Inspection Fee" as per following details -

<b><u>No. of Inspections</u></b>	<b><u>Amount</u></b>
For first inspection including second inspection if required	Rs.25,000/- per course.
Additional inspection if required	Rs.15,000/- per inspection, per course till approval is granted by the PCI.

The above Inspection Fee from new institutions will be in addition to Affiliation Fee of Rs.15,000/- per annum, per course.

Once the new institution is granted approval, no Inspection Fee will be charged for inspection for considering further extension of approval and only Affiliation Fee of Rs.15,000/- per annum, per course, will be charged by the PCI.

Furthermore, the mere presentation or acceptance of "Affiliation fee" and "Inspection Fee" does not mean/ensure approval.

9. In the nut-shell, the following documents are required to be submitted to the PCI for consideration of the approval of D.Pharm course –

i) SIF proforma, duly filled in, in triplicate (1 original + 2 photocopies) in PCI's prescribed format only available on Council's website 'www.pci.nic.in'. Kindly download SIF form No. A from the website and do not use your own typed proforma.

ii) Affiliation letter of an Examining Authority.

iii) Affidavit in support of implementation of AICTE pay scales to the teaching staff in the pattern as specified in para 4 on pre-page.

iv) Fee in the form of Demand Draft (not cheque) in favour of Pharmacy Council of India payable at New Delhi as per following details -

Inspection fee - Rs.25,000/-  
(for first two inspections,  
additional fee if required  
will be sought)

Affiliation fee - Rs.15,000/-

**Total - Rs.40,000/-**  
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v) Staff Declaration Form (SDF) in respect of each teaching staff including Principal as per enclosed proforma (**Appendix-I**).

vi) While submitting the SIF, please forward –

a) a copy of qualification (Degree/PG/Ph.D.) of the teaching staff.

b) details of all previous employment.

c) relieving letter from the last employer.

10. Please note that the last date/cut off date for submission of above documents is 15<sup>th</sup> September for seeking approval from the next academic year e.g. if approval is sought from 2010-2011, the documents complete in all respect shall reach the PCI office on or before 15<sup>th</sup> September, 2009 positively.

11. While forwarding above documents kindly ensure to mention the proposed year of starting/inception of the D.Pharm course with intake capacity.

Kindly acknowledge its receipt.

Yours faithfully

**(ARCHNA MUDGAL)**  
**Registrar-cum-Secretary**