



PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act, 1948)

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24 MAR 2022

Ref.No.14-56/2021-PCI (Approval Process for 2022-2023 a.s.)

Online Application 2022-2023(DS)

Online Application 2022-2023(AS)

10095-97

Last opportunity with penalty

APPROVAL PROCESS FOR ACADEMIC YEAR 2022-2023 FOR EXISTING INSTITUTIONS ONLY

To all -

- The existing Pharmacy institutions (already approved by PCI for conduct of course or approved u/s 12 of the Pharmacy Act, 1948).
- The Examining Authorities (Universities / Boards).
- The State Governments.

Sub: Opening of PCI portal for existing pharmacy institutions (already approved by PCI for conduct of course or approved u/s 12 of the Pharmacy Act, 1948) for consideration of approval for 2022-2023 academic session with late fee of Rs. 1.00 lakh per institutions.

Ref: PCI circular Nos.-

- 14-56/2021-PCI (Approval Process for 2022-2023 a.s.) / 3687-89 dt.27.9.2021.
- 14-56/2021-PCI (Approval Process for 2022-2023 a.s.) / 4657-59 dt.2.11.2021.
- 14-56/2021-PCI (Approval Process for 2022-2023 a.s.) / 5669-71 dt.9.12.2021.
- 14-56/2021-PCI (Approval Process for 2022-2023 a.s.) / 6455-56 dt.6.1.2022.
 - Online Application 2022-2023(DS)
 - Online Application 2022-2023(AS)

Sir/Madam

- This is in continuation to Council's circular dt.6.1.2022, a copy of which is enclosed as **Annexure-A** for ready reference and is self explanatory.
- The PCI portal will open between 28.3.2022 to 1.4.2022 for existing institutions applying for -
 - Continuation of approval
 - Introduction of new course
 - Raise in admission
 - Services – details of prescribed documents to be submitted in service portal for following categories of services are enclosed as **Annexure-B**.
 - Change in the name of institution / Trust
 - Change of address / location of institution
 - Change of Examining Authority
 - Change of hospital
 - Closure of course
 - Closure of institution

3. The dates for opening of PCI Portal for New Institutions which are covered under exemption to moratorium, S.No. a) b) & c) of Council's circular dt.9.9.2019 will be announced separately. The Council's said circular dt.9.9.2019 under reference is already available on Council's website www.pci.nic.in Institutions are advised to keep visiting the Council's website in this regard.

4. During approval process for the academic year 2022-2023 for **introduction of new pharmacy course(s) by existing institutions**, the institution will have to apply on the portal along with requisite Pharmacy Education Regulatory Charges (non-refundable) along with GST and submit the below mentioned documents mandatorily at the time of application for consideration of the application –

i) **For B.Pharm course**

- a) Consent of affiliation of Examining Authority
- b) NOC of the State Government

In case, the State Government has done away with the issuance of NOC of the State Government for starting of pharmacy course, in that case institution shall upload the said communication from the State Government as a documentary evidence.

ii) **For D.Pharm / Pharm.D & Pharm.D (Post Baccalaureate) / new M.Pharm course and introduction of new M.Pharm specialization / B.Pharm (Practice) course**

- a) Consent of affiliation of the Examining Authority
- b) MOU with 300 bedded hospital (applicable for Pharm.D course) in the prescribed format, a copy of which is enclosed as **Annexure-C**.

5. Please note that -

- i) the above documents should be in English duly signed by the Principal and legible.
- ii) in case the above documents are not submitted, the proposal for introduction of new course will not be entertained by the Council and will be summarily rejected.
- iii) The procedure of submission of affidavit by existing institutions in lieu of submission of mandatory documents has been done away with and will no longer be accepted.

6. **For raise in admissions**

i) Please note that number of admissions are restricted as per following details -

| <u>Course</u> | | <u>No. of admissions permitted</u> |
|--------------------|---|------------------------------------|
| D.Pharm | - | 60 |
| B.Pharm | - | 60 / 100 |
| M.Pharm | - | 15 per specialization |
| Pharm.D | - | 30 |
| Pharm.D (PB) | - | 10 |
| B.Pharm (Practice) | - | 40 |

- ii) For consideration of raise in admissions wherever applicable, the institution shall apply for the same as per the provisions of the Regulations for consideration of the council, however the admissions for the raise which is being sought shall be done only after the approval of the PCI and the examining authority.
- iii) It will be the responsibility of the institution to obtain the consent of Examining Authority for raise in admission before making admission and submit to PCI.
- iv) In case, the institution fails to obtain and submit the consent of the Examining Authority for raise in admission, it shall not admit the students (for raise) failing which the consequences shall rest on the institution. The PCI in no way shall be responsible for the same.

7. For Services

Similarly the institutions applying for Services shall also mandatorily submit the statutory documents as prescribed in Annexure-B failing which application for services will be summarily rejected. Service charges are non-refundable.

8. Pharmacy Education Regulatory Charges

For the payment of the Pharmacy Education Regulatory Charges multiple payment gateways are available and include payments through BillDesk, (NEFT/RTGS) and SBI. (non-refundable)

9. GST

Applicable GST on Pharmacy Education Regulatory Charges has to be paid. (non-refundable)

10. Cautions

The following cautions shall be noted and exercised while submitting online application on PCI portal for consideration of approval for academic session 2022-2023.

- i) The Last date for completing the application process on PCI portal will not be extended under any circumstances and hence institutions are required to apply online in SIF without fail within the available window from 28.3.2022 to 1.4.2022.
The institutions are advised not to wait for the last date for submission of SIF as overcrowding may pose technical problems. The Council will not be responsible in case institution is not able to apply on time. It is reiterated that the last date will not be extended and no further time will be granted to complete the application process.
- ii) All Institutions that are already approved by the PCI for conduct of course / approved under section 12 for registration as a pharmacist for the D.Pharm / B.Pharm / M.Pharm / Pharm.D, Pharm.D (PB) / B.Pharm (Practice) programs have to mandatorily apply on the PCI portal, submitting all the requisite information and Pharmacy Education Regulatory Charges for consideration of approval.
- iii) Institutions already having approval for 2022-2023 or beyond 2022-2023 academic session shall also mandatorily apply in SIF and pay the mandatory Pharmacy Education Regulatory Charges for retention of already granted approval.
- iv) Applying for approval is entirely the responsibility of the institution and failure to apply will result in not being reflected in the approved list of Institutions on the Council's website leading to "No Admission Year".

- v) All fields in the SIF are to be mandatorily completed including -
- a) teaching staff details (Name, qualification, specialization at PG level (very important), Years of experience etc).
 - b) details of salary paid to teaching staff during the period of January 2021 to November, 2021.
 - c) the staff names that are reflected in an institution, as per the PCI circular dt.9.10.2013, a copy of which is enclosed as **Annexure-D** will be not counted for the number of staff for the particular program if they have left the institution to join another institution in the same academic year.
 - d) the staff whose name is reflected in an institution presently for the academic year 2022-23 will not be given credit in another institution for the year 2022-23 even if they join another institution during the said period. Such information should be clearly informed by the faculty to the joining institution and the PCI. If any information is suppressed, the individual faculty will be responsible and can be debarred from teaching assignments for a period up to 3 years under statutory provisions of "Minimum Qualification for Teachers in Pharmacy Institutions Regulations, 2014".
 - e) the appointment of qualified principal and teaching staff as per the statutory provisions of various Education Regulations is mandatory and if any non-compliance is observed, the approval will not be granted.
 - f) the appointment of deficient staff will not be considered as a compliance during the appeal period.

11. Please note that -

- i) if the details are found missing (not filled) / incorrect / false / non-compliance of the prescribed statutory provisions is observed, the application will not be processed for approval leading to "**No Admission Year**" for the institution and the Principal may also be debarred from holding any administrative position in future.
- ii) the PCI will not be responsible for the above consequences and hence due caution be exercised while filling the SIF and submission to PCI.
- iii) submission of above-mentioned statutory documents is a pre-requisite mandatory requirement.
- iv) in the absence of submission of pre-requisite mandatory documents as detailed above, application will be rejected for introduction of new course, raise in admission and services.
- v) merely submission of application does not mean / ensure approval for –
 - extension of approval.
 - raise in admissions.
 - introduction of new course(s).
- vi) Pharmacy Education Regulatory Charges and GST is non-refundable.

12. It is also clarified that no hard copy of the application in SIF will be accepted. The institutions have to apply online only on PCI portal.

13. **Important**

- i) It is the responsibility of the institution to comply with the prescribed norms with regard to teaching faculty and infrastructure etc. as prescribed under the statutory provisions of the various Education Regulations for already existing courses, failing which their application will not be considered by the PCI for -
 - extension of approval.
 - raise in admission.
 - introduction of new course(s).
- ii) Please also find enclosed herewith details of staff requirement for various pharmacy courses running simultaneously by an institution for your information and strict compliance. **(Annexure-E)**
- iii) While submitting the online SIF, the institutions are also required to submit duly notarized affidavit on 100 rupees stamp paper with regard to payment of salary to the teaching staff. The said prescribed format of the affidavit is enclosed as **Annexure-F** for your ready reference and strict compliance.

In view of above institutions are requested apply online with in prescribed deadline with late fee of Ra. 1.00 lakh per institutions.

No further opportunity will be extended

Yours faithfully


(Anil Mittal)
Deputy Secretary

STAFF REQUIREMENT DETAILS

(Item No.335 & 498 of 01.101st /CC (April, 2017)

Ref No. 14-163/2015-PCI

3. B.Pharm for 60 students

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|--|-----------|---------------------|-----------------------------------|-------|
| 1 | Pharmaceutics | 1 | 2 | 2 | 5 |
| 2 | Pharmaceutical Chemistry including Analysis | 1 | 1 | 2 | 4 |
| 3 | Pharmacology | 1 | 1 | 1 | 3 |
| 4 | Pharmacy Practice | - | - | 1 | 1 |
| 5 | Pharmacognosy | 1 | - | 1 | 2 |
| | Grand Total | 4 | 4 | 7 | 15 |

**B.Pharm course : Part time faculty be appointed for teaching first year -Biology / Maths /
Environmental Science / Computer science subjects**

**M.Pharm course : Two Faculty members with M.Pharm qualification in concerned specialization with more than five
years experience in teaching be appointed for each specialization.**

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4. B.Pharm for 100 students

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|---|-----------|---------------------|--------------------------------|-------|
| 1 | Pharmaceutics | 1 | 2 | 5 | 8 |
| 2 | Pharmaceutical Chemistry including Analysis | 1 | 2 | 4 | 7 |
| 3 | Pharmacology | 1 | 1 | 3 | 5 |
| 4 | Pharmacy Practice | - | 1 | - | 1 |
| 5 | Pharmacognosy | 1 | 1 | 2 | 4 |
| | Grand Total | 4 | 7 | 14 | 25 |

B.Pharm course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course : Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

5. D.Pharm for 60 students**B.Pharm for 60 students**

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|---|-----------|---------------------|---|-------|
| 1 | Pharmaceutics | 1 | 2 | 4 | 7 |
| 2 | Pharmaceutical Chemistry including Analysis | 1 | 1 | 4 | 6 |
| 3 | Pharmacology | 1 | 1 | 2 | 4 |
| 4 | Pharmacy Practice | - | - | 1 | 1 |
| 5 | Pharmacognosy | 1 | - | 2 | 3 |
| | Grand Total | 4 | 4 | 13 (Out of 13, 6 may be B.Pharm with 3 yrs Experience) | 21 |

B.Pharm course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course : Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

6. D.Pharm for 60 students

B.Pharm for 100 students

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|---|-----------|---------------------|---|-------|
| 1 | Pharmaceutics | 1 | 2 | 7 | 10 |
| 2 | Pharmaceutical Chemistry including Analysis | 1 | 2 | 6 | 9 |
| 3 | Pharmacology | 1 | 1 | 4 | 6 |
| 4 | Pharmacy Practice | - | 1 | - | 1 |
| 5 | Pharmacognosy | 1 | 1 | 3 | 5 |
| | Grand Total | 4 | 7 | 20 (Out of 20, 6 may be B.Pharm with 3 yrs Experience) | 31 |

B.Pharm course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course : Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

7. D.Pharm for 120 students

B.Pharm for 60 students

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|---|-----------|---------------------|--|-------|
| 1 | Pharmaceutics | 1 | 2 | 6 | 9 |
| 2 | Pharmaceutical Chemistry including Analysis | 1 | 1 | 6 | 8 |
| 3 | Pharmacology | 1 | 1 | 3 | 5 |
| 4 | Pharmacy Practice | - | - | 1 | 1 |
| 5 | Pharmacognosy | 1 | - | 3 | 4 |
| | Grand Total | 4 | 4 | 19 (Out of 19, 12 may be B.Pharm with 3 yrs Experience) | 27 |

B.Pharm course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course: Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

8. D.Pharm for 120 students**B.Pharm for 100 students**

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|--|-----------|---------------------|--|-------|
| 1 | Pharmaceutics | 1 | 2 | 9 | 12 |
| 2 | Pharmaceutical Chemistry including Analysis | 1 | 2 | 8 | 11 |
| 3 | Pharmacology | 1 | 1 | 5 | 7 |
| 4 | Pharmacy Practice | - | 1 | - | 1 |
| 5 | Pharmacognosy | 1 | 1 | 4 | 6 |
| | Grand Total | 4 | 7 | 26 (Out of 26, 12 may be B.Pharm with 3 yrs Experience) | 37 |

B.Pharm course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course: Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

9. B.Pharm for 60 students**Pharm.D & Pharm.D (PB) for (30+10) students**

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|--|-----------|---------------------|-----------------------------------|-------|
| 1 | Pharmaceutics | 2 | 2 | 3 | 7 |
| 2 | Pharmaceutical Chemistry including Analysis | 2 | 2 | 3 | 7 |
| 3 | Pharmacology | 2 | 1 | 2 | 5 |
| 4 | Pharmacy Practice | 1 | 1 | 2 | 4 |
| 5 | Pharmacognosy | 1 | 1 | 1 | 3 |
| | Grand Total | 8 | 7 | 11 | 26 |

B.Pharm / Pharm.D course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course : Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

10. B.Pharm for 100 students**Pharm.D & Pharm.D (PB) for (30+10) students**

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|---|-----------|---------------------|--------------------------------|-------|
| 1 | Pharmaceutics | 2 | 2 | 6 | 10 |
| 2 | Pharmaceutical Chemistry including Analysis | 2 | 2 | 6 | 10 |
| 3 | Pharmacology | 2 | 1 | 4 | 7 |
| 4 | Pharmacy Practice | 1 | 1 | 3 | 5 |
| 5 | Pharmacognosy | 1 | 1 | 2 | 4 |
| | Grand Total | 8 | 7 | 21 | 36 |

B.Pharm / Pharm.D course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course : Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

11. D.Pharm for 60 students**B.Pharm for 60 students****Pharm.D & PB for 30+10**

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|---|-----------|---------------------|---|-------|
| 1 | Pharmaceutics | 2 | 2 | 5 | 9 |
| 2 | Pharmaceutical Chemistry including Analysis | 2 | 2 | 5 | 9 |
| 3 | Pharmacology | 2 | 1 | 3 | 6 |
| 4 | Pharmacy Practice | 1 | 1 | 2 | 4 |
| 5 | Pharmacognosy | 1 | 1 | 2 | 4 |
| | Grand Total | 8 | 7 | 17 (Out of 17, 6 may be B.Pharm with 3 yrs Experience) | 32 |

B.Pharm / Pharm.D course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course : Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

12. D.Pharm for 120 students**B.Pharm for 60 students****Pharm.D & PB for 30+10**

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|---|-----------|---------------------|--|-------|
| 1 | Pharmaceutics | 2 | 2 | 7 | 11 |
| 2 | Pharmaceutical Chemistry including Analysis | 2 | 2 | 7 | 11 |
| 3 | Pharmacology | 2 | 1 | 4 | 7 |
| 4 | Pharmacy Practice | 1 | 1 | 2 | 4 |
| 5 | Pharmacognosy | 1 | 1 | 3 | 5 |
| | Grand Total | 8 | 7 | 23 (Out of 23, 12 may be B.Pharm with 3 yrs Experience) | 38 |

B.Pharm / Pharm.D course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course : Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

13. D.Pharm for 120 students**B.Pharm for 100 students****Pharm.D & PB for 30+10**

| S.No. | Name of the Department | Professor | Associate Professor | Assistant Professor / Lecturer | Total |
|-------|---|-----------|---------------------|--|-------|
| 1 | Pharmaceutics | 2 | 2 | 10 | 14 |
| 2 | Pharmaceutical Chemistry including Analysis | 2 | 2 | 10 | 14 |
| 3 | Pharmacology | 2 | 1 | 6 | 9 |
| 4 | Pharmacy Practice | 1 | 1 | 3 | 5 |
| 5 | Pharmacognosy | 1 | 1 | 4 | 6 |
| | Grand Total | 8 | 7 | 33 (Out of 33, 12 may be B.Pharm with 3 yrs Experience) | 48 |

B.Pharm / Pharm.D course: Part time faculty may be appointed for teaching first year -Biology / Maths / Environmental Science / Computer science subjects

M.Pharm course : Two Faculty members with M.Pharm qualification in concerned specialization with more than five years experience in teaching have to be appointed for each specialization.

STAFF REQUIREMENT DETAILS

Annexure-E

D.Pharm (As per ER-2020)

Principal/Director/Professor/Head of Institution /Head of the Department may be engaged in teaching upto eight hours a week, and the work load of other teaching staff should not be more than sixteen hours per week. Staff student ratio should not exceed 1:60 in theory classes and 1:20 in practical classes. There should be two teachers for a batch of 30 students in practicals. According to the above norms, the following staff is required for an intake of 60 students:

| | |
|---|-------------------|
| 1. Principal/Director/Professor/Head of Institution/Head of the Department | - One |
| 2. Lecturer : <ul style="list-style-type: none">• M.Pharm/Pharm.D• B.Pharm with 3 years of professional experience | - Three - Four |

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Ph.: 0183-2450215



Estd. 2009

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Approved by AICTE, PCI, New Delhi & Punjab Govt. Affiliated to PTU, Kapurthala, PSBTE & IT, Chandigarh

Ref. No. KCP/1624

Dated 21-08-2017

TO WHOM IT MAY CONCERN

For the Proper functioning of courses BSc MLS and MSc (Biochemistry) run at Khalsa College of Pharmacy & Technology, Amritsar. The Khalsa College Charitable Society has sanctioned 12 (Twelve) Teaching posts to be filled as per UGC norms.


Director- Principal

AMRITSAR
2017-18
KHALSA COLLEGE OF PHARMACY
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