



PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act, 1948)

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NEW DELHI – 110 020

F.No. 14-56/2021 (Review of SIF)

4996-98

16 NOV 2021

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.

Ref: PCI circular Nos.-

i) 14-56/2021-PCI (Approval Process for 2022-2023 a.s.) / 3687-89 dt.27.9.2021.

Sir/Madam

- This is in continuation to Council's circular dt.27.9.2021, a copy of which is enclosed as **Annexure-A** for ready reference and is self explanatory.
- The PCI portal will open between 01.12.2021 to 15.12.2021 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

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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 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.

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.

9. 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 01.12.2021 to 15.12.2021.
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".

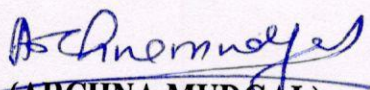
- v) All fields in the SIF are to be mandatorily completed including -
- a) teaching staff details (Name, qualification, specialization at PG level (very important), Years of experience etc).
 - b) details of salary paid to teaching staff during the period of January 2021 to October 2021.
 - c) the staff 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.

10. 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.

11. 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.

Yours faithfully


(ARCHNA MUDGAL)
Registrar-cum-Secretary



Annexure-A

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Ref.No.14-56/2021-PCI (Approval Process for 2022-2023 a.s.) | 3687-89 27 SEP 2021

1. The Principal Secretary (Health/Technical Education)
All State Governments /Union Territories
2. All Examining Authorities (Universities and Boards)
3. All the Pharmacy Institutions.

Sub: For 2022-2023 approval cycle - submission of statutory documents for consideration of approval u/s 12 of the Pharmacy Act, 1948.

Sir/Madam

1. The Pharmacy Council of India is a statutory body working under the Ministry of Health and Family Welfare, Government of India. It is constituted under the Pharmacy Act, 1948 and is entrusted with the responsibility of approval of pharmacy courses for the purpose of registration as a pharmacist to practice the profession.
2. As empowered u/s 10 of the Pharmacy Act, the PCI has framed the statutory Regulations for various pharmacy courses with the approval of the Ministry of Health and Family Welfare, Government of India and notified them in the Gazette.
3. At present, the following Regulations are in vogue -
 - a) The Education Regulations, 2020 for Diploma Course in Pharmacy.
 - b) The Bachelor of Pharmacy (B.Pharm) Course Regulations, 2014.
 - c) The Master of Pharmacy (M.Pharm) Course Regulations, 2014.
 - d) Pharm.D. Regulations, 2008.
 - e) Bachelor of Pharmacy (Practice) Regulations, 2014.
 - f) Minimum Qualification for Teachers in Pharmacy Institutions Regulations, 2014.
 - g) Pharmacy Practice Regulations, 2015.These Regulations are available on Council's website www.pci.nic.in
4. For the purpose of consideration of approval of pharmacy courses, the PCI has framed the "Schemes" for each course which are available on Council's website under the tab "Procedure/Forms". As per the said schemes, the following statutory documents are mandatory for -
 - a) introduction of any new pharmacy course in the existing institution.
 - b) starting of new pharmacy institution in the States / Union Territories which are exempted from Council's moratorium. (For moratorium, please refer to Council's circular dt.17.7.2019 and 9.9.2019 as available on Council's website. The Council has imposed moratorium on opening of new Diploma and Degree institutions from 2020-2021 academic session for a period of 5 years).

5. The documents to be submitted mandatorily at the time of application for consideration are -

a) **For B.Pharm course**

- i) Consent of affiliation of Examining Authority.
- ii) 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.

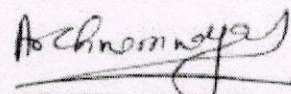
b) **For D.Pharm / Pharm.D & Pharm.D (Post Baccalaureate) / new M.Pharm course and introduction of new M.Pharm specialization / B.Pharm (Practice) course**

- Consent of affiliation of the Examining Authority.
- MOU with 300 bedded hospital (applicable for Pharm.D course) in the prescribed format.

6. As per judgement dt.13.12.2012 passed by Hon'ble Supreme Court of India in Parshavanath Charitable Trust, the regulatory bodies concerned with grant of approval has to complete the approval process by 10th of April and appeal process by 30th of April every year.
7. The PCI is planning to open the portal for online submission of applications for 2022-2023 approval cycle in due course of time.
8. In view of above -
- a) all the State Governments and Examining Authorities are requested to complete the process of issuance of following documents to pharmacy institutions for 2022-2023 academic session so as to comply with the deadline fixed by the Hon'ble Supreme Court -
 - i) NOC of the State Government.
 - ii) Consent of affiliation of the Examining Authority.
 - b) all pharmacy institutions are requested to make sure that they are able to obtain the above cited statutory documents (wherever applicable) and submit the same along with the online SIF.

The kind support of all the stakeholders is solicited in the matter for smooth completion of approval process for 2022-2023 academic session to avoid unnecessary litigations and comply with the deadline fixed by the Hon'ble Supreme Court.

Yours faithfully



(ARCHANA MUDGAL)
Registrar-cum-Secretary

Services

a) Change in the name of institution / Trust:-

Change requested from session : _____

From	To	Statutory documents	Yes/No
		Resolution of governing body	
		Affiliation of the Examining Authority with new name	
		NOC / approval of the State Government for new name (applicable for B.Pharm)	

b) Change of address / location of institution:-

Change requested from session : _____

From	To	Statutory documents	Yes/No
		Resolution of governing body	
		NOC of the Examining Authority with address	
		NOC / approval of the State Government for address (applicable for B.Pharm)	

c) Change of Examining Authority:-

Change requested from session : _____

From	To	Statutory documents	Yes/No
		Whether NOC of old Examining Authority is submitted	
		Whether affiliation letter of new Examining Authority is submitted	

d) Change of hospital:-

Change requested from session : _____

Name of old hospital with address	Name of new hospital with address	Statutory documents	Yes/No
		Whether MOU with new hospital is submitted	
		Distance between the institution and new hospital _____ kms.	

e) Closure of course:-

Name of course(s)	Session of closure of the course	Statutory documents			
		Resolution of governing body		Dis-affiliation letter from the Examining Authority	
		Yes	No	Yes	No
a) D.Pharm					
b) B.Pharm					
c) Pharm.D					
d) Pharm.D (PB)					
e) B.Pharm (Practice)					
f) M.Pharm					
1. Pharmaceutics					
2. Industrial Pharmacy					
3. Pharmaceutical Technology					
4. Pharmaceutical Chemistry					
5. Pharmaceutical Analysis					
6. Pharmaceutical Quality Assurance					
7. Regulatory Affairs					
8. Pharmaceutical Biotechnology					
9. Pharmacy Practice					
10. Pharmacology					
11. Pharmacognosy					
12. Phytopharmacy & Phytomedicine					

f) Closure of institution:-

Session of closure : _____

Statutory documents	Yes/No
Resolution of governing body	
Dis-affiliation letter from the Examining Authority	
NOC / approval of the State Government for new name (applicable for B.Pharm)	
NOC of the Examining Authority	

MEMORANDUM OF UNDERSTANDING
(To be executed on Rs.100/- Non-judicial stamp paper)

This memorandum of understanding is made on _____ Day _____ month _____ Year
between

_____ Hospital [with full address/affiliating bodies] which is represented by its Principal/Dean / Medical Superintendent/Medical Director/CEO herein named as party one

and

_____ College of Pharmacy (with full address and affiliating bodies) represented by its Principal/Director/Dean herein named as party two

The parties hitherto agree as follows:

1. Party one declares that _____ (name of the hospital) is a _____ (number) bedded hospital, with a minimum of 120 beds for General Medicine Department.
2. Party one agrees to provide to party two the minimum space necessary of 1200 square feet in the hospital building to establish Pharmacy Practice department for the conduct of Pharm.D programs.
3. Party one agrees to provide preceptors required to train the Pharm.D students.
4. Party one agrees that, it will not enter into similar agreement with any other Pharmacy institution/s or department/s offering or intend to offer Pharm.D programs.

5. Party one declares that -

Tick the relevant

- a) Hospital and institution with which it is signing the MOU are within the same limits of Corporation or Municipality or Campus with Medical Faculty involvement as adjunct faculty.

OR

- b) If the institution and hospital are located in different Corporation or Municipality or Campus, the distance between the two is not more than 30 kms. by road.

Signature

Signature

6. The prospective students will be allowed to undergo training in the following specialty departments
 - Medicine
 - Surgery
 - Pediatrics
 - Gynecology and Obstetrics
 - Psychiatry
 - Skin and VD
 - Orthopedics
7. Party two will provide the academic staff and necessary infrastructure for Pharm. D course as per the PCI norms and takes the overall responsibility for smooth conduct of the programs.
8. This agreement is to be in effect at least for ten years from the time of its endorsement by both the parties. The Hospital will not sign the MOU for sharing of the hospital facilities with any other Pharm D institution till the present agreement / MOU is in effect.
9. The officials representing _____ hospital and _____ college are signing this MOU to achieve the beneficial objectives of Pharm.D programs.

Signature
Hospital authority [party one]
with seal and date

Signature
Principal, [party two]
College of Pharmacy
with seal and date

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Ref.No.14-3/2013-PCI/31559-33488

Dated: 09.10.2013

Speed Post

All Institutions (D.Pharm, B.Pharm, Pharm.D) approved by PCI

- u/s 12 of the Pharmacy Act
- conduct of course

Sub: Teaching faculty during academic session

Sir/ Madam

With reference to the subject cited above, I am directed to inform that subject cited issue was considered by 93/CC in its meeting held in July, 2013 which noted that in some cases teaching faculty either resign or/are terminated during the academic session which adversely effects the quality of education.

In view of above, it was decided to instruct the pharmacy institutions that –

- a) the teaching faculty whose name is shown at the time of inspection and approval is granted by the PCI on the basis of availability of the said teaching staff will not be eligible to join other institutions during the same academic year. Hence staff who have resigned or terminated by the management on grounds other than the criminal misconduct during the currency of the said academic session will not be taken to count while granting approval for such institutions.
- b) in the event of any dispute the matter shall be referred to the PCI.

This is for strict compliance at your end.

Yours faithfully

Sd/-

(ARCHNA MUDGAL)
Registrar-cum-Secretary