



DM HOSPITALS



To,
The Secretary, SMFWB
14-C Beliaghata Main Road
Kolkata – 700085

Date: 12.02.2025

Dear Sir/Madam,

Warm greetings from DM Hospitals Private Limited, located at 113, James Long Sarani, Thakurpukur, Kolkata – 700063. Our hospital is a registered healthcare institution (Registration No. 34234334, Date of Registration – 25.07.2022, Validity – 24.07.2025, Place – Kolkata).

We take this opportunity to highlight our hospital's extensive facilities, particularly in **Haemodialysis services**, which we provide 24x7. Established in 2007, our **dialysis unit** is well-equipped with **18 beds**, each facilitating **haemodialysis for at least 4 hours per session**, and **25 dialysis machines** under the supervision of **two senior Nephrologists**. Additionally, we have a **water purification unit with reverse osmosis**, regular fumigation protocols, and dedicated services for **Sero-Positive cases**. Over the past 18 years, we have successfully conducted more than **2.70 lakh dialysis sessions**.

Beyond dialysis, our hospital is equipped with an **Integrated Critical Care Unit (ICCU)**, **general ward services**, **private cabins**, and a well-equipped **Operation Theatre** managed by professional surgeons. We are also empaneled with the **Government of West Bengal** under:

- **WBHS 2008** (For Class-I Uni-Speciality Nephrology)
- **Swasthya Sathi** (For Nephrology)
- **Shyama Prasad Mookherjee Port Centenary Hospital** (For Nephrology)
- **ICAR – NINFET** (For Nephrology)
- **Saroj Gupta Cancer Center & Research Institute** (For Nephrology)

In light of our extensive infrastructure and expertise in nephrology and dialysis services, we formally propose that **DM Hospitals Private Limited** be considered for approval to offer the **Diploma in Dialysis Technician Course** under the **State Medical Faculty of West Bengal**. We are eager to contribute to medical education and skill development in this vital healthcare domain.

For DM HOSPITALS PRIVATE LTD.

Director

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Institutes Details vis-a-vis Fees Structure for SMFWB Website updating:

Fees Structure for 1st Year	Fees Structure for 2nd Year
1. Registration Charge- ₹800.00/- per Student	
2. Examination Fees – ₹800.00/- (Per Examination in Part I Regular / Supplementary Exam)	Examination Fees – ₹ 800.00 (Per Examination in Part II Regular / Supplementary Exam)
3. Course Fees- ₹20,000.00/- (Payment Directly to SMFWB) + Other Charges Rs.30000/- (Payable to Institutes)	Course Fees- ₹20,000.00/- + Other Charges Rs. 30000/- (All Payments Payable to Institutes)
4. Caution Money if any : Rs.5000/- (Refundable)	
1st Year Total Fees :- Rs.51600/-	2nd Year Total Fees :- Rs.50800/-
Grand Total :1,02,400/-	

Contact Person Name & Phone No.-

1. Mr. Loknath Mishra – Mob-9831226669
2. Mr. Surojit Parui – Mob- 7980909595

Institute website – www.dmhospitals.com

Institute should mention specifically their rules, regulations, etc. about

For information about the **Diploma Course in Dialysis Technology** offered by **DM Hospitals Pvt. Ltd.**

A. Regarding the preservation of original mark sheets and certificates of the candidates during the admission process.

1. Admission Requirements for Diploma in Dialysis Technology:

- **Eligibility Criteria:** To enroll in a Diploma in Dialysis Technology, candidates typically need to have completed a 10+2 or equivalent with a background in **Science** (preferably with Biology, Physics, and Chemistry).
- **Documents Required:**

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- **Mark Sheets** (Class 10, Class 12, and any other relevant educational documents).
- **Proof of Age** (such as a birth certificate or passport).
- **Identification Proof** (Aadhaar, Passport, etc.).

Director

Regd. Office : DM HOSPITALS PVT. LTD., 113, James Long Sarani, Kolkata-700 063, Ph. : 033 24536221/6222

Mobile : 9836729186, 9748754978 Fax : 033 2497 1001, E-mail ID : dmhospitals@gmail.com

CIN NO. U85110WB1999PTC088990

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- Passport-size Photographs.
- Medical Fitness Certificate (for some courses).

You may need to submit **original documents** for verification at the time of admission to verify your eligibility.

2. Preservation of Original Documents at DM Hospitals Pvt. Ltd.:

During the admission process to a diploma course in dialysis technology, **DM Hospitals Pvt. Ltd.** may ask for original documents to verify your eligibility. Here's how they are typically handled:

- **Original Document Submission:** Students required submitting **original copies of mark sheets and certificates** as part of the admission process. These documents will be checked by the admissions office for authenticity.
- **Temporary Retention:** After verification, **original documents** are returned to the student.
- **Safe Storage:** If the institution keeps a copy for records, it is stored securely and only accessible to authorized personnel.
- **Returning Documents:** After the verification is complete, the **original certificates and mark sheets** should be returned to the student.

You may be required to acknowledge receipt or sign a document confirming the return of your original documents.

B. Refund of course fee Policy:-

About Refund of course fees, if any candidate is desirous of foregoing his/her seat after admission.

1. Timing of Withdrawal:

- **Early Withdrawal** (usually within 15 days of the course) may entitle you to a **partial refund** of the course fees.
- **Late Withdrawal** (usually after 15 days of the course) may result in **no refund**.
- **Refund Deduction:**
 - **Administrative Fees:** An administrative fee for processing the withdrawal, which may be deducted from the refund amount.
 - **Course Materials:** If you have already received study materials or other resources, the cost of these items may be deducted from the refund.
- **Refund Timeline:** Refunds may take a three weeks or more to process after the withdrawal has been approved.

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2. Conditions for Withdrawing from a Course and Refund Process

It requires certain conditions to be met for withdrawal to be processed, including:

- **Written Application:** You would typically need to submit a **formal written application** for withdrawal from the course, explaining your reasons for leaving.
- **Submit Documents:** You may be asked to submit any relevant documents supporting your withdrawal (such as personal reasons, medical certificates, etc.).
- **Approval from the Institution:** The withdrawal request must be formally approved by the institution or department offering the course.
- **Refund Request:** After your withdrawal is approved, you can request a refund of the course fees. Ensure that you follow the institution's procedure and submit any forms required to process your refund.
- **Bank Transfer:** Refunds, if applicable, are typically processed through **bank transfer** or as per the payment method used during admission. Make sure to provide your bank details or preferred payment method.

3. Refund Terms

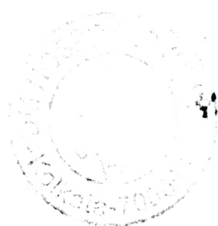
How refund terms might be structured:

- **Withdrawal before the course starts:** A full refund (minus administrative or processing fees).
- **Withdrawal within 1–7 days of starting the course:** A partial refund, usually 50% of the fees.
- **Withdrawal within 7-15 days into the course:** A partial refund, usually 25% of the fees.
- **Withdrawal after 15 days or mid-course or at the end:** No refund issued.

Thanking you.

For DM-HOSPITALS PRIVATE LIMITED

Sincerely,
Dr. Dayanath Mishra
Director
DM Hospitals Private Limited



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