

## भारतीय भेषजी परिषद्

(स्वास्थ्य एवं परिवार कल्याण मंत्रालय के अधीन स्थापित राष्ट्रीय निकाय)  
भारत सरकार

एन बी सी सी सेंटर, नृवीय तल, प्लॉट नम्बर 2,  
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**PHARMACY COUNCIL OF INDIA**  
(Statutory body under Ministry of Health & Family Welfare)  
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Ref. No.14-56/2022-PCI (Approval Process for 2024-25 a.s.)

5628

14 DEC 2023

### APPROVAL PROCESS FOR ACADEMIC YEAR 2024-2025 FOR ALL PHARMACY INSTITUTIONS (Existing & New Institutions applying for the first time)

To all -

- The Pharmacy Institutions
- The Examining Authorities (Universities / Boards).
- The State Governments.

**Sub: Opening of PCI portal for all Pharmacy Institutions for consideration of approval for 2024-2025 academic session.**

Sir/Madam

- This has a reference to the subject cited above.
- In this connection, it is informed that the PCI portal will open between 14<sup>th</sup> December 2023 to 31<sup>st</sup> December 2023 for New institutions and 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-A service portal will be open throughout the year.
    - Change in the name of Institutions
    - Change of address / location of Institution
    - Change of Examining Authority
    - Change of Hospital
    - Closure of course
    - Closure of institution
    - Change in the name of Trust /Society
    - Change in the Contact Details/Username.
    - Institution Merger.
- The institution will have to apply on the PCI portal as per following Schemes as available on Council's website www.pci.nic.in under the tab 'Procedure/ Forms'

- a) Scheme for approval of D.Pharm course u/s 12 of the Pharmacy Act, 1948 and the Education Regulations, 2020 for Diploma course in Pharmacy.
  - b) Scheme framed under regulation 9 of the Bachelor of Pharmacy (B.Pharm) Course Regulations, 2014.
  - c) Scheme framed under regulation 4.1 b) of the Master of Pharmacy (M.Pharm) Course Regulations, 2014.
  - d) Scheme framed under regulation 9 of the Pharm.D Regulations, 2008 for Pharm.D course and Pharm.D. (Post Baccalaureate) course.
  - e) Scheme framed under regulation 6 (b) of the Bachelor of Pharmacy (Practice) Regulations, 2014
4. During approval process for the academic year 2024-2025 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-B**.
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 processed by the Council and will be summarily rejected.
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 submit the consent of Examining Authority for raise in admission which is pre-requisite document otherwise same will not be entertained by the Council.

**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. (Annexure-C) service will be open throughout the year.

**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) (non-refundable) The new institution which are applying for the first time need to pay registration fee of Rs 10000/- along with applicable PERC.

**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 2024-2025.

- 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 14<sup>th</sup> December 2023 to 31<sup>st</sup> December 2023.

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, related documents and Pharmacy Education Regulatory Charges for consideration of approval.

- iii) Institutions already having approval for 2024-2025 or beyond 2024-2025 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 2023 to January 2024.
  - 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 2024-25 will not be given credit in another institution for the year 2024-25 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. Further management will be legally prosecuted.
- 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. Further the attention is invited to all Institutions to keep visiting the Council's website for circulars \ Instruction issued by PCI from time to time for strict implementation.

#### 14. **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.
- iv) The last date for applying will not be extended under any circumstances and hence institutions are required to apply without fail within the available window.
- v) In case of any technical problem, please take the screen shot and forward on the following e-mail -
  - pcihelpit@gmail.com
- vi) Approval Process Hand book - PCI has drafted Approval Process Handbook, same is being uploaded separately on PCI website.
- vii) **Student Portal**  
It is informed that each and every student undergoing study will have to register on the portal on below link. Same will be verified by team of inspectors at the time of inspection. It is responsibility of the institution for strict compliance.

viii) **Inspection Section**

It is also informed that inspections will start from 15.12.2023.

- ix) Regarding designation, appointment, promotion, cadre ratio etc. of faculty in pharmacy institution, Councils circular dt. 8.8.2022, a copy of which is enclosed as **Annexure-G** for compliance.
- x) The link for the various services is enclosed as **Annexure-H**.

Further please find enclosed herewith PCI circular dt.13.12.2023 regarding implementation of Aadhaar Authentication by PCI.

Yours faithfully

  
(ANIL MITTAL)  
Registrar-cum-Secretary

## Annexure - A

Regarding Services, details of prescribed documents to be submitted in service portal for following categories of services are as under-

### 1. Change in the name of institutions

Change request from session: \_\_\_\_\_

Sno.	Statutory documents
1.	Resolution of governing body
2.	Affiliation of the Examining authority with new name
3.	NOC/ approval of the State Government for B. Pharm (applicable for B. Pharm)

### 2. Change of address / location of institutions:-

Change request from session: \_\_\_\_\_

Sno.	Statutory documents
1.	Resolution of governing body
2.	NOC of the examining Authority with address
3.	NOC/ approval of the State Government for B. Pharm (applicable for B. Pharm)

### 3. Change of Examining Authority:-

Change request from session: \_\_\_\_\_

Sno.	Statutory documents
1.	Disaffiliation from previous Examining Authority.
2.	Affiliation letter of new Examining Authority

.2.

**4. Change of Hospital:-**

Change request from session: \_\_\_\_\_

<b>Sno.</b>	<b>Statutory documents</b>
1.	MOU with new hospital with 300 bedded

**5. Closure of course:-**

Closure request from session \_\_\_\_\_

<b>Sno.</b>	<b>Statutory documents</b>
1.	Resolution of governing body
2.	Dis- affiliation letter from the examining Authority
3.	NOC/ approval of the State Government for B. Pharm (applicable for B. Pharm)

**6. Closure of Institutions**

Closure request from session \_\_\_\_\_

<b>Sno.</b>	<b>Statutory documents</b>
1.	Resolution of governing body
2.	NOC/ approval of the State Government for B. Pharm (applicable for B. Pharm)
3.	NOC from the Examining Authority



**7. Change in the name of trust**

Change request from session: \_\_\_\_\_

Sno.	Statutory documents
1.	Resolution of governing body
2.	Affiliation of the Examining authority with new name
3.	NOC/ approval of the State Government for B. Pharm (applicable for B. Pharm)

**8. Change in the contact details/Username**

Change request from session: \_\_\_\_\_

Sno.	Statutory documents
1.	Duly signed & notarized undertaking from Society/Trust signed by Competent Authority and Governing Body (Board Member)
2.	<b>For Govt. Only</b> -Duly signed & notarized undertaking from Society/Trust signed by Competent Authority and Governing Body (Board Member)

**9. Institution Merger.**

Merger request from session: \_\_\_\_\_

Sno.	Statutory documents
1.	Resolution & affidavit from Society/trust.

**The Service Portal will be opened throughout the year.**

# Annexure-B

## 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

## Annexure-C

**Annexure-2**  
**(Item No.1 of 02.389/EC (8<sup>th</sup> February, 2023)**  
**(F.No.14-431/2022-PCI)**

### **Approved Pharmacy Education Regulatory Charges (PERC) for Pharmacy Courses for New and Existing Institutions**

1. For new Institutions –PERC are applicable from 2022-23 academic session. New institutions are required to pay only the PERC for establishment of the new institutions which includes fee for registration, technical scrutiny and contingent changes besides 2 inspections. This also includes the annual PERC.
2. For existing Institutions –PERC are applicable from 2023-24 academic session

<b>Pharmacy Education Regulatory Charges (PERC) in Rupees, GST on PERC (on all categories) as per applicable rate has to be paid except for Security Deposit</b>												
S No.	Category of PERC	D.Pharm		B.Pharm		M.Pharm		Pharm.D/Pharm.D (PB)		B.Pharm (Practice)		
		State / Central Government	Private	State / Central Government	Private	State / Central Government	Private	State / Central Government	Private	State / Central Government	Private	
1.	<b>Establishment of new institutions/ Course</b> This fee is for registration, technical scrutiny and contingent changes and for 2 inspection including annual PERC (Non-Refundable)	50,000	3,00,000	3,00,000	6 ,00,000	1,00,000 per specialization	2,00,000 per specialization	4,00,000	8,00,000	50,000	3,00,000	Applicable for New Institutions
2.	<b>Security Deposit (refundable after 10 years)</b>	-	50,00,000	-	50,00,000 (upto 60 seats)  1 Crore (upto 100 seats)	-	15,00,000 per specialization	-	2 Crore	-	25,00,000	The matter is sub judice in the Court. We are not collecting the security deposit.





## PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act, 1948)

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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**

# Annexure-E

## STAFF REQUIREMENT DETAILS

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

Ref No. 14-163/2015-PCI

### 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 :	
• M.Pharm/Pharm.D	- Three
• B.Pharm with 3 years of professional experience	- Four

### **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.**



**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	<b>8</b>	<b>7</b>	<b>21</b>	<b>36</b>

**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	<b>8</b>	<b>7</b>	<b>17</b> (Out of 17, 6 may be B.Pharm with 3 yrs Experience)	<b>32</b>

**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	<b>8</b>	<b>7</b>	<b>23</b> (Out of 23, 12 may be B.Pharm with 3 yrs Experience)	<b>38</b>

**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	<b>8</b>	<b>7</b>	<b>33</b> (Out of 33, 12 may be B.Pharm with 3 yrs Experience)	<b>48</b>

**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.**

# Annexure - F

## Affidavit

(an institution is required to submit duly notarized affidavit on 100 rupees stamp paper in a prescribed format)

### Prescribed Format

1. We, \_\_\_\_\_ and \_\_\_\_\_  
(Name of Principal) (Name of President / Secretary of Management)  
solemnly declare that salary is paid to teaching faculty as per regulation (viii) of  
“Minimum Qualification for Teachers in Pharmacy Institutions Regulations, 2014”.
2. We understand that if the information is found false at a later date, the following actions  
may be initiated by the PCI against the Principal / Institution -
  - a) Against the Principal
    - under regulation (x) of the “Minimum Qualification for Teachers in Pharmacy Institutions Regulations, 2014”.
  - b) Against the Institution
    - u/s 13 of the Pharmacy Act, 1948 for withdrawal of approval.

Name of President / Secretary : \_\_\_\_\_

Name of Principal : \_\_\_\_\_

Designation (President / Secretary) : \_\_\_\_\_

Signature of President/ Secretary : \_\_\_\_\_

Signature of Principal : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Stamp

Stamp



Annexure- G

## PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act, 1948)

E-MAIL : registrar@pci.nic.in  
WEBSITE : www.pci.nic.in  
Telephone : 011-61299901  
011-61299902  
011-61299903

NBCC Centre, 3rd Floor,  
Plot No.2, Community Centre  
Maa Anandamai Marg  
Okhla Phase I  
NEW DELHI - 110 020

### Circular

08 AUG 2022

Ref.No. 14-163/2021-PCI | 12730

To

All Institutions approved by PCI-  
- u/s 12 of the Pharmacy Act, 1948.  
- for conduct of course

Sub: Regarding designation, appointment, promotion etc. of faculty in pharmacy institutions - reg.

Sir/Madam,

With reference to the subject cited above, I am directed to state that 116<sup>th</sup> Central Council of the PCI in its meeting held on 29<sup>th</sup> July, 2022-

- a) decided that UGC's following Regulation and subsequent amendments from time to time shall be followed by pharmacy institutions with regard to designation, appointment, promotion etc. of faculty -
  - UGC (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2010 and various amendments there to from time to time.
- b) It was further noted that UGC Regulations do not cover D.Pharm course. In view of it, there shall be separate Regulations with regard to "Minimum qualification for teachers in D.Pharm institutions" and in the meanwhile since Diploma in Pharmacy is after 10+2, hence for D.Pharm faculty, institutions may follow the B.Pharm regulations teachers norms for appointment and promotion.

Yours faithfully

(ARCHANA MUDGAL)  
Registrar-cum-Secretary

## Annexure H

### Important Link related to PCI Portal

Label	Link
PCI Approval Handbook	-----
PCI website.(old)	<a href="https://www.pci.nic.in/">https://www.pci.nic.in/</a>
PCI website.(new)	<a href="https://pcionline.co.in/">https://pcionline.co.in/</a>
PCI Application(DIGI-PHARMed NEW)	<a href="https://digipharm.pcionline.co.in/#/digipharmed">https://digipharm.pcionline.co.in/#/digipharmed</a>
Institutions Registration	<a href="https://digipharm.pcionline.co.in/#/registration/Institute">https://digipharm.pcionline.co.in/#/registration/Institute</a>
Pharmacist Registration (Teacher/Student/Pharmacist)	<a href="https://digipharm.pcionline.co.in/#/registration/PRTS">https://digipharm.pcionline.co.in/#/registration/PRTS</a>
Student Registration (Pharmacy Student only)	<a href="https://digipharm.pcionline.co.in/#/registration/Student">https://digipharm.pcionline.co.in/#/registration/Student</a>
Organization Registration (Pharma Company/ Retails Shop/ Hospital/ CRO)	<a href="https://digipharm.pcionline.co.in/#/registration/Job%20Portal%20Manager">https://digipharm.pcionline.co.in/#/registration/Job%20Portal%20Manager</a>
Technical Grievances	<a href="https://digipharm.pcionline.co.in/#/login-issue">https://digipharm.pcionline.co.in/#/login-issue</a>
PCI Job Portal	<a href="https://jobs.pcionline.co.in/">https://jobs.pcionline.co.in/</a>

### Important Circular

#### Implementation of Aadhaar Authentication by PCI-reg.

[https://pcionline.co.in/wp-content/uploads/2023/12/14-264\\_circular\\_13122023.pdf](https://pcionline.co.in/wp-content/uploads/2023/12/14-264_circular_13122023.pdf)



<b>भारतीय भेषजी परिषद्</b> (Statutory Body under Ministry of Health & Family Welfare) भारत सरकार एन वी सी सेंटर, तृतीय तल, प्लॉट नंबर 2, कॉम्युनिटी सेंटर, मा आनंदमयी मार्ग, अंधाला फेज-1, नई दिल्ली-110020 दूरभाष 011-61299900-03 ईमेल registrar@pci.nic.in		<b>PHARMACY COUNCIL OF INDIA</b> (Statutory body under Ministry of Health & Family Welfare) Government of India NBCC Centre, 3 <sup>rd</sup> Floor, Plot No. 2, Community Centre, Maa Anandmoyi Marg, Okhla, Phase-I, New Delhi-110020 Telephone No. 011-61299900-03 E-mail: registrar@pci.nic.in
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Ref. No. 14-56/2023-PCI (Approval process 2024-25)  
 14-264/2020-PCI (Faculty Module)

53527

13 DEC 2023

13 DEC 2023

To

All Approved Institutions -

- a) u/s 12 of the Pharmacy Act, 1948
- b) conduct of course

Sub.: Implementation of Aadhaar Authentication by PCI – reg.

Ref.: Health Ministry's Gazette Notification dated 23.11.2023

Sir/Madam

With reference to the subject cited above, it is informed that Health Ministry has authorized Pharmacy council of India (PCI) to perform Aadhaar Authentication on voluntary basis for the following purpose –

- a) Authenticating the officials, faculty, and students on the portal.
- b) For capturing attendance of the faculty through biometrics using Yes/No or /and e-KYC authentication.


It is honoring the Health Ministry's Gazette Notification dt. 23.11.2023 (Appendix – 1), PCI has a vision to implement the Aadhar authentication in the DIGI-PHARMed portal. With the integration of Aadhar services with "DIGI-PHARMed" Portal, PCI will step towards total digitization of registration/ enrollment services and ensure the authentication of end users such as Pharmacists/ Faculties/students/Pharmacy Institutions. This will also enhance users' satisfaction, promoting ease of doing/processing the registration process, productivity, and transparency in administrative functioning.

In view of the above, the Council is currently working on the process of integrating Aadhar Authentication for Faculties/Pharmacists/Students/Pharmacy Institutions, etc in the portal. In this regard, all Institutions are requested to fill the correct data in the SIF/PCI Portal as per Aadhar card details.

It is also informed that PCI will authenticate all data of Teachers, Pharmacists, and Students very soon after completion of the integration part. In case, any wrong information is provided or any failure of the authentication process is done, then strict action will be taken against the respective institution and the individual (Teacher/ Pharmacist/Student) and they will be legally prosecuted.

This is for your Information and necessary action.

Yours faithfully

  
 (ANIL MITTAL)  
 Registrar-cum- Secretary



# भारत का राजपत्र

## The Gazette of India

सी.जी.-डी.एल.-अ.-24112023-250256  
CG-DL-E-24112023-250256

असाधारण  
EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (ii)  
PART II—Section 3—Sub-section (ii)

प्राधिकार से प्रकाशित  
PUBLISHED BY AUTHORITY

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नई दिल्ली, शुक्रवार, नवम्बर 24, 2023/अग्रहायण 3, 1945

No. 4832]

NEW DELHI, FRIDAY, NOVEMBER 24, 2023/AGRAHAYANA 3, 1945

स्वास्थ्य एवं परिवार कल्याण मंत्रालय  
(स्वास्थ्य एवं परिवार कल्याण विभाग)

अधिसूचना

नई दिल्ली, 23 नवम्बर, 2023

का.आ. 5041(अ).—सुशासन के लिए आधार अधिप्रमाणन (सामाजिक कल्याण, नवचार ज्ञान) नियमावली, 2020 के नियम-5 के साथ पठित आधार (वित्तीय और अन्य सहायकियों, प्रसुविधाओं और सेवाओं का लक्षित परिदान) अधिनियम), 2016 (यथासंशोधित) की धारा 4 की उपधारा (4) के खंड (वी) के उप-खंड (ii) के अनुमरण में, भारतीय भेषजी परिषद को प्राधिकृत किये जाने के लिये केंद्र सरकार द्वारा स्वास्थ्य और परिवार कल्याण को अधिसूचित किया जाता है कि भारतीय भेषजी परिषद को स्वैच्छिक आधार पर निम्नलिखित उद्देश्यों की पूर्ति हेतु आधार प्रमाणीकरण निष्पादन की आज्ञा प्रदान की जाती है:

- पोर्टल पर अधिकारियों, संकाय और छात्रों को प्रमाणित करना;
- हाँ/नहीं या/और ई-केवाईसी प्रमाणीकरण सुविधा का उपयोग करके बायोमेट्रिक्स के माध्यम से संकाय की उपस्थिति दर्ज करने के लिए;

फार्मैसी काउंसिल ऑफ इंडिया (पीसीआई) समय-समय पर यूआईडीएआई/केंद्र सरकार द्वारा निर्धारित आधार प्रमाणीकरण के उपयोग के संबंध में अधिनियम, नियमों, विनियमों या दिशानिर्देशों के प्रावधानों और निर्देशों का पालन करेगी।

[फ़ा. सं. जेड-28020/86/2023-एएनएस]

डॉ. विपुल अग्रवाल, मंत्रालय सचिव

**MINISTRY OF HEALTH AND FAMILY WELFARE****(Department of Health and Family Welfare)****NOTIFICATION**

New Delhi, the 23rd November, 2023

**SO. 5041(E).**—In pursuance of sub-clause (ii) of clause (b) of sub-section (4) of section 4 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 (as amended) read with rule 5 of the Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Rules, 2020, the Ministry of Health & Family Welfare, having been authorized by the Central Government, hereby notifies that Pharmacy Council of India (PCI) is allowed to perform Aadhaar authentication, on voluntary basis, for the following purposes:

- i. Authenticating the officials, faculty and students on the portal;
- ii. For capturing attendance of the faculty through biometrics using Yes/No or/and e-KYC authentication facility;

Pharmacy Council of India (PCI) shall adhere to the provisions of Act, Rules, Regulations or Guidelines made thereunder and directions with respect to use of Aadhaar authentication as laid down by the UIDAI/ Central Government from time to time.

[F. No. Z-28020/86/2023-AHS]

Dr. VIPUL AGGARWAL, Jt. Secy.