



# INDIAN ORTHODONTIC SOCIETY

## IOS NATIONAL ACADEMIC EXCHANGE PROGRAM

### Objectives:

- 1) To get exposed to the different orthodontic treatment approaches followed in different departments.
- 2) To get access to the various facilities available in different institutes.
- 3) To get an idea about the research projects which are going on in the host department

### Participation target:

- 1) SLM members who are pursuing orthodontic post-graduate training (MDS) in DCI-approved institutes in India.
- 2) Teaching faculties of Orthodontic Postgraduate Departments (to accompany the PGs).

### Criteria for the Hosting Institutes

- 1) Any DCI-approved orthodontic department with postgraduate training that is interested to host the PGs of another institute.
- 2) Departments can express their interest and willingness to participate in the exchange program. The IOS will take a decision to approve the participation of the institute based on the standard of the department and the probable benefit; the visiting team may gain from their presence in that department.
- 3) The HOD of the host institute will have to get the approval of the principal as well as management of the institute and has to enclose a willingness letter (**format-Annexure I**) signed by the principal/head of the institute.
- 4) The discretion to approve a department to be a 'host' will lie with the IOS.
- 5) The student welfare committee will scrutinize the willing departments and place the recommendations to the head office.
- 6) The IOS may not give any specific reason for the rejection of application for being a host department.

## **Duration of the exchange program**

5 days starting from Monday to Friday.

## **Criteria for participating SLM members**

- 1) The program is mainly intended for 2<sup>nd</sup> and 3<sup>rd</sup> years PGs though first-years also can attend. The HOD of the participating department will decide whom to send on overall merit basis.
- 2) The HOD of the participating department has to send the list of the PGs who are interested to participate in the exchange program. (**format-Annexure II**)
- 3) There should be a permission letter from the head of the institution mentioning the willingness of the institute to send the PGs for the exchange program.
- 4) Interested life member who is a faculty in the department accompanies the students.
- 5) The HOD can place the preference order of the host institutes and the student's committee of the IOS will decide on the availability and allot the host institutes preferably on a first come first serve basis.
- 6) If the preferred departments are not available then the committee will inform the available options on which the HOD of the applicant institution can take a decision.
- 7) Students of one institute cannot be sent to multiple institutes in the same academic year, unless the student's committee with a special request; approves the same though will not be encouraged.
- 8) PGs should maintain strict discipline during the entire exchange program.
- 9) A daily work register should be maintained by each visiting PG and should be signed by the HOD of the host department.

## **General considerations**

- 1) The host departments can choose a preferred period of the exchange program but it is preferred to be will be conducted in August - November months.
- 2) The list of approved host departments and their preferred dates will be published on the website and also will be mailed to the HODs.
- 3) All the expenditures have to be taken care by the participants.
- 4) The host departments can decide the number of PGs they can entertain and the same can be conveyed to the Committee.

- 5) The visiting PGs will be observers and will not be permitted to treat the patients.
- 6) The IOS will convey the details of the visiting team to the host department and take their consent before finally approving the visit.
- 7) The host department can any time terminate the exchange program if the behaviour of any member/team of the visitors is found to be inappropriate. The same can be conveyed to the IOS as well as the HOD of the visiting department and the visitors can be asked to leave the premises of the institute.
- 8) The IOS will not be responsible for the safety of the Participants.
- 9) The host department shall not change any fees for the exchange programme except for food or accommodation if they are provided.
- 10) All the participants will receive a certificate from the IOS after the completion of the exchange program.

#### **Arrangements by the host department**

- 1) Case presentations on at least 4 days.
- 2) Presentation and discussion of the ongoing research projects in the department.
- 3) Presentation of the special cases, which are undergoing treatment in the department.
- 4) Small hands-on or lectures by any faculty who may have expertise in any particular field, if anyone is available.
- 5) The host department has to identify a safe stay for the visiting PGs and staff. It would be preferable if the visitors can be accommodated in the college hostels.
- 6) The safety and well-being of the visiting team inside the college premises will be the responsibility of the host department.
- 7) A report card containing the attendance, and performance of the visiting PGs should be submitted to the IOS as well as to the HOD of the visiting PGs. The format for the same will be provided by the student's committee.
- 8) Use of liquor, drugs and such immoral activities are strictly prohibited and strict legal action will be taken if found indulging in such activities.

### Timeline Event

Event		Time Line
Call for the expression of interest of 'Host Departments'	Start Date	10-04-2023
	End Date	10-05-2023
Evaluation and shortlisting of applicants	Start Date	10-05-2023
	End Date	31-05-2023
Updating of the approved 'Host Departments' in the IOS website	On	31-05-2023
Call for the applications for the Exchange program	Start Date	01-06-2023
	End Date	15-06-2023
Announcement of the list of the approved exchange programs		20-06-2023
Commencement of the exchange program		1-07-2023

All applications must be sent by email , subject heading '**IOS NATIONAL ACADEMIC EXCHANGE PROGRAM**' to the IOS Hon. Secretary & CC to IOS student's committee according the above mentioned schedule.

1) Hon. Secretary, Indian Orthodontic Society [secretary@iosweb.net](mailto:secretary@iosweb.net)

2) Students committee [studentscommitteeios@gmail.com](mailto:studentscommitteeios@gmail.com)