

CAREER GUIDANCE & PLACEMENT CELL

S No.	Committee Members Name	Designation	Contact No.
1.	Dr. HD Banjare	President	9425216447
2.	Dr. Ashwani Pradhan	Secretary	9826884455
3.	Mr. Sandeep Pradhan	Member	9993735690
4.	Dr. Yoganarasimhaiah N	Member	9964313536
5.	Dr. Peyyala Hareesh	Member	9441435593
6.	Dr. Anand Ashok Buchake	Member	9850023759
7.	Dr. Anand Buchake	Member	9850023759
8.	Dr. Prakash Jondhale	Member	8888241422
9.	Dr. Pankaj Verma	Member	7411652003
10.	Mrs. Subrata Rani Purohit	Member	9876454512


Signature of Principle
PRINCIPAL/M.S.
RAIGARH MEDICAL COLLEGE
AND HOSPITAL OF
AYURVEDA RAIGARH (C.G.)

C.C To

- President, Vivaan Shiksha Samiti
- Secretary, Vivaan Shiksha Samiti
- Administrator
- All Department
- Notice board
- Hostel (Boys & Girls)
- Mess
- Library



Raigarh Medical College & Hospital of Ayurveda



(Recognized by Ayush/NCISM New Delhi, Pt. DDUMHS & Ayush University of C.G.)

Add - Kotarliya-Kotrapali, Raigarh, Chhattisgarh Phone: 7711972000, 9244121177

Email id - raigarhcollegeofayurveda@gmail.com, 2024ayu0859@gmail.com.

Minutes of Meeting

Formation of Student Support and Career Guidance Cell

Date: 03/11/2025

Venue: Principal Office / Conference Hall

Members Present

- Principal – Chairperson
- Medical Superintendent
- Heads of Departments
- Senior Faculty Members
- Administrative Officer

Agenda

To constitute the committee as per NCISM norms for smooth academic and administrative functioning.

Resolution

It was unanimously resolved to constitute the Student Support and Career Guidance Cell with the following objectives and responsibilities.

Functions

- Career counseling for students and interns
- Guidance for higher studies and employment
- Placement support and alumni interaction
- Skill development programs

Conclusion

The meeting concluded with a vote of thanks to the chair.

Principal (Chairperson)

Member Secretary

Minutes of the Meeting: Formation of Student Support and Career Guidance Cell

Date: 03/11/2025

Time: 10:30 AM

Venue: Principal's Office / Conference Hall

Chairperson: Principal

1. Attendance

The meeting was attended by the Principal, Medical Superintendent, all Heads of Departments (HODs), Senior Faculty members, and the Administrative Officer.

2. Agenda

To formally constitute the Student Support and Career Guidance Cell in alignment with NCISM norms to enhance the professional trajectory and mental well-being of students and interns.

3. Resolution

The Chairperson emphasized that student success extends beyond the classroom. It was unanimously resolved to establish a dedicated cell to bridge the gap between academic learning and professional empowerment.

Core Objectives:

- **Career Mapping:** Identifying individual student strengths for clinical practice, research, or administration.
- **Higher Education:** Providing resources for PG entrance exams (AIAPGET) and global opportunities.
- **Employability:** Improving soft skills, communication, and interview readiness.

4. Proposed Annual Action Plan (Month-wise)

To ensure the cell remains active, the following monthly schedule was adopted:

Month	Focus Area	Proposed Activity
Month 1	Orientation	Induction program for first-year students regarding career paths in Ayurveda/ISM.

Month 2	Skill Gap Analysis	Surveying students to identify required technical/soft skills.
Month 3	Guest Lecture I	Seminar on "Opportunities in Research and Clinical Trials."
Month 4	Competitive Exams	Coaching session/Workshop on AIAPGET and UPSC (Medical Officer) preparation.
Month 5	Communication Skills	Workshop on "Effective Patient Interaction and Medical Ethics."
Month 6	Mid-Year Review	Meeting to assess student progress and feedback on guidance activities.
Month 7	Alumni Connect	"Success Stories" webinar featuring distinguished alumni in various sectors.
Month 8	Entrepreneurship	Workshop on starting a private clinic, branding, and legal requirements.
Month 9	Placement Drive	Inviting Ayurvedic pharmaceutical companies and hospital chains for recruitment.
Month 10	Mock Interviews	Personality development sessions and mock interview drills for interns.
Month 11	Higher Studies	Guidance on fellowships, PhDs, and overseas practice requirements.
Month 12	Annual Report	Compilation of placement data and planning for the next academic year.

5. Conclusion

The Principal directed the Member Secretary to maintain a "Career Guidance Register" to document all counseling sessions. The meeting concluded with a vote of thanks to the Chair.

Signatures

Principal (Chairperson)
Member Secretary

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Ref. No:

Date: [04/11/2025]

NOTICE / CIRCULAR

Subject: Invitation to Induction Program on Career Paths in Ayurveda/ISM.

This is to inform all newly admitted **First-Year BAMS Students** that the **Student Support and Career Guidance Cell** is organizing an Orientation-cum-Induction Program.

The primary objective of this session is to introduce students to the diverse professional landscape of **Ayurveda and Indian Systems of Medicine (ISM)**, including clinical practice, research, administration, and global opportunities.

Program Details:

- **Date:** 04/11/2025
- **Time:** 10:30 AM
- **Venue:** College Auditorium / Seminar Hall
- **Keynote Speaker:** Principal

Agenda:

1. Overview of the BAMS curriculum and its professional relevance.
2. Introduction to the Student Support and Career Guidance Cell.
3. Discussion on career avenues: Clinical Practice, Research (CCRAS), Medical Officer roles (UPSC/PSC), and Entrepreneurship.
4. Interactive Q&A session.

Attendance is **mandatory** for all first-year students. We encourage you to attend and begin your academic journey with a clear vision of your future career.

Copy to:

1. All Department: HODs
2. Administrative Officer
3. Student Notice Board
4. Office File

[Signature]

Principal

(Chairperson, Student Support and Career Guidance Cell)

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Ref. No:

Date: 06/11/2025

CIRCULAR

Subject: Invitation to Participate in Skill Gap Analysis Survey.

The **Student Support and Career Guidance Cell** is committed to ensuring that our graduates are fully prepared for the competitive professional environment of Ayurveda and Healthcare.

To achieve this, we are conducting a **Skill Gap Analysis** for all **Students**. The purpose of this survey is to identify areas where you feel you need additional training—specifically in **Technical Skills** (e.g., Panchakarma procedures, diagnostic tools, Shastra techniques) and **Soft Skills** (e.g., Communication, Patient Counseling, Medical Ethics, and Leadership).

Survey Details:

- **Target Group:** All 1st Proff BAMS Students.
- **Survey Method:** Physical Questionnaire.
- **Submission Deadline:**

Why your participation matters:

The data collected will be used to design specialized workshops, certificate courses, and guest lectures for the remainder of this academic year. Your feedback will directly influence the training you receive.

Please collect the survey forms from the **Administrative Office** or access the digital link provided below:

[Insert Link/QR Code if applicable]

Your honest input is vital for your professional growth and the continuous improvement of our institution's support systems.

Copy to:

1. All Clinical HODs
2. Internship Coordinator
3. Student Notice Board
4. Member Secretary (Career Guidance Cell)

[Signature]

Principal / Chairperson
Student Support and Career Guidance Cell

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Ref.No:

LETTER OF INVITATION

Date: 06/11/2025

To,
Guest Speaker Name
[Designation/Department]
[Organization/Research Institute Name]
[City, State]

Subject: Invitation as Resource Person for Seminar on "Opportunities in Research and Clinical Trials."

Respected Sir/Madam,

The **Student Support and Career Guidance Cell** of [College Name] is dedicated to broadening the professional horizons of our Ayurveda students and interns. In line with **NCISM norms**, we aim to expose our students to diverse career paths beyond traditional clinical practice.

Given your vast expertise and contribution to the field of [Ayurveda Research/Clinical Research], it is our honor to invite you as the **Resource Person** for a seminar titled: **"Opportunities in Research and Clinical Trials: A Path for Ayurveda Graduates."**

Proposed Schedule:

- **Date:** 10/11/2025
- **Time:** 10:00 am
- **Venue:** Seminar Hall / Virtual Platform
- **Audience:** All BAMS Students, and Faculty Members.

The seminar aims to enlighten students on the fundamentals of clinical trial protocols, research methodologies, and the growing career prospects in CCRAS, pharmaceutical R&D, and global research projects.

We would be immensely grateful if you could accept our invitation and share your valuable insights with our students. Please confirm your availability by [Insert Date] so we may finalize the arrangements.

We look forward to welcoming you to our campus.

Warm regards,

Principal (Chairman)
RAIGARH MEDICAL COLLEGE
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- Copy to:
1. Member Secretary, Career Guidance Cell
 2. All HODs (For information)
 3. Office File



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Date: 10/11/25

Ref. No:

CIRCULAR

Subject: Commencement of Coaching Program for AIAPGET and UPSC (Medical Officer) Exams.

The Student Support and Career Guidance Cell is pleased to announce a specialized **Coaching-cum-Workshop Series** for students aspiring to pursue Post-Graduation or secure government administrative roles.

As per NCISM guidelines, this initiative aims to provide structured guidance for the **AIAPGET (All India AYUSH Post Graduate Entrance Test)** and **UPSC/PSC (Medical Officer)** competitive examinations.

Program Highlights:

- **Target Group:** All BAMS Students,
- **Focus Areas:** High-yield Samhita topics, Modern Medical subjects, Research Methodology, and General Knowledge for UPSC.
- **Format:** Weekly sessions, mock tests, and strategy discussions with previous toppers.

Session Schedule:

- **Start Date:** 10/11/2025
- **Frequency:** Every Saturday & Sunday
- **Time:** 2:00 PM to 4:00 PM
- **Venue:** Room/Hall Numbe-1

Registration:

Interested students must register their names with the **Member Secretary (Career Guidance Cell)** by [Insert Deadline Date]. There is no registration fee for internal students.

Cracking these exams requires consistent effort and early preparation. We strongly urge all eligible students to take full advantage of this institutional support.

Copy to:

1. All Department HODs
2. Library (For availability of reference books)
3. Internship Coordinator
4. Student Notice Board



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Date: 10/11/2025

Ref. No:

CIRCULAR

Subject: Workshop on "Effective Patient Interaction and Medical Ethics."

The Student Support and Career Guidance Cell is organizing a one-day workshop titled "Effective Patient Interaction and Medical Ethics" for all BAMS students.

As future Ayurveda practitioners, the ability to communicate with empathy and maintain high ethical standards is as crucial as clinical knowledge. This workshop will focus on bridging the gap between medical expertise and patient trust.

Workshop Highlights:

- **Art of Case Taking:** Communicating effectively with diverse patient groups.
- **Medical Ethics:** Understanding legalities, consent, and professional conduct in Ayurveda practice.
- **Conflict Resolution:** Handling difficult situations in a clinical setting.

Event Details:

- **Date:** 10/11/2025
- **Time:** 10:00am
- **Venue:** Raigarh Ayurveda Medical College and Hospital
- **Mandatory for:** For All BAMS Students.

Please ensure your presence 10 minutes before the session begins. Certificates of participation will be issued.

[Signature]

Principal Chairperson
Student Support and Career Guidance Cell

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Ref. No:

Date: 13/01/2026

MEETING NOTICE

Subject: Mid-Year Review Meeting of the Student Support and Career Guidance Cell.

All members of the **Student Support and Career Guidance Cell** are hereby requested to attend a **Mid-Year Review Meeting** to evaluate the progress of our annual action plan.

Meeting Details:

- Date: 13/01/2026
- Time: 11:00 am
- Venue: Principal's Conference Hall

Agenda:

1. Review of activities conducted from Month 1 to Month 5.
2. Analysis of student feedback from the **Skill Gap Survey**.
3. Assessment of student attendance and performance in **AIAPGET/UPSC coaching**.
4. Identification of challenges and planning for the upcoming **Placement Drive and Alumni Connect**.
5. Any other matter with the permission of the Chair.

Your presence and valuable inputs are essential for the effective functioning of the cell.

Copy to:

1. Medical Superintendent
2. All HODs & Senior Faculty Members
3. Administrative Officer
4. Member Secretary

[Signature]

Principal/Chairperson
Student Support and Career Guidance Cell

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