

# INDIAN ASSOCIATION OF ORAL AND MAXILLOFACIAL PATHOLOGISTS

Registered under section 10 of Tamil Nadu Societies registration act 1975, Reg.No.SL.No.SRG/Chennai South/62/2022

H.O. : No.29/23, Ranjith Road, Kotturpuram, Chennai-600 085.



**PRESIDENT**  
Dr.NADEEM JEDDY  
No. 29/23,  
Ranjith Road,  
Kotturpuram,  
Chennai-600 085.  
Mobile: +91-9840460895

**HON.SECRETARY**  
Dr. N. GURURAJ  
Secretary Office,  
D.No.90/57,  
Gopalakothan Street,  
Madurai – 625001.  
Mobile: +91 - 9443796853  
Email: iaompoffice@gmail.com

**HON. TREASURER**  
Dr. K. LALITH PRAKASH CHANDRA  
D. No. 5-54-14/A,  
Brodipet - 4th Lane,  
18-19<sup>th</sup> Cross St, Guntur - 522002.  
Andhra Pradesh.  
Mobile: +91 - 9848567835  
Email: iaomptreasurer@gmail.com

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**IAOMP FAMILY CONCERN SCHEME**  
CHAIRMAN - Dr. NADEEM JEDDY  
NATIONAL COORDINATOR -  
DR. RAMAKANT NAYAK

Ref. IAOMP/ students exchange program /001/25-26

To

All Life Members  
IAOMP

HON.SECRETARY  
Dr. N. GURURAJ

HON. TREASURER  
Dr. K. LALITH PRAKASH CHANDRA

Dear IAOMP Life Members,

Warm greetings to all.

We are pleased to inform you that the **IAOMP Student Exchange Program** is being formally initiated with the objective of promoting academic collaboration and skill enhancement among postgraduate students of Oral and Maxillofacial Pathology across institutions.

Applications for participation in the program for the year **2026** should be submitted **on or before 10.02.2026** via email to **iaompoffice@gmail.com**, addressed to the undersigned, along with the required details as specified in the **annexure**, strictly in accordance with the IAOMP Bylaws.

Members are hereby requested to meticulously adhere to the guidelines laid down in the IAOMP Bylaws while proposing, accepting, or coordinating student exchange activities.

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DR. RAMAKANT NAYAK

All applications received will be duly scrutinised in the forthcoming **Executive Committee (EC) meeting of IAOMP**, and the acceptance or otherwise will be communicated accordingly.

Please note that applications with incorrect, unclear, or unsatisfactory details are liable to be rejected by the Executive Committee. The decision of the Executive Committee in this regard shall be final.

We look forward to your active participation and cooperation in making this academic initiative a success.

Thanking you

Yours sincerely

For Indian Association of Oral & Maxillofacial Pathologists

N. Gururaj

N.L.

HON. SECRETARY

Dr. N. Gururaj

Hon. Secretary, IAOMP



(2)

# INDIAN ASSOCIATION OF ORAL MAXILLO-FACIAL PATHOLOGISTS

## (Annexure XVII, Bylaws)

### Guidelines for PG Student Exchange Programme

**Definition :** A postgraduate exchange program allows PG students to study at a partner university for a specified period of time, gaining experience and academic credits.

**Purpose:** These programs aim to provide students with exposure, broaden their academic horizons, and enhance their skills and knowledge in a new environment.

The Indian Association of Oral and Maxillofacial Pathologists (IAOMP) is committed to fostering academic and research exchange among postgraduate students. This program aims to provide financial support for students participating in exchange programs by covering train fare and other necessary expenditures.

#### **Benefits:**

- **Academic pursuits :** knowledge earned at the partner university / institute will be shared back with the home university, allowing students to incorporate the same in the day to day work.
- **Cultural Immersion:** They can immerse themselves in a new culture, learn about different perspectives, and develop intercultural skills.
- **Networking:** Students can build a global network of peers and faculty, which can be valuable for future career opportunities.
- **Enhanced Skills:** Exchange programs can help students develop soft skills like communication, problem-solving, and adaptability, which are highly valued in the workplace.

#### **How it works:**

##### **1. Role of IAOMP:**

- a. The Association shall facilitate the PG exchange program between two partnering institutions only after receiving such a request from any one of the two colleges. After confirming the IAOMP membership status of the applicants, the EC may grant permission for such an exchange programme.
- b. The Association will reimburse the actual TA & DA as per the byelaws for a maximum of four students from any one college / institute.
- c. A certificate signed by President and Secretary may be given to the PG students participating in such an exchange programme during the PG convention / National Conference.

- **Partner Institute / Universities:** IAOMP can offer student exchange for institutions having partnerships with other around the country, facilitating student exchange programs.
- **Learning Agreement:** A learning agreement is usually signed through a MoU or letter of intent between the participating institutions, outlining the details of the training offered.
- **Travel:** Students need to obtain the necessary permissions and make arrangements for travel and accommodation at the host institute / university.

## **2. Eligibility Criteria:**

- The applicant must be a **student IAOMP member**.
- The applicant must be a postgraduate student enrolled in a recognized institution.
- The student should have received an invitation or acceptance from the host institution for the exchange program.
- The student should demonstrate academic excellence and a commitment to research and learning.
- Preference will be given to students with financial constraints.
- A minimum of three students may be permitted from an Institution

## **3. Application Process:**

- The **Head of the Department** from the interested colleges must submit a formal application along with:
  - **Permission letter from the Principal/Dean/Head of the Institution.**
  - A copy of the acceptance letter from the host institution.
  - A letter of recommendation from their current institution.
  - **A willingness letter from the student.**
  - A detailed statement of purpose explaining the benefits of the exchange program.
  - Estimated expenditure details.
- Applications should be submitted at least **60 days** before the date of travel.

## **4. Financial Support:**

- The Association will cover:
  - **Train fare (3A or as per the approved class of travel).**
  - **Lodging & boarding expenses** up to a predetermined limit.
  - **Incidental expenditures** necessary for the exchange program.
- Disbursement of funds will be subject to verification of expenses and receipts.

## **5. Obligations of the Selected Students:**

- Submit a report on their exchange experience within **30 days** of return.
- Participate in at least one seminar/webinar to share their learning experience with fellow students.
- Acknowledge the Association's support in their academic presentations and reports.

## **6. General Terms & Conditions:**

- The decision of the Association in granting financial support shall be final.
- Any misuse of funds or misrepresentation in the application will lead to immediate disqualification and repayment of financial aid.
- The Association reserves the right to modify the guidelines as necessary.
- The **college assigned for a student exchange program once may have to wait for three years** before applying for the next program.
- The **applications received will be scrutinized and discussed by the Executive Committee (EC) to decide the allotment of the program.**
- The **allotment of this program, decided at an Executive Committee (EC) meeting, shall be final.**

**Note :** IAOMP will not be responsible in case of any unforeseen situation or students indulging in any form of misbehavior or misconduct.

## **INDIAN ASSOCIATION OF ORAL AND MAXILLOFACIAL PATHOLOGISTS**

### **Application format for PG Exchange Program**

Name of Applying college / Institute:

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Address of Applying college / Institute:

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Name of HoD :

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Name of College / Institute where exchange is required:

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Address of College / Institute where exchange is required:

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Total number of PG students identified for exchange:

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Scheduled dates for Exchange programme : .....

**Details of the PG students:**

Sl. No.	Name	IAOMP membership No.	Mobile Number	Email ID

Mode of onward and return journey travel:

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Details of accommodation:

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Signatures of participating PG Students:

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Signature of Guide:

.....

Signature of HOD:

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