

## **MBBS 2012 ADMISSION INSTRUCTIONS**

1. Students must report in Dean's Office for counseling on date and time indicated on their selection letter / telegram. If any student fails to report on date and time indicated in the offer letter, his / her admission will stand cancelled and the seat will be offered to the next candidate on the waiting list. No request for extension of time for reporting shall be entertained.
2. Their parents or guardian must accompany students at the time of counseling as certain documents are to be signed by them.
3. The admission process is likely to take two days.
4. The admission offered to a candidate will be only provisional. At the time of counseling and verification of certificates, if there is any doubt about the identification, signature, thumb impression, handwriting or other relevant document/s the management has a right to refer the matter to the proper investigating authorities for further investigation and depending on that, a final decision about the provisional admission will be taken by the management. Institution will in such cases have the right to take legal action for providing wrong information.
5. Students reporting for counseling are required to bring along with them
  - Eligibility and category certificates as mentioned in No 7 below (format and details mentioned in the prospectus). **No extra time will be given under any circumstances if required certificates (eligibility / category) are not produced as per format mentioned in the prospectus and in such cases the candidate shall lose his / her claim for admission to MBBS course and the seat will be offered to the next eligible candidate.**
  - Security fees and deposits are approximately Rs 1.25,000/- (Rs. 1,15,000/- for SC, ST, VJ and NT). **No out station cheque will be accepted.**
6. Medical fitness will include X-ray chest examination. To avoid artifacts interfering with the result, candidates are advised to wear non-starched cotton clothes with no plastic, zari or metallic items / material on them.
7. **Certificates and documents to be produced at the time of counseling -**

Each candidate must bring with him/her the following original certificates along with three sets of attested true copies. (For details of certificate see Prospectus Page No. 26-28 & Annexure 1 to 13: page 38 to 45). The originals must be produced and Xerox copies attached in the following sequence.

### **General**

- i) **Matriculation / Higher Secondary** Certificate issued by University / Board showing **Date of birth**.
- ii) **Mark list of 12<sup>th</sup> Standard** or its equivalent examination.
- iii) **Attempt Certificate** for 12<sup>th</sup> Examination from the Principal/Head Master of the institute/School. (See Prospectus Page No.39, Annexure 3)
- iv) **Character Certificate** from the institute last attended.
- v) **Gap certificate:** In case the candidate is seeking admission in a year other than the year of passing 12<sup>th</sup> Standard, then he/she has to give a declaration on a Rs. 50/- stamp paper stating that he/she has not taken admission in any Institute / College during the gap period. (See prospectus page 27)
- vi) If he / she had taken admission he / she has to submit **School Leaving Certificate or College Transfer Certificate**.
- vii) **Migration Certificate** from the University last attended (if applicable).

- viii) **Migration Certificate** from the Board if passed 12<sup>th</sup> Standard from the Board other than Maharashtra Board.
- ix) **Proof of Nationality: Any one of the following**
- a) Nationality Certificate (Format in Prospectus) issued by District Magistrate, Additional District Magistrate or Chief Metropolitan Magistrate.
  - b) Domicile Certificate of the student
  - c) A copy of valid Passport of the student duly attested by the Dean / Principal of the College.
  - d) Birth Certificate having endorsed with nationality as Indian on it.
  - e) H.S.C. School leaving endorsed with nationality as Indian on it.
- x) In respect of candidate seeking admission for the Reserved Seats under **Rural Category** (Prospectus page 13, 14 & 27), four / five certificates (if applicable) should be produced (See prospectus Page No. 39-41, Annexure 4, 5, 6, 7, 8 & 9).
- xi) In respect of Candidates belonging to Schedule Caste, Schedule Tribe Nomadic Tribe, I, II, III, VJ & OBC/SBC  
**Caste**  
**Caste Validity**  
**Non-Creamy Layer** (For VJ / NT / OBC / SBC)  
Certificates must be produced as per Prospectus Page No. 26 and Annexure 10, 11, 12, 13, & 14. **Caste certificate without Caste validity will not be accepted.** Non-creamy layer certificate should be signed latest on or after 1/4/2012, and must be valid up to 31/3/2013.
- xii) **Physically Handicapped-** In respect of candidates seeking admission under reservation for **Physically Handicapped**, a physically handicapped certificate in prescribed format must be produced. (See prospectus page 15 and Annexure 15 on page 46).
- xiii) **Bonafide Certificate** : If applicable

#### 8. Undertaking to be signed/ prepared following successful counseling.

- a) Undertaking for code of conduct
- b) Undertaking for anti ragging
- c) Undertaking on Rs. 50/- stamp paper (for provisional admission)

#### 9. Details of security, fees and deposits:

##### Security Money

The selected candidates will have to deposit Security Money at the time of their admission as per details below:

1. An amount of Rs. 20,000/- in cash is to be deposited as Security Money. This amount will be refundable on successful completion of prescribed internship training along with simple interest to be calculated at the rate applicable at the Nationalized Banks saving account from time to time. In case the student leaves the institute after admission without completing M.B.B.S. course this Security Money will be forfeited.
2. An amount of Rs. 25,000/- (Rs. 17,000/- in case of SC/ST/VJ/NT) in cash is to be deposited as Security Money. This security amount will be refunded with simple interest to be calculated at the rate applicable at the Nationalized Banks saving account from time to time on production of a certificate (subject to verification) of service in rural area for 2 years after completion of internship.

## Fees & Deposits

The selected candidates will have to pay the following fees and deposits at the time of Admission as given below:

| <b>Once at the time of admission</b> |   |   |
|--------------------------------------|---|---|
| 1                                    | Admission Fee   | Rs. 5,000/-   |
| 2                                    | Institute Caution Money   | Rs. 5,000/-   |
| 3                                    | Library Deposit   | Rs. 5,000/-   |
| 4                                    | University Enrolment fee  | As per MUHS   |
| 5                                    | Hostel Caution Money  | Rs. 3,000/-   |
| 6                                    | Mess Deposit  | Rs. 5,000/-   |
| 7                                    | Orientation and Social Service Camp fee                         | Rs. 3,000/-   |
| 8                                    | Medical Checkup fee   | Rs. 500/-   |
| 9                                    | Sport Complex Fee   | Rs 5,000/-  |
| <b>Paid annually</b>                 |   |   |
| 10                                   | Students Council Subscription                                   | Rs. 500/-   |
| 11                                   | Sports, Games & Gymnasium Fee                                   | Rs. 1,000/-   |
| 12                                   | Health Insurance fee  | Rs. 2,000/-   |
| 13                                   | Development Charges   | Rs. 5,000/-   |
| 14                                   | Students Welfare Fund + Aswamedh                                | Rs. 500/-   |
| 15                                   | Library fee   | Rs. 500/-   |
| 16                                   | College Magazine  | Rs. 200/-   |
| 17                                   | MGIMS News Bulletin   | Rs. 250/-   |
| 18                                   | MUHS cultural meet (SPANDAN)                                    | Rs 200/-  |
| 19                                   | National Service Scheme   | Rs. 100/-   |
| <b>Paid every six months</b>         |   |   |
| 20                                   | Tuition fee   | Rs. 22,000/-  |
| 21                                   | Hostel rent (including electricity, Water, Development charges) | Rs. 7,500/-   |
| 22                                   | Hostel Maintenance including depreciation                       | Rs. 1,000/-   |
| 23                                   | Mess Advance  | Rs. 6,000/- (For Girls)<br>Rs. 6,900/- (For Boys)                 |
| <b>Total</b>                         |   | <b>Rs. 78,250/- (For Girls)</b><br><b>Rs. 79,150/- (For Boys)</b> |

**NOTE:** All candidates admitted to this Institute are expected to strictly follow the Code of discipline laid down in the prospectus. Each candidate should therefore come with sufficient Khadi dresses at the time of orientation camp, as wearing of Khadi clothes is compulsory. Drinking, smoking or consuming any intoxicants is strictly prohibited. Students must respect all religions on the basis of Gandhian principles. **Ragging in any form is punishable by law.** An undertaking to this effect signed by the candidate and his/her parent /guardian must be submitted at the time of admission.

**Dean**  
MGIMS, Sevagram

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