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GOVERNMENT OF INDIA
DIRECTORATE GENERAL OF HEALTH SERVICES
NIRMAN BHAWAN, NEW DELHI-110108

सत्यमेव जयते

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NOTICE

URGENT ATTENTION:

The Participating Institutes of UG Counselling 2020 to take note of the following points regarding Reporting:

1) The colleges are required to check the following documents of the candidates during Reporting:

   Essential Documents:
   i)   Caste Certificate (SC/ ST/ OBC/ EWS)
   ii)   PwD Certificate from designated Disability Centres of MCC.
   iii)   NTA Rank Letter
   iv)   Provisional Allotment Letter issued by MCC
   v)   Date of Birth certificate (Matriculation Certificate)
   vi)   NRI documents (e.gEmbassy Letter) for those who have self certified themselves as NRI in NTA Form.

   In case any allotted candidate is not able to provide the above essential documents, the seat of the candidate will be deemed to be 'cancelled'.

   Desirable Documents:
   i)   Class 12th Mark Sheet
   ii)   Class 12th Certificate
   iii)   Affidavit regarding any Spelling mistake in any of the document.
          In absence of the above documents admission can be taken subject to an Undertaking by the candidate that He/ She will provide the documents in due course of time.

2) By default, the reporting for Round-1 has to be 'PHYSICAL'. However, only in extremely exceptional cases where the reason of the candidate is found to be genuine decision can be taken by the college authorities after approval from MCC, to allow the candidate for Online Reporting after verification of required documents online. However, the onus of seats remaining vacant/ seat blocking in case online reported candidates do not join physically will be on concerned college. Therefore, colleges are advised to ensure that only genuine candidates be allowed for online reporting.

3) The Seat of candidate is liable to get cancelled in case candidate is found to be unfit on Medical Examination conducted by the allotted college.

4) The Institutes who are participating for the first time may note the following steps for taking admission:

   ➤ Go to Admin Login. Example : (ACADMIN……….)

   ➤ Then Go To **INSTITUTE MANAGEMENT LINK** and Click on **USER MANAGEMENT**.

   ➤ Then Create USER ID for **Online Documents Verification Process**.

   ➤ And Login again for Admission Process. Example : (Numerical ID Like- 150000 Anyting).

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