

**GUIDELINES AND INSTRUCTIONS FOR COUNSELLING & ADMISSION TO
MBBS/ BDS COURSES, 2025-26**

IMPORTANT INFORMATION

- All State Domicile NEET-UG 2025 qualified candidates are eligible for State Quota Seats. Both State and Outside State NEET-UG 2025 qualified NRI candidates are eligible to all NRI quota seats of the State.
- The counselling will be done through the website: **www.ojee.nic.in**.
- **Mere possession of a rank does not guarantee a seat. A seat is allotted depending on the availability on the basis of the candidate's rank and options exercised.**
- **Please note: S (Odisha State); NRI (Non-Resident Indian); GE (General; Odisha State); SC (Scheduled Caste); ST (Scheduled Tribe); EWS (Economically Weaker Section); PC (Physically Challenged); ES (Ex-Serviceman); GC (Children of Green Card Holder) and SGS (State Govt School).**
- For claiming seats under any reserved category ST/ SC/ EWS and sub-category like ES/ PC/ GC/ SGS) candidate must be native of Odisha and must produce 'RESIDENT/ NATIVITY CERTIFICATE' issued through online from appropriate State authority. The category certificates (ST/SC/EWS) must be issued through online from appropriate authority of Odisha Government. Further, a relevant original certificate justifying the category should also be produced at the time of document *verification* during counselling. Candidates claiming for EWS seats have to produce EWS Certificate (Income & Asset Certificate) from Tahsildar / Additional Tahsildar. (EWS Certificate must be of the last financial year, i.e 2024-25).
- For Ex-Serviceman (**ES**) category, a candidate have to be the domicile of Odisha and have to apply at Rajya Sainik Board office Bhubaneswar, mentioning the roll number and other details. After verification, Rajya Sainik Board shall furnish a list of qualified candidates to OJEE. Candidates mentioned in that list shall be valid ES candidates and shall be considered to get ES quota seats wherever applicable. Candidates who have received any document from Rajya Sainik Board office, will produce it at the institute where they are taking admission under ES quota. Recommendation of the Rajya Sainik Board is final and binding.

- For NRI/ OCI category the candidate has to produce Indian passport, and other relevant document(s) as prescribed at the time of document verification during Counselling*.

The NRI and OCI Applicants/Candidates have to upload a Certificate from the concerned Indian Diplomatic Mission in the country of their residence in support of their claim as an NRI/OCI Candidate. Referring to the MCC notice for NRI vide no: Ref.U-11011/07/2025-MEC, dated:25-07-2025.

- Candidates seeking admission under Physically Challenged (PC) category are required to report for the **medical board as designated by NMC/MCC as per the public notice no: NMC/UGMEB/PwBD/2025**, dated: 19-07-2025 or the Medical Board at **SCB, MCH, Cuttack**, as per notice no:OJEE / 0358, dated:25-07-2025, which has been notified in the website: www.ojee.nic.in/ www.odishajee.com. Decision of the Medical Board is final and binding.
- **The seat allocation process follows a strict timeline. The entire process is on-line and computer operated. No exceptions are possible and therefore, candidates are strongly advised to thoroughly acquaint themselves with these Processes, Rules, be vigilant, keep their documents handy and make arrangements for making the requisite payments and completing the requisite formalities, well in advance. It will not be possible to entertain requests for extension of time for completing any activity.**
- **Entire process will be through on-line and no communication will be directly sent to any of the Candidate(s). Therefore, it is advised to be in touch with the website on regular basis for any updates.**

A. INTRODUCTION

1. The state candidates who have qualified in the NATIONAL ELIGIBILITY CUM ENTRANCE TEST-2025 (NEET (UG)-2025) will be eligible for registration.

NB: Counseling shall be done for 85% of total seats in Government Medical/Dental Colleges and for all seats of Private Medical /Dental Colleges.

Counseling of Deemed Universities shall be done by DGHS.

Stipulations in this guideline are subject to change with prior notice as per the decision of Government / Counseling Committee.

2. Purpose of the registration is to prepare a State Merit List of the registered candidates base on their NEET UG 2025 All India Rank (interested to take part in the counselling and admission to MBBS/BDS courses). This State Merit List will be used for subsequent process of counselling and admission in MBBS/BDS courses for the session 2025-26.

The State Merit list will be prepared based on the NEET UG 2025 All India Rank and subjected to successful verification of the credentials of the candidates as per the information filled during registration process.

A. ELIGIBILITY

1. The candidates must be of 17 years of age as on 31.12.2025 and there will be no upper age limit.
2. The candidates must be permanent natives of Odisha OR Children of All India Civil Service officers serving in state of Odisha cadre.
3. The candidate must have passed +2 Sc. and in the subjects of **Physics, Chemistry, Biology/Biotechnology and English** individually and must have secured minimum of 50% marks taken together in **Physics, Chemistry & Biology/Biotechnology** at +2 Sc. level for General Candidate (GE), 40% for SC/ST candidates and 40% for benchmark disability candidates (PC-GE). The required mark for Physically Challenged candidate of SC/ST category is 40%.

4. The minimum qualifying mark for different category of candidates are as follows:(subject to relevant notification/modification by Govt. of India/NMC)
- a. General (GE) – (50th percentile)
 - b. Physically Challenged (PC-GE) – (45th percentile)
 - c. Scheduled Tribe (ST)/Scheduled Caste (SC)- (40th percentile).
 - d. For Physically challenged candidate of SC/ST category, (40th percentile).
 - e. For GE-EWS (Economically Weaker Section) Category - (50th percentile).
 - f. For GE-EWS & PC – (45th percentile).
- OR as may be Notified by NMC/Govt. of India/Appropriate Authorities.

ELIGIBILITY FOR NRI*:

1. The NRI candidates, who have qualified the NEET UG 2025, are eligible.
2. NRI means the children or wards of a person of Indian origin residing outside India. Such candidates have to submit the following documents in support of NRI eligibility.
 - NEET Score Card of candidate issued by NTA
 - Self-Attested Declaration stating that the candidate is NRI/ OCI/ PIO or child of NRI parents (As format given in notice: OJEE / 361, dated:26-07-2025)
 - OCI/ PIO card of the candidate, if applicable
 - NRI Embassy Certificate of Parent or Candidate as per notice: OJEE / 361, dated:26-07-2025 or MCC notice for NRI vide no: Ref.U-11011/07/2025-MEC, dated:25-07-2025

B. RESERVATION

The reservation policy of State Government will be followed for selection, and shall be Scheduled Tribe (ST) - 12%, Scheduled Caste (SC) - 8%, Physically Challenged (PC) - 5% of each category, Ex-Servicemen (ES) - 3%, Green Card Holders (GC) - 5%, State Government Schools (SG) – 15% (shall be horizontal covering all vertical reservations as well as unreserved Group) and EWS – 10% (when appropriate number of seats have been increased to accommodate such EWS quota). (Any other reservation category, if notified by Govt., shall also be applicable).

Note:

- i. Since there is no OBC category in the State, such candidates will be considered in General Category and the minimum qualifying marks shall be (40th percentile) in the NEET UG 2025.
- ii. The ST/SC candidates must produce caste certificate from Odisha State only to get the privilege of reservation in the category in Odisha. **(Vide GoI letter No. BC/16014/1/82 /SC & BCD/ Dated 22.02.1985).**
- iii. Candidates claiming seats under SGS (State Government Schools) reservation category must have passed their **10th Board Examination under the Board of Secondary Education, Odisha from Government High Schools and also have passed the 12th Board Examination under the Council of Higher Secondary Education, Odisha from any Government Higher Secondary School/ Government Junior College** (Ref: Government Notification No-HTE-I-12/2021/1769/SDTE, Dated:26-03-2021 Reservation for the students of Government High School in Medical/Engineering courses of the State)
- iv. Candidates claiming under PwD/PC category must undergo test by Medical Board constituted for the purpose. Candidates with benchmark disability as per Graduate Medical Education Regulations 1997 and subsequent amendments shall be followed.
- v. Candidates, who are natives of state of Odisha and wish to claim reservation under Ex-Serviceman (ES) category, must submit their relevant documents to Rajya Sainik Board, Bhubaneswar only within schedule date and time. After proper verification, Rajya Sainik Board, Bhubaneswar of Odisha will send the list of valid candidates to OJEE for getting reservation under ES category. No claim/certificate shall be entertained by OJEE directly from candidates. Candidates, whose parents are continuing in defense service are not eligible for reservation under this category.
- vi. Candidates claiming reservation under Green Card must be permanent natives of Odisha and shall have to produce original green cards of their parents issued by Government of Odisha only. They must not have taken the privilege of it before. The date of birth & name in the card must match exactly with that in HSC certificate. In case of mismatch, the candidates will be considered in GE category only and no affidavit in this regard will be accepted. Tampered or mutilated green cards are not acceptable.
- vii. Candidates who wish to claim seats under EWS categories have to mention the same during registration. Such candidates have to produce EWS Certificate (Income & Asset Certificate) from Tahsildar / Additional Tahsildar and the certificate must be issued for 2024-25 financial year.
- viii. If sufficient numbers of candidate are not available in any Reserve category, the vacant seats will be filled up by UR category.

- ix. The ST/SC seats are not interchangeable.
- x. If any subcategory seats remain unfilled due to non-availability of the corresponding subcategory candidates, the seat will be then filled from the corresponding category candidates.
- xi. The NRI seats shall be filled up in the following order by OJEE / Institution:
 - a. By eligible NRI candidates of state domicile.
 - b. By eligible NRI candidates of outside states.
 - c. By eligible UR candidates of the state if seats still remain unfilled.

A. LIST OF DOCUMENTS REQUIRED

1. Class 10th Certificate (for Date of Birth verification)
2. Class 12th Marksheet
3. Class 12th Certificate
4. NEET-2025 Rank Card
5. Photograph
6. Nativity Certificate /Residence Certificate (proof of being Native of Odisha).
7. Certificate to Claim Reservation, if any (SC/ST/GC/EWS)
 Note that candidates interested for Reservation under Physically Challenged (PC)/PwBD and Ex-Serviceman (ES) categories are required to report at their respective Boards as mentioned in the guidelines and need not submit/upload any document in their support. However, candidates under PC/PwBD candidates visited any of the 16 designated medical board formed by NMC have to submit their medical board report along with all affidavits.
8. Bond, prepared and signed in proper manner

N.B.: *In case any candidate is found to have provided a false information or certificate etc. or is found to have withheld or concealed any information, his/her application shall be rejected and admission will be cancelled and disciplinary / legal action, as deemed proper, will be initiated against him/her. Besides, the same candidate will not be allowed to participate in the admission process for next three academic years.*

B. PROCEDURE OF ONLINE COUNSELLING

1. The candidate, who has completed the registration process and has been placed in the State Merit List, has to submit his/her choice of the Course (MBBS / BDS) and College in order of preference as per schedule, in the online site and **lock the choice**. If the choice is not locked due to some reason, it will be locked automatically when the time schedule is over. **Candidate have to**

use same credential like User ID and Password created during registration process to fill the choices by visiting <https://ojee.nic.in> and clicking to “Counselling for MBBS and BDS Courses”

2. College and course will be allotted on merit basis and the candidate can download the **Allotment Letter**.
3. Then, the candidate has to **personally report** at the office of Odisha Joint Entrance Examination (OJEE), at Gandamunda, Bhubaneswar on the notified date and time with all certificates, mark sheets, other required documents, in original and the bond duly prepared, for **provisional admission**. The candidate must pay the **Admission Fees** (depending upon the type of allotted College) either online or by demand draft. He/ She will also exercise the option of **Freeze / Float** as per his/her choice. The candidate has to **deposit the original College Leaving Certificate / School Leaving Certificate**, as the case may be, and will be issued a **Provisional Admission Letter**.
4. Candidates not completing the process as mentioned at **point 3** will be out of the system and the allotted seat will be treated as vacant seat for the next round. Such candidate can participate in 2nd round by doing fresh choice filling only.
5. The same process shall be repeated for the 2nd and 3rd round of counselling.
6. At the end of 3rd round of counselling, the candidate must **report before the authority of the institution** allotted, within the stipulated date as notified and submit a copy of the provisional admission letter for completion of admission process at institutional level.
7. In case the candidate resigns after admission on or before the designated date for withdrawal / resignation, he/she shall get back 90% of admission fees deposited and 10% of the admission fees will be deducted as processing fees. No candidates will be allowed resign after such date is over. Any candidate resigns after due date for which a seat lapses, no fees will be refunded and the candidate shall be liable for a financial penalty as per the decision of the State Government.

8. If at the end of 3rd round of counseling, vacancy still exists due to any reason, upgradation / sliding among existing candidates, who have given willingness as to be in float option, will be processed.
9. If there is still some vacancy, the Chairman may notify a spot counseling (mop up). Where physical presence of the candidate is a must for participating in the spot counseling and no authorization will be entertained. The candidates who have taken admission at the end of 3rd round counseling (All India / State) are not eligible to participate in spot counseling. Details about the schedule and guidelines of the spot round will be published in due time.
10. Any change / additional information about the procedure and schedules of different rounds of counseling, choice locking, schedule of provisional admission & reporting etc. will be notified by the Chairman as and when required. Candidates are requested to be in constant touch with the website www.ojee.nic.in.

C. ALLOTMENT OF SEATS

1. Allotment will be made strictly on the basis of State Merit List prepared by OJEE and as per the choice of subject & college locked by the candidate.
2. If a candidate is allotted a seat in any round of counselling as per his / her 1st choice and takes admission for that seat, then he/she cannot participate in subsequent rounds of counseling. If allotment is not as per 1st choice, then he/she can decide whether or not to participate in subsequent round for improvement only. (Candidates can opt for Freeze or Float).
3. **In the 2nd round, all the newly registered candidates who successfully get their documents verified, unallotted candidates of 1st round and candidates who were allotted seats in first round but not reported for admission, have to fill and lock fresh sets of choices within due date and time.**
4. Candidates, who after taking admission in the first round, have exercised the option of freeze or float, are not required to do any additional choice filling for the second round and thus shall not be given a fresh option for filling choices. Candidates who have given 'freeze' as option, will retain their first-round allotments, while the allotments of the candidates who have given 'float' as their option may be upgraded or retained depending on their rank and the availability of seat as per choice.

5. If a candidate opts for 'float' after 1st round and is upgraded, then he/she has to accept the newly allotted seat and the seat allotted in the 1st round will be automatically cancelled and will be allotted to other candidates as per merit and choice. Similar procedure will also be followed after 2nd round. Candidates opted for 'float' option and if upgraded then the candidate shall have to accept the upgraded seat and shall not have claim on over the previous round allotted seat.
6. In Round 3, If a candidate allotted a seat for 1st time, the candidate cannot upgrade or resign. If any candidate does not join Round 3 seat, he may exit with withdraw elimination (cannot participate in any further rounds of counselling)
7. If a candidate, after being allotted a seat in a round, does not take provisional admission, then his/her allotment will stand cancelled and the seat will be treated as vacant for subsequent round. However, he/ she can participate in subsequent rounds by filling fresh choice with a consent.
8. Candidates are not allotted a seat in any of the rounds, are eligible to participate in spot round.

D. ADMISSION OF STUDENTS

1. **Candidates who have taken admission in All India Counselling and retained the seat after 3rd round All India counselling, are not allowed to surrender the seat and cannot take any admission in state counselling. Legal action shall be initiated against any candidate doing so.**
2. After final counseling is over, OJEE will send the list of students admitted along with the admission fees and original documents to the concerned Institutes.
3. If any amount is to be refunded to the candidates as per rule, it will be done after final admission is over. Candidates have to apply to the Chairman, OJEE in plain paper along with the copy of provisional admission letter for such refund.
4. **Institute level activity:** After receiving the list of provisionally admitted candidates, the documents and fees, the authority of the institutions shall complete the final admission process. The admission is subject to medical fitness of candidate, who is to produce a Medical Fitness Certificate and submission of signed bond in proper format (for Govt. institutions) at the time of joining his / her allotted Institute.

5. If a candidate after taking final admission in the allotted seat, resigns due to any reason after the last date scheduled for withdrawal (resignation) and before the completion of the course, he/she has to pay as per the concerned Government order as a penalty. The original documents / CLC will not be returned to the candidate until the penalty is realized. In such case, the entire admission fees deposited will also not be refunded. (However, in this regard, the decision of the Authority, Govt. of Odisha shall be final and binding). For private institutions the rules and regulations prevailing in the institutions in this regard at the time of admission shall be applicable.

E. FEE STRUCTURE

Candidates are to follow the fee structure available for respective colleges as approved by Government from time to time. The details will be available from respective institutions.

The Fees to be deposited shall be as under:

1. For Government Medical/ Dental Colleges - Rs. 37,950/- per annum.

NB: Hostel and Additional fees as prescribed by concerned University / College may be collected at institutional level which may vary from institution to institution.

2. The Fees to be deposited for MBBS course in Private Medical Colleges:
 - *Hi-Tech MCH Bhubaneswar - Rs.6,50,000/- per annum,
 - *Hi-Tech MCH Rourkela - Rs.5,50,000/- per annum
 - *DRIEMS Institute of Health Sciences & Hospital - Rs.6,50,000/- per annum
3. *The Fees to be deposited for Private (Hi-Tech) Dental Colleges is Rs. 3,00,000/- per annum.
4. *NRI candidates have to pay four times of the above fees in private colleges.
5. University Registration fee of Rs.3500/- will be applicable to all the admitted candidates.

***NB: IN CASE OF ANY REVISION OF THE FEE STRUCTURE AS PER GOVERNMENT ORDER, THE SAME SHALL AUTOMATICALLY BE APPLICABLE.**

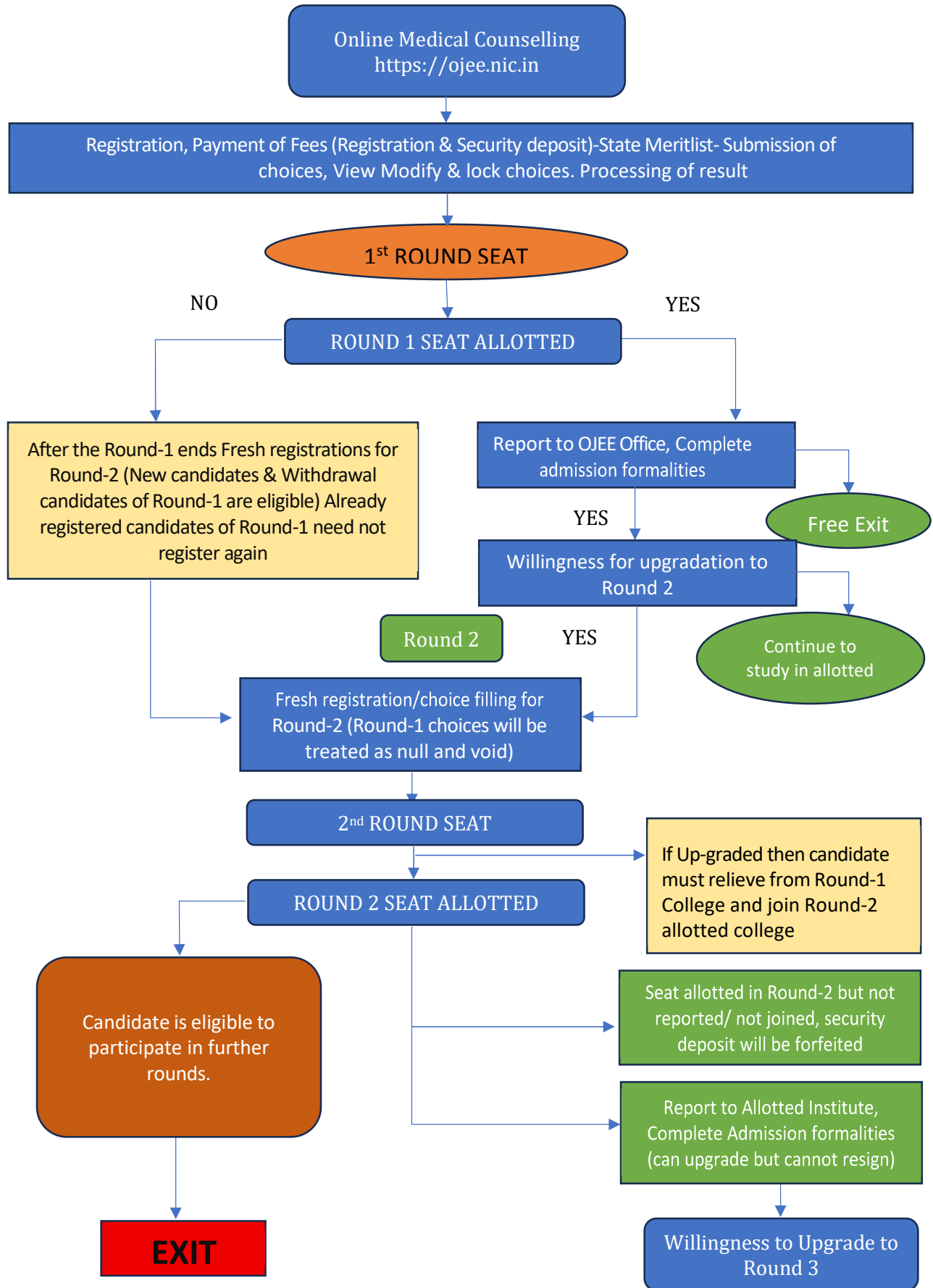
F. EXECUTION OF BOND

As per the Government Odisha Health and Family Welfare Department Order vide no. HFW-MEII-MISC-0128-2019-19046/ H & F.W. Dated:21-08-2020/ or any latest Order regarding re-implement the execution of Bond by the candidates pursuing Medical, Dental and Paramedical courses, all the candidates reporting after allotment must deposit the bond, duly prepared on non-judicial stamp paper of Rs. 21/- as per the format in Annexure – A of the said Govt. order (copy of the order with details will be available in OJEE website).

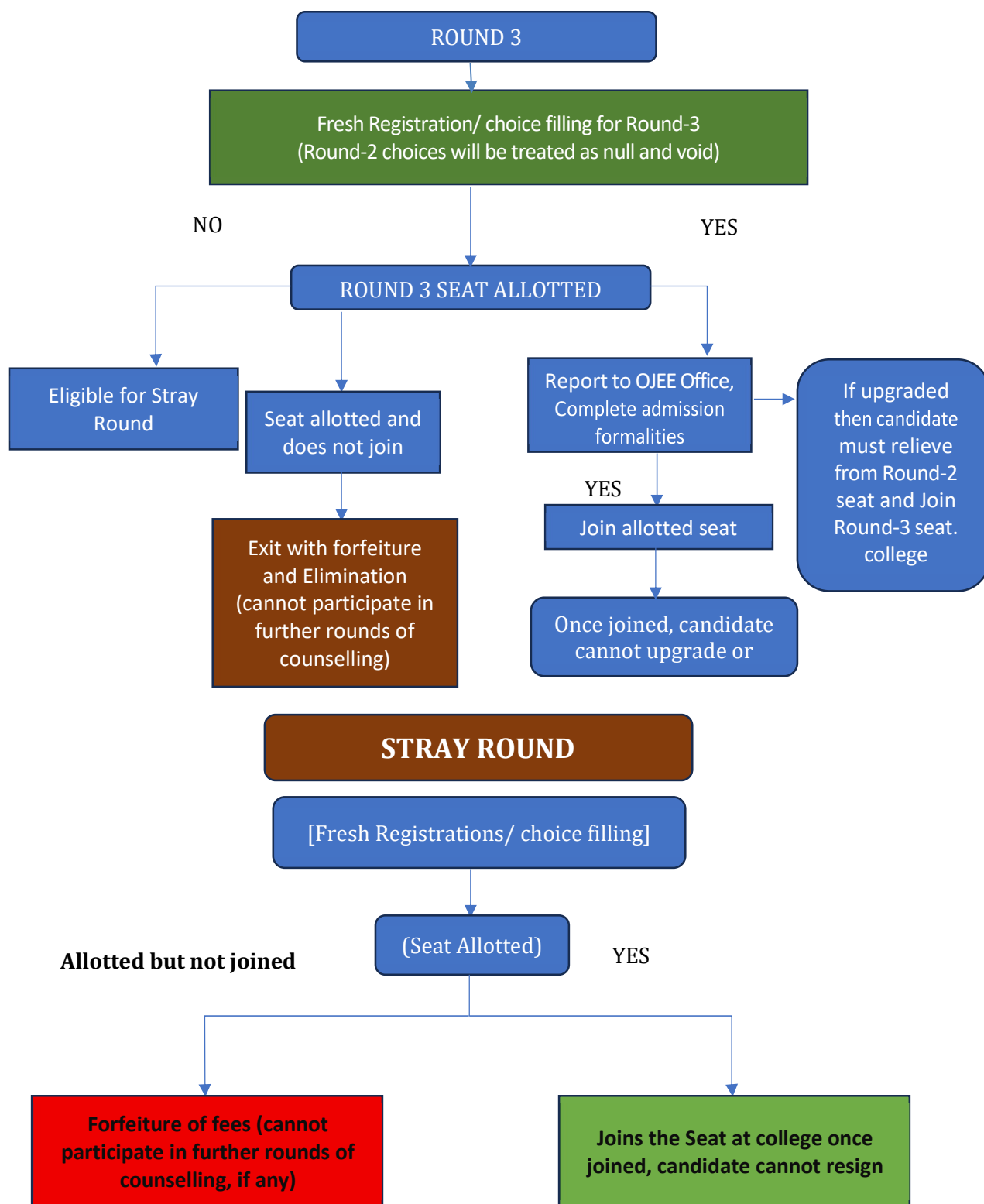
G. WEEDING OUT RULE

The documents related to counseling & allotment will be kept preserved by the Committee till **31st December 2025 only**.

On-Line Flow of the MBBS/BDS Counselling



Flow Chart for Process of Counselling ... continued from previous page



Flow Chart is for representation purpose only. For details, refer detail guideline