NAMO Medical Education and Research Society

Dadra and Nagar Haveli and Daman and Diu

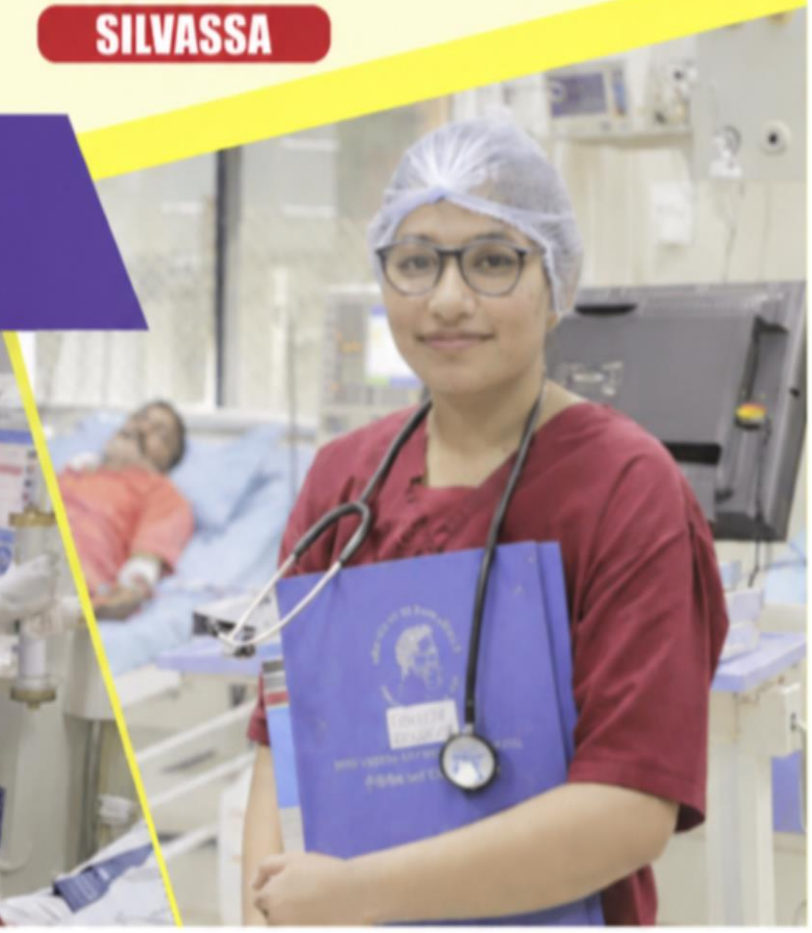
NAMO COLLEGE OF ALLIED HEALTH SCIENCES

SILVASSA

ADMISSION POLICY

2026-2027











NAMO COLLEGE OF ALLIED HEALTH SCIENCES

NAMO College of Allied Health Sciences,Silvassa

NAMO Medical Education and Research Institute Campus

Sayli, Silvassa, DNH&DD

IMPORTANT ANNOUNCEMENTS & KEY DATES FOR CERTIFICATE COURSES 2026

IMPORTANT ANNOUNCEMENTS & KEY DATES		
Sr. No.	**Announcement**	**Dates**
1.	Date of Notification	14th November 2026
2.	Availability of Application forms	14th November 2026
3.	Last date for submission of application forms	21st November 2026
4.	Expected date for declaration of merit	25th November 2026
5.	Documents verification and admission	27th November 2026
6.	Classes commenced from	30th November 2026

The following policy guidelines will govern the admission of candidates to the Certificate Courses offered by NAMO College of Allied Health Sciences, Silvassa, U.T. of Dadra & Nagar Haveli and Daman & Diu.

1. COURSES AND INTAKE CAPACITY:

Sr. No.	Course Name	No. of Seats
1.	BSS Diploma in Dialysis Technology	21
2.	BSS Diploma in Operation Theatre Technology	21
3.	BSS Diploma in Trauma Care & Casualty Technology	11
4.	BSS Post Diploma in Optometry	11
5.	BSS Diploma in Medical Record Sciences	11
6.	BSS Diploma in Medical Laboratory Technology	21

2. EARMARKING/ ALLOCATION OF SEATS:

Category-wise allocation of seats in the Certificate Courses in NAMO College of Allied Health Sciences, U.T. of Dadra & Nagar Haveli and Daman & Diu is given in Table below. However, the allocation is subject to change as per directions of the Government of India/UT Administration of Dadra & Nagar Haveli and Daman & Diu//NAMO Medical Education and Research Society.

Sr. No.	Course Name	DNH Seats	Daman & Diu Seats
1	BSS Diploma in Dialysis Technology	11	10
2	BSS Diploma in Operation Theatre Technology	11	10
3	BSS Diploma in Trauma Care & Casualty Technology	11	NA
4	BSS Post Diploma in Optometry	11	NA
5	BSS Diploma in Medical Record Sciences	11	NA
6	BSS Diploma in Medical Laboratory Technology	11	10

3. SEATS FOR CANDIDATES OF UT OF DADRA & NAGAR HAVELI AND DAMAN & DIU:

3.1. Category wise reservation of seats earmarked for candidates of U.T. of Dadra & Nagar Haveli and Daman & Diu for various Institutes is as per the present reservation policy of the U.T. and is given in Table below:

Reserved Category	Dadra & Nagar Haveli	Daman & Diu
Scheduled Tribes (ST)	43%	9%
Scheduled Castes (SC)	2%	3%
Other Backward Classes (OBC)	5%	27%
Economically Weaker Section (EWS)	10%	10%

3.2. Seats reserved for SC/ST/OBC/PWD candidates in Dadra & Nagar Haveli and Daman & Diu will be filled up only by candidates of the UT of Dadra & Nagar Haveli and Daman & Diu who are entitled to such reservations. Candidates who or their parents have migrated from other states to UT of Dadra & Nagar Haveli and Daman & Diu shall not be entitled to avail benefits of these seats.

3.3. Seats earmarked for domicile candidates of Dadra & Nagar Haveli and Daman & Diu shall be filled by domicile candidates belonging to the respective districts only. In case, a candidate has studied within the UT but from district other than his/her domicile district, then he/she shall be entitled for the seat belonging to the domicile district.

3.4. In accordance with the provisions of the Rights of Persons with Disabilities Act, 2016, 5% of the seats shall be reserved horizontally for Persons with Disabilities (PwD). Candidates with disabilities shall be eligible for admission as per the disability criteria and guidelines prescribed under the Rights of Persons with Disabilities Act, 2016.

4. SEATS FOR CANDIDATES UNDER EWS CATEGORY:

4.1 a) Domicile of Dadra and Nagar Haveli & Daman and Diu.

b) Should possess EWS Certificate from Competent Authority.

4.2 If sufficient numbers of eligible candidates fulfilling both the above conditions are not available to fill the seats reserved for Economically Weaker Sections (EWS)

candidates, such seats shall be filled by eligible domicile Unreserved (UR) candidates belonging to the respective districts only.

5. ELIGIBILITY CRITERIA

A candidate who desires admission shall:

i. A citizen of India.

ii. Have completed 17 years of age on 31st December of the Academic Year for which the admissions are being conducted.

iii. Candidate should be medically fit.

iv. Have passed the 10th and 12th qualifying examination from recognized boards:

   a. The Gujarat Board; or

   b. The Central Board of Secondary Education.

   c. The Council of Indian School Certificate Examinations Board, New Delhi.

   d. The International School Board (International Baccalaureate and Cambridge).

   e. The National Institute of Open Schooling.

   f. Studied under Jawahar Navodaya Vidyalaya.

   g. The boards of respective States.

v. The upper age limit for applicants shall be 25 years as on 31st December 2026. The upper age limit shall be relaxed by 5 years for applicants belonging to Scheduled Castes, Scheduled Tribes and Persons with Disabilities.

vi. The candidate should not have been convicted of any criminal offence and shall declare pending criminal cases, if any, at the time of admission.

6. SELECTION CRITERIA:

6.1. Admission shall be purely on the basis of the merit list prepared from the marks secured in the 10+2 standard or equivalent examination.

6.2. The candidate must be medically fit except those who have applied under person with disability category and must submit a medical fitness at the time of admission.

6.3. The allotment of seats will be filled strictly on the basis of merit from amongst the candidate as per the following Priorities:

i. **FIRST PRIORITY:**

Applicant who intends to claim seats reserved for U.T. of Dadra & Nagar Haveli and Daman & Diu shall have to meet all the following criteria:

a. Applicants whose parents/guardians (in case father and mother are not alive) are Domicile of the U.T. of Dadra & Nagar Haveli and Daman & Diu.

b. Applicant must have continuously studied from class 9th to 12th in any of the recognized school located in the territory of Dadra & Nagar Haveli and Daman & Diu.

"Applicants from the different districts in UT of DNH & DD, who have studied from class 1st to 10th in the respective district in UT of DNH & DD and due to non-availability of 11th & 12th classes in the concerned board/stream in the respective district in UT of DNH & DD, will only be given relaxation in the above criteria. The students will have to produce a certificate for non-availability of Class 11th & 12th from the Assistant Director of Education of the respective district in UT of DNH & DD".

ii. **SECOND PRIORITY:**

If the seats remain vacant after the allotment to the applicant belonging to first priority, applicant who have Domicile certificate or whose parent have Domicile Certificate or whose legal guardian have Domicile Certificate (In Case Father and Mother are not alive), specifically the domicile Certificate of U.T. of Dadra & Nagar Haveli and Daman & Diu issued by the competent authority and the applicants have studied from any recognized educational institution.

iii. **THIRD PRIORITY:**

If the seats remain vacant even after the allotment to the first and second priority applicants, the applicants falling in the following condition will be considered in the Third priority:

If Seat of Dadra & Nagar Haveli remain vacant, they will be filled by domicile candidate of Daman & Diu and Vice Versa.

iv. <u>FOURTH PRIORITY:</u>

If Seat remain vacant after allotment to the First, Second and Third priority applicants, then all the other eligible applicants from other States and U.T.s shall be considered under the Fourth Priority.

7. MODE OF SELECTION

7.1. Admission shall be purely on the basis of the merit list prepared from the marks secured in the 10+2 standard or equivalent examination.

7.2. The Counseling Committee shall finalize selection of applicants against the seats allotted in accordance with the eligibility, reservation, priority and merit criteria.

7.3. All applications shall be considered in the unreserved category in the first instance. If the applicant does not secure admission in the unreserved category, his/her application shall thereafter be considered against the applicable reservation category for which the applicant has applied.

7.4. No individual intimation shall be required to be sent to non-selected candidates; the selection list shall be displayed through the prescribed institutional/official channels.

7.5. In case two or more candidates belonging to the same category obtain equal marks in the 10+2 standard or equivalent examination, merit shall be determined in the following order:

i. Candidates who have opted for Science subjects in the 10+2 standard or equivalent examination shall be placed higher in merit.

ii. Among candidates who have opted for Science subjects, higher marks in Physics, Chemistry and Biology (PCB) in the 10+2 standard or equivalent examination shall be preferred.

iii. Candidate securing a higher aggregate percentage of marks in Standard X shall be placed higher.

iv. Candidate who is older in age shall be placed higher.

(Note: In case the applicant appears for the relevant subjects in a second attempt and clears them, the marks secured in the second attempt only shall be considered and the marks obtained in those subjects in the first attempt shall be ignored.)

8. APPLICATION PROCEDURE:

8.1. Candidates seeking admission are required to apply in the prescribed form online which will be available on the website/Admission portal of department/Institute and upload all the required documents on or before the last date prescribed for receiving applications.

8.2. Shortlisted/eligible candidates shall be called for physical verification of original documents on the prescribed date.

8.3. Application fee will be Rs.500/- (Rupees Five Hundred Only) for all applicants except SC/ST applicants for whom the fee will be Rs.300/- (Rupees Three Hundred Only). The fee shall be paid online and is non-refundable. No application fee for PwD Candidate.

8.4. The application fee shall be paid online and shall be non-refundable.

8.5. Applicant must upload self-attested copies of following documents as per applicability.

i. Statement of marks of 10th Standard Board Examination.
ii. Passing certificate of High School specifying the Date of Birth.
iii. Statement of marks of 12th Standard Board Examination.
iv. School Leaving Certificate of last school attended.
v. If the candidate is claiming seats reserved for UT of Dadra & Nagar Haveli and Daman & Diu, he/she must produce.
    a. Domicile Certificate of Parents/Guardians (in case father and mother are not alive) issued by competent authority of Dadra & Nagar Haveli and Daman & Diu, as the case may be.
    b. Certificate showing that the applicant has continuously studied from Class 9th to 12th in any recognized school located in the territory of Dadra & Nagar Haveli and Daman & Diu, as the case may be, issued by the Principal/Head Master of the respective school.

vi. Caste Certificate for SC/ST/OBC in prescribed format from the competent authority of Dadra & Nagar Haveli and Daman & Diu, as the case may be.

vii. Non-Creamy Layer certificate in case of applicant belonging to OBC issued by competent authority, of Dadra & Nagar Haveli and Daman & Diu of the last financial year.

viii. Economically Weaker Section (EWS) certificate issued by competent authority of Dadra & Nagar Haveli and Daman & Diu, as the case may be, for candidates applying under EWS category for the last financial year.

ix. Dependent Certificate issued by the competent authority of Dadra & Nagar Haveli and Daman & Diu, as the case may be, in case of those who are claiming guardianship of the applicant.

x. Disability Certificate from Disability Assessment Board of Dadra & Nagar Haveli and Daman & Diu, as the case may be, in case of differently abled candidates.

xi. Recent color passport size photograph of the applicant.

xii. Signature of the applicant.

9. OTHER CONDITIONS:

9.1. The certificate for SC/ST/OBC/EWS or any caste related certificate should be obtained from competent authority of Dadra & Nagar Haveli and Daman & Diu. Caste Certificate of the applicant shall be as per the relevant Notification issued by the UT Administration of Dadra & Nagar Haveli and Daman & Diu and shall be in the prescribed format.

9.2. Any changes in the admission criteria or any other aspect made by the Ministry of Health & Family Welfare, Government of India, the National Commission for Allied and Healthcare Profession or the affiliating University shall be adhered to. The admission of the applicant shall be confirmed only after acceptance of enrolment by the affiliating University.

9.3. The seats will be allocated from the first priority to fourth priority. If the candidates are not available for the reserved category of the first priority, seats of the same category will be filled from the second priority.

9.4. If sufficient numbers of candidates are not available to fill the seats reserved for ST category in first priority, the same seat would to be filled by ST candidate of the second priority. Thereafter, in case of non-availability of suitable candidates

of ST category in second priority, the same seat will be filled from the SC category of first priority, and if the same seat remains vacant due to unavailability of SC candidate from first priority, then the seats will be filled from the SC candidate of second priority.

In case, if the same seat remains vacant due to unavailability of the SC candidate of second priority, the same seat will be filled from the general merit list of the first priority and the second priority.

In case, if the same seat remains vacant due to unavailability of the candidate of the first priority and second priority, the seat will be filled from merit list of the third and fourth priority respectively.

9.5. If sufficient number of candidates is not available to fill the seats reserved for SC category in first priority, the same seat would to be filled by SC candidate of the second priority. Thereafter, in case of non-availability of candidates of SC category in second priority, the same seat will be filled from the ST category of first priority, and if the same seat remains vacant due to unavailability of ST candidate from first priority, then it will be filled from the ST candidate of second priority.

In case, if the same seat remains vacant due to unavailability of the ST candidate of second priority, the same seat will be filled from the general merit list of the first priority and the second priority.

In case, if the same seat remains vacant due to unavailability of the candidate of the first priority and second priority, the seat will be filled from merit list of the third and fourth priority respectively.

9.6. If sufficient numbers of candidates are not available to fill the seats reserved for OBC category in first priority, the same seat would to be filled by OBC candidate of the second priority.

Thereafter, in case of non-availability of candidates of the OBC category in second priority, the same seat will be filled from the unreserved merit list of the first priority and then the second priority.

In case, if the same seat remains vacant due to unavailability of the candidate of the first priority and second priority, the seat will be filled from merit list of the third and fourth priority respectively.

9.7. If sufficient number of candidates is not available to fill the seats reserved for EWS quota in first priority, the same seat would to be filled by EWS quota

candidate of the second priority. Thereafter, in case of non-availability of candidates of the EWS quota in second priority, the same seat will be filled from the general merit list of the first priority and then the second priority. In case, if the same seat remains vacant due to unavailability of the candidate of the first priority and second priority, the seat will be filled from merit list of the third and fourth priority respectively.

10. COMMITTEES:

The following committees will facilitate and supervise the admission process:

Sr. No.	Member
1	Principal, NAMO College of Allied Health Sciences, Silvassa
2	Professor, NAMO College of Allied Health Sciences, Silvassa
3	Associate Professor, NAMO College of Allied Health Sciences, Silvassa

Functions:

i. To supervise and monitor the entire admission process in accordance with the applicable rules, regulations, and guidelines issued by the competent authorities.
ii. To prepare, scrutinize and approve the merit list in accordance with the applicable admission regulations.
iii. To ensure that the admission process is conducted in a fair, transparent, and time-bound manner through the designated online counselling system.
iv. To oversee the implementation of reservation policies, seat matrix, admission schedules, and other prescribed admission norms.
v. To address any admission-related matters in accordance with the applicable rules and regulations.
vi. To verify the original documents and eligibility of candidates allotted seats through the designated online counselling process.
vii. To ensure that admissions are granted only after successful verification of original documents and fulfillment of the prescribed eligibility criteria.
viii. To complete the admission formalities as per the applicable rules and regulations.

11. FEES STRUCTURE OF THE COURSE:

Sr. No.	Particular	1st Year	2nd Year
1	Tuition Fee	Rs. 5,000/-	Rs. 5,000/-
2	Security/Caution Money (interest-free refundable after successful training; one-time)	Rs. 1,000/-	N/A
3	Registration Fee	Rs. 1,000/-	Rs. 1,000/-
4	Examination Fee	Rs. 1,000/-	Rs. 1,000/-
5	BSS Record Book & Prospectus	Rs. 170/-	Rs. 120/-
6	Student Welfare Fund	Rs. 830/-	Rs. 880/-
	Total	Rs. 9,000/-	Rs. 8,000/-
	Grand Total	**Rs. 17,000/-**	

Note: The fee structure is subject to revision from time to time. The Competent Authority of the NAMO Medical Education & Research Society reserves the right to revise or modify the fee structure, as deemed necessary.

12. ADMISSION AND SEAT ALLOTMENT

12.1. The list of candidates eligible for admission shall be displayed on the designated websites of NAMO College of Allied Health Sciences.

12.2. Seat allocation shall be carried out on the basis of the admission criteria, including eligibility, reservation, priority and merit.

12.3. Candidates/parents shall report to the Institute on the date specified for seat allotment with original documents and the applicable fees.

12.4. Candidates on the waiting list may be allotted seats automatically based on availability of vacant seats and the applicable admission criteria.

12.5. Selected candidates shall pay the prescribed fees and submit/produce original documents at the time of admission confirmation. Failure to comply shall result in cancellation of selection and the seat may be offered to the next candidate as per merit/waiting list.