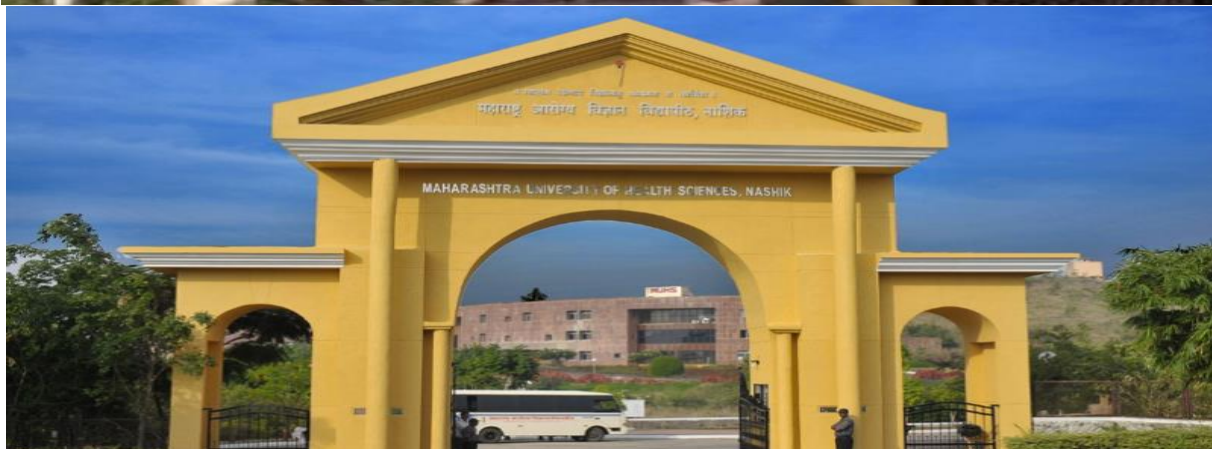




# MAHARASHTRA POST- GRADUATE INSTITUTE OF MEDICAL EDUCATION AND RESEARCH, MUHS, NASHIK



## Instruction manual for PG admission process



## WELCOME

### **Contact Person for query: (between 10:00 to 5:00 PM ONLY)**

1. Landline number (CET CELL) : 0253 -2997296 ( On working days 10 am to 5 pm ) 9767598421, 9766043511, 9623699606, 9881773084, 9423179987

**DON'T CALL ON THE PERSONAL NUMBER OF DEAN / NODAL OFFICER notified on**



# Maharashtra Post Graduation Institute of Medical Education And Research, Nashik

Website – <http://mpgimer.edu.in> Email: - [mpgi@muhs.ac.in](mailto:mpgi@muhs.ac.in).

## **POST GRADUATE- ADMISSIONS PROCESS**

Maharashtra Post Graduation Institute of Medical Education And Research,  
Nashik

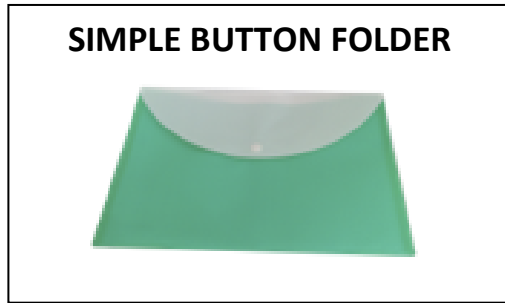
**(All India Quota/ State Quota/ In Service Quota)**

All the students allotted PG seat at Maharashtra Post Graduation Institute Of Medical Education and Research, Nashik should follow instructions and accordingly report with all details required for admission process.

1. **Download & print this PDF file. READ ALL DETAILS CAREFULLY**
2. **Print and fill 2 copy of Application Form,**
3. **Print and fill 2 copy Holding Certificate**
4. **Print and fill 2 copy Candidate information.**
5. **Print and fill 4 copies of Admission Office Order.**
6. **Print and fill 1 copy of Medical Fitness in the prescribed format ONLY.**
7. All **original documents** enlisted in the holding certificate will be compulsorily required to be submitted during admission, Additionally, student should submit **2 sets of SELF ATTESTED Xerox copies** of all original documents.
8. Above all documents should be submitted in Simple Button folder.
9. All original Documents **SCAN in PDF format only** will be compulsory required during admission. Student should scan document properly through computer scanner (Size 500 kb only). **Please don't use mobile for scanning documents.** Individual Original Documents should be scanned and renamed appropriately.  
**e.g.** Nationality certificate after scanning should be renamed as **Nationality- Name of Student**. Prepare Folder and rename it with Name of the student and keep all scan documents in this folder for submission. **Scan document will be accepted only in Pen Drive.** This submission will be mandatory
10. ONLY demand draft (DD) of desired fees will be accepted. Kindly note that DD should NOT have any errors/spelling mistakes in the name of DD as desired. **Error/spelling will not be acceptable such DD will be rejected. No cash/online transactions will be acceptable.**
11. Other Letters if required will be taken at the time of admission (within the rules thereof)
12. **Kindly note.... Admission Process requires verification and approval. No student will be given Joining letters urgently on the same day. The office may require 2-3 days to complete the process.**
13. **For any query please call(during office time ONLY 11:00 AM to 5:30 PM)**  
Landline number (student's section) : 0253- 2997296

**Don't call on personal Mobile number of Dean available on mcc website, it is given for administrative use by MCC/DMER ONLY.**

**14. Submit all documents in a simple button file folder as below:**



**Sd/-**

**DEAN**  
Maharashtra Post Graduation Institute Of  
Medical Education And Research, Nashik



# Maharashtra Post Graduation Institute of Medical Education and Research, Nashik

Website – <http://mpgimer.edu.in>

Email: - [mpgi@muhs.ac.in](mailto:mpgi@muhs.ac.in).

No.: MUHS/MPGI/ADMISSION-PG/

/ 2023

Dt.:

/

/ 2023

Application Form

Recent  
Passport size  
Photograph

Student's Name: \_\_\_\_\_

Address (In Capital): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone No. (Res.) \_\_\_\_\_

Mobile No. \_\_\_\_\_

Date: \_\_\_\_\_

To,  
The Dean,  
Maharashtra Post Graduation Institute Of  
Medical Education and Research, Nashik

Sub: - Joining as J.R.-1 in the subject of \_\_\_\_\_  
(Through NEET PG All India/State /In service Quota seat allotment.)

Ref:-NEET PG Allotment Letter/List.... Dated: \_\_\_\_\_

R/Sir,

I the undersigned Dr. \_\_\_\_\_ (Full Name in Capital) have  
been selected for post graduate Degree / Diploma course in the subject of  
\_\_\_\_\_ as per the allotment letter/ List available on official website Dated  
\_\_\_\_\_.

Kindly enroll me in your college as J.R-1 in the subject of \_\_\_\_\_ for the  
academic year \_\_\_\_\_ Dated: \_\_\_\_\_

I have been informed that I have to submit SERVICE BOND of 1 YEAR to Maharashtra Govt. **once my admission is confirmed in this institute**, otherwise, I will have to pay penalty of Rs.50,00,000/- (Fifty Lakh Only) as per the rules and regulations of State PG Admission process of NEET issued form time to time in the respective academic year of admission.

Thanking you.

Yours sincerely,

(Dr. \_\_\_\_\_)

The photograph must be affixed to the space provided and this letter should be scanned after filling the information and uploaded. Hard copy of this letter should be submitted at the time of physical verification.



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No.: MUHS/MPGI/ADMISSION-PG/ / 2023 Dt.: / / 2023

## ORIGINAL DOCUMENT HOLDING CERTIFICATE

Received following Original documents from Dr. \_\_\_\_\_ admitted for post-graduation in the Subject of \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_ at Maharashtra Post Graduate Institute of Medical Education & Research, Nashik through NEET PG All India/State /In-Service quota.

Sr.No.	Essential Documents Required	Yes/No
1	Aadhar Card (Xerox Copy)	
2	Nationality Certificate or Valid Passport	
3	S.S.C.(10 <sup>th</sup> ) Passing Certificate/ Birth Certificate	
4	H.S.C (10+2) Passing Certificate	
4	NEET PG Mark Sheet	
6	Admit Card by NBE NEET PG	
7	Allotment Letter by MCC/NEET PG	
8	Result / Rank letter issued by NBE	
9	MBBS Passing Certificate	
10	MBBS Degree Certificate	
11	Internship Completion Certificate	
12	Registration Certificate of MBBS from State medical council/MCI	
13	Caste Certificate (If applicable)	
14	Caste Validity (If applicable)	
15	Non Creamy layer Certificate valid up to 31-03-2024 (NCL) (If applicable)	
16	EWS Certificate as per Center Govt. Norms	
17	MBBS College Leaving Certificate (T.C.)	
18	Attempt Certificate of MBBS from Principal/DEAN	
19	M.C.I. Recognition Certificate	
20	Gazette for Change in Name (If applicable)	
21	Migration Certificate issued by respective University(If applicable)	
22	Self-Education Gap Certificate after completion of Internship (If applicable)	
23	Medical Fitness Certificate in prescribed format only	
24	Physical Disability Cert from authorized agencies ONLY/ PWD (If applicable)	
25	First to Final year MBBS Mark Sheets	
26	For state quota Additional documents as follows:-	
	a) Bond Release Certificate/Bond Break payment receipt (if applicable)	
	b) All India Quota/AIIMS/Central Govt. Institute selection letter/letter from Dean stating that candidate was admitted 50% quota /AIIMS / Central Govt. institution entrance exam. (Refer Rule No.8.3)	
	c) Orphan certificate from appropriate authority (if applicable))	
	d) EWS candidate should produce eligibility certificate in prescribed format issued by appropriate authority.(if made applicable)	
27	NOC/Reliving letter from health department (For In-service candidates only)	
28	Undertaking if any required will be taken during admission	
29	Demand Draft Details 1) DD No - Dt: _____ Rs. _____ 2) DD No - Dt: _____ Rs. _____	

DEAN

Maharashtra Post Graduation Institute Of  
Medical Education & Research, Nashik

Copy to: Dr. \_\_\_\_\_

RECENT

PAN SIZE

PHOTO

**Candidate Information**

Maharashtra Post Graduation Institute of Medical Education and Research, Nashik

**Post Graduate Admission 2023-24 Year****Admission Quota----- (AIQ/State/ In-service)**

1	Name of the Student (In Capital words)	
2	Date of Birth	
	Place of Birth	
3	Date of Admission	
4	Category: SC/ST/VJ/NT-1/NT-2/NT-3/OBC/OPEN/other	
	Caste	
	Sub-Caste name	
5	Domicile	
6	Postgraduate Subject Name	
7	Quota (AI/State/In Service)	
8	PG NEET Rank	
9	Percentile score of NEET PG	
10	Blood Group	
11	Mark of Identification (Two)	1. 2.
12	Guardian / Father's Full Name	
13	Name of Mother	
14	Residential Detail Address:	
15	Telephone No. With Code (Residential)	
16	Mobile No.	Student : Parent :
17	Guardian / Father's Occupation	
18	Registered Medical Council Name	
19	Medical Council Registration No	
20	MBBS passing year	
21	Marks Obtained in MBBS	/ = % =

Above information is true and correct.

Date: / /

Place: Nashik

**Signature of Candidate**



**Maharashtra Post Graduation Institute of Medical Education and Research, Nashik**

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Phone No. College :- (0253) 2997296

**OFFICE ORDER**

Sub: - Maharashtra Post Graduation Institute of Medical Education and Research, Nashik  
(Through NEET PG All India/State /In service Quota seat allotment.)

Ref: - 1) Allotment Letter No/Selection List dated: \_\_\_\_\_

2) G.R.No.MED/10/96/Edu., Mantralaya, Mumbai, date 31/01/1996.

Dr. \_\_\_\_\_ from \_\_\_\_\_ University is provisionally selected for the Post Graduate (JR-I) admission in the subject of \_\_\_\_\_ by Competent Authority of All India/ State/In service quota admissions for the academic year \_\_\_\_\_. The admission is subject to the condition that He/She is not registered for any post-graduate course anywhere at present.

1. His/Her terms will be counted from the date of joining.
2. As per MCI norms you will have to undergo 36 months for Degree course from the date of joining the course. No other equitable exemption will be granted to appear the university examination. Such type of undertaking will have to submit at the time of joining the course to the concerned head of Departments.
3. Within permissible rules/instruction from authorities concerned, in case of late entrance to the scheme or if the students required to keep extra terms shall be required to do so as non-stipendiary student.
4. He/She is also informed that his/her selection is provisional and subject to the final confirmation of Maharashtra University of Health Sciences (MUHS) Nashik.
5. **Private practice or any kind is not permitted during the period of post-graduate course.**
6. He/She is therefore, directed to report for his/her study to the Professor & Head of the Dept. of ----- of this college on or before cutoff date.
7. He/She will have to pay FULL requisite fees DD on the day of admission.
8. As per the information brochure issued by the State commissioner of Maharashtra for the current academic year, under the clause Penalty & Bond, for lapse of seat student has to pay an amount of **Rs.20,00,000/- (20 lacs).**
9. **Govt. of Maharashtra hereby prohibits “strike” in the essential services specified in the schedule hereto appended from the date of this order.**

**D E A N,**  
**Maharashtra Post Graduation Institute Of**  
**Medical Education and Research, Nashik**

To,  
Dr. \_\_\_\_\_  
*Cc: Prof & HOD/Accounts/Warden/others...*





Maharashtra Post Graduation Institute Of Medical Education And Research, Nashik

Website – <http://mpgimer.edu.in> Email: - [mpgi@muhs.ac.in](mailto:mpgi@muhs.ac.in).

Phone No. College :- (0253) 2997296

**FEES: ONLY Demand Draft will be acceptable**

For NEET PG Admission in the current year : Selected students are instructed to submit the DD as follows, Demand drafts to be drawn from Nationalized banks only (errors or spelling mistakes in the DD will NOT be accepted)

One (1) Year fees (Degree/Diploma)

**APPLICABLE FOR: All India & State quota candidates ONLY**

Sr.No	Fees	Amount	
		Yearly	One time
1	Tuition Fee	1,25,700/-	
2	Admission Fees		1500/-
3	Development Fees	5,000/-	
4	Library Fees	1000/-	
5	Gymkhana Fees	1500/-	
6	Ashvamedha Fees + UDF Fees	300/-	
7	Miscellaneous and other Fees	100/-	
8	Eligibility Fees For MUHS Student		3,300/-
9	Eligibility Fee for Other University Student		13,300/-
10	Admission Forms Fee		590/-
	Library Deposit	2000	
	Caution Money Deposit	4000	
	Total	1,39,600/- For Others	5,390/- 15,390/-

Hostel Fee : As per Actual

1. D.D. Rs. 1,39,600/-

2. D.D. Rs. 5,390/- (MUHS

Student ) 15,390/- ( Other University Students)

D.D. Of any Nationalized Bank to be drawn in favour of

“ DEAN MPGI FEES COLLECTION A/C NASHIK”

payable at Nashik

**Note:**

- At any cost cash / Cheque will not be accepted.
- The demand draft will be deposited in the accounts only after confirmation of the admission /status retention by the students.



- If applicable and students are allotted another college in subsequent rounds of AI/State quota, then the DD(s) will be refunded back to the student. All such students will be required to pay an amount of Rs.1500/- as cash in the cash section& submit the Original receipt for getting your original documents from CET CELL, Nashik.
- **Kindly note that the fees in different heads is dependent up on the instructions given by the government from time to time. Any new additions/changes will be done accordingly. It will be mandatory for all students to comply with such notifications from the institute.**

## **CERTIFICATE OF MEDICAL FITNESS**

This is to certify that I have conducted clinical examination of \_\_\_\_\_ Dr. \_\_\_\_\_ who is desirous of admission to medical postgraduate courses.

He/She has not given any personal history of any disease incapacitation him/her to undergo the professional course. Also, on clinical examination it has been found that he/she is medically fit to undergo the medical postgraduate course (NEET PG) in the academic Year \_\_\_\_\_

1. Absence of any incapacitating and / or progressive systematic
2. Disease/disorder/condition.
3. Absence of any disability of upper limb/s.
4. Absence of any major visual/auditory disability,
5. Absence of psychosis/neurosis/mental retardation.
6. Ability to maintain erect posture.
7. Reasonable manual dexterity.

Address of the Registered Medical Practitioner

Signature

Name

Registration No.

Seal of Registered Medical Practitioner

Date:



### **Note:**

- ✓ A candidate must be medically fit to undergo PG courses applied for. The medical fitness must be certified by registered medical practitioner in the above prescribed format ONLY.

- ✓ **If the candidate has claimed PWD seat& allotted a PWD seat** He/She has to submit additionally the Physical handicapped certificate from the authorized agencies only as mentioned in the information brochure of NEET-PG in the respective academic year.

# **SERVICE BOND**

**To be submitted ONLY after final confirmation of admission/after cut-off date.**

## **Note :**

1. It will be the total responsibility of the student to submit the service bond **after final confirmation** of admission **within one week** after the admission process. Non submission of Bond does not mean that you are not bonded. Any student who are failing to submit the Bond within the stipulated time will not be eligible for appearing the exams &also appropriate action will taken.
  2. As per the information brochure issued by the State commissioner of Maharashtra for the current academic year, under the clause Penalty & Bond, for lapse of seat student has to pay an amount of Rs.20,00,000/- (20 lacs).
-

**Bond / Affidavit (Notarized)**  
**(Applicable for All India/State PG Students)**

Name of Student : .....

Permanent Address : .....

Course : M.D. /M.S. / Diploma in .....

Admission Year : .....

I the undersigned postgraduate student of **Maharashtra Post Graduation Institute Of Medical Education and Research, Nashik** hereby submit an undertaking that I will serve the Government of Maharashtra / Corporation / Defense service for a period of **ONE YEAR** after completion of Post Graduate Course, failing which, I will pay **Rs, 50,00,000/- (Rs. Fifty Lac Only)** for the default as per rules thereof /any changes from time to time as per the instructions of the state Govt. authorized. Any changes or amendments or new GRs implemented by the state Govt. from time to time regarding bond services will be applicable to me.

I am required to complete my residency tenure (3 years in case of Degree or 2 years in case of Diploma). If I fail to complete my residency tenure and / or I opt out of PG course **after cutoff date**, I am liable to pay penalty of Rs.20,00,000/- (Rs. Twenty lacs Only) [ Non completion of Junior residency tenure Rs.10,00,000/- + Lapse of seat Rs.10,00,000/-] for the default as per rules thereof /any changes from time to time as per the instructions of the state Govt.

Date:

Place:

**In witness where of the above Named.**

Name of the students & Address

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(Signature of Student)

**Sureties (Excluding parents)**

1. Name & Address: \_\_\_\_\_

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(Signature)

2. Name & Address: \_\_\_\_\_

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---

(Signature)

**Witness:**

1. Name & Address: \_\_\_\_\_

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---

(Signature)

2. Name & Address: \_\_\_\_\_

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(Signature)

## **Undertaking**

I Dr. ----- have completed my UG

from ----- college, which is Government /  
Government Aided/ Corporation Medical College and completed my internship  
on -----

I have appeared for NEET PG - 2023 and my Roll No. is -----  
- and AIR is -----.

I hereby state that this is my 1<sup>st</sup>/ 2<sup>nd</sup> attempt for the counselling and as per  
NEET - PG - 2023 information brochure clause 8.13 I am eligible for NEET PG -  
2023 State Counselling without bond release certificate for 2 years. Hence, I  
am eligible for NEET - PG 2023 State Counselling without bond release  
certificate for the year 2023 -24.

Name of Candidate :- -----

Signature of Candidate :- -----

Date :-     /     / 2023