

UNIVERSITY OF DELHI

Prof. Sudha Prasad <i>Dean/Chairperson (BRS)</i> Faculty of Medical Sciences	Telephone No. (Office) 27662763 (Telefax)
Sh. Henry H. Baa <i>Joint Registrar</i>	27667647 (Telefax)
Sh. Sandeep Sharma <i>Section Officer</i>	27662764
Sh. Hitender Kumar Azad <i>Dealing Assistant</i>	27662764 Extn. 308

POST GRADUATE ADMISSION COMMITTEE

Prof. Sudha Prasad, <i>Chairperson</i>	27662763 (Telefax)
Prof. Atul Murari, <i>Director</i> , Lady Hardinge Medical College	23343984
Prof. Deepak K. Tempe, <i>Dean</i> , Maulana Azad Medical College	23239271
Prof. V.P. Gupta, <i>Principal</i> , University College of Medical Sciences	22582106
Prof. Mahesh Verma, <i>Principal</i> , Maulana Azad Institute of Dental Sciences	23233925
Prof. S.N. Gaur, <i>Acting Director</i> , V. P. Chest Institute	27667420
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Col. A.K. Mishra, <i>Deputy Dean</i> Army Hospital (R & R)	23338196
Dr. Leela Pant, <i>Medical Superintendent</i> , Kasturba Hospital	23274376
Prof. J.K.Das, <i>Director</i> , NIHFW	26165959
Prof. Sunil Kumar, <i>Director</i> , IHBAS	22112136
Prof. J. C. Passy, <i>Special Invitee</i>	23239271
Sh. Henry H. Baa, <i>Joint Registrar</i> (Faculty of Medical Sciences)	27667647 (Telefax)

FACULTY OF MEDICAL SCIENCES UNIVERSITY OF DELHI



BULLETIN OF INFORMATION

POST-GRADUATE (DEGREE/DIPLOMA) & MDS COURSES ADMISSION FOR 50% DELHI UNIVERSITY QUOTA (BASED ON AIPGMEE/AIPGDEE-2016)

SESSION – 2016

- BOI/Application Form without late fee upto 29.02.2016
(Rs. 1500/- for Gen/OBC & Rs. 1000/- for SC/ST/Candidates with disability)
- BOI/Application Form with late fee upto 08.03.2016
(Rs. 2500/- for Gen/OBC & Rs. 2000/- for SC/ST/Candidates with disability)

Office:- 6th Floor, Vallabhbhai Patel Chest Institute Building, University of Delhi, Delhi- 110007
Ph.: 27662764, 27662208, 27667647, 27662763
Website: www.fmsc.ac.in/www.du.ac.in

IMPORTANT DATES

POST-GRADUATE MEDICAL (DEGREE/DIPLOMA) ADMISSION OF THE UNIVERSITY OF DELHI

(1)	Sale of Bulletin of Information starts from	08.02.2016 (Monday)
(2)	(a) Last date for submission of Application Form without late fee (Rs. 1500/- for Gen/OBC & Rs. 1000/- for SC/ST/Candidates with disability) (b) Last date for submission of Application Form with late fee (Rs. 2500/- for Gen/OBC & Rs. 2000/- for SC/ST/Candidates with disability)	29.02.2016 (Monday) 08.03.2016 (Tuesday)
(3)	Display of Merit List	Tentatively 2nd/3rd week of March 2016
(4)	Schedule for DPG counselling will be uploaded in the Faculty website www.fmsc.ac.in. in due course of time (once counselling schedule of 50% AIQ is finalized by MOHFW, Govt. of India)	

- Note: 1. The candidates are requested to visit the Faculty website i.e. www.fmsc.ac.in regularly for updated information.
2. No individual communication will be sent for the Counselling.

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1. GENERAL INSTRUCTIONS FOR CANDIDATES:-

- 1.1 The candidates may obtain Bulletin of Information and Application Form from the Office of the **Joint Registrar, Faculty of Medical Sciences, 6th Floor, V.P. Chest Institute Building, University of Delhi, Delhi – 110007 in the following manner:**
- (i) In person against bank draft for Rs.1500/- (Rs One thousand five hundred only) for General Category/OBC candidates and Rs. 1000/- (Rs. One Thousand Only) for SC/ST/Candidates with disability as per details given in **clause 1.2.** between 9:30 A.M. to 12:30 P.M. and 2:00 PM to 03:00 PM on all working days upto 29.02.2016.
 - (ii) BOI/ Application Form with late fee (Rs. 2500/- for Gen/OBC & Rs. 2000/- for SC/ST/Candidates with disability) upto 08.03.2016.
 - (iii) **The candidates may also download the Application Form from the Faculty website www.fmsc.ac.in or Delhi University website www.du.ac.in and submit the same alongwith requisite Fee.**
 - (iv) (a) The cost of BOI including application form for candidates with disabilities shall be applicable at par with scheduled caste / Scheduled Tribe candidates. [EC Resolution No. 64(24) dated 23.06.2006].
 - (b) The candidates with disabilities are required to submit disability certificate from the following authorities:-
 - (i) Duly notified Medical Board of a District/Government Hospital set up for examining the candidates with disabilities under the provision of the persons with Disability (equal opportunities, protection of rights and full participation) Act 1995. The certificate should indicate the extent of permanent physical disability (i.e. percentage) and it should bear the photograph of the candidate concerned and it should be countersigned by one of the Doctors constituting the Board issuing the certificate.
 - (ii) Any Other competent authority/medical institution/ medical board vested with the powers to issue a disability

certificate under the Persons with Disabilities (equal opportunities, protection of rights and full participation) Act 1995. The certificate should indicate the extent of permanent physical disability (i.e. percentage) and it should bear the photograph of the candidate concerned and it should be countersigned by one of the Doctors constituting the Board issuing the certificate.

- (iii) The candidates with disabilities shall be exempted from payment of fees, including examination fee and other University fees, except Admission fee, subscription towards Delhi University Students' Union and Identity card fee. (vide DU circular no. Aca.I/082/2001/PwD/2012-13/355 dated 13th September, 2012)

Money in cash will not be accepted in any case for supply of Bulletin of Information.

- 1.2 All payments to the University should be made by a crossed Bank Draft/ Banker's Cheque drawn on any Nationalized Bank in favour of the **Registrar, University of Delhi** payable at Delhi. The candidate should mention his/ her name and address at the back of the Bank Draft/ Banker's Cheque. The candidates are advised to retain a photocopy of the Bank Draft/ Banker's Cheque.
- 1.3 The candidates, before filling in the form, should satisfy themselves regarding their eligibility for admission to the course. The candidates are required to go through the Bulletin of Information carefully and acquaint himself/ herself with all requirements. **Fee once paid for Application Form (Bulletin of Information) will not be refunded in any case, whatsoever.**
- 1.4 This Bulletin contains only brief extracts of the ordinances, rules and regulations of the University. The candidates should, therefore, acquaint themselves with the relevant ordinances, rules and regulations of the University, the Medical Council of India and Dental Council of India regarding **eligibility requirements, payment of fee, attendance, examination and other matters pertaining to their respective courses.**

The candidates should seek the information with regard to the payment of salary, hostel and other facilities from the concerned College/ Hospital/ Institution.

- 1.5 The various terms and conditions mentioned in the Bulletin of Information are subject to the changes made in the ordinances, rules, and regulations by the University from time to time as per the decision of the Academic Council/ Executive Council and also binding regulations/ directions of the Medical Council of India. The University reserves the right to amend the ordinances, rules, and regulations at its discretion as and when considered necessary.
- 1.6 The medium of teaching and examination for all the courses shall be English.
- 1.7 The candidature for the Post-graduate Medical Examination Merit (PGMEM) is **strictly provisional** and merely the appearance at the All India Post-graduate Medical Entrance Examination (AIPGMEE/AIPGDDEE-2016) will not entitle the candidate for admission, which will be subject to the candidate's fulfilling all the requirements for admission. Those candidates who are not eligible would apply at their own risk and would not be entitled for admission if at a later stage it is detected that they are not eligible as per rules.
- Further, if any information furnished by the applicants is found fraudulent, incorrect or untrue, at any time during admission / course, he/she shall be liable to criminal prosecution; it will entail disqualification and shall render the candidate unfit for admission. The candidate shall abide by the Rules and Regulations of the University.**
- 1.8 The candidate shall fill-in the application form in his/ her own handwriting in BLOCK LETTERS written neatly and legibly with blue/ black ink within the prescribed space.
- 1.9 Over writing, cutting, erasing in the application form may lead to rejection of form and should be avoided. Any error arising on this account shall be the responsibility of the candidates.
- 1.10 The candidates shall comply with all the instructions while filling-in the application form.
- 1.11 The candidate, who has passed a **Post-Graduate Degree** course, will not be given admission to Diploma Course in the same subject.
- 1.12 The candidate who is already pursuing any other Course **must resign / relinquish the seat before completing the admission process but not later than 03 working days from the date of allotment of seat in the Delhi Post-Graduate (DPG) Counselling.**

- 1.13 The candidates, who were offered a Post-Graduate seat in counselling during the year 2013, 2014 and 2015 in case of Post-Graduate Degree and during the year 2014 and 2015 in case of Post Graduate Diploma and had accepted the offer but not joined the course before the stipulated date, shall not be eligible for admission during the year 2016.
- 1.14 Objection by any candidate, if any, should be filed with the Joint Registrar (Medical) latest by 24-03-2016 (Thursday).
- 1.15 In case of any dispute, the decision of the Post-Graduate Admission Committee shall be final. However, an appeal may lie with the Vice-Chancellor, University of Delhi against such a decision.
- 1.16 Application Forms, which are incomplete in any respect, will be summarily rejected. Further, no alteration will be allowed to be made in the Application Form after it has been submitted to the Faculty Office.
- 1.17 **The in-service candidates should submit their applications through proper channel or attach a No Objection Certificate (NOC) from their employer to the effect that they have no objection and the candidates will be relieved/ granted study leave for pursuing the course. The last date for submission of NOC is Tuesday, the 31st March, 2016.**
- 1.18 After declaration of result of AIPGMEE/AIPGDEE-2016, a candidate who is in service and who is likely to get admission, should initiate the process of obtaining Study Leave/ getting relieved so that he/ she is able to join the course concerned by the stipulated date.
- No candidate shall be allowed to join a course unless he/ she has been relieved/ sanctioned study leave from his/ her employer.**
- 1.19 The candidates shall not be informed individually regarding their position in the merit list or regarding appearance before the Post-Graduate Admission Committee for counselling. The candidates concerned should visit the faculty website (www.fmsc.ac.in) regularly for updated information.
- 1.20 No TA/DA will be admissible for appearing in the Counselling and/or joining the course.
- 1.21 The selected candidates will be required to undergo medical examination by a duly constituted medical board at the assigned institution at their own cost on the specified date. A candidate found medically unfit for the course will not be allowed to join the course and his/her admission would be cancelled.
- 1.22 It is mandatory for a candidate admitted to any course to get himself/ herself registered with the Delhi Medical Council/Dental Council of India within three months of joining the course, failing which his/ her admission shall be cancelled.
- 1.23 The Post-Graduate Admission Committee reserves the right not to admit any candidate in a course(s).
- 1.24 **For all the legal matters, the jurisdiction will be the National Capital Territory of Delhi only.**
- 1.25 (i) **Applications in the prescribed form (enclosed) duly filled in by the candidate in his/her own handwriting and complete in all respects should reach the office of the Joint Registrar, Faculty of Medical Sciences, 6th Floor, V.P. Chest Institute Building, University of Delhi, Delhi –110007 on or before 29.02.2016 (without late fee) or as per clause 1.1 upto 3:00 p.m. by hand or by Registered Post or by Speed Post only.**
- (ii) **The applicant using downloaded application forms from website (www.fmsc.ac.in, or www.du.ac.in) must enclose the requisite Demand Draft/Bankers Cheque and send as per clause 1.1/ clause 1.25(i).**
- 1.26 Any change in ‘address for communication’ should be promptly communicated to the Joint Registrar (Medical) through Registered Post-AD or by Speed Post by the candidate. Every effort will be made to send communications at the new address. However, no responsibility can be undertaken for the same and the candidates are advised to make their own arrangements to collect the correspondence from the address(es) given in the application form.
- 1.27 The candidates should attend the Counselling on the stipulated date and time to be notified on faculty website (www.fmsc.ac.in) in due course of time.

1.28 Candidates should preserve their Admission Ticket (AIPGMEE/AIPGDEE-2016) till the completion of admission process and produce the same during counselling and at the time of joining the course.

2. Courses, Institutions, and Number of seats (Tentative):

The Faculty of Medical Sciences offers 22 Post-Graduate Degree courses, 10 Post-Graduate Diploma Courses and 9 MDS Courses as per details mentioned in Table I, II and III respectively given at page nos.25,26,27.

3. Duration of the Courses:

3.1 The duration of course for Post-Graduate degree including MDS Courses shall be three completed years including the period of examination, provided that in case of candidates having a recognized two years Post-Graduate diploma course in the same subject the duration of course shall be two years. Candidates having diploma in a subject, if they seek admission in Post-Graduate degree course in any other subject, will have to undergo 3-years-course as prescribed.

3.2 The duration of Diploma course shall be of two years.

4. Eligibility Criteria

4.1 Eligibility Criteria for admission to Post-Graduate Degree/Diploma/MDS Courses (Except CHA course):

4.1.1 The candidate must have passed final M.B.B.S. examination (for MD/MS/Diploma Course) and BDS examination (for MDS Course) from the University of Delhi and must have completed satisfactorily one year compulsory rotating internship as on 31.03.2016 and must submit their internship completion certificate before or at the time of appearing for the counselling.

4.1.2 A candidate in order to become eligible for admission must obtain minimum of 50 % marks in AIPGMEE/AIPGDEE-2016. Provided that candidates belonging to Schedule Caste, Schedule Tribe & Other Backward Classes and Candidates with Disability belonging to SC/ST/OBC category shall be required to obtain minimum of 40 % marks in AIPGMEE/AIPGDEE-2016 and the Candidates with Disability (General Category) referred at Clause 5.2 are required to obtain minimum of 45% marks in AIPGMEE/AIPGDEE-2016.

4.1.3 The candidates should be medically fit to pursue the allocated course on medical examination.

4.2 Eligibility Criteria for admission to MD (Community Health Administration) course:

4.2.1 A candidate must have completed satisfactorily one year of compulsory rotating internship after passing the final M.B.B.S. examination.

4.2.2 The candidate must have full registration with the Delhi Medical Council/ State Medical Council/ Medical Council of India.

4.2.3 The candidate must have put in 3 years of service on or before 31-03-2016.

4.2.4 A candidate in order to become eligible for admission must obtain minimum of 50 % marks in AIPGMEE-2016. Provided that candidates belonging to Schedule Caste, Schedule Tribe & Other Backward Classes and Candidates with Disability belonging to SC/ST/OBC category shall be required to obtain minimum of 40 % marks in AIPGMEE-2016 and the Candidates with Disability (General Category) referred at Clause 5.2 are required to obtain minimum of 45% marks in AIPGMEE-2016.

5. Reservation

5.1. Reservation for Scheduled Caste (SC) and Scheduled Tribe (ST) and Other Backward Classes (OBC) candidates:

Fifteen percent (15%) seats are reserved for candidates belonging to SC and seven & half percent (7½%) seats for ST candidates and twenty seven percent (27%) seats for OBC candidates and it will be implemented as per 200 point Roster. The manner in which the Roster would be implemented is as per methodology adopted by the PG admission Committee and approved by the University dated 25.04.2009.

In MDS course, reservation for SC/ST/OBC candidates would be as per 13 point Roster following the same methodology.

The above said reservation would be applied and worked out after excluding All India seats and not against the total number of seats.

Thereafter, if any reserved seat(s) for SC, ST & OBC remain unfilled due to non-availability of eligible candidate(s) these seats shall be filled in the following manner:-

- (a) The reserved seats for SC and ST category will be filled-up by interchanging among SC & ST.
- (b) If the reserved SC/ST seat(s) remain unfilled even after interchanging, the same shall be left vacant.

(DU Circular letter no. Aca.I/UG-PG:Admissions/2014/759 dated 22.05.2014)

- (c) If any reserved seat(s) for the candidates belonging to OBC category remain unfilled due to non-availability of eligible candidate(s), the same would be filled by operating open merit.

A SC/ ST/OBC candidate, while applying for admission to any of the courses, should enclose a copy of the certificate along with the Application Form to the effect that he/she belongs to Scheduled Caste/ Scheduled Tribe/Other Backward Classes from any one of the competent authorities as listed below without which, concession of SC/ST/OBC shall not be given. However, for OBC candidates, the OBC status is to be determined on the basis of the Central List of OBCs notified by the Ministry of Social Justice and Empowerment on the recommendations of the National Commission for Backward Classes available at their website (<http://ncbc.nic.in/backwardclasses/index.html>). The authorities competent to issue Caste Certificates are indicated below:

- (i) District Magistrate/ Additional District Magistrate/ Deputy Commissioner/ Collector/ Additional Deputy Commissioner/ Deputy Collector/ 1st Class Stipendiary Magistrate/ City Magistrate (not below the rank of 1st Class Stipendiary Magistrate/ Executive Magistrate/Extra Assistant Commissioner).
- (ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue officer not below the rank of Tehsildar.
- (iv) Sub-Divisional Officer of the area where the candidate and/or his/her family normally reside.
- (v) Administrator/ Secretary to Administrator/ Development Officer (Laccadive and Minicoy Islands).

The OBC candidate should not belong to Creamy Layer. The proof of non-creamy layer certificate (for the current financial year) issued by one of the Competent Authorities as mentioned above should be submitted along with the Application Form.

5.2 **Reservation for Candidates with Disabilities:-**

3% seats are compartmentally reserved on horizontal basis from the categories viz. General, SC, ST and OBC for candidates with disabilities (only for locomotory disabilities of lower limbs between 50% to 70%) provided that in case any seat in this 3% quota remains unfilled on account of unavailability of candidates with locomotory disability of lower limbs between 50% to 70% then any such unfilled seat in this 3% quota shall be filled up by candidates with locomotory disability of lower limbs between 40% to 50% before they are included in the seats of respective category, MCI letter no. MCI-34(1)/(Gen.)/2009-Med/2569 dated 21.04.2009

However, candidates be required to submit disability certificate from following disability assessment Boards/authorities:-

- (i) Duly notified Medical Board of a District/Government Hospital set up for examining the candidates with disabilities under the provision of the persons with Disability (equal opportunities, protection of rights and full participation) Act 1995. The certificate should indicate the extent of permanent physical disability (i.e. percentage) and it should bear the photograph of the candidate concerned and it should be countersigned by one of the Doctors constituting the Board issuing the certificate.
- (ii) Any Other competent authority/medical institution/ medical board vested with the powers to issue a disability certificate under the Persons with Disabilities (equal opportunities, protection of rights and full participation) Act 1995. The certificate should indicate the extent of permanent physical disability (i.e. percentage) and it should bear the photograph of the candidate concerned and it should be countersigned by one of the Doctors constituting the Board issuing the certificate.

6. Procedure for submission of application form for admission:

- 6.1 Candidates, who wish to apply for more than one course viz. - (i) M.D. (Community Health Administration), (ii) Diploma in Health Education (D.H.E.), (iii) Post-Graduate (Degree/ Diploma) and MDS courses, should apply on separate application forms alongwith appropriate Demand Draft for each application separately.
- 6.2 The application complete in all respects must also be accompanied by attested copies of the under-mentioned certificates as per requirement of the course applied:

1. High School/ Higher Secondary Certificate for verification of date of birth.
2. Certificate in support of educational qualification: M.B.B.S. Degree/BDS Degree/ Master's Degree/ Bachelor's Degree – as per requirement of the course.
3. Detailed marks certificate of qualifying examinations: I, II & Final Professional examination of M.B.B.S./BDS or year-wise detailed marks certificates of Master's Degree/ Bachelor's Degree, as required course-wise.
4. MBBS/BDS Examination attempt certificate.
5. The compulsory rotating internship certificate.
6. Registration Certificate from Delhi Medical Council/ State Medical Council/ Medical Council of India/Dental Council of India.
7. Schedule Caste/ Schedule Tribe/OBC certificate, if applicable (two copies).
8. Non-creamy layer certificate (for the current financial year) and OBC caste certificate as per the Central list published by the National Commission for OBC (two copies).
9. Candidates with disability certificate, if applicable.
10. Employer's Certificate and a No Objection Certificate (NOC), if employed (as given in the application form).

11. Certificate in support of having put in three years service: only in case of candidates seeking admission to MD (Community Health Administration) course.

Note: No original certificate should be attached with the application form.

- 6.3 The candidates who are in service should submit their application form through their employer (please see clause 1.17).

7. Computing Procedure for (Post-Graduate Medical Examination Merit) PGMEM :

- a) The selection of the candidates will be made from amongst the medical graduates and dental surgery graduates of University of Delhi, based on the ranks they secure in AIPGMEE/AIPGDEE-2016. Thus, all medical and dental graduates desirous of seeking admission to Post-Graduate (Degree / Diploma) courses offered by the University of Delhi, must appear in the AIPGMEE/AIPGDEE-2016. The AIPGMEE – 2016 is the entrance test conducted by the National Board of Examination (NBE) / AIPGDEE-2016 conducted by AIIMS, directly on behalf of the Directorate General of Health Services (Ministry of Health & Family Welfare).
- b) Admission to CHA/ D.H.E. course will be filled up by University of Delhi. Candidates who wish to pursue this course must apply on the prescribed application form.

If any seat remains vacant under All India Quota, the same shall be transferred to Delhi University Quota.

8. Display of PGMEM:

Merit list of eligible candidates shall be notified on the Notice Board of the Faculty and on the website i.e. www.fmsc.ac.in & www.du.ac.in in the 2nd /3rd week of March, 2016.

9. Procedure for Counselling and provisional admission to all PG Degree/Diploma Courses except Community Health Administration Course (CHA) and Diploma in Health Education (DHE) course:

- 9.1 Admission would be made strictly on the basis of merit of the eligible candidates determined by marks obtained in the AIPGMEE/AIPGDEE-2016.

In case, two or more candidates obtain equal marks in AIPGMEE-2016, the inter-se-merit of such candidates shall be determined in order of preference as follows:

1st Preference :-

The candidate who has passed all professional examinations (1st, 2nd and Final) of MBBS/BDS course in 1st Attempt, will be given preference for admission.

2nd Preference :-

The candidate who has obtained more aggregate marks taking into consideration of all the three professional examinations of M.B.B.S./ B.D.S. course together, will be given preference for admission.

3rd Preference:-

If the candidates have equal marks in M.B.B.S. / B.D.S. also, after taking into consideration marks of all the three professional examinations, then the candidate older/ oldest in age will be given preference for admission.

- 9.2 The candidates in order of merit will be required to appear before Post-Graduate Admission Committee constituted by the Board of Research Studies of the Faculty of Medical Sciences for counselling and admissions on the specified dates.
- 9.3 No communication would be sent to the individual candidates for appearing before the Post-Graduate Admission Committee. The candidates should appear before the Post-Graduate Admission Committee on the specified date & time to be notified in due course on faculty website (www.fmssc.ac.in)/notice board of the faculty.
- 9.4 If a candidate is absent on his/ her turn at the time of counselling and comes late on the same day before the end of the counselling, he/ she may be allowed to appear in the counselling on his/ her written request and on payment of Rs 1000/- in cash as a penalty for late coming. Such candidate shall appear in the counselling just after the batch, for which counselling was going on, at the time when he/ she submitted his/her request and deposited the penalty for late coming. He/she may opt for a course/ institution, which is available to him/ her. He/she will have no claim on the seats/ institutions already allotted.

- 9.5 In case a candidate does not report before the end of counselling session on the specified date, he/she shall forfeit his/ her claim for admission to any course.
- 9.6 The candidate will be required to produce admission ticket (Roll number) of AIPGMEE/AIPGDEE-2016, original certificates as mentioned at clause 6.2 and demand draft of Rs. 15600/- towards payment of fees as mentioned at clause 9.9(ii) for verification, failing which he/ she shall not be allowed to appear in the counselling.
- 9.7 The candidates would be called in for counselling strictly according to merit. When a candidate appears before the aforesaid Committee he/ she would be informed of the available PG (subjects) seats and institutions in which the courses are available. From amongst the subjects and the institutions available at the time of his/her counselling, he/she would be entitled to select only one subject and one institution and he/she would be allotted to the said subject and to the said Institution.

Once a candidate joins the allotted subject and Institution in the 1st round of counselling but decides to accept another Seat/ Institution during the 2nd round of counseling, he/she must relinquish the seat accepted during 1st round of counseling. In addition, he/she has to submit a declaration to the effect that he/she has relinquished the seat accepted by him/her earlier, and shall have no claim on that seat, and that he/she will submit a fresh 'Bond' in place of the 'Bond' submitted by him/her earlier. The name of such candidate would be included in the waiting list for 2nd counselling according to his/her merit in PGMEM (A.C. Resolution No. 70(32) dated 09.11.2009).

If any seat falls vacant in any subject in any Institution during the course of Counselling or thereafter, the same would be filled up in the next/subsequent Counselling, if any, from the waiting list, strictly in order of merit in the same manner as mentioned above.

While filling up vacant seats on account of drop out or surrender of seats or under any other circumstances, only candidates in the waiting list at that point of time will be considered.

The candidate who has been offered a seat in any counselling and has accepted the offer but has not surrendered his/her seat (in writing) before the stipulated date and has also not joined the said course, he/ she will not be entitled to be placed on the waiting list and will also be debarred in the subsequent PGMEM till the duration of the course concerned is over.

It is clarified that the candidates offered admission in the last counselling have no right to surrender their seats and no extension for joining will be given.

In the last DPG counselling candidates must produce original certificates to be eligible for allotment of PG seat. However, in the exceptional cases (those who have taken admission in other medical college from All India Quota) requesting time to bring the Original certificates may be permitted to participate in the counselling on submission of Surety Bond of Rs. 5 Lakh and DD of Rs. 15600 before the PGAC on the day of counselling.

A candidate who does not wish to be admitted to any of the subjects available at the time of his/her counselling may give in writing to the said effect. He/she will be placed in the waiting list and will be considered for admission to the vacant seats, if any, in the subsequent counselling in order of merit.

9.8 The counselling shall close as soon as all the seats of Post-Graduate (Degree/ Diploma)/M.D.S. Courses are allotted.

9.9 As soon as a candidate is allotted his/her selected seat, he/she will be provisionally admitted in that course and will be required to submit the following immediately:

- (i) Original certificates as specified in **clause 6.2**
- (ii) Fee as mentioned below:

Tuition Fee (Annual)	Rs	13000.00
Library Fee (Annual)	Rs	500.00
Athletic Fee (Annual)	Rs	10.00
Cultural Council Fee (Annual)	Rs	5.00
N.S.S. Fee (Annual)	Rs	20.00
University Development Fund (Annual)	Rs	600.00
Faculty Management Fee (Annual)	Rs	1465.00

TOTAL Fee (Annual)	Rs	15600.00

The candidates are required to submit Demand Draft amounting to Rs. 15600/- in favour the **Registrar, University of Delhi**.

- Note:**
- (i) The students belonging to Schedule Caste/Schedule Tribe Categories whose parents income was such that they were not paying Income Tax be exempted from the payment of tuition fee and admission fees (University circular No. SPLC/Fee Exemp./SC/ST/2015-16 dated 09-09-2015.
 - (ii) (a) No fees need be charged at the time of admission from those SC/ST students who are eligible for Post-matric Scholarships/Top Class Scholarships. At the time of admission they may be advised to deposit the fee with the Institute as soon as they receive the scholarship amount. An undertaking to this effect may be taken from them at the time of admission. However, the CFHEIs will be responsible for timely verification, etc. of documents and their submission to facilitate timely disbursement of scholarship.
 - (b) In other cases, if any SC/ST students failed to deposit the fee in the Institute then fees may be charged after making special efforts to get them requisite loan sanctioned, including facility of interest subsidy to those whose income is below Rs. 4.5 lakhs where applicable.
 - (c) Special schemes under SCSP/TSP may also be drawn, in consultation with the target group in respective CFHEIs, for providing other facilities like books, equipment etc. essentially required for completion of course, which are not covered under these Scholarship Schemes, for SC/ST students.
- (Circular No. Aca.I/SC/ST/2015/863 dated 09th / 12th November, 2015 of the University enclosing letter F.No. 14-5/2013-SC/ST dated 13th January, 2014 of MHRD, Govt. of India).**
- (iii) Candidates admitted in DTCD shall be required to pay transportation charges of Rs 180/- (subject to revision) in advance, at the time of joining the V.P. Chest Institute.

For mode of payment please see **Clause 1.2**

- (iii) Bond: A bond worth Rs 5.0 lacs with two sureties should be submitted by the candidates at the time of their counselling and admission. The admission will not be valid unless and until the Bond is submitted by the candidate.

The student shall have to pay the Bond money of Rs 5.0 lacs to the Institution/ University in the following circumstances:-

- a. If the student does not join the course at the allotted institution on or before the stipulated date (except the person from the first counselling who intimates the university of not joining and applies to remain in the waiting list).
 - b. If the student leaves the course before its completion.
 - c. If the admission/ registration of the student is cancelled/ terminated by the University on account of unsatisfactory performance/ misconduct/ indiscipline.
- (iv) The Original Certificates of the student would be kept in the custody of the admitting Institution and would be returned only after completion of the course or on payment of Bond money, as the case may be.
- 9.10 Any candidate who fails to fulfill the requirements as mentioned in **clause 9.9** will forfeit his/her claim to the allotted seat and the candidature shall stand cancelled.
- 9.11 A candidate who selects/is allotted a seat in the last counselling shall have no right to surrender the seat. If he/she does so, he/she shall be debarred from appearing in the subsequent PGMEM till the duration of the course concerned is over.
- 9.12 The candidates who have been provisionally admitted in a course shall appear before a medical board on the specified dates at the assigned institutions for medical examinations.
- 9.13 Only those candidates who have been declared medically fit by the respective medical boards, shall be allowed to join their courses. However, candidates selected in the last counselling would be allowed to join by 31.05.2016 provisionally, subject to clearance by the Medical Board.

- 9.14 Any candidate who is found medically unfit may collect the original certificates etc. from the office of Joint Registrar (Medical).

10. Procedure for admission to MD (Community Health Administration) course:

- 10.1 Admission would be made strictly on the basis of PGMEM determined by marks obtained in the AIPGMEE-2016. In case of two or more candidates obtaining equal marks in AIPGMEE- 2016, the inter-se-merit of such candidates shall be determined according to age, older will get preference over younger.

- 10.2 The selection will be made in the following manner:

- (i) For first 50% of the total number of seats, the selection will be made on the basis of the combined merit list of Medical graduates of University of Delhi and other Universities/ Institutions. Thereafter, the selection for the remaining 50% seats will be made from Medical graduates of University of Delhi.
- (ii) If any candidate who is already admitted against the 50% quota of Delhi University graduate becomes entitled to be offered admission against 50% All India Quota, the vacancies in the 50% Delhi University quota will be filled up from amongst the Medical graduates of Delhi University only.
- (iii) If any seat remains vacant in 50% quota for Medical graduates of Delhi University for want of Medical graduates of Delhi University, these seats would be filled up from Medical graduates of other Universities/ Institutions.

- 10.3 The candidates seeking admission to MD (Community Health Administration) course shall also appear in the counselling on specified dates according to their merit.

- 10.4 All other terms and conditions shall be the same as prescribed for other Post-Graduate (Degree/ Diploma) candidates.

11. Procedure for admission to Diploma in Health Education (D.H.E.) course:

- 11.1 Admission would be made strictly on the basis of PGMEM determined by marks obtained in the AIPGMEE- 2016. In case of two or more

candidates obtaining equal marks in AIPGMEE- 2016, the inter-merit of such candidates shall be determined according to age, older will get preference over younger.

11.2 The selection will be made in the following manner:

- (i) For first 50% of the total number of seats, the selection will be made on the basis of the combined merit list of Medical graduates of University of Delhi and other Universities/ Institutions. Thereafter, the selection for the remaining 50% seats will be made from Medical graduates of University of Delhi.
- (ii) If any candidate who is already admitted against the 50% quota of Delhi University graduate becomes entitled to be offered admission against 50% All India Quota, the vacancies in the 50% Delhi University quota will be filled up from amongst the Medical graduates of Delhi University only.
- (iii) If any seat remains vacant in 50% quota for Medical graduates of Delhi University for want of Medical graduates of Delhi University, these seats would be filled up from Medical graduates of other Universities/ Institutions.

11.3 The candidates seeking admission to Diploma in Health Education (DHE) course shall also appear in the counselling on specified dates according to their merit.

11.4 All other terms and conditions shall be the same as prescribed for other Post-Graduate (Degree/ Diploma) candidates.

12. Joining Report:

12.1 The candidates, who have been admitted in a course, shall be required to join the assigned institution by stipulated date. At the time of joining, the candidate would be required to submit the following in the assigned institution:

- (i) **Security Deposit:** The candidates admitted to any of the courses are required to deposit Rs 10,000/- as Security Deposit, which will be refunded on completion/ leaving of the course.
- (ii) **Enrolment Form:** The students who are not enrolled with the University of Delhi should deposit the University Enrolment

Form along with the requisite Fee to the Director, South Delhi Campus, Benito Juarez Road, Dhaula Kuan, New Delhi – 110021 through the Head of the Institution where they are enrolled.

- (iii) The in-service candidates should submit their applications through proper channel or attach a “No Objection Certificate” (NOC) from their employer to the effect that they have no objection and the candidates will be relieved/granted study leave for pursuing the course. The last date for submission of NOC is 31st March, 2016.

12.2 The provisional admission of a candidate would not be valid, if the candidate does not complete the above mentioned requirements. After complying with the above mentioned requirements of joining the course at the assigned institution, the joining report of the candidate is required to be submitted to the office of the Deputy Registrar, Faculty of Medical Sciences through the Head of the institution concerned.

13. Confirmation of Admission:

The admission of the candidate shall be provisional till it is confirmed. The Head of the Department concerned after 4 months of the commencement of the course, but not later than 6 months of the said commencement, shall submit through the Head of the Institution, a report to the Board of Research Studies of Medical Sciences regarding performance of the candidate. The report should also confirm fulfillment of the requirements stipulated under **clause 12.1 & 12.2** of the Bulletin of Information. If the performance is stated to be satisfactory, his/her provisional admission shall be confirmed. If the performance is not found satisfactory, or the requirement stipulated under **clause 12.1 & 12.2** of the Bulletin of Information are not fulfilled, the admission shall be cancelled and the candidate will be informed about this within one month of the receipt of the report from the Head of the Institution.

14. Dates for submission of Thesis Protocol and Thesis by MD/MS/MDS students:

Course	Date of submission of Thesis Protocol	Date of submission of Thesis
(a) MD/MS/MDS	(a) 30 th September in the 1 st year (In the Institution concerned)	(a) 30 th April at the end of 2 nd year (In the Faculty of Medical Sciences, DU)
(b) The (MD/MS) Students who have already done Diploma in Same subjects	(b) 1 st September of the 1 st year (In the Faculty of Medical Sciences, DU)	(b) 7 th October in the 2 nd year. (In the Faculty of Medical Sciences, DU)

Note: There shall be no thesis for Diploma courses.

15. Post-Graduate Training, Fees and Examination:

15.1 The Post Graduate (Degree/Diploma) and MDS Courses are full-time courses. No Candidate shall be allowed to apply for/to join any other course or any post either in India or abroad, once he/she has been admitted in the course and till the course is completed.

The candidate should complete the course as per the norms of the Delhi University within the stipulated period.

Any excess leave/ period of absence has to be compensated by extension of training period. The student has to complete satisfactory training before becoming eligible for appearing in the examination.

15.2 The fee for second and third year of the course would be required to be paid before 14th of May every year. Rs 1000 per week will be charged as late fee w.e.f. 15th of May thereafter.

15.3 The Post-Graduate Degree student has to fulfill the requirement regarding thesis before being eligible to appear in the examination. The students are required to deposit a sum of Rs.100/- to their respective institution as thesis protocol fee and thesis evaluation fee of Rs.5000/- by a crossed M.I.C.R. Bank Draft/ Banker's Cheque drawn on any nationalized bank in favour of Director, South Delhi Campus, University of Delhi.

15.4 The examination will consist of theory and practical/ clinical examination. The examination of the eligible students of Post-Graduate Degree and Diploma Courses will be held in April/ May 2018 and April/ May 2017 respectively. The examination fee will be deposited in the concerned Medical College/Institute, as per University rule.

15.5 Refund of Fee

Reason for seeking refund	Quantum of fee to be refunded
When a student applies for withdrawal of admission upto 31st July.	Full fee after deduction of Rs. 500/- and full examination fee.
When a student applies for withdrawal of admission on or after 1st August till three working days before the last date of admission (including the last date of admission)	Full fee after deduction of Rs. 1000/- and full examination fee.
When a student applies for withdrawal of admission after the three clear days of the last date of admission.	No fee will be refunded, except the examination fee.
When admission is made inadvertently due to error/ omission/commission on the part of the University/College	Full Fee and Full examination fee.
When cancellation of admission is due to concealment/falsification of facts, submission of false/ fake certificate(s), providing misleading information by the student or for any error/mistake on the part of the student.	No fee will be refunded

Note :- University letter no. Acad.I/2015-2016/Refund of Fee/541 dated 26th June, 2015.

15.6 **Change of Name :** The University Notification No. Ref./Aca-II/Change of name/279/2015/03 dated 01.07.2015 (E.C. Resolution No. 16 dated 28.05.2015) and Notification No. Ref./Aca-II/Change of name/279/2015/04 dated 16.12.2015 (available on University website www.du.ac.in).

16. SPAN PERIOD:

16.1 Students admitted to MD/ MS / MDS courses should pass the degree examination within 5 years after registration to the course.

16.2 Students admitted for Diploma courses shall pass the examination within 4 years from the date of registration to the course. Similar rules will apply for 2 years MD/ MS course where the student had obtained diploma at the time of registration.

16.3 Salary in lieu of the training period will only be payable for the regular duration.

17. DISCIPLINE

17.1 The student shall submit himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and several authorities of the University who may be vested with the authority to exercise discipline under the Act, the Ordinance and the Rules that have been framed by the University from time to time.

17.2 The Student would undergo the course on full-time basis, no private practice, part-time job being permissible during the duration of the course.

17.3 University can remove the name of the student from the rolls in case his/her work or conduct is reported to be not satisfactory by the Supervisor/Head of the Department/Head of the Institution.

An undertaking to this effect should be obtained from the student at the time of admission.

17.4 The admission will be terminated if the student is not regular and absent unauthorisedly/ without prior permission.

18. Ragging (Ordinance XV-C) :-

1. Ragging in any form is strictly prohibited, within the premises of College/Department or Institution and any part of Delhi University system as well as on public transport.

2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.

3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which-

- (a) involve physical assault or threat to use of physical force;
- (b) violate the status, dignity and honour of women students;
- (c) violate the status, dignity and honour of students belonging to the scheduled castes and tribes;
- (d) expose students to ridicule and contempt and affect their self esteem;
- (e) entail verbal abuse and aggression, indecent gestures and obscene behaviour.

4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, of University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.

5. Notwithstanding anything in Clause (4) above, the Proctor may also *suomoto* enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.

6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.

7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.

8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.

9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under Clause (7) disclosing the occurrence of ragging incidents described in Clause 3(a), (b) and (c) the Vice-

Chancellor shall direct or order rustication of a student or students for a specific number of years.

10. The Vice-Chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
11. In case any students who have obtained degrees of Delhi University are found guilty under this Ordinance appropriate action under Statute 15 for withdrawal of degrees conferred by the University shall be initiated.
12. For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.
13. All institutions within the Delhi University system shall be obligated to carry out instructions/directions issued under this Ordinance, and to give aid and assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.
14. The medical council of India (presentation & prohibition of ragging in Medical Colleges/Institutions) regulations 2009 notified in the part III section 4 of the Gazette of India on 3.8.2009 amended form time to time be also adhered to.
19. **Sexual Harassment (Ordinance XV-D) has repelled by the act passed by the Parliament the Sexual Harrassment of Woment at Workplace (Prevention, prohibition and redressal) Act, 2013 (Ref. No. Estab. II (i)/27/ACC/2006 dated 09-01-2014) (www.wcd.nic.in/wcdact/womenactsex.pdf)**