



UNIVERSITY OF DELHI FACULTY OF MEDICAL SCIENCES

BULLETIN OF INFORMATION

**POST-GRADUATE (DEGREE/DIPLOMA) & MDS COURSES
UNDER 50% DELHI UNIVERSITY QUOTA
FOR THE SESSION 2017**

**Based on National Eligibility Entrance Test (NEET)-PG/
National Eligibility Entrance Test (NEET)-MDS-2017**

**ONLINE APPLICATION FOR ADMISSION TO POST-GRADUATE (DEGREE/DIPLOMA) AND
MDS COURSES FOR 50% DELHI UNIVERSITY QUOTA, SESSION - 2017**

Based on NEET-PG/NEET-MDS-2017

Fees for SC/ST/PwD categories	:	Rs. 1,000/- per course	} Non-refundable
Fees for General/OBC categories	:	Rs. 1,500/- per course	

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IMPORTANT

- An eligible applicant for the session 2017 must familiarize with the contents of this Bulletin of Information.
- Changes made in any Programme after the release of this Bulletin shall become effective from the date it is posted on www.fmssc.ac.in and www.du.ac.in.
- University reserves the right to revise, amend, update, or delete any part of this Bulletin, Ordinances, Rules and Regulations at its discretion as and when considered necessary.
- The candidates are requested to visit the website www.fmssc.ac.in and www.du.ac.in regularly for updated information.
- No individual communication will be sent for the Counselling.
- All admissions are provisional and shall be confirmed subject to fulfillment of the requirements for the eligibility of the candidate concerned.

INDEX

Sl. No.	Contents	Page No.
1.	Information related to the Admission process	01-05
	1.1 Important deadlines	05
	1.2 Admission procedure (Online registration)	05-07
	1.3 Registration fees	07
	1.4 Intimation regarding Counselling	07
2	Eligibility criteria	07-08
3	Reservation	08-10
4	General instruction for candidates	10-12
5	Inability to appear/delayed for Counselling	12-13
6	Courses, Institutions and number of seats (tentative)	13
7	Duration of the courses	13
8	Computing procedure for Post-graduate Medical Examination Merit (PGMEM)	13
9	Display of PGMEM	13
10	Procedure for Counselling	13-17
11	Procedure for admission to MD (CHA) Course	17
12	Procedure for admission to Diploma in Health Education (DHE) Course	18
13	Joining Report	18
14	Confirmation of admission	18
15	Dates for submission of Thesis Protocol	19
16	Post-graduate Training, Fees and Examination	19-20
17	Span Period	20
18	Discipline	20
19	Ragging (Ordinance XV-C)	21
20	Sexual Harassment (Ordinance XV-D)	22

1. Information related to the Admission process:

1.1 Important deadlines:-

Start date for online Registration	01.03.2017 (Wednesday)
Closing date for online Registration	30.03.2017 (Thursday)
<ul style="list-style-type: none">• Display of merit list and schedule and venue for DPG counselling will be uploaded on the Faculty website www.fmsc.ac.in and www.du.ac.in subsequent to declaration of counselling schedule of 50% All India Quota by Ministry of Health & Family Welfare, Govt. of India.• The applicants are advised to check regular updates on website www.fmsc.ac.in and www.du.ac.in.	

1.2 ADMISSION PROCEDURE:-

ONLINE REGISTRATION:

- (a) All the candidates seeking admission to the Post-graduate (Degree/Diploma) and MDS courses are required to register online on website www.fmsc.ac.in.
- (b) Online registration details for admission to the Post-graduate (Degree/Diploma) and MDS courses are available on:

www.fmsc.ac.in and www.du.ac.in

- (c) As a first time user, candidate shall create the login details
- In the “Confirm your Information” webpage, candidate shall provide the NEET-PG / NEET-MDS 2017 Roll No. and Date of Birth. Clicking on “View” button will display further details of the candidate.
 - If the details are correct, candidate can click “Confirm” and proceed further.
 - On the “New Registration” page, candidate has to enter a valid Mobile No. and Email ID which would be used for any future communication with the University for admission purpose.
 - Candidate shall then create a password (of maximum six characters) for online registration purpose. This password does not need to be same as candidate’s email account password, which is used to access one’s email account.
 - Candidate shall provide a valid mobile phone number (10 digit number without any prefix).
 - Please verify that all the details given in the form are correct. This information will be used during the entire admission process. No change/modification is allowed. Please be careful in filling up the required information in all aspect.

- (d) Applicant shall now log on to using “registered email-id” and created “password” to fill the online registration form.
- (e) Applicant shall click the “Save” and proceed to check the details filled in the form.
- (f) The same login information is used every time to login to the applicant’s account.
- (g) Applicant shall upload the following (wherever necessary):-
- i. Passport size photograph of the applicant (120x130) (only jpg & size 150 KB)
 - ii. Scanned signature of the applicant (200x50) (only jpg & size 100 KB)
 - iii. Self attested copy of High School/Higher Secondary Certificate for verification of date of birth (only PDF & size 200 KB).
 - iv. Self attested copy of certificate in support of educational qualifications: MBBS Degree/BDS Degree/Master’s Degree/Bachelor’s Degree-as per requirement of the course (only PDF & size 200 KB).
 - v. Self attested copy of detailed marks certificate of qualifying examinations: I, II & Final Professional examination of MBBS/BDS and year-wise detailed marks certificates of Master’s Degree/Bachelor’s Degree, as required course-wise (only PDF & size 200 KB).
 - vi. Self attested copy of MBBS/BDS Examination attempt certificate (only PDF & size 200 KB).
 - vii. Self attested copy of the compulsory rotating internship certificate (only PDF & size 200 KB).
 - viii. Self attested copy of registration Certificate from Delhi Medical Council/State Medical Council/Medical Council of India/Dental Council of India (only PDF & size 200 KB).
 - ix. Self attested copy of Scheduled Caste/Scheduled Tribe/OBC certificate (as per Clause 5.1), if applicable (only PDF & size 200 KB).
 - x. Self attested copy of Person with Disability certificate, if applicable (only PDF & size 200 KB).
 - xi. Self attested copy of Employer’s Certificate/NOC, if employed (as given in the application form) (only PDF & size 200 KB).
 - xii. Self attested copy of certificate in support of having put in three years service: only in case of candidates seeking admission to MD (Community Health Administration) course (only PDF & size 200 KB).
 - xiii. Self attested copy of Admit Card of NEET-PG/NEET-MDS-2017 (only PDF & size 200 KB).
 - xiv. Self attested copy of Score card of NEET-PG/NEET-MDS-2017 (only PDF & size 200 KB).
- Note:** **The candidates are required to bring Printout of Application Form. Original Certificates alongwith 02 sets of self attested photocopies at the time of Counselling.**
- (h) Once all the above – mentioned files are uploaded, applicant can proceed with “Make Payment”. Applicant can also update the uploaded files and application form using Back button before making payment. After payment is made no changes can be made.
- (i) Candidate’s application submission process shall be completed only after payment of the online registration fees.

- (j) In case a candidate wishes to apply in more than one Course then the candidate is required to submit total fees as prescribed for each course applied.
- (k) Please note that the candidature is subject to the candidate's fulfilling the minimum eligibility requirements prescribed for applying to the concerned programme of study. **In case a candidate does not meet the minimum eligibility criteria prescribed for applying to the concerned programme, it is done at the candidate's own risk and cost and if at any stage, it is found that the minimum eligibility requirements are not fulfilled, the admission if granted, shall be cancelled ipso facto. And the fees paid, if any, shall not be refunded in any case.**

After payment for the registration form, corrections, additions, deletions etc. in any manner shall NOT be allowed. The candidates are, therefore, advised to fill their forms carefully.

1.3 Registration Fees:

- (a) Registration Fees (non-refundable):-

SC/ST and Person with Disabilities (PwD)	Rs. 1,000/- per course
For all other categories (Unreserved, OBC etc)	Rs. 1,500/- per course

- (b) Registration fees has to be paid during online registration process through one of the available online payment options.
- (c) Candidate shall be required to pay separate registration fees for each Course, for which the candidate is applying.
- (d) It may be noted that the application submission process shall be completed only after payment of the online registration fees.

1.4 Intimation regarding Counselling:

- (a) The merit list prepared on the basis of NEET-PG/NEET-MDS-2017 score shall be notified on www.fmsc.ac.in and www.du.ac.in.
- (b) For all the news and updates related to admission, counselling, visit www.fmsc.ac.in and www.du.ac.in.

2. Eligibility Criteria:-

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

- 2.1.1 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 31.03.2017 and must submit their internship completion certificate before or at the time of appearing for the counselling.

2.1.2 A candidate in order to become eligible for admission must obtain a minimum of 50 % marks in NEET-PG/NEET-MDS-2017. 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 a minimum of 40 % marks in NEET-PG/NEET-MDS-2017 and the Candidates with Disability (General Category) referred at Clause 3.4 are required to obtain minimum of 45% marks in NEET-PG/NEET-MDS-2017.

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

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

- (i) A candidate must have completed satisfactorily one year of compulsory rotating internship after passing the final M.B.B.S. examination.
- (ii) The candidate must have full registration with the Delhi Medical Council/ State Medical Council/ Medical Council of India.
- (iii) The candidate must have put in at least 3 years of service on or before 31-03-2017.
- (iv) A candidate in order to become eligible for admission must obtain a minimum of 50 % marks in NEET-PG/NEET-MDS-2017. 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 a minimum of 40 % marks in NEET-PG/NEET-MDS-2017 and the Candidates with Disability (General Category) referred at Clause 3.4 are required to obtain minimum of 45% marks in NEET-PG/NEET-MDS-2017.

3. Reservation:-

3.1. 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, Seven & half percent (7½%) seats are reserved for ST candidates and Twenty Seven percent (27%) seats are reserved 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 by following the same methodology.

The above said reservation would be applied and worked out after excluding All India quota seats i.e. only for 50% DU quota seats and not on 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 (if necessary).
 - (b) If the reserved SC/ST seat(s) remains 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 remains unfilled due to non-availability of eligible candidate(s), the same would be filled by operating open merit.
- 3.2 SC/ ST/OBC candidates, while applying for admission to any of the courses, should upload 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 issued by any one of the competent authorities as listed below without which, concession for SC/ST/OBC category 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 website ([http:// ncbc.nic.in/ backward classes/index.html](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).
- 3.3 The OBC candidates who belong to the '**Non-Creamy Layer**' and whose caste appear in the **Central List** of the OBCs only, shall be eligible to be considered for admission under the OBC category. **The validity of non-creamy layer certificate shall be the current financial year 2016-2017.**

The OBC candidate who belongs to Creamy Layer are not eligible for concession.

The proof of non-creamy layer certificate (for the current financial year) issued by one of the Competent Authorities as mentioned above, should be uploaded with the online Registration Form.

3.4 **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.

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

- Note:**
- (i) **The candidates seeking admission under PwD category will be required to appear before the Medical Board of the Faculty of Medical Sciences, University of Delhi prior to admission. The decision of the Medical Board will be final in this regard.**
 - (ii) **The date of appearance before the Medical Board will be notified on website fmsc.ac.in and du.ac.in. No separate intimation will be given to individual candidates. No TA/DA will be provided.**

4. GENERAL INSTRUCTIONS FOR CANDIDATES:-

- 4.1 The open merit list for the general category seats will comprise of all the candidates in the order of merit including SC/ST/OBC candidates if they come in the general merit. A SC/ST/OBC candidate who figures in the general merit list is entitled to be considered for admission under the general category. Admission to open category seats will be strictly in the order of merit without excluding SC/ST/OBC candidates.
- 4.2 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 fees, 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.

- 4.3 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.**
- 4.4 The medium of teaching and examination for all the courses shall be English.
- 4.5 The candidature for the Post-graduate Medical Examination Merit (PGMEM) is **strictly provisional** and merely the appearance at the National Eligibility Entrance Test (NEET-PG/NEET-MDS-2017) and registering online in University of Delhi will not entitle the candidate for admission, which will be subjected 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 applicant 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 without any notice. The candidate shall abide by the Rules and Regulations of the University.**
- 4.6 The candidates shall comply with all the instructions while filling in the application form.
- 4.7 **The candidate, who has passed a Post-Graduate Degree course, will not be given admission to Diploma Course in the same subject.**
- 4.8 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.**
- 4.9 The candidates, who were offered a Post-Graduate seat in counselling during the year 2014, 2015 and 2016 (in case of Post-Graduate Degree) and during the year 2015 and 2016 (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 2017.
- 4.10 **Objection by any candidate, if any, should be filed with the Dean, Faculty of Medical Sciences, University of Delhi at e-mail: drfmsc@gmail.com within 24 hours of display of merit list on website www.fmsc.ac.in and www.du.ac.in.**
- 4.11 In case of any dispute, the decision of the Post-Graduate Admission Committee shall be final. However, an appeal may be filed with the Vice-Chancellor, University of Delhi against such a decision.
- 4.12 **The in-service candidates shall upload/submit a No Objection Certificate (NOC) from their employer to the effect that they have no objection and the candidate will be relieved/ granted study leave for pursuing the course. The last date for submission of NOC is 31st March, 2017.**

4.13 After declaration of result of NEET-PG/NEET-MDS-2017, 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.

4.14 **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 on stipulated dates. The candidates concerned should visit the faculty website (www.fmsc.ac.in and www.du.ac.in) regularly for updated information.**

4.15 No TA/DA will be admissible for appearing in the Counselling and/or joining the course.

4.16 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.

4.17 **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.**

4.18 The Post-Graduate Admission Committee reserves the right not to admit any candidate in a course(s).

4.19 **For all the legal matters, the jurisdiction will be the National Capital Territory of Delhi only.**

4.20 The candidates must attend the Counselling on the stipulated date and time to be notified on faculty website (www.fmsc.ac.in and www.du.ac.in) in due course of time.

4.21 Candidates should preserve their Admission Ticket (NEET-PG/NEET-MDS-2017) till the completion of admission process and produce the same during counselling and at the time of joining the course.

5. Inability to appear/delayed for Counselling:-

(i) If any candidate is unable to appear on the date of counselling, to be notified later, he/she may send his/her representative with appropriate authorization on prescribed proforma (Appendix at page no. 26).

(ii) If a candidate or his/her representative 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. 1,000/- in cash as a penalty for late coming. Such candidate/representative 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 at that time only. He/she will have no claim on the seats/institutions already allotted.

- (iii) **In case a candidate or his/her representative 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.**

6. 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.23, 24 & 25.

If any seat remains vacant under 50% All India Quota, the same shall be transferred to Delhi University Quota.

7. Duration of the Courses:

- 7.1 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.**

- 7.2 The duration of Diploma course shall be of two years.

8. 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 secured in NEET-PG/NEET-MDS-2017. Thus, all medical and dental graduates desirous of seeking admission to Post-Graduate (Degree / Diploma) courses offered by the University of Delhi, must have appeared in the NEET-PG/NEET-MDS-2017. The NEET-PG/NEET-MDS-2017 is the entrance test conducted by the National Board of Examination (NBE), directly on behalf of the Directorate General of Health Services (Ministry of Health & Family Welfare).
- b) Admission to Community Health Administration (CHA) course will be filled up by University of Delhi. Candidates who wish to pursue this course must apply online.

9. Display of Merit list (PGMEM):

Merit list of eligible candidates shall be notified on the website www.fmssc.ac.in & www.du.ac.in.

10. 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:

- 10.1 **Admission would be made strictly on the basis of merit of the eligible candidates determined by marks obtained in the NEET-PG/NEET-MDS examination-2017.**

In case, two or more candidates obtain equal marks in NEET-PG/NEET-MDS-2017, 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.

- 10.2 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 admission on the specified dates.
- 10.3 **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.fmsc.ac.in and www.du.ac.in).**
- 10.4 The candidate will be required to produce admission ticket (Roll number) of NEET-PG/NEET-MDS-2017, original certificates as mentioned at clause 1.2(f), demand draft of Rs. 15,600/- towards payment of fees as mentioned at clause 9.9(ii), failing which he/she shall not be allowed to appear in the counselling.
- 10.5 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 the opted subject and the opted 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 before the stipulated date and time. 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 of 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 filled up vacant seats on account of drop out or surrender of seats or under any other circumstances, only candidates in the waiting list at the 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 granted.

In the last DPG counselling, candidate 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. 5.00 lacs and DD of Rs. 15,600/- 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.

- 10.6 **In case there are more than two counsellings, the candidates must carry their original certificates in the last counselling to report to the allotted college within the stipulated time only.**
- 10.7 **The counselling shall close as soon as all the seats of Post-Graduate (degree/ Diploma) /M.D.S. Courses are allotted.**
- 10.8 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 amount of total fees immediately through a Demand Draft amounting to Rs. 15,600/- in favour the **“Registrar, University of Delhi” payable at Delhi.**

(i)	Original certificates as specified in clause 1.2(f)	
(ii)	Fees as mentioned below:	
	Tuition Fees (Annual)	Rs 13000.00
	Library Fees (Annual)	Rs 500.00
	Athletic Fees (Annual)	Rs 10.00
	Cultural Council Fees (Annual)	Rs 5.00
	N.S.S Fees (Annual)	Rs 20.00
	University Development Fund (Annual)	Rs 600.00
	Faculty Management Fees (Annual)	Rs 1465.00
	TOTAL FEES (Annual)	Rs 15600.00

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 fees and admission fees (University circular No. SP:C/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-metric Scholarships/top Class Scholarships. At the time of admission they may be advised to deposit the fees 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 fees in the Institute then fees may be charges 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, equipments 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, 20147 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.
- (iv) **Bond: A bond worth Rs 5. 00 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 candidates. The performa of Bond is available on website www.fmsc.ac.in.**

The students shall have to pay the Bond money of Rs 5.00 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.**

(v) **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.**

10.9 Any candidate who fails to fulfill the requirements as mentioned in **clause 9.9** will forfeit his/her claim to the allotted seat and his/her candidature shall stand cancelled.

10.10 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.

10.11 The candidates who have been provisionally admitted in a course shall appear before a medical board on the specified dates at the assigned institution for medical examinations.

10.12 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 31.05.2017 provisionally, subject to clearance by the Medical Board.

10.13 Any candidate who is found medically unfit may collect the original certificates etc. from the office of Joint Registrar (Medical), Faculty of Medical Sciences.

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

11.1 **Admission would be made strictly on the basis of PGMEM determined by marks obtained in the NEET-PG/NEET-MDS-2017.** In case of two or more candidates obtaining equal marks in NEET-PG/NEET-MDS-2017, the inter-se-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. **Therefore, the selection for the remaining 50% seats will be made from among the 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 MD (Community Health Administration) 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 prescribe for other Post- Graduate (Degree/Diploma) candidates.

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

12.1 **Admission would be made strictly on the basis of PGMEM determined by marks obtained in the NEET-PG/NEET-MDS-2017.** In case of two or more candidates obtaining equal marks in NEET-PG/NEET-MDS-2017, the inter-se-merit of such candidates shall be determined according to age, older will get preference over younger.

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

12.3 The terms and conditions of admission to Diploma in Health Education (DHE) course shall be the same as prescribed for other Post-Graduate (Degree/Diploma) course.

13. Joining Reports:

13.1 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 Fees 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, 2017.

13.2 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 Joint Registrar, Faculty of Medical Sciences through the Head of the Institution concerned.

14. 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 of 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.

15. 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:-**
- 1) There shall be no thesis for Diploma courses
 - 2) The proforma for application for submission of Thesis is available on website www.fmsc.ac.in.

16. Post-Graduate Training, Fees and Examination:

16.1 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.

16.2 The fees 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 fees w.e.f. 15th of May thereafter.

16.3 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 fees and thesis evaluation fees 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**.

16.4 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 2020 and April/May 2019 respectively. The examination fees will be deposited in the concerned Medical College/Institute, as per University rule.

16.5 Refund of Fees:

Reason for seeking refund	Quantum of fees to be refunded
When a student applies for withdrawal of admission upto 31 st July.	Full fees after deduction of Rs. 500/- and full examination fees.
When a student applies for withdrawal of admission on or after 1 st August till three working days before the last date of admission (including the last date of admission)	Full fees after deduction of Rs. 1000/- and full examination fees.
When a student applies for withdrawal of admission after the three clear days of the last date of admission	No fees will be refunded, except the examination fees.
When admission is made inadvertently due to error/omission/commission on the part of the University/College	Full fees and Full examination fees.
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 fees will be refunded.

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

16.6 **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).

17. SPAN PERIOD:

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

17.2 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.

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

18. DISCIPLINE:

18.1 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.

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

- 18.3 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.
- 18.4 The admission will be terminated if the student is not regular and absent unauthorisedly/without prior permission.

19. Ragging (Ordinance XV-C):-

- (i) 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.
- (ii) Any individual or collective act or practice of ragging constitutes gross discipline and shall be dealt with under this Ordinance.
- (iii) Ragging for the purpose 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.
- (iv) 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.
- (v) Notwithstanding anything in Clause (4) above, the Proctor may also suo motu enquire into any incidence 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.
- (vi) The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
- (vii) 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.
- (viii) When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.
- (ix) 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.

- (x) 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 student in a college, departmental examination for one or more years or that the results of the students or students concerned in the examination or examinations in which they appeared be cancelled.
 - (xi) 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.
 - (xii) 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.
 - (xiii) 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.
 - (xiv) 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 from time to time be also adhered to.
- 20. Sexual Harassment (Ordinance XV-D) has repelled by the act passed by the Parliament the Sexual Harassment of Women 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)**