

## **GUIDELINES FOR COUNSELLING & ADMISSION TO MBBS/ BDS COURSES - 2018-19**

### **A. INTRODUCTION**

1. The admission to MBBS/BDS courses for the academic session 2018-19 will be done by taking qualified state candidates from NEET (NATIONAL ELIGIBILITY CUM ENTRANCE TEST-2018 (NEET (UG)-2018) conducted by CBSE.

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

Counseling of Deemed Universities shall be done by DGHS.

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

2. Counseling shall be done by a Committee consisting of following members. Chairman OJEE, Vice-Chairman OJEE, Secretary OJEE, and three Members (Joint Director, o/o DMET Odisha, and two other Members).

The Counseling Committee shall:

- a. Collect the detail seat status for the academic year 2018-19, from the Education Cell, DMET, Odisha and prepare the seat matrix for counseling.
  - b. Collect the list of NEET qualified candidates along with their marks secured and prepare the merit list of candidates.
  - c. The Chairman will be the controlling and supervising authority and must see that the counseling and admission are done in strict conformity with the laws laid down.
3. Prepare the schedule of counseling in conformity with MCI/ Hon'ble Apex Court and Govt. of India, which will be notified at proper time in the website of OJEE and DMET(O) i.e. [www.ojee.nic.in](http://www.ojee.nic.in), [www.dmetodisha.gov.in](http://www.dmetodisha.gov.in) in MBBS/BDS admission section.
  4. Counseling Committee reserves the right to withdraw the name of the candidate from merit list of state, if any, placed inadvertently who is not eligible to be placed in the state merit list due to any reason.

5. In case of any ambiguity in interpretation of any of the instructions / terms / rules / criteria regarding determination of eligibility/registration of candidates/conduct of counseling/ information contained in the guidelines the decision of the Committee shall be final and binding.

## **B. ELIGIBILITY**

1. The candidates must be of 17 years of age as on 31.12.2018 and there will be no upper age limit. (Must be born before 01-01-2002).
2. The candidates must be permanent native of Odisha.
3. Children of All India Civil Service officers serving in state of Odisha cadre.
4. The candidate must have passed +2 Sc. and in the subjects of **Physics, Chemistry, Biology and English** individually and must have secured minimum of 50% marks taken together in **Physics, Chemistry & Biology** at +2 Sc. level for General Candidate (GE), 40% for SC/ST candidates and 45% for benchmark disability candidates (PC-GE). The required mark is 40% for Physically Challenged candidate of SC/ST category.
5. The minimum qualifying mark for different category of candidates are as follows:
  - a. General (GE) –119 (50<sup>th</sup> percentile)
  - b. Physically Challenged (PC-GE) –107 (45<sup>th</sup> percentile)
  - c. Scheduled Tribe (ST)/Scheduled Caste (SC)- 96 (40<sup>th</sup> percentile).
  - d. For Physically challenged candidate of SC/ST category, 96 (40<sup>th</sup> percentile).

### **ELIGIBILITY FOR NRI:**

1. The NRI candidates, who have qualified the NEET UG 2018, are eligible.
2. NRI means the children or wards of a person of Indian origin residing outside India. Such candidates have to submit the following documents in support of NRI.
  - i. Valid pass port
  - ii. Valid VISA
  - iii. Consignment/work order

- iv. Sponsorship letter mentioning residential address outside India.

### **C. RESERVATION**

The reservation policy of State Government will be followed for selection, and shall be Scheduled Tribe (ST)12%, Scheduled Caste (SC)8%, Physically Challenged (PC)5% of each category, Ex-Servicemen (ES) 3% and Green Card Holders (GC) 5%.

#### **Note:**

- i. Since there is no OBC category in the State, such candidates will be considered in General Category and the minimum qualifying marks shall be 96 (40<sup>th</sup> percentile) in the NEET UG 2018.
- ii. The reservation will be applicable to All India seats returned to state after All India Counseling is over.
- iii. The ST/SC candidates must produce caste certificate from Odisha State only to get the privilege of reservation in the category in Odisha. **(Vide Gol letter No. BC/16014/1/82 /SC & BCD/ Dated 22.02.1985).**
- iv. Candidates claiming under PC category must undergo test by Medical Board constituted for the purpose. Candidates with benchmark disability as per Graduate Medical Education Regulations 1997 amended up to May 2018 shall be followed.
- v. Candidates, native of state of Odisha claiming under Ex-Serviceman must submit their relevant documents to Rajya Sainik Board, Bhubaneswar only. After proper verification, Rajya Sainik Board, Bhubaneswar of Odisha will send the list of valid candidate to OJEE for getting reservation under ES category. No claim/certificate shall be entertained directly from candidates. Candidates, whose parents are continuing in defense service are not eligible for reservation under this category.
- vi. Candidates claiming under Green Card must be permanent native of Odisha and shall produce original green cards of their parents issued by Government of Odisha only. They must not have taken the privilege of it

before. The date of birth & name in the card must match exactly with that in HSC certificate. In case of mismatch the candidates will be considered in GE category only. Tampered or mutilated green cards are not acceptable.

- vii. If sufficient numbers of candidate are not available in any Reserve category, the vacant seats will be filled up by UR category.
- viii. The ST/SC seats are not interchangeable.
- ix. The NRI seats shall be filled up in the following order by OJEE / Institution:
  - a. By eligible NRI candidates of state domicile.
  - b. By eligible NRI candidates of outside states.
  - c. By eligible UR candidates of the state if seats still remain unfilled.

#### **D. PROCEDURE OF ONLINE COUNSELLING**

1. All the merit listed candidates who wish to participate in counseling procedure for admission must **register** in due time in the website of OJEE i.e. [www.ojee.nic.in](http://www.ojee.nic.in) in MBBS / BDS admission section. Registration means creating own username and password for logging in to the online counseling site. Without registration the candidate cannot proceed to next step of online application. The user name and password must not be shared with others.
2. After log-in to the site the candidate has to fill up the **online application** form and submit by clicking the “submit” button. A printout of the online application form must be taken.
3. The candidate has to attend the **document verification** session and get his/her online application authenticated. In case of emergency any authorized person on behalf of the candidate can attend on production of authorization letter of candidate. The candidate has to submit the counseling/application fees, by paying Rs 1000/- by **online mode (facility available in user login)** and taking the print out of the transaction. The candidate has to submit self attested copies of documents along with

originals. The original documents will be returned after verification. The counseling/application fee is not refundable. Only on successful verification of documents the candidate becomes eligible and name will appear in the merit list. The names of candidates who fail to attend document verification on scheduled dates will not appear in the merit list and cannot participate in choice lock & subsequent process of counseling and admission.

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

4. The candidate has to submit his/her choice of course and college in order of preference as per schedule, in the online site and **lock the choice**. If the choice is not locked due to some reason, it will be locked automatically when the time schedule is over.
5. College and course will be allotted on merit basis. The candidate can download the **allotment cum admission letter** and personally appear before the Chairman on the notified date, time and venue along with required admission fees for provisional admission. The candidate has to deposit the original College Leaving Certificate / School Leaving Certificate as the case may be and will be issued a provisional admission letter.
6. The candidate must **report before the authority of the institution** allotted within stipulated date as notified and submit a copy of the provisional admission letter for completion of admission process at institutional level.
7. In case the candidate resigns after admission and on or before the designated date for withdrawal / resignation shall get back 90% of admission fees deposited and 10% shall be retained as processing fees. If the candidate resigns after such date is over, for which a seat lapse, no

fees will be refunded and the candidate shall be liable for a financial penalty of Rs. one lakh.

8. If at the end of counseling vacancy still exists due to any reason the Chairman may notify a spot counseling. Physical presence of the candidate is a must for participating the spot counseling and no authorization will be entertained. The candidates who have taken admission in 1<sup>st</sup> or 2<sup>nd</sup> round counseling (All India / State) are not eligible to participate in spot counseling.
  - 8.1. The CLC and the admission fees in shape of Bank Draft are mandatory failing which no admission will be given and the next candidate in merit will be admitted.
  - 8.2. The candidates who have already taken admission in earlier rounds of counseling and have submitted CLC and admission fees are required to deposit differential fees or will get a refund of differential fees if any (i.e. if changing the admission between a Govt. and private college)
  - 8.3. The order of counseling in spot round of counseling shall be Scheduled Tribe (ST) – Scheduled Caste (SC) – Physically Challenged (PC) – Ex Servicemen (ES) – Green Card (GC) – General (GEN).
  - 8.4. Unfilled seats in any reserve category shall be filled up by General candidates.
  - 8.5. No candidate is allowed to surrender a seat during the spot counseling. Candidates who do not want any admission and wish to surrender the admitted seat must do so on or before designated date for withdrawal / resignation as per schedule.
  - 8.6. Candidates once admitted in a seat in spot round is final and are not allowed to change the seat in the same spot counseling.
  - 8.7. Candidates reporting late in the spot counseling will be allotted seat from available seats at that point of time. They cannot claim a seat which is already allotted.

- 8.8. Any seat of private institutions that remains unfilled after the spot round counseling shall be surrendered to the respective institution for counseling and admission from the NEET UG 2018 merit list.
9. Other detail procedures & schedules of different rounds of counseling, choice locking, schedule of provisional admission & reporting etc. will be notified by the Chairman as and when required. Candidates are requested to be in constant touch with the website [www.ojee.nic.in](http://www.ojee.nic.in).

#### **E. ALLOTMENT OF SEATS**

1. Allotment will be made strictly on the basis of merit list of state prepared by OJEE and as per the choice of subject & college locked by the candidate.
2. Candidate allotted in 1<sup>st</sup> round and taken admission for that seat, can decide whether to participate in second round or not. If interested, can also participate in 2<sup>nd</sup> round for improvisation only.

Example: If a candidate is allotted in MKCG in 1st round and taken provisional admission against that seat, and if he/she is interested for SCB, then in 2nd round he/she may lock choice in SCB only. But if he/she also gives choice in SCB as well as in VSS or any other college, then if SCB is not available, he/she will be allotted VSS or any other available college as per choice and earlier admission to MKCG will be cancelled.

3. Candidate after taking admission in first round, if participate in second round, but not getting any allotment, in such case the admission taken in 1st round is retained.
4. Candidate after taking admission in first round, if does not participate in second round, the admission taken in 1st round is retained.
5. Selected candidates if not taking provisional admission after being allotted in a round, his/her allotment will stand cancelled and the seat will be treated as vacant for subsequent round. However he/ she can participate in subsequent round.

6. Candidates who have already taken admission in a particular reserved category are not allowed to change to another category in the same college.

## **F. ADMISSION OF STUDENTS**

1. **Candidates who have taken admission in All India Counseling and retained the seat after 2<sup>nd</sup> round All India counseling, are not allowed to surrender the seat and cannot take any admission in state counseling. Legal action shall be initiated against any candidate doing so.**
2. Allotted Candidates shall be provisionally admitted in the OJEE Cell, Gandamunda, Bhubaneswar by submitting the allotment letter, original CLC and other original documents and deposit of required fees. No admission is possible without CLC and fees.
3. Admission fees shall be deposited at in shape of bank draft drawn in favour of "OJEE-2018" issued by any scheduled bank, payable at Bhubaneswar. The name of the candidate and NEET roll number shall be written on the back side of the draft. The dates of such provisional admission will be declared after every round of result declaration. Candidate will receive provisional admission letter along with acknowledgement for submitted documents.
4. After final counseling is over, OJEE will send the list of students admitted along with the admission fees and original documents to the concerned institute.
5. If any amount has to be refunded to the candidates as per rule, it will be done after final admission is over. Candidates have to apply to the Chairman OJEE in plain paper along with the copy of provisional admission letter for such refund.
6. **Institute level activity:** After receiving the list of provisionally admitted candidates, the documents and fees, the authority of the institutions shall complete the final admission process. If a candidate after taking admission in the allotted seat, resigns due to any reasons after the last date scheduled for withdrawal (resignation) and before the completion of the

course he/she has to pay a sum of Rs.1,00,000/- (Rupees one lakh) as a financial penalty. The original documents /CLC will not be returned to the candidate until the penalty is realized. In such case the entire admission fees deposited will also be not refunded.

The admission is subject to fitness of candidate medically, who is to produce a Medical Fitness Certificate at the time of joining.

As per direction of Hon'ble Supreme Court of India dated 16.05.2007 passed in SLP (C) No. 24295/ 2004, SLP (C) No.14356/2005, W.P (C) No.173/2006 and SLP (C) No. 24296-24299/2004. "If any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if her/his explanation is not found satisfactory, the authority would expel her / him from the institution".

7. The academic session will commence from 01.08.2018 unless otherwise notified. The course must start within seven days of final admission date i.e. 31.08.2017.

#### **G. FEE STRUCTURE**

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

The Fees to be deposited shall be as under:

1. For Government Medical/Dental Colleges is Rs. 30,000/- per annum.

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

2. The Fees to be deposited for Private Medical Colleges MBBS course is Rs. 5,50,000/- per annum
3. The Fees to be deposited for Private Dental Colleges is Rs. 2,50,000/- per annum.
4. NRI candidates have to pay four times of the above fees in private colleges.
5. If any candidate is allotted a hostel then the candidate has to deposit the hostel fees existing in the Institution as follows:

- i. Government. Medical/Dental Colleges: Rs.10,000/- per anum.
- ii. Private Medical/Dental Colleges:
  - a. Rs. 18,000/- per year per student (own hostel)
  - b. Rs. 10,000/- per year per student (rented hostel)

**NB: FEE STRUCTURE IS SUBJECT TO CHANGE AS PER GOVERNMENT DECISSIONS FROM TIME TO TIME.**

#### **H. WEEDING OUT RULE**

The documents related to counseling & allotment will be kept preserved by the Convener till **30<sup>th</sup> September 2019 only.**

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