

Government of West Bengal
Department of Health & Family Welfare
MERT BRANCH
Swasthya Bhavan, G.N.-29, Sector-V,
Salt Lake City, Kolkata-700 091.

No. HF/0/MERT/1542/Admn./ME/STM-28-10.

Dated, Kolkata the 25th Oct., 2010.

From : Special Secretary to the Govt. of West Bengal.

To : 1) The Director of Medical Education, West Bengal.
2) The Director of Health Services, West Bengal.

MEMORANDUM

In cancellation and supersession of all previous guidelines/principles regarding admission criteria of Undergraduate, Post Graduate and Post Doctoral students of both stream namely Medical and Dental, the undersigned is directed to convey the approval of this State Government to the following procedures in respect of admission to undergraduate/post Graduate Degree or diploma/or Post Doctoral courses in the Government Institutions of this State. Institute of Child-Health (ICH), Kolkata and Vivekananda Institute of Medical Sciences (VIMS), Kolkata.

1) Admission has to be made on the spot mandatorily during counseling in the Govt. Medical/Dental Colleges /Institutes, ICH and VIMS according to merit list of selected students.

2) An admitted student will have to deposit the original copy of certificate of qualifying examination, original copy of mark sheet of qualifying examination and original copy of 'Medical Registration' Certificate in case of Post Graduate and Post Doctoral courses. Accordingly a MBBS/BDS student will have to deposit his/her '10+2 Examination' certificate and original copy of mark sheet of 10+2 Examination. A 'PG degree/diploma student will have to deposit his/her original copy of MBBS/BDS certificate, original copy of mark sheet of final year of MBBS/BDS Examination' and original copy of 'Medical/Dental Registration' certificate. A 'Post Doctoral' student will have to deposit his/her original copy of MD/MS Certificate, original copy of mark sheet of MD/MS Examination and 'Medical Registration' Certificate.

3) All the above documents required to be submitted by a student will have to be physically deposited to the admitting institution within 10 days of spot admission through counseling, failing which admission will be considered deemed to be cancelled and the seat will be offered to other student during re-counseling. On receipt of original documents from an admitted student, the concerned 'Head of the Institution' will issue a certificate to the candidate indicating the details of documents kept under Institutional custody.

4) If a candidate desires to attend any recounselling session in this State, he/she shall appear in recounselling with the certificate issued to him/her by the 'Head' of admitting institution of the first counseling, showing the details of documents kept under custody of the institution. Subsequently, documents of such a student, in the event of his/her admission to other institution, shall be transferred by the 'Head' of admitting institution

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where at the student was admitted through the first counseling, to the 'Head of admitting institution on the basis of recounselling within 15 days by special messenger under proper receipt with intimation to the student concerned. On receipt of the said documents, the concerned 'Head' of second institution will issue a certificate to the candidate indicating the details of documents kept under institutional custody.

5. If a candidate desires to attend any counseling/recounselling outside this State, the said documents are to be handed over to the candidate under proper receipt subject to the condition that he/she will have to redeposit the said documents at least 3(three) days prior to the date of recounselling. If not redeposited, the seat will be considered deemed to be cancelled and the seat will be offered to other student during recounselling.
6. Original documents of a student will be handed over to him/her only on completion of course to which he/she has been admitted. In case of any discontinuation from the course offered or resignation from that course after recounselling of this State, all original documents deposited by the candidate shall be handed over to him only on payment of a penalty charges as stated below :
 - i) A MBBS/BDS student will be required to pay a penalty charge of Rs. 1,00,000/- (Rupees one lakh) only after which his/her original documents deposited will be released to him/her by the concerned institution.
 - ii) A 'Post Graduate Diploma' student will be required to pay a penalty charge of Rs. 2,00,000/- (Rupees two lakh) only after which his/her original documents deposited will be released to him/her by the concerned institution.
 - iii) A 'Post Graduate' Degree/Post Doctoral student will be required to pay a penalty charge of Rs. 5,00,000/- (Rupees five lakh) only after which his/her original documents deposited will be released to him/her by the concerned institution.
7. In case a resignation is offered by a candidate on the spot during recounselling in this State, he/she shall not be liable to pay any penalty and all original documents deposited in custody of admitting institution on the basis of the first counseling shall be returned to him/her.
8. All the above mentioned principles/criteria shall also be applicable to students of 'All India Quota' and all other quotas including SSKM Trustee quota.
9. All concerned are being informed.

Nabil Ahmad
Special Secretary.