

SETH G. S. MEDICAL COLLEGE, PAREL,
MUMBAI – 400 012.

Instructions to the newly Post Graduate Students admitted for the Academic Year 2024-25 for M. D. / M. S. & Diploma Degree courses at Seth G. S. Medical College.

Congratulations on your selection and Welcome to this College.

The instructions below will help you through the paper work involved in your getting enrolled in the college. Please read the instructions carefully and follow them so as to avoid any inconvenience to you or the office staff.

The Post graduate Section of Seth G. S. Medical College is situated on the ground floor of the College building and it is open for admission purpose between 10.30 A.M. to 01.30 P.M. and 02.00 P.M. to 04.30 P.M. on all working days.

Office Contact No. – 022-24107000 EXT: 7565

While reporting to the college for admission, please get along with you the following..

1. Copy of downloaded NEET–PG-2024 Selection letter and NEET–PG-2024 Mark sheet/Score Card.
2. All original certificates and **Four** self attested copies as per the following list.

(Students have to keep 10 or more sets of attested Xerox copies and scanned copies of all original documents in one **PEN DRIVE (Each document should be below 500 KB)**with them. Because college sends all the original certificates with attested copies to M.U.H.S. which won't be returned to candidate until he/she completes his/her M.D., M.S. & Diploma Degree including one year Bond service)

1. Four passport size colour photographs.
2. Candidate has to submit the **Folder** with original and attested *Xerox* copies of certificates to the clerk in charge of admission for verification at the time of reporting the College.
3. After documents verification, candidate will have to pay the fees in the Cash Section of the College office.
4. After payment of fees candidate will have to take blank undertaking form, agreement form, and get it franked with Rs.100/- adhesive stamp.
5. Candidate will have to fill the application form completely and submit to the clerk in charge along with agreement and undertaking.
6. All M.D. / M.S. / Diploma candidates will be under Bond to serve the Govt. of Maharashtra for 1 year after passing their M.D./M.S./ & Diploma Degree examination or will have to pay penalty of **Rs. 50 Lakhs** along with interest if applicable for the default. (As per DMER rules)
7. Any candidate responsible for lapse of M.D. / M.S. & Diploma Post graduation medical seat will have to pay Additional penalty of Rs.10, 00,000/- (Rupees Ten Lakhs Only). Any such candidate will not be eligible for admission through State Quota for subsequent two academic years, i.e. NEET PG 2025 & 2026 (As per DMER rules)
8. Students seeking admission for M.D. / M.S. and Diploma post graduate courses should complete junior residency tenure, failing which he/she will be required to pay Rs. 10,00,000/- (i.e. for non completion of Junior Residency tenure). However, this is not applicable to the candidate of NEET 2024, resigning the PG registration before the prescribed date which will be notified by DMER.
9. At the time of commencement of residency for (M.D., M.S. & Diploma as the case may be) P.G. students are required to submit P.G. Registration and Enrollment form of MUHS, Nashik University duly signed by the P.G.

registration before the prescribed date which will be notified by DMER.

9. At the time of commencement of residency for (M.D., M.S. & Diploma as the case may be) P.G. students are required to submit P.G. Registration and Enrollment form of MUHS, Nashik University duly signed by the P.G. Teacher and H.O.D. of the concerned Department to post graduate section, college office within seven days of joining of residency.
10. All candidates are required to join the residency immediately. Extension for joining late will not be granted under any circumstances.
11. Students are required to keep valid Identity Card with them. Please collect the identity card from the college office within a month from joining residency.
12. All applications / request letters will be addressed to **Dean, Seth G. S. Medical College** and forwarded through the proper Channel / H.O.D. concerned.
13. Students are hereby informed that residential quarters are limited and only shared accommodation will be provided as per the prevailing situation. They will also have to be abiding by disciplinary rules of Government / MCGM / MUHS and these institutions.
14. Students are requested to contact concerned Warden regarding Hostel accommodation.
15. **CONTACT DETAILS FOR HOSTEL ACCOMODATION**
Dr. Gaurav Naik : 8369669313
Dr. Abhilash Sarvanan: 8088887222

FEE STRUCTURE FOR M. D. M. S. & Diploma POST GRADUATE ADMISSION FOR THE YEAR 2024-25.

Sr. No.	Type of fees	MBBS Passed from MUHS University	MBBS Passed from Other University
A)		Rs.	Rs.
1	Admission fees	1,500/-	1,500/-
2	Tuition fees	1,38,300/-	1,38,300/-
3	Development fees	5,000/-	5,000/-
4	Library fees	1,000/-	1,000/-
		1,45,800/-	1,45,800/-
B)	Gymkhana Fees+Self Finance Unit Fund+Disaster Management Fund	1,978/- (Degree)	1,978/- (Degree)
		1,352/- (Diploma)	1,352/- (Diploma)
C)	Deposit		
1	Library	2,000/-	2,000/-
2	Security	4,000/-	4,000/-
		6,000/-	6,000/-
D)	Enrollment fees		
	For MD / MS & Diploma	4,050/-	14,550/-
2	For Diploma Course	--	12,900/-
	Total amount of fees for Degree course	1, 57,828/- (By D.D.)	1, 68,328/- (By D.D.)
	Total amount of fees for Diploma course	1, 57,202/- (By D.D.)	1, 66,052/- (By D.D.)
E)	Admission Form Fee	590/- (By cash)	590/- (By cash)

● D. D. in favour of: **“Dean, Seth G. S. Medical College, Mumbai”** (with Three Xerox copies.)

● Demand Draft with any 2 Bank Manager’s signature is mandatory and the same Demand Draft will be accepted. So kindly please take note of it.

Note:

1. Late fees of Rs. 50/- per document per week per student will be charged to the candidate towards late submission of documents after one month from cut of date. (As per MUHS Rules)
2. Late fees of Rs. 500/- per student per day shall be charged to the candidate towards late submission of Registration and Eligibility form. (As per MUHS Rules)

APPLICATION FOR SUBMISSION OF ORIGINAL CERTIFICATES TO THE COLLEGE

To
The Dean (G)
Seth G. S. Medical College

Date:-

- 1) Dr. _____ Course: _____ have been provisionally selected through **All India / State Quota 2024** for (Degree / Diploma) at Seth G. S. Medical College, Mumbai.
- 2) I am submitting my original documents with two attested Xerox copies to office, as under (Tick / Cross)

SR. No.	Original documents with two attested Xerox copies	Student Use	Office use
A			
1	Valid Registration certificate from Council / Provisional Registration Certificate / Receipt		
2	Caste Certificate (If applicable)		
3	Caste Validity Certificate (If you don't get caste validity certificate from your state you have to produce letter from competent authority as per proforma given on kem website)		
4	Non-Creamy Layer Certificate valid up to 31/03/2025 for VJ, NT-1, NT2, NT3, OBC, SBC.,SEBC		
5	EWS Certificate		
6	Nationality Certificate / Domicile certificate OR Nativity Certificate OR Residency Certificate		
7	Medical Fitness Certificate		
8	Physically Handicapped certificate (As per the format given in the DMER Brochure		
9	MBBS Passing Certificate		
10	MBBS Degree Certificate / Provisional Degree Certificate		
11	College Leaving Certificate / Transfer Certificate / Same College Continuation Letter (Ann III)		
12	NEET PG 2024 Rank Letter issued by NBE / NEET PG 2024 Mark Sheet		
13	Provisional Allotment Letter / Selection Letter		
14	Deputation certificate / N O C for In-service candidates		
15	Internship completion certificate on or before 15/08/2024 / Provisional Internship Certificate		
16	Attempt certificate of all examination in Degree course from Head of Institute.		
B			
17	Migration certificate issued by the respective University (If applicable)		
18	Self Educational Gap (after qualifying Degree) Rs.100/- Affidavit by student certified by Executive Magistrate / Notary (If applicable)		
19	Affidavit for change in Name – A copy of Govt. Gazette, Marriage Registration Certificate		
C			
20	NEET PG 2024 Admit card issued by NBE		
21	M C I Recognition Certificate		
22	All MBBS Mark sheets along with One Xerox Set		
23	Birth Certificate or SSC Passing Certificate (Only One Xerox Copy)		
24	Aadhar Card and Election Card or Ann 'C' / (Only One Xerox Copy)		
25	Bond release certificate if applicable / Undertaking (Only One Xerox Copy)		
26	Online downloaded Application form for State NEET PG 2024		

- 3) Please give me the acknowledgement for the same.

Yours faithfully

List of Pending documents

- | | |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

Signature : _____
 Mobile No.: _____
 Father's Mobile No.: _____
 Mother's Mobile No.: _____

ACKNOWLEDGEMENT

Dean
Seth G. S. Medical College
Parel, Mumbai 400 012.

Note:

A candidate must be medically fit to undergo the Medical Postgraduate Courses (NEET-PG 2024) applied for. The medical fitness must be certified by a Registered Medical Practitioner in the prescribed Proforma, as given above on a **Letterhead**.

CERTIFICATE OF MEDICAL FITNESS

This is to certify that I have conducted clinical examination of
Dr. who is
desirous of admission to Medical Postgraduate Courses.

He/she has not given any personal history of any disease incapacitating him/her to undergo the professional course. Also, on clinical examination it has been found that he/she is medically fit to undergo the medical postgraduate course (NEET-PG 2024).

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

Address of the Registered Medical Practitioner	Signature
	Name
	Registration No.
	Seal of Registered Medical Practitioner
Date	

OFFICE THE _____

Outward No.:-

Date:-

TO WHOME IT MAY CONCERN

CERTIFICATE

This is to certify that, the Caste Certificate No.

Dated..... Issued to Mr./Miss

by the Tahsildar / Magistrate / Is Valid.

Further, it is stated that there is no provision of Issuing separate Caste Validity Certificate in State

Office Seal/Stamp

Signature of Tahsildar/Magistrate/Issuing Authority

.....

कार्यालय _____

जाचक क्र.

दिनांक:

जो कोई भी इससे संबंधित है उसके लिए

प्रमाणपत्र

प्रमाणित किया जाता है की, श्री / कुमारी.....
इनको, तहसीलदार/जिल्हा मेंजिस्ट्रेट/..... कार्यालय
द्वारा निर्गमित किया हुआ जात प्रमाणपत्र क्रमांक
दिनांक..... वैध है।

तथा, राज्यमें अलगसे
जात वैधता प्रमाणपत्र निर्गमित करने का कोई प्रावधान नहीं है।

कार्यालयकी गोहोर

तहसीलदार/जिल्हा मेंजिस्ट्रेट/
तथा संबंधित अधिकारी के हस्ताक्षर