



GOVERNMENT OF NCT OF DELHI  
**MAULANA AZAD MEDICAL COLLEGE**

And Associated Lok Nayak, G. B. Pant Hospital & Guru Nanak Eye Centre,  
2-B.S.Z. Marg, New Delhi-02  
**(Academic Branch)**

**Instruction For Admission in PG(MD/MS/Diploma) - All India  
Quota Students**

**(Admission Process will be done in Room No.- 114)**

Two Demand Drafts in favour of “Registrar, University of Delhi” payable at Delhi, amounting to Rupees as under:-

**1. 15,600/- for all category (Gen/SC/ST/OBC/PwD) for Annual Tuition Fee & other fee for 1st year of the course.**

**2. 1500/- for Gen/OBC Category, 1000/- for SC/ST Category, Nil for PwD category, for cost of the Bulletin of Information and Application form for admission to PG courses.**

- a) Submit Photocopy of Provisional Allotment Letter, Admit Card, Rank Letter and Registration Slip.
- b) Download the **Proforma For Admission to 1<sup>st</sup> Year MD/MS/Diploma Course** from the college website (**www.mamc.ac.in**) duly filled by the student and submit to the branch.
- c) Also download the proforma of Surety Bond from website. (Notarized Surety Bond will be submitted to University of Delhi).
- d) Take the Original Copy of proforma duly signed by Dean.
- e) Then go to Delhi University with original documents and Demand Drafts (mentioned in proforma) for completion of admission formalities and come back to college.
- f) Deposit Rupees 10075/- in Syndicate Bank (In **MAMC Campus Opposite Central Library**) through Challan available at bank.
- g) Submit photocopy of above said Bank Challan with Provisional Admission Letter provided by Delhi University.
- h) Receive the file from Academic Section MAMC and fill all the details mentioned in the file. File will be filled by students in his/her own handwriting in Capital Letters.
- i) Submit the duly filled file with one Set of self attested documents (MBBS Marksheet -I, II, III, IV year, MBBS Degree, ICC, DMC/SMC Registration

Certificate, Caste Certificate, PH Certificate, Surety Bond)

- j) Then complete the ON-LINE admission process with Reporting Officer, MAMC.
- k) After completion of all process receive the On-Line Admission Letter duly signed by Dean.
- l) Then go to University of Delhi and submit the photocopy of the admission letter.

# **Instructions for Admission in PG(MD/MS/Diploma)**

- 1. Submit Photocopy of Provisional Allotment Letter, Admit Card, Rank Letter, and Registration Slip in Room No.-114.**
- 2. Fill the Performa which is provided by the college and submit the same to Room No. 114.**
- 3. Take the Original Copy of Performa duly signed by Dean.**

**Then go to Delhi University with original documents/Demand Drafts for completion of admission formalities and come back to college.**

**Then Follow these steps:-**

- 1. Deposit Rupees 10075/- in Syndicate Bank (In MAMC Campus Opposite Central Library) in PLA A/C No.-  
Contact Room No. 114 with the following documents:-**
  - 1. Photocopy of above said Bank Challan.**
  - 2. Photocopy of Document Submission Letter, Provisional Admission Letter provided by Delhi University.**
  - 3. One Set of attested documents (MBBS Marksheet (I, II, III, IV year), MBBS Degree, ICC, DMC/SMC Registration Certificate, Caste Certificate, PH Certificate)**
  - 4. Fill all the details in a file provided to you by the office.**
  - 5. Submit the file and complete ON-LINE admission process.**
  - 6. After completion of all process receive the admission letter duly signed by Dean.**

**Report to Delhi University with ON-LINE Admission Letter.**

**PROFORMA FOR ADMISSION TO 1<sup>st</sup> YEAR MD/MS/MDS/DIPLOMA COURSE  
UNDER 50% ALL QUOTA FOR THE ADMISSION YEAR 2017**

**NAME OF THE INSTITUTE MAULANA AZAD MEDICAL COLLEGE**

This is to certify that I Dr. \_\_\_\_\_ Son/Daughter/Wife of Mr./Dr.  
\_\_\_\_\_ R/o \_\_\_\_\_  
\_\_\_\_\_ bearing Roll No.

\_\_\_\_\_ have been placed at category Rank No. (UR/OBC/SC/ST/PH) \_\_\_\_\_  
allotted seat \_\_\_\_\_ based on NEET-PG/MDS 2017 for admission to  
MD/MS/MDS/Diploma Course for the Session 2017-2019/20.

**Date & Time of reporting at the College/Institute.**

Date: \_\_\_\_\_ Time \_\_\_\_\_.

**INSTRUCTIONS TO THE CANDIDATE**

**STEP ONE:-**

The Candidate is required to contact the Joint Registrar, Faculty of Medical Sciences (Tel: 27667647), North Campus, V.P. Chest Institute, 6<sup>th</sup> Floor, University of Delhi, Delhi- 7. (Near - Delhi University, Metro Station) to complete the required admission formalities.

The following **Original Certificates** will be deposited in the Faculty of Medical Sciences.

1. Admit Card issued by NEET-PG.
2. Result issued by NEET-PG.
3. Provisional allotment letter issued by MOHFW.
4. Mark Sheets of MBBS/BDS 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Professional Examination.
5. MBBS/BDS Degree Certificate.
6. Internship completion Certificate/ Certificate from the Head of the Institution of College that the candidate will be completing the internship by 31<sup>st</sup> March, 2017.
7. Permanent/Provisional Registration Certificate issued by MCI or DCI/State Medical or Dental Council.
8. High School/Higher Secondary Certificate/Birth Certificate as proof of Date of Birth.
9. The Candidate should also bring the following certificate, if applicable.

m) SC/ST Certificate issued by the competent authority and should be in English or Hindi language Sub caste should be clearly mentioned in the certificate.

n) OBC certificate issued by the competent authority. The sub caste should tally with the Central List of OBC. The OBC candidate should not belong to Creamy Layer.

o) Orthopaedic Physical Disability Certificate issued from a duly constituted and authorized Medical Boards. No other PwD certificate, issued by any other Authorities/Hospital will be entertained.

10.1 Two Demand Drafts in favour of "Registrar, University of Delhi" payable at Delhi, amounting to Rupees as under:-

- i. **15,600/- for all category (Gen./SC/ST/OBC/PwD) for Annual Tuition Fee & other fee for 1<sup>st</sup> year of the course.**
- ii. **1500/- for Gen./OBC Category, 1000/- for SC/ST Category, Nil for PwD category, for cost of the Bulleting of information and Application form for admission to PG course.**

11.1 Surety Bond of Rs. Five (05) Lakh (copy enclosed).

12.1 Three Passport Size Photograph (Self attested).

13.1 Two set of Photocopies of all above documents (Self attested).

**STEP TWO:-**

The candidate is required to contact the concerned Principal/Head of the College/ Institution immediately after completion of formalities at Faculty of Medical Sciences with the admission/ assignment letter, failing which his/her seat may be cancelled.

Once set of the Photocopies of all the certificates will be deposited at the respective College/ Institution.

**Undertaking**

I have read the above instructions carefully and I shall report back to the Principal/ Head of the concerned College/Institution after completion of the formalities by the Faculty of Medical Sciences immediate.

**Signature of Candidate & Date**

**Forwarded to:-**

The Dean, Faculty of Medical Sciences, University of Delhi, Delhi- 110007, with a request for completion of admission formalities, if the candidate is found eligible, an assignment letter be issued to him/her to report to the concerned College/Institution.

**Signature of the Principal/Head of the  
Institute/college with Stamp**



UNIVERSITY OF DELHI  
FACULTY OF MEDICAL SCIENCES

6<sup>th</sup> Floor, V.P.C.I. Building, Delhi - 110 007

Phone: 011-2766 2764, website: [www.fmsc.ac.in](http://www.fmsc.ac.in), E-mail - [dean\\_medical@du.ac.in](mailto:dean_medical@du.ac.in)

FMDS/247/PG/ADM/2017/

24.03.2017

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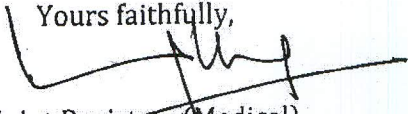
**Sub.: Admission checklist for admission to Post-graduate (Degree/Diploma) courses  
Session-2017.**

Dear Sir,

As aware that admissions to MD/MS/Diploma/MDS courses in colleges/institutes affiliated to University of Delhi for the session 2017 are being done online. Accordingly, candidates are required to report to the allotted college/institute/hospital alongwith his/her original documents, Provisional Allotment letter issued by MCC and Provisional Admission cum Fees Slip of the Faculty of Medical Sciences for verification and completion of admission process.

In this regard, please find enclosed herewith a checklist of essential documents to be submitted by the candidates for verification by the Institute. Further, it is requested that the enclosed check list be displayed on Notice Board for information of the all concerned.

Yours faithfully,

  
Joint Registrar (Medical)  
E-mail: [drfmisc@gmail.com](mailto:drfmisc@gmail.com)

**Encl.: as above.**  
List overleaf

