

GOVERNMENT MEDICAL COLLEGE, KHANDWA, (MP)

Advisory for candidates taking admission to Under-Graduate Course.

Candidates should go through <https://mcc.nic.in/UGCounselling/> or <https://dme.mponline.gov.in> for the detailed admission instruction Following set of instruction is for procedural help:

- A. Take a print out of all the forms (whichever is applicable) annexed with this document and bring duly filled forms.
- B. Bring "3" duly filled printout of the "certificate of scrutiny committee"
- C. Bring all the original documents.
- D. Bring one color photocopy and one black & white (B/W) photocopy of all the documents (As original documents will be submitted, get enough photocopies done for future use prior to submission of documents.)
- E. Bring three plastic folder for keeping documents.
- F. Bring a CD having soft copy of all the documents with your name and admission year mentioned over it (Use permanent CD marker).
- G. Please arrange your documents in plastic folder strictly in the following

Order :- (ORIGINAL + 1SET COLOUR PHOTOCOPY + 1 SET B/W PHOTOCOPY)

1. Certificate of Scrutiny committee
2. Allotment letter (colored copy)
3. NEET marks sheet/Rank letter
4. Admit card /Roll no
5. 10th Mark sheet & Certificate
6. 12th Mark sheet & certificate
7. M.P. Bonafied Resident & Nationality Certificate
8. Income Certificate (Parents)
9. Aadhar Card
10. Caste Digital Certificate (For S.C./S.T./O.B.C./E.W.S)
11. Gap Affidavit, if any, on non-judicial stamp of Rs.10/- which is made by Notary
12. School leaving Certificate
13. Migration Certificate
14. Freedom fighter Certificate (if any)
15. Military personnel Certificate (if any)
16. Physical handicapped Certificate (if any)
17. Proof of below poverty line Certificate (if any)
18. Proof of Green Card Holder Certificate (if any)
19. Medical fitness certificate*

20. Bond (Seat leaving)
 21. Bond (rural Service)
 22. Affidavit
 23. Character Certificate
 24. "10" self-addressed envelopes with postage stamp affixed
 25. Any other certificate
 26. CD with soft copy of all above documents
 27. "30" recent passport size colored photograph (front view with both the ears clearly visible) with name, application no. and merit no. written with bluw point at the back of the photograph and
One 4 × 6 cm size colored photograph (front view with both the eras clearly visible).
- H. Keep adequate balance in your bank account for paying tuition fees.
- I. After completing all formalities with scrutiny committee, please obtain admission letter and deposit fees on line as instructed on <https://dme.mponline.gov.in> in the Account section of GMC Khandwa
- J. Regularly visit the website <https://dme.Mponline.gov.in> and college website www.gmckandwa.org for latest updates.
- Note: Admission is provisional and will be finalized only on production and verification of all Original documents & Medical Fitness Certificate.
- K. After deposition of fees & documents kindly obtain Eligibility Certificate /Enrolment form. The application form of eligibility certificate / Enrolment form is available on <http://mpmsu.edu.in> website completed form for eligibility Enrolment forms, Should be deposited in student section for further office work.
- L. For Girls Hostel please contact Dr. Seema Sutay
- M. For boys Hostel Please contact Dr. Vineet Gohiya
- N. While coming for admission process follow COVID-19 safety and security protocols.
- O. Please always maintain safe/physical/social distancing during your visit to college for admission process.
- P. Wearing Mask is compulsory.
- Q. Please if possible, candidate should accompany with only one guardian to the college Campus.
- R. At times admission process can take time (2 days), please come prepared.