

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

Instruction to the newly Post graduate admitted for the academic year 2015 – 2016 for MD / MS Degree & Diploma courses & DM / MCH Degree course at Seth G. S. Medical College.

Congratulations on your selection and welcome to this College.

The instructions below will walk you through the paperwork 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 (College office) of the Seth G. S. Medical College is situated on the ground floor of the College building and for admission purposes is open between 11.00 a.m. and 1.00 p.m. and 2.00 p.m. and 3.30 p.m. on all days (except Sundays, Public holidays and 2nd Saturdays and 4th Saturdays)

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

1. Selection letter / Rank letter / Score card
2. All original certificates and three attested copies (self attested not allowed) of each of them as per the following list. **(Students have to keep 10 or more set of Xerox copies of all certificates with them. College has to send all the original certificates with attested copies to M.U.H.S.)**

Sr. No	List of Original Documents with Three sets of attested copies
1	Nationality certificate / Domicile certificate, or valid Original passport with Three photo copy (Don't attest passport copies)
2	High School / Higher Secondary / Birth Certificate
3	Selection letter / Rank letter
4	Entrance Marksheet /Score letter
5	Passing / Degree certificate of qualifying examination.
6	Admit Card issued by N.B.E.
7	All Mark sheets of MBBS
8	Internship completion certificate on or before 31.03.2015
9	Valid Registration certificate from Council.(Provisional Registration certificate will not be considered)
10	Caste Certificate (If applicable)
11	Caste Validity certificate (If you don't get cast validity certificate from your State you have to produce letter from competent authority that don't issue cast validity certificate)
12	Non-Creamy Layer certificate valid upto 31/03/2015 for VJ,NT-1, NT2, NT3, OBC, SBC. (If applicable)
13	College Leaving Certificate / Transfer Certificate
14	Attempt certificate of all examination in Degree course from Head of Institute.
15	Affidavit for change in Name – A copy of Govt. Gazette, Marriage Registration Certificate.
16	Migration certificate issued by the respective University (If applicable)
17	Self Educational Gap (after qualifying Degree) Affidavit by student certified by Executive Magistrate / Notary (If applicable)
18	Medical Fitness and Physically Handicapped certificate (As per the format given in the DMER Brochure)

Note: 1. Late fees of Rs. 50/- per week per students will be charged to the candidate towards late submission of documents after one month from cut of date.

2. Late fees of Rs. 500/- per day shall be charged to the candidate towards late submission of Registration and Eligibility form.

**FEE STRUCTURE FOR MD / MS / DIPLOMA / DM AND MCh POST
GRADUATE ADMISSION FOR THE YEAR 2015-2016.**

Sr. No	Type of fees	All Category except SC Category (MUHS University)	All Category except SC Category (Other University)	SC Category (MUHS University) *	SC Category (Other University) *
A)		Rs.	Rs.	Rs.	Rs.
1	Admission fees	1,500/-	1,500/-	-	-
2	Tuition fees	58,500/-	58,500/-	-	-
3	Development fees	5,000/-	5,000/-	-	-
4	Library fees	1,000/-	1,000/-	-	-
		66,000/-	60,000/-	-	-
B)	Gymkhana	1,750/-(Degree)	1,750/-(Degree)	1,750/-(Degree)	1,750/-(Degree)
		1,200/-(Diploma)	1,200/-(Diploma)	1,200/-(Diploma)	1,200/-(Diploma)
C)	Deposit				
1	Library	2,000/-	2,000/-	2,000/-	2,000/-
2	Security	4,000/-	4,000/-	4,000/-	4,000/-
		6,000/-	6,000/-	6,000/-	6,000/-
D)	Enrollment				
1	If MBBS from MUHS for PG Degree & Diploma	2,500/-	NIL	2,500/-	NIL
2	If MBBS from other University (For PG degree course)	NIL	9,000/-	NIL	9,000/-
3	If MBBS from other University (For PG Diploma course)	NIL	8,000/-	NIL	8,000/-
	Total amount for Degree course	76,250/-(By D.D.)	82,750/-(By D.D.)	10250/-(By D.D.)	16750/-(By D.D.)
	Total amount for Diploma course	75,700/-(By D.D.)	81,200/-(By D.D.)	9700/-(By D.D.)	15200/-(By D.D.)
E)	Admission Form Fee	525/- (By cash)	525/- (By cash)	525/- (By cash)	525/- (By cash)

*** Freeship Benefit of SC Category will be given to a Resident in Maharashtra Only (Every Year students have to fill up the freeship from within college prescribe date otherwise students have to pay the full Course fees)**

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

Note: 1. Late fees of Rs. 50/- per week per students will be charged to the candidate towards late submission of documents after one month from cut of date.

2. Late fees of Rs. 500/- per day shall be charged to the candidate towards late submission of Registration and Eligibility form.

- 1 Four passport size color photographs.
- 2 Once you report to the college office as per list of documents, please submit the folder with original and attested certificates to the clerk in charge of admission for verification.
3. Once verified, the clerk will provide you blank agreement form and ask you to pay the fees in the Cash Section of the College office.
4. After payment of fees you have take blank agreement form, undertaking form and get it franked with Rs.100/- adhesive stamp
5. You have to fill the application form completely and submit to the clerk incharge alongwith agreement and undertaking.
6. All students (For MD/MS/Diploma candidate, PGM-CET and AIEECET) seeking admission to postgraduate courses will be under Bond to serve the Government of Maharashtra for 1 year after completion of post graduate studies or will have to pay Rs. 50 lakhs for the default. In case of all DM/M.Ch candidates, they will be under Bond to serve the Govt. of Maharashtra for 1 years after completion of graduate studies or will have to pay Rs. 2 Crore in default. The Bond default rates are subject to change as per the decision of DMER/ Govt. of Maharashtra.
7. Any candidate responsible for lapse of Post graduation medical seats will have to pay Additional penalty of Rs. 10,00,000/- as stated in 15.7 Any such candidate will not be eligible for appearing at succeeding two PGM-CET i.e. PGM-CET 2016 and 2017 as per 15.7 (Prescribed by DMER).
8. Students seeking admission for 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 PGM-CET 2015/MHSSCET 2015, resigning the PG registration before the prescribed date (Prescribed by DMER).
9. At the time of commencement of residency (typically on 02.05.15 for MD/MS and Diploma and 01.08.15 for DM. and MCh as the case may be) P.G. students are required to submit P.G. registration and enrollment form of MUHS, Nashik University (you have to download this form from www.muhsnashik.com), 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 the candidates are required to join the residency immediately as per dates mentioned above. 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 form joining residency.
12. P.G. students (degree courses) are required to submit the name of topic of dissertation within six months of admission with recommendation of Ethics Committee.
13. All applications/request letters will be addressed to Dean, Seth G. S. Medical College and forwarded through the proper channel/H.O.D. concerned.
14. 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 abide by disciplinary rules of Government/MCGM/MUHS and these institutions.
15. Students are requested to contact concerned Warden regarding Hostel accommodation.