Seth GSMC & KEM Hospital

Fellowship Courses AY 2021-2022

Vacant Seat Position on 30th May 2022

Sr. No	Name of the Fellowship Course	Intake Capacity	Filled seat	Vacant seat
1	Pediatric Anesthesia	2	1	1
2	Cardiovascular Anesthesia	2	1	1
3	Neuro Anesthesia	2	2	0
4	Pain Medicine	2	2	0
5	Regional Anesthesia	2	2	0
6	GI Anesthesia	2	0	2
7	Clinical Nephrology	2	2	0
8	Prevention & Control of Infectious Disease	2	2	0
9	Minimal Access in Pediatric Surgery	2	0	2
10	Uro Pathology	2	0	2
11	Pediatric Pathology	2	0	2
12	Neuro Pathology	2	2	0
13	GI & HPB Pathology	2	2	0
14	Cytopathology	2	1	1
15	Cardiovascular Pathology	2	0	2
16	HPB Surgery	2	2	0
17	Minimal Access Surgery	2	0	2
18	Deaddiction	2	2	0
19	Pediatric Neurology & Epilepsy	2	1	1
20	Pediatric Intensive Care	2	2	0
21	Clinical Genetics	2	0	2
22	Body Imaging (CT MRI of Chest & Abdomen)	2	2	0

Seth GSMC & KEM Hospital

Fellowship Courses AY 2021-2022

Vacant Seat Position on 30th May 2022

23	Ultra Sonography and colour Doppler	2	2	0
24	Interventional Neuro Radiology	2	1	1
25	Vascular & Int Radiology	2	2	0
26	Diagnostic Neuro Radiology	2	2	0
27	Hepatology	2	1	1
28	Neonatology	2	2	0
29	Diagnostic Dermatology	2	0	2
30	Otology (ENT)	1	1	0
31	FESS & SB (ENT)	1	0	1
32	Laryngology	1	0	1
33	Critical Care Medicine	2	1	1
34	Drug Development	2	0	2
35	Epilepsy	2	1	1
36	Brest Surgery	2	0	2
37	IP&CSRHAI	2	0	2
38	Dialysdialysis medicine	2	0	2
39	Assisted Reproductive Techniques	2	0	2



महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक

Maharashtra University of Health Sciences, Nashik

दिंडोरी रोड, म्हसरुळ, नाशिक - ४२२००४, Dindori Road, Mhasrul, Nashik- 422 004

Phone: 0253-2539156, 2539197

E-mail: fccc@muhs.ac.in Web.: www.muhs.ac.in

डॉ. कालिदास द. चव्हाण

एम.बी.बी.एस., एम.डी. (न्यायवैद्यकशास्त्र) ,पीएच.डी.,डी.एससी

कुलसचिव

Dr. Kalidas D. Chavan

M.B.B.S., M.D. (Forensic Medicine), Ph.D., D.Sc

Registrar

MUHS/UDC/FC.CC/343/2021

Date:27/05/2021

CIRCULAR

Sub: To carry out admission process on the vacant seat(s) available for admission to Fellowship & Certificate Course(s) for the A.Y. 2021-22 at affiliated Training Center Level round regarding...

Ref.:- 1) University Direction No. 05/2017 (Ammended)

- 2) University Admission Notification No. 39/2021 dated 08/12/2021
- 3) University Circular No. MUHS/UDC/FCCC/875/2021 dtd. 30/12/2021
- 4) University Circular No. MUHS/UDC/FCCC/25/2022 dtd. 27/01/2022
- 5) University Circular No. MUH-S/UDC/FCCC/57/2022 dtd. 04/02/2022
- 6) University Circular No. MUHS/UDC/FCCC/70/2022 dtd. 18/02/2022
- 7) University Circular No. MUHS/UDC/FCCC/174/2022 dtd. 24/03/2022
- 8) University Circular No. MUHS/UDC/FCCC/180/2022 dtd. 30/03/2022
- 9) University Circular No. MUHS/UDC/FCCC/252/2022 dtd. 25/04/2022

With reference to the above cited subject and references, this is to inform you that, the University has conducted Centralized online admission process upto MOP UP Round for admission to Fellowship and Certificate Course(s) for the A.Y. 2021-22 at University level. However, number of the seat(s) of Fellowship and Certificate Course(s) at some affiliated Training Center(s) are still vacant for the A.Y. 2021-22. Such affiliated Training Center(s) has requested to the University to grant the permission to fill up the said vacant seat(s) at concerned affiliated Training Center level round.

Accordingly, on the basis of request(s) received from many aspirants' applicants and Training Centre(s), it is decided by the University to allow the affiliated Training Center(s) to fillup vacant seat(s) available for admission to Fellowship and Certificate Course(s) for the A.Y. 2021-22 after University MOP UP Round as per the rules and programme prescribed by the University.

Hence, Affiliated Training Center(s) are hereby directed to carryout the admission process strictly as per the University rules and shall adhere with the Eligibility and Merit Cirteria as prescribed by the University for Admission to Fellowship and Certificate Course(s) for the A.Y. 2021-22. The admission given by the affiliated Training Center to any candidate, who is not fulfilling the eligibility criteria as prescribed by the University, shall not be considered and will be rejected, kindly note.

The applicants willing to apper for admission process at Training Center Level round <u>shall</u> <u>submit the application form with all concerned documets to the concerned Affilaited</u> <u>Training Center</u> and shall remain present at their own cost at the respective Training Center(s) as per the programme and time schedule prescribed by the University.

- 1) <u>Application Form Format (to be submitted by the applicant to the respective Training</u> Center)
- 2) Eligibility Criteria of applicant for admission to Fellowship & Certificate Course(s)
- 3) Merit Criteria to be observed by the respective affiliated Training Center(s)
- 4) Provisional Vacant Seat position available at various affiliated Training Center(s).

- 5) Click here to download the list of documents prescribed by the University to be submitted at the respective Training Center(s)
- 6) Fees Structure and Refund of Fees policy.
- 7) <u>Provisional Time Schedule to be followed by Training Center(s) to carry out admission process at Training Centre Level Round.</u>
- 8) <u>List containing Affiliated Training Center address, Conact person email and other details.</u>
- 9) Provisional List of Fellowship & Certificate Course(s) with Eligibility Criteria
- 10) Click here on this link https://muhs.unisuite.in/ to Pay Application Form Fee Rs. 3,000/-

(Non Refundable)

11) Online Payment Instructions Mannual to Pay Application Form Fee Rs. 3,000/-

Further, all the affiliated Training Center(s) shall verify and confirm the vacant seat position at their respective Training Center after the University MOP UP Round published by the University, failing which, the Training Center shall be held responsible for academic or financial loss, if any; incurred in such event.

Furthermore, it is the duty of the concerned affiliated Training center to carry out the said admission process in the transparent and accountable manner. The University shall have right to appoint the Observer to any of affiliated Training Center(s) to verify the smooth functioning of said admission procedure.

It is pertinent to note that; all the concerned affiliated Training center has to follow the Time Schedule as prescribed by the University in toto. It is mandatory for the affiliated Training Center to communicate the list of student(s) applied for course by e-mail on fccc@muhs.ac.in to the University before publishing the Primary Temporary General Merit List on their Notice Board / website as per prescribed time schedule.

It is made clear that, for this Academic Year 2021-22, as the Fellowship & Certificate Course(s) has already started for those applicant(s) who has taken admisson in Centalized Onlined Admission Procedure conducted by the University. Hence, the eligible candidate(s) who so ever takes admission now, in this admission process to be conducted by the Training Center Level round will be eligible to appear for Final University Examination as per terms and conditions applicable for term extention.

In order to get the necessary information and update, all the desirous candidates/applicant(s) & affiliated Training center shall visit the University website regularly for further updates.

Kindly note and do the needful by bringing this Circular to the notice of all concerned.

Sd/-

Registrar

The Dean/Principal/Director/HOD/ Co-ordinator,

All Affiliated Training Centre(s)
Conducting Fellowship & Certificate Course(s),
MUHS, Nashik.

Copy to:

- 1. Hon'ble Vice-Chancellor Office, MUHS, Nashik
- Hon'ble Registrar Office, MUHS, Nashik
- 3. The Controller of Examinations Office, MUHS, Nashik
- 4. The Director, Planning Board, MUHS, Nashik
- 5. The H.O.D., Eligibility Section, MUHS, Nashik
- 6. The H.O.D. Computer Section, MUHS, Nashik.

Time Schedule for Admission Process at Affilaited Tarining Center Level Round to fill up vacant seats available for Fellowship and Certificate Course(s) for the A.Y. 2021 - 22

<u>Sr.</u> No.	Activities to be performed by affiliated Training Center	<u>Date</u>
01	University Circular published on MUHS website regarding Time Schedule for admission process to be followed by affiliated training centre to fill up vacant seats available for Fellowship and Certificate course(s) for the A.Y. 2021-22 at their level.	27/05/2022
02	The Dean/Principal/HOD/ Co-ordinator of affiliated Training Centre(s) are requested to check the Seats Vacancy Position Matrix After MOP UP Round published by the University. If any Query, Kindly intimate to the University via email on fccc@muhs.ac.in .	31/05/2022 Upto 12.30 pm
03	Publication of Provisional List of Training Centre-wise Seats Vacancy Position Matrix After MOP UP Round; if any amendments.	03/06/2022
04	Commencement date to invite Application Form and Rs. 3,000/- (Click on this link https://muhs.unisuite.in/ to Pay Application Form Fee Rs. 3,000/- (Non Refundable)) alongwith hard copy of self-attested Photo Copy of necessary documents to the Training Center as prescribed. (Note: Above link will be available on 06/06/2022)	06/06/2022 To 17/06/2022
05	Last date of submission of Application Form and Fee Receipt of Rs. 3,000/- along-with hard copy of self-attested Photo Copy of necessary documents to the concerned Training Center as prescribed.	17/06/2022 Upto eve. 05:00 p.m.
06	Scrutiny of the applications strictly as per Merit Criteria prescribed by the University.	20/06/2022 To 23/06/2022
07	Last date to convey the list applied candidate including their Merit Criteria (As per the format provided by the University) and submit the Rs. 3,000/-application form fee details received from the candidate(s) to the University	24/06/2022
08	Publications of Primary Temporary General Merit List on the Notice Board / website of affiliated Training Center.	27/06/2022
09	To call for Objection/Suggestions, if any; to concerned Training Center	27/06/2022 To 29/06/2021 Upto eve. 05:00 p.m.
10	Publications of General Merit List on the Notice Board / website of affiliated Training Center and issuance of Allotment Letter to concerned seat allotted candidates.	30/06/2022
11	Click on this Link https://muhs.unisuite.in/ to pay 25% Administrative Fee for those candidate who Joined concerned affiliated Training Centre. (Note: Above link will available on 30/06/2022)	30/06/2022 To 06/07/2022
12	Last date to join and submit the communication regarding Retention of Seat at the concerned Training Centre.	06/07/2022

13	Academic Year Start (Course Commencement) Date	07/07/2022 Training Center has to communicate the list of admitted student(s) to the University on e-mail: fccc@muhs.ac.in
14	Admission Cut-Off date	As notified by the University from time to time
15	Regarding Eligibility proposals	As notified by the University from time to time
16	Term end University Examination	Eligible candidate (s) shall be allowed to appear for final University Examination as per terms and conditions applicable for Term Extention.

Important Note:

- 1) University reserves the right to amend the above Time Schedule.
- 2) While confirming the application for admission to Fellowship / Certificate Course(s), all the concerned should note the same and act accordingly.



Online Fees Payment Process for Application Form Fees For Fellowship And Certificate Courses

Stages (Short Note):

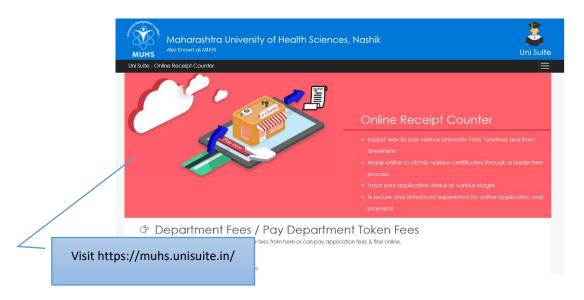
(for detailed instructions refer User Guide section)

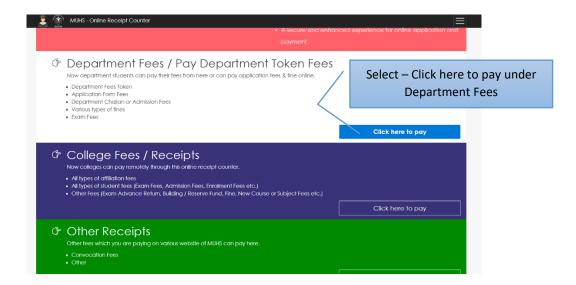
- Visit: https://muhs.unisuite.in/ for online Payment
- Under College Fees / Receipts Section Click on "Click here to pay"
- Select "Get New Fees Token" if you don't have pre generated Fees Token, if yes then Select "I have a token" Fees Token: is the request number generate for single purpose and can be used latter on to pay the same. The request number OR Token number can be used for the future reference for payment or receipt download and same will be sent to your email & SMS as well. once Generated you can use fees token to pay fees or download the receipt latter on
 - o "I have a token":
 - Select "Pay Now" then enter your fees token number and Captcha and click Search and Proceed
 - Verify your contact details with OTP, check all the details, accept the terms and conditions and follow the instructions for payment.
 - Once the payment is done you will receive the downloadable University Receipt as well as over the email. if needed you can submit the copy of this receipt (only if needed or asked)
 - "Get New Fees Token":
 - Select "Generate Fees Token" provide the required data as per the following instructions and generate the fees token. [Please refer to user guide for particular selection details]

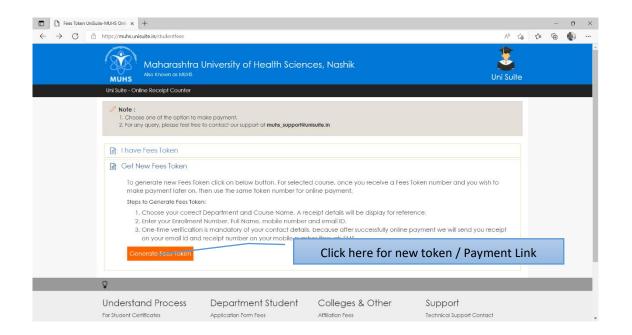
Important Notes:

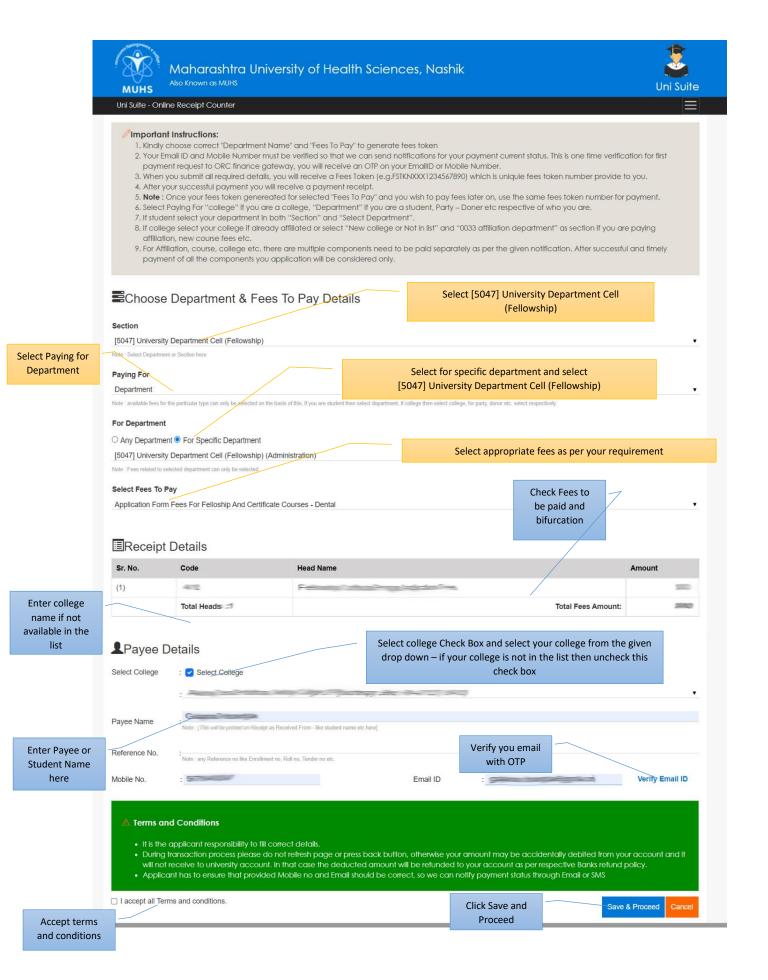
- You will receive the direct payment link to your email with the generated token which can be use to make payment latter on or to redownload the receipt again.
- If you chose to pay through NEFT/RTGS there is a different account number per transaction.
- For any kind of payment related support or query please drop the email at: muhs support@unisuite.in
- There are detailed instructions written on the web portal kindly read and follow the same carefully.
- In case the payment deducted but you did not receive any receipt. It is highly recommended to wait for 1 or 2 hours before any next attempt. you will receive receipt over the email in case the transaction status updates to success. Or it will be rejected and refunded after 2-hour period.
- You can use same token (link) for multiple time till the successful payment or as long as the Token is valid.
- There is a fix validity or expiry for the token and you will have to pay the fees before the validity ends. The same is displayed on the summery page as well.

User Guide: "Generate New Fees Token"

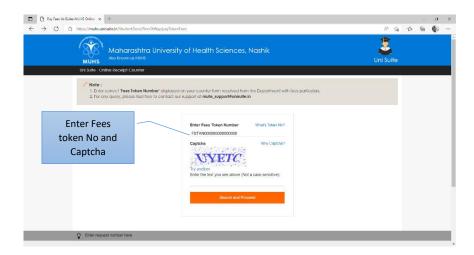


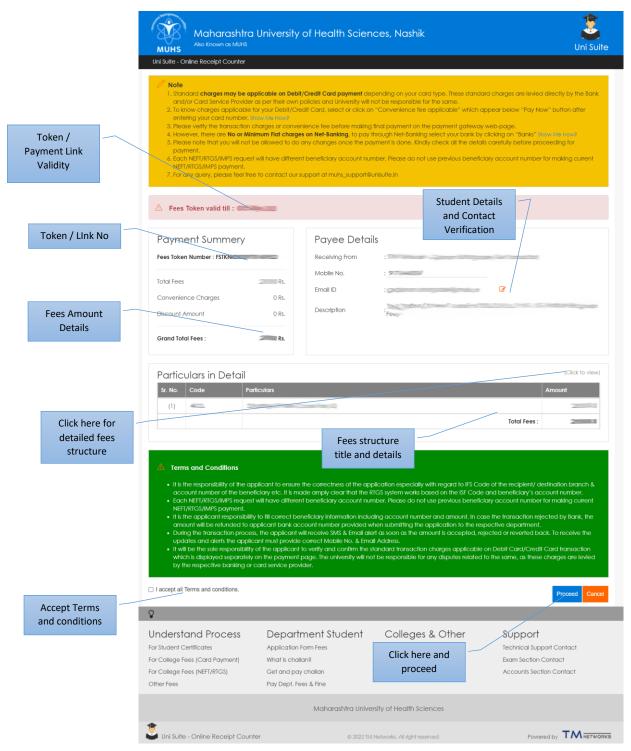


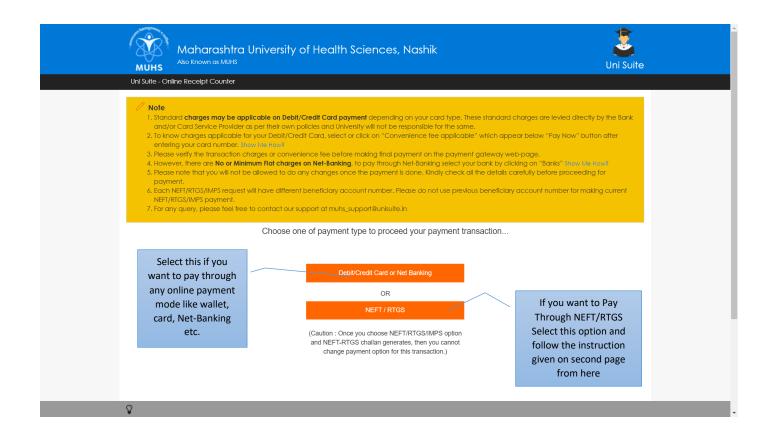




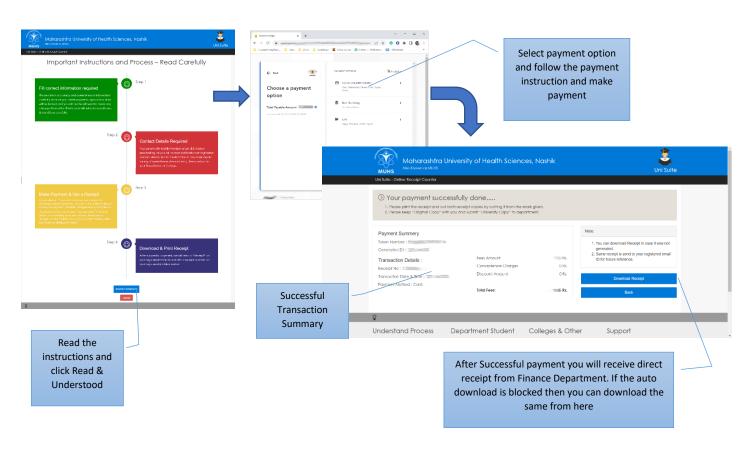
User Guide: "Paying Fees Token"





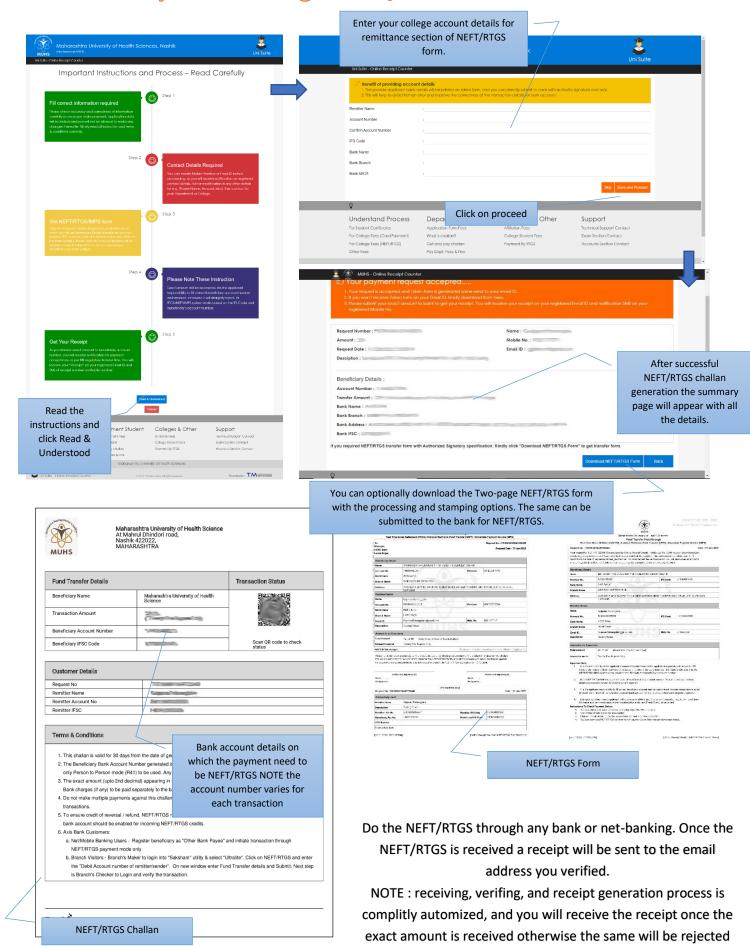


Payment Through Card/Wallet/Net-Banking etc online Modes



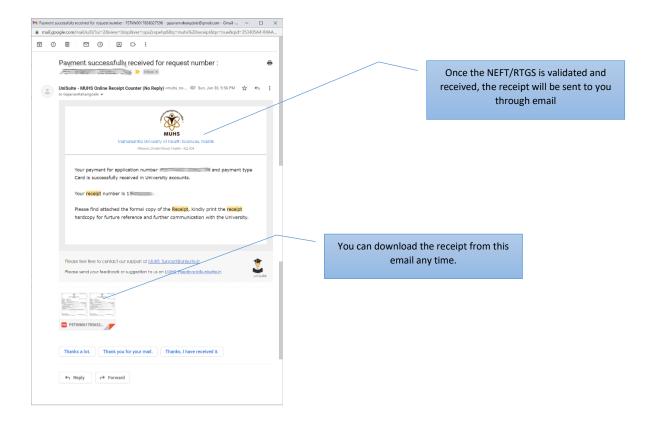
Receipt is in two copies – Keep the original copy and attach the University copy to you application

Payment Through NEFT/RTGS Offline Modes

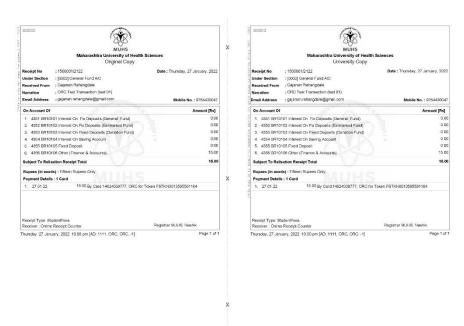


and auto refunded.

you can contact given support email for any queries



Receipt and submission



The Receipt is in two copies – Keep the original copy and attach the University copy to your application



MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

Application Form for Admission to Fellowship /Certificate Course(s) at Affiliated Training Centre Level Round



Application No. 2021/FCCC/......

Academic Year: 2021-22

Please Affix your Passport size photograph

Course Preference

Sr. No.	Name of Training Center/Institute/College	Name of Course
1.		

I confirm my intention to attend the study course in Fellowship / Certificate Course. I accept the University's admission procedures and understand that the processing of personal information and documents is subject to the requirements of the data protection act.

1	Full Name of the Applicant
2	Address for Correspondence
3	E-mail ID
4	Mobile No.
5	Gender
6	Date of Birth
7	Nationality
8	Domicile
9	Caste & Sub-Caste
10	Category
11	Marital Status
12	Physically Handicapped?
	Educational Qualification :
	Whether Post-Graduate Diploma / Degree Qualification?
13	If Yes, no. of Attempt(s)
	Under-Graduate Percentage
	XII Percentage

Exam Pass	Year of Passing	Name of Board / University	Name of Institute / College	Result / Attempt(s)	Total Marks / Percentage	Grade

14	Presently secured	d admission for ar	oma Courses?						
15	Discontinued any	PG admission in	Past?						
16	Professional Work worked on the po Holder and Junior Medical Officer	est of Resident (Se	ee / Diploma						
17	Whether you are conducted Health								
	If Yes, Name of C	College :							
18	Registered Prac Registrations Cou	ctitioner details uncil Completed?			_				
	Experience Detail	l:							
	Name of	Name of		Period				Reason for	
19	Institute	Post Held	From		То	Pay Details		Leaving	
						_		_	
20	Application Form Visit: https://muhs	Fee Rs. 3000/- D s.unisuite.in/ for o			nent Receipt) : (N	lon-Refund	able)		
20	'	Receipt No.	Date of Payment				Amount		

DECLARATION

I hereby declare that I have not taken admission in any other UG / PG Degree / Diploma course during academic year and not in previous year in MUHS or in any other University. I further declare that, if it is proved that I have secured admission for any of the UG / PG course presently and / or discontinued admission in past, MUHS has full right to cancel my current year admission without any refund.

The above furnished information by me is correct and true to the best of knowledge and belief. If any information submitted here is incorrect, untrue or fraudulent, I understand that I am liable for Civil / Criminal action by the Authority.

Place:

Date: /06/2022 Signature of Applicant

All the concerned should note that, following types of candidates / applicants are eligible to apply for admission process to be conducted at Affiliated Training Center Level Round for admission to Fellowship / Certificate Course(s) for the A.Y. 2021-22:-

Sr. No.	Туре	Particular
01	Type 01	Those eligible applicants who has already applied in Centralized online admission process to Fellowship / Certificate Course(s) for the A.Y. 2021-22 and not got any allotment or not joined in case of allotment after any round in this Centralized online admission process. Such candidate need not have to pay the application form fee Rs. 3,000/- again. Such applicants have to apply at respective Training Center(s).
02	Type 02	Those eligible applicants who has already applied in Centralized online admission process to Fellowship / Certificate Course(s) for the A.Y. 2021-22 and got the allotment and joined/not joined. In case of joining and seat retention such applicant need not have to pay the application form fee Rs. 3,000/- again. However, University rules prescribed for refund of fees shall be applicable to such applicant in case of refund. Such applicant has to apply at respective Training Center(s).
03	Type 03	Those not eligible applicants who has already applied in Centralized online admission process to Fellowship / Certificate Course(s) for the A.Y. 2021-22. If any of such candidate(s) is fulfilling the eligibility criteria now then, he/she may apply in the prescribed application format by paying the separate application fee Rs. 3,000/- through online link https://muhs.unisuite.in/ and need to apply again through the respective Training Center(s).
04	Type 04	Any of fresh applicant willing to apply for admission to Fellowship / Certificate Course(s) conducted by affiliated Training Center for admission to Fellowship / Certificate Course(s) for the A.Y. 2021-22. If any of such candidate(s) is fulfilling the eligibility criteria may apply in the prescribed application format by paying the application form fee Rs. 3,000/- through online link https://muhs.unisuite.in/ and need to apply through the respective Training Center(s).

<u>List of Documents prescribed by the University to be submitted at the respective Training Center(s) :-</u>

- 1) Details of the Original documents to be submitted at the time of counselling at Training Centre along with two sets of self-attested photo copies by the candidate as per below:
- 2) An incomplete application form will be rejected.
- 3) Following mentioned documents self-attested photocopies are required to be submitted along with the application form strictly in given order:

Sr. No.	List of Documents Required for Centralized Online Admission Process for the Academic Year 2021-22
	a) Nationality Certificate issued by District Magistrate, Additional District Magistrate, Chief Metropolitan Magistrate or
1.	b) Photo copy of Valid Passport duly attested by Head of Department or
	c) Birth Certificate having endorsed with nationality as Indian on it
2.	Maharashtra State Domicile Certificate (as applicable)
3.	Mark list (s) of all qualifying examination HSC 12 th Standard is mandatory (reflecting percentage of marks obtained out of total marks calculation)
	Mark list (s) of all qualifying examination UG Mark list(s) of Undergraduate Final Year Part-I & Part-II is mandatory.
4.	Those Candidate(s) who have completed their UG/PG degree from Foreign University they shall have to mandatorily submit mark list of National Board of Examination conducted by concerned Central Council or appropriate authority. Such Candidate(s) have to fill their marks details accordingly.
5.	Mark list (s) of all qualifying examination PG Diploma / Degree is mandatory (as per the prescribed eligibility of the concerned Course)
6.	Passing /Degree Certificate UG, PG Diploma / Degree shall be attached (as per the prescribed eligibility of the concerned Course)
7.	Internship Completion Certificate (If applicable)
8.	No Objection Certificate (NOC) from the current employer in case of in-service candidate (as applicable). Also such Candidate(s) must submit the Application through proper channel as required and applicable in the concerned case.
9.	Valid Registration certificate from the Respective Council or attach renewal receipt.
10.	College leaving Certificate (LC/TC).
11.	Attempt Certificate of all examinations in PG Diploma / PG Degree / DNB is mandatory. Candidates shall submit Self declaration about PG Attempt(s).
12.	Gazette copy for change in name (If applicable)
13.	Migration Certificate issued by the respective University (If applicable)

14.	Candidates shall submit Self declaration about Self-Educational Gap Certificate (after qualifying Degree) (If applicable)
15.	In-service teaching faculty working with MUHS affiliated Govt./aided/Corporation Health Sciences college(s), willing to apply for in-service teaching faculty reservation quota. Must ensure about his/her eligibility for in service teaching faculty quota. To claim the said quota such candidate(s) shall submit valid University approval letter issued for his / her current appointment as a Teacher in MUHS affiliated Govt./aided/Corporation Health Sciences college(s)/ institute(s).
16.	Experience Certificate of Professional work (teaching / non-teaching) experience of being worked on the post of Resident (Senior for PG degree/ Diploma Holder and Junior for Graduate degree holder) / Tutor/ Lecturer/ Medical Officer.
17	For Fellowship Course(s) under Medical Faculty, qualification(s) awarded by College of Physician & Surgeon, Mumbai shall be considered, only if the qualification(s) is equivalent to the eligibility prescribed for concerned Fellowship Course by MUHS and if the said CPS, FCPS qualification is registered with MMC, Mumbai.
18	Medical Fitness Certificate (as per format made available by the University)
19	Self-declaration form for self-attestation (as per format made available by the University)

CERTIFICATE OF MEDICAL FITNESS

	This	is	to	certify	that	I	have	conducted	clinical	examination	of
Dr./Mr./Kum	1								who	is desirous	of
admission to	Fellow	ship/	OR C	ertificate (Course l	ne/she	has no	t given any per	sonal hist	ory of any disea	se in
capacitating h	im/her t	to un	dergo	the profes	sional c	ourse	. Also,	on clinical exa	nination i	t has been found	that
he/she is med	ically fit	t to u	nderg	o said cou	ırse.						
a)	Absen	ce of	any in	capacitati	ng and /	or pro	ogressiv	e systemic dise	ase / disoı	rder / condition,	
b)	Absen	ce of	any di	sability of	upper l	imb/s	5,				
c)	Absen	ce of	any m	ajor visua	l/audito	ry dis	ability,				
d)	Absen	ce of	psych	osis/neuro	sis/men	tal ret	tardation	n,			
e)	Ability	to m	naintai	n erect po	sture,						
f)	Reason	nable	manu	al dexterit	y.						
Date:	Date: Signature:										
1. Name:											
2. Registratio	on No:										
3. Address of	3. Address of the Registered Medical Practitioner:										
Seal of Registered Medical Practitioner											
Note:											
A candida	ate must	be m	nedical	lly fit to u	ndergo I	Fellov	vship/C	ertificate Cou	rse applie	d for. The medic	al
fitness must b	e certifi	ed by	a Reg	gistered M	Iedical	Pract	titioner	in the prescribe	ed Perforn	na, as given abov	'e

on a Letter head.

Self- Declaration Form For Self Attestation

Paste here
Recently
Passport
Size Photo

I			Son /Daughter of
Shri		aged	years
Occupation.		.resident of	
			with
UID No. (Aadhar No.)		hereby declare that the
-	ted by me are true copies of original dofalse, I shall be liable for prosecution able there to.		-
Place	:	Applicant's Signatur	'e:
Date	:	Applicant's Name:	



Online Fees Payment Process for Application Form Fees For Fellowship And Certificate Courses

Stages (Short Note):

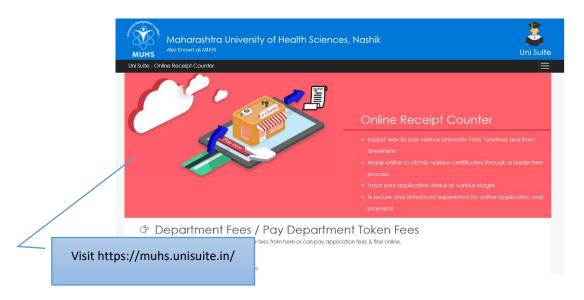
(for detailed instructions refer User Guide section)

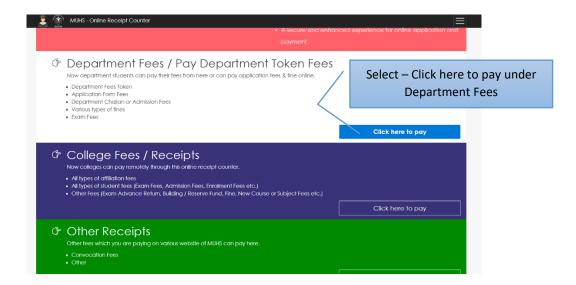
- Visit: https://muhs.unisuite.in/ for online Payment
- Under College Fees / Receipts Section Click on "Click here to pay"
- Select "Get New Fees Token" if you don't have pre generated Fees Token, if yes then Select "I have a token" Fees Token: is the request number generate for single purpose and can be used latter on to pay the same. The request number OR Token number can be used for the future reference for payment or receipt download and same will be sent to your email & SMS as well. once Generated you can use fees token to pay fees or download the receipt latter on
 - o "I have a token":
 - Select "Pay Now" then enter your fees token number and Captcha and click Search and Proceed
 - Verify your contact details with OTP, check all the details, accept the terms and conditions and follow the instructions for payment.
 - Once the payment is done you will receive the downloadable University Receipt as well as over the email. if needed you can submit the copy of this receipt (only if needed or asked)
 - "Get New Fees Token":
 - Select "Generate Fees Token" provide the required data as per the following instructions and generate the fees token. [Please refer to user guide for particular selection details]

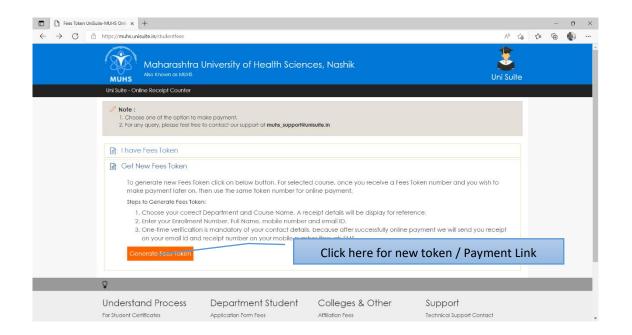
Important Notes:

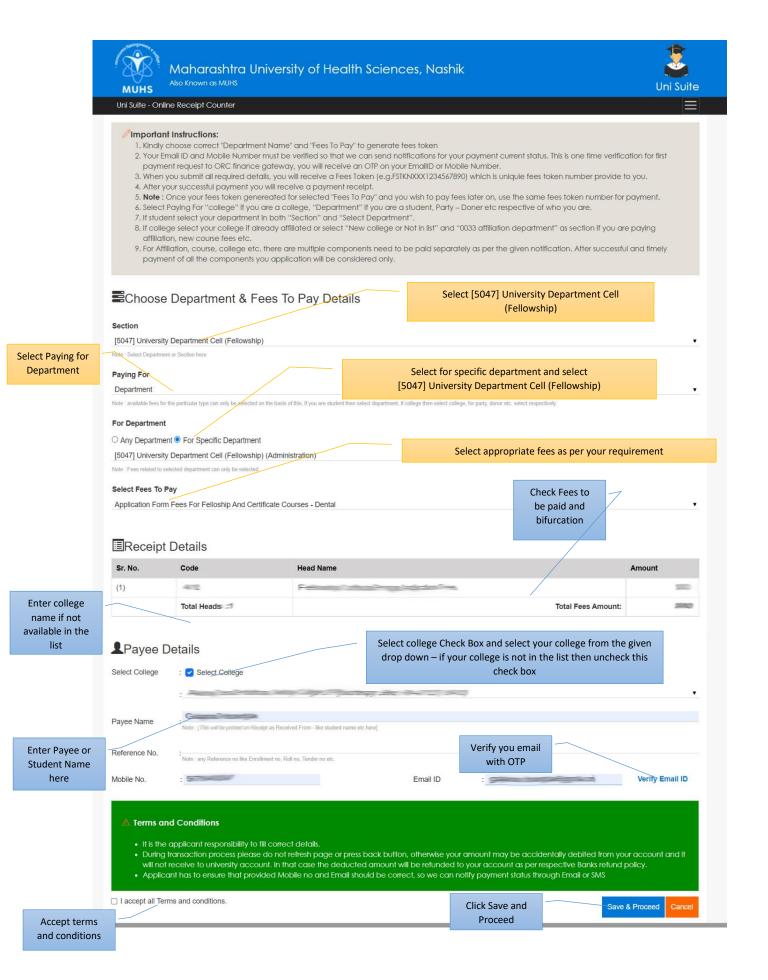
- You will receive the direct payment link to your email with the generated token which can be use to make payment latter on or to redownload the receipt again.
- If you chose to pay through NEFT/RTGS there is a different account number per transaction.
- For any kind of payment related support or query please drop the email at: muhs support@unisuite.in
- There are detailed instructions written on the web portal kindly read and follow the same carefully.
- In case the payment deducted but you did not receive any receipt. It is highly recommended to wait for 1 or 2 hours before any next attempt. you will receive receipt over the email in case the transaction status updates to success. Or it will be rejected and refunded after 2-hour period.
- You can use same token (link) for multiple time till the successful payment or as long as the Token is valid.
- There is a fix validity or expiry for the token and you will have to pay the fees before the validity ends. The same is displayed on the summery page as well.

User Guide: "Generate New Fees Token"

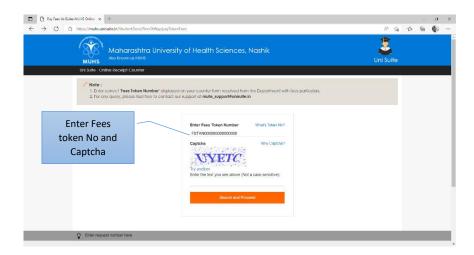


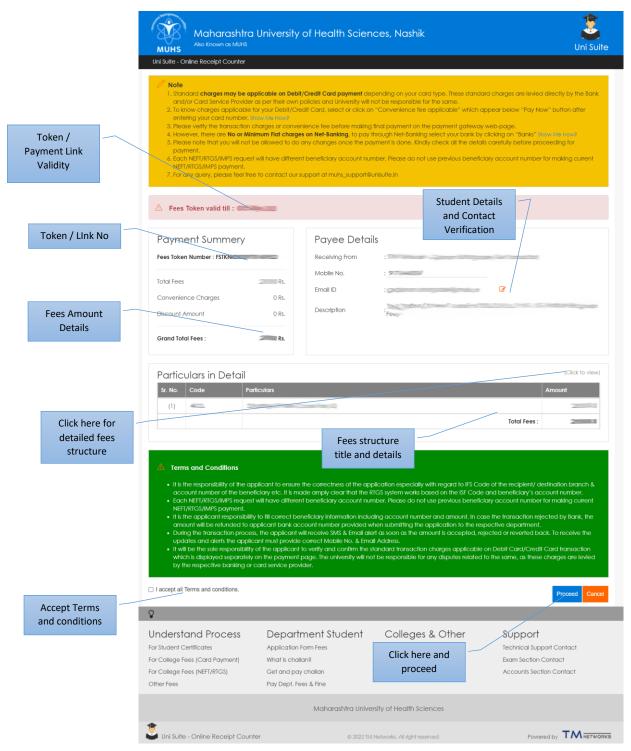


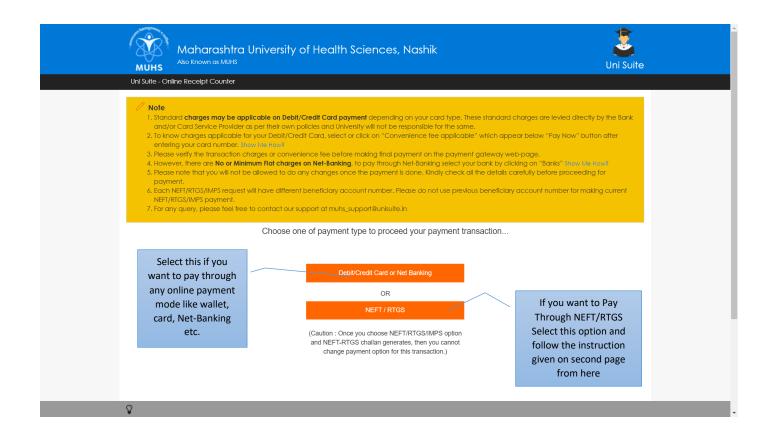




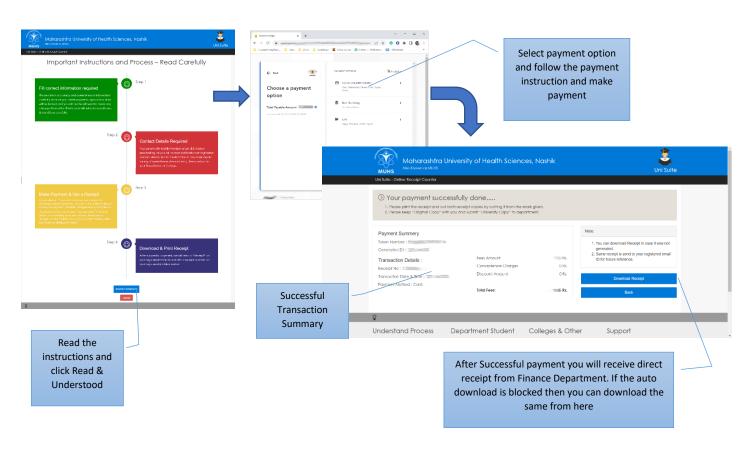
User Guide: "Paying Fees Token"





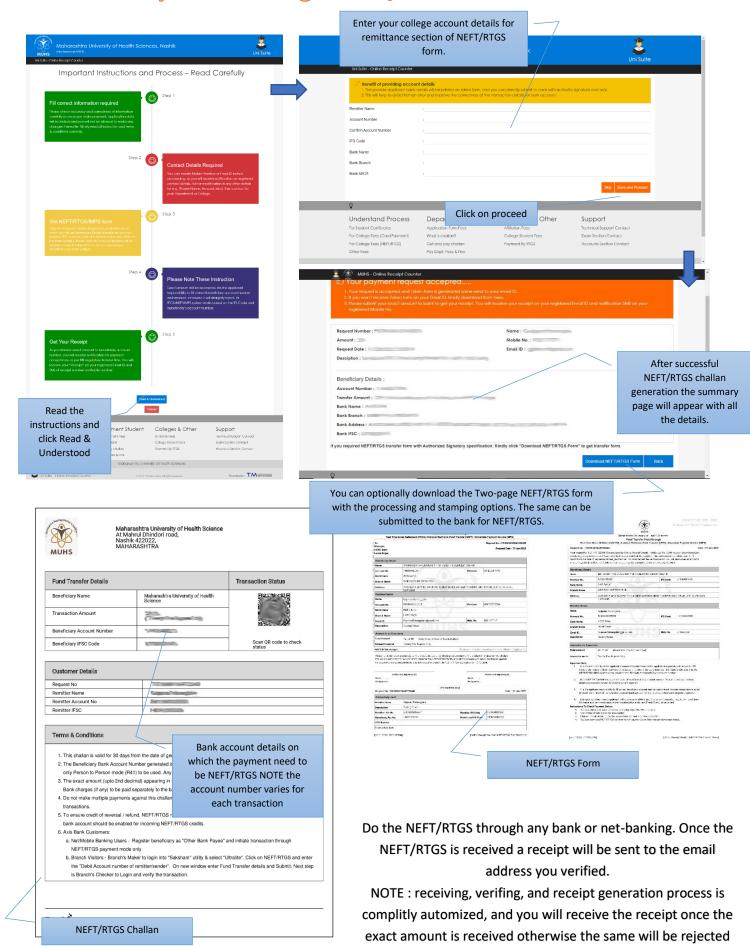


Payment Through Card/Wallet/Net-Banking etc online Modes



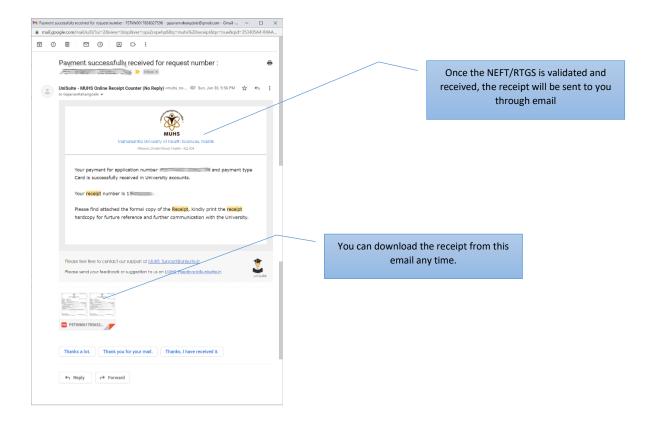
Receipt is in two copies – Keep the original copy and attach the University copy to you application

Payment Through NEFT/RTGS Offline Modes

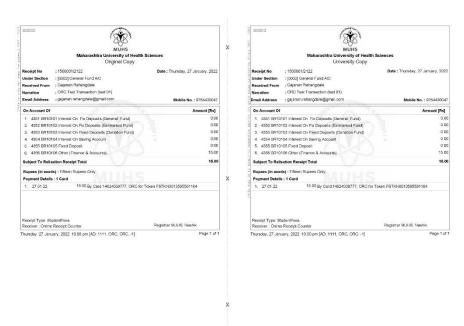


and auto refunded.

you can contact given support email for any queries



Receipt and submission



The Receipt is in two copies – Keep the original copy and attach the University copy to your application

Time Schedule for Admission Process at Affilaited Tarining Center Level Round to fill up vacant seats available for Fellowship and Certificate Course(s) for the A.Y. 2021 - 22

<u>Sr.</u> No.	Activities to be performed by affiliated Training Center	<u>Date</u>
01	University Circular published on MUHS website regarding Time Schedule for admission process to be followed by affiliated training centre to fill up vacant seats available for Fellowship and Certificate course(s) for the A.Y. 2021-22 at their level.	27/05/2022
02	The Dean/Principal/HOD/ Co-ordinator of affiliated Training Centre(s) are requested to check the Seats Vacancy Position Matrix After MOP UP Round published by the University. If any Query, Kindly intimate to the University via email on fccc@muhs.ac.in .	31/05/2022 Upto 12.30 pm
03	Publication of Provisional List of Training Centre-wise Seats Vacancy Position Matrix After MOP UP Round; if any amendments.	03/06/2022
04	Commencement date to invite Application Form and Rs. 3,000/- (Click on this link https://muhs.unisuite.in/ to Pay Application Form Fee Rs. 3,000/- (Non Refundable)) alongwith hard copy of self-attested Photo Copy of necessary documents to the Training Center as prescribed. (Note: Above link will be available on 06/06/2022)	06/06/2022 To 17/06/2022
05	Last date of submission of Application Form and Fee Receipt of Rs. 3,000/- along-with hard copy of self-attested Photo Copy of necessary documents to the concerned Training Center as prescribed.	17/06/2022 Upto eve. 05:00 p.m.
06	Scrutiny of the applications strictly as per Merit Criteria prescribed by the University.	20/06/2022 To 23/06/2022
07	Last date to convey the list applied candidate including their Merit Criteria (As per the format provided by the University) and submit the Rs. 3,000/-application form fee details received from the candidate(s) to the University	24/06/2022
08	Publications of Primary Temporary General Merit List on the Notice Board / website of affiliated Training Center.	27/06/2022
09	To call for Objection/Suggestions, if any; to concerned Training Center	27/06/2022 To 29/06/2021 Upto eve. 05:00 p.m.
10	Publications of General Merit List on the Notice Board / website of affiliated Training Center and issuance of Allotment Letter to concerned seat allotted candidates.	30/06/2022
11	Click on this Link https://muhs.unisuite.in/ to pay 25% Administrative Fee for those candidate who Joined concerned affiliated Training Centre. (Note: Above link will available on 30/06/2022)	30/06/2022 To 06/07/2022

12	Last date to join and submit the communication regarding Retention of Seat at the concerned Training Centre.	06/07/2022
13	Academic Year Start (Course Commencement) Date	07/07/2022 Training Center has to communicate the list of admitted student(s) to the University on e-mail: fccc@muhs.ac.in
14	Admission Cut-Off date	As notified by the University from time to time
15	Regarding Eligibility proposals	As notified by the University from time to time
16	Term end University Examination	Eligible candidate (s) shall be allowed to appear for final University Examination as per terms and conditions applicable for Term Extention.

Important Note:

- 1) University reserves the right to amend the above Time Schedule.
- 2) While confirming the application for admission to Fellowship / Certificate Course(s), all the concerned should note the same and act accordingly.