

DOCUMENTS TO BE PRODUCED AT THE TIME OF ADMISSION

Candidates who get allotment shall take admission at the appointed time and date in the College and remit admission fee and special fees for the first year of the course. They shall also produce the following documents **in original** at the time of admission:

- (a) Admit card and Score card of NEET PG 2023.
- (b) Allotment memo and Data sheet of KEAM PGM 2023
- (c) MBBS Pass/Degree Certificate from the concerned University.
- (d) Marks sheets of the University Examinations for the whole of MBBS Course.
- (e) Attempt certificate issued by the Principal of the College where the candidate studied.
- (f) Certificate from the Head of the Institution from where the candidate passed his MBBS degree indicating the MCI approval number and date.
- (g) Completion of Internship certificate. If a candidate has completed his/her Internship from a non-teaching Institution, a certificate to prove the recognition of the Center.
- (h) Registration certificate from the State Medical Council.
- (i) Document (School Record viz: SSLC or equivalent) of the candidate to prove his/ her date of birth.
- (j) Transfer certificate (TC) from the institution last studied.
- (k) Conduct certificate from the Principal of the Medical College where the candidate last studied.
- (l) Migration Certificate from the respective University (if applicable).
- (m) Candidate shall remit the tuition fees and other applicable fees at the time of admission.
- (n) Passport size photographs (6 copies).
- (o) A Physical Fitness Certificate in the format given in Annexure III obtained from a Medical Officer in Government Service not below the rank of Assistant Medical Officer.
- (p) Community certificate (if applicable)
- (q) Non-creamy layer Certificate (if applicable)
- (r) Income Certificate (if applicable)
- (s) Originals of other certificates, the copies of which are enclosed with the application form.
- (t) Undertaking in Annexure IV
- (u) Two stamp papers of Rs. 500/- denomination each to be purchased in name of candidate. (For more details, please visit our website PG Prospectus 2023
<http://mesams.com/admission>)
- (v) Any other document/ certificate required to be produced.
- (w) One set Photocopy of all documents (including application forms) except bond, undertaking.

All the documents (except stamp paper, undertakings) should be scanned and to be brought in a returnable pen drive; the Size should be less than 150 KB.

Photo should be scanned- Photo requirements: - -Maximum Size: 30Kb, Image Dimension: 150W X 200H, Image Type: JPG, Back ground color : White

For NRI Quota, the following additional documents are to be submitted:

- a) **Passport copy and Visa/Green Card/OCI Documents** of their respective sponsors attested by the embassy. The Job of the sponsor should be mentioned in any of the above documents. The Visa of the sponsor should be valid till the closing date of admission in respect of the Medical and Allied Courses.
- b) **Employment certificate:** In case, the employment of the sponsor is not mentioned in the above documents, the candidate has to produce the employment certificate of the sponsor attested by the Embassy/ Consulate authorities.
- c) **Relationship Certificate:** The certificates clearly establishing the relationship of the sponsor with the candidate shall be obtained from the revenue authorities, as per the G.O (Ms) No. 243/14/H&FWD dated 06.08.2014. However, the relationship between the candidate and his/her father/mother, which are recorded in the educational certificates, maintained in the usual course of transactions by the competent authorities, shall be accepted.
- d) **Notarised Sworn Affidavit:** The Candidate shall produce the sworn affidavit from the Sponsor in a stamp paper worth Rs. 200/-. The same shall also be notarised by the Notary Public, disclosing that the student is dependent (*) of the sponsor and the all expenses i.e. tuition fee and special fee, of the candidate for the entire course period will be borne by the Sponsor
- e) **Documents to prove Citizenship:** The sponsor should be an Indian citizen/Overseas Citizen of India/Person of Indian Origin and relevant document to prove the same

Note: All the certificates/documents required to establish NRI Status/ Non Creamy Layer /Minority etc. shall be produced at the time of submission of application itself. The certificate produced later shall not be entertained under any circumstances.

Candidates will not be given any extension of time to produce the original documents/certificates.

** "An Applicant who depends upon his/her Father/ Mother/Brothers & Sisters (inclusive of first cousins)/Husband/Wife/Brothers and Sisters (inclusive of first cousins) of father or mother/Half Brother/Half Sister/Adopted father or adopted mother working abroad"*

For query please contact MES MC Academic Section -04933-298379