

PROCEDURE FOR APPLYING

1. Prospectus is only available as PDF document on GMCH Website **www.gmch.gov.in** for viewing/downloading w.e.f. **09.08.2024**. It is not available in printed form.
2. Application form is available online only at GMCH Website w.e.f. **09.08.2024**. It is not available in printed form.
3. Before applying, candidates are advised to go through the admission notice published in the newspapers and instructions given in the prospectus carefully and then fill in the online Application Form.
4. All candidates have to fill application form online, available at GMCH Website **www.gmch.gov.in**. **Candidate has to fill single form for MBBS, BDS and BHMS and may select multiple courses.**
5. **Additional application fee is payable for each course selected and added while filling the online application form. Candidate has to pay the total fee online in single transaction.**
6. The candidates should fill all the relevant fields in the form. No field/Column should be left blank.
7. Category of reservation should be entered in the prescribed column of the online application form. No addition or change of category of reservation will be allowed once form has been submitted.
8. Candidates applying for MBBS/BDS/BHMS courses should upload following applicable documents at the time of filling up the application form online: -
 - i) NEET (UG) - **2024** Result card.
 - ii) Matriculation certificate showing the date of birth or birth certificate issued by Govt. Authority.
 - iii) Passing Certificate of 10th Class.
 - iv) Passing certificate of 10+1 or other qualifying examination.
 - v) Detailed marks sheet of 10+2 or other qualifying examination.
 - vi) Applicable Certificate for candidates applying against UT Chandigarh Pool Seats for MBBS/ BHMS (**Appendix A1 / A2 / A3 / A4 as applicable**)
 - vii) **Copy of OCI card wherever applicable.**
 - viii) Undertaking /affidavit that the candidate has not opted and claimed benefit of residence in any other State/UT other than Chandigarh (**Appendix A5**)
 - ix) Reserved category certificate as applicable (**Appendix C**).
 - x) Person with Disability (PWD) certificate as applicable

9. Documents to be uploaded by the Foreign Indian Student for MBBS course OR International / NRI students for BDS course at the time of filling up the application form online: -

- i) NEET (UG) - **2024** result card.
- ii) Matriculation / High/ Higher secondary school certificate showing date of birth or birth certificate issued by government authority.
- iii) 10+1 Detailed Marks Sheet/ Passing Certificate.
- iv) Certificate of having passed 10+2/pre-medical/of 10+2+3 system showing equivalent examination from any university/board showing detailed marks/explanation sheets of grade. The candidate must provide the marks in percentage obtained in each of the subjects viz. Physics, Chemistry, Biology, English in 10+1 and 10+2 separately.
- v) Character Certificate.
- vi) **Eligibility and Equivalence certificate from both Panjab University and Association of Indian Universities (AIU), for the candidates who have studied from the Foreign/International Board.**
- vii) Passport/ relevant document (e.g. OCI Card) of Foreign Indian Student (MBBS Course Criteria) or International / NRI (BDS course criteria) from a competent authority.
- viii) Applicable Certificate for candidates applying against Category I / II of Foreign Indian Student (MBBS Criteria) seats.

10. Last date of submitting completed application form online is 16.08.2024.

Procedure for filling application form online and Deposit of Fee online: -

Flowchart of steps for filling the application form online. All steps are mandatory to complete the application process.

Step 1	Visit GMCH website i.e. www.gmch.gov.in
Step 2	Go to “Admission”
Step 3	Register by clicking on “Candidate Registration”. Candidate will receive a confirmation on email including his/her Application ID on registered email address.
Step 4	Login by clicking on “Candidate login”.
Step 5	Candidate will have to fill demographic details and save the same
Step 6	Candidate will have to fill Educational Qualification demographic details and save the same
Step 7	Candidate will have to select course and category and save the same
Step 8	Candidate will have to Upload Photo &Signature in JPG format (<50KB)
Step 9	Candidate will have to upload certificates/ documents as mentioned in the form/ prospectus
Step 10	Candidate should check the detailed information filled in the previous steps through review filled form before final submission
Step 11	Candidate will have to pay online fee. Fee will not be paid without entering above mentioned details.
Step 12	After all the above mentioned entries / steps the form will be finally submitted after checking final submission.
Step 13	To take print out filled application form/ forms, Click on “Print”

Note: -

The candidates should bring separate set of online submitted application form for each course applied for, along with self-attested copies of requisite certificates/ documents at the time of counseling

DISCLAIMER: -

GMCH will not be responsible for any type of failure of online fee payment by any means like internet connection issue, low internet speed, use of mobile internet for fee payment, payment gateway failure etc. Candidates are advised to pay fee and ensure confirmation that the fee submission is successful on GMCH online Portal using proper high speed internet connection and browser.

In case of difficulty in filling/submitting online application form/fee, candidates can contact following personnel:

**Mr. Manoj Vohra,
System Analyst, (Room No. 1201)
IT Centre, Level I, 'B' Block, Hospital Building,
Government Medical College & Hospital,
Sector 32 B, Chandigarh- 160030.
Tel. 0172 2601023-24, 2502112, 2505120
manoj_vohra@yahoo.com
gmcc_32@yahoo.com**

For any other queries

Please contact phone no. 0172-2601023, 2504225, 2504233 on any working day from 10.00 am to 5.00 pm.

**Registrar Academics or Academic Branch (Room No. 203 & 201)
Level II, 'D' Block, Hospital Building,
Government Medical College & Hospital,
Sector 32 B,
Chandigarh- 160030.
Tel. 0172 2601023-24, 2504233, 2504239
aragmcc@yahoo.com
ragmch@gmail.com**

COUNSELING

Important:

- i) **The candidate should bring with them all the requisite original Certificates / documents for verification at the time of counseling.**
 - ii) **The attested copies of the certificates or similar other documents will not be entertained for granting admission to a candidate to the MBBS/BDS/BHMS course.**
1. List of provisionally eligible candidates according to their rank/merit in NEET (UG) - **2024** and category will be displayed on Website of Government Medical College & Hospital, Sector 32, Chandigarh.
 2. **Final eligibility for admission against various categories will be determined after scrutiny of original documents at the time of counseling.**
 3. All eligible candidates including OCI card holder and *Own Merit Candidates* from reserved categories (SC/PwD), will be considered for admission against general category seats according to their rank/merit in the combined list, in addition to the category/categories they have applied for.

* A candidate belonging to specified category who is selected on the same standard as applied to General Category candidates and who appears in the General Merit list is treated as Own Merit Candidates. *
 4. Candidate(s) belonging to a reserved category who fulfills all the criteria for general category (own merit candidates) and on the basis of his/her rank/merit in the NEET (UG) - **2024** obtains admission in general category shall not be counted towards the seats earmarked for the reserved category concerned.
 5. It is further clarified that SC candidate(s) who obtain admission in the general category on the basis of his/her rank/merit will continue to get all the benefits such as fee concession etc. available to SC candidates admitted against seats reserved for Scheduled Castes.
 6. **Personal appearance** of candidate before the Counseling/Admission Committee is **mandatory** for claiming seat as per rank/merit determined and displayed.
 7. Mere attending the counseling for a course does not confer any right to admission in that course. Admission will be strictly according to the rank/merit in NEET (UG) – **2024**.
 8. Sequence of counseling will be for General Category seats first, followed by reserved category seats.
 9. If an eligible candidate reports late for counseling when his/her turn according to his/her rank/merit has already been passed over, he/she will be considered as per

available seat at the time of his/her actual reporting in the counseling.

10. A candidate once granted admission cannot re-appear in subsequent counseling for the same course.
11. An otherwise eligible candidate who did not appear in the first counseling is allowed to appear in the second or subsequent counseling and will be offered the available course/seat as per his/her rank/merit in that counseling.
12. The second counseling will be conducted for the vacant seats, if any.
13. In case of any seat remaining unfilled in any reserved category due to non-availability of an eligible candidate, the same will be de-reserved and filled from amongst general category candidates as per merit/rank in NEET (UG) - **2024**.
14. No separate counseling letter will be issued.
15. No TA/DA will be paid for attending counseling.
16. Eligible candidates should report at the following venue by 9.30 AM for marking their attendance and scrutiny of the original documents:

Auditorium,

O-Block (Sarai Building),

Government Medical College & Hospital,

Sector 32-A Chandigarh

17. The candidates should report with any one of the following photo identification proofs:
 - Aadhar card
 - Passport
 - Driving license
 - Voter identity card
 - OCI Card

Important instructions for the candidates:

18. The candidate should bring separate set, for each course he/she applied for, of printout of online submitted application/form alongwith self-attested photocopies of the following documents alongwith **two passport size photographs** for scrutiny at the time of counseling **and also bring and keep ready original documents/ certificates for submission:**
 - I. NEET (UG) - **2024** Result card as applicable.
 - II. Matriculation certificate showing the date of birth or birth certificate issued by Govt. Authority.

- III. Passing Certificate of 10th Class.
 - IV. Passing certificate of 10+1 or other qualifying examination
 - V. Detailed marks sheet of 10+2 or other qualifying examination.
 - VI. Applicable Certificate for candidates applying against UT Chandigarh Pool seats. **(Appendix A1 / A2 / A3 / A4 as applicable) (for MBBS)**
 - VII. Undertaking /affidavit that the candidate has not opted and claimed benefit of residence in any other State/UT other than Chandigarh **(Appendix A5)**
 - VIII. Character certificate **(Appendix B)**
 - IX. Reserved category certificate as applicable **(Appendix C)**.
 - X. Person with Disability (PwD) certificate as applicable.
 - XI. Documents to be attached as per checklist with the printout of application form for MBBS/BDS course for Foreign Indian Student/International/NRI candidate. **(Appendix E)**.
 - XII. **Any other document as applicable.**
19. Candidates after scrutiny of original documents will be escorted to the venue of the counseling.

ADMISSION

1. The selected candidates have to undergo medical examination by the constituted Medical Board on the same day or succeeding day of their admission to the course. Only those candidates who are found to be medically fit shall be granted admission.
2. The candidates who do not appear before the Medical Board or are found medically unfit shall not be allowed to join the course.
3. Admissions shall be made strictly in accordance with the rules/criteria mentioned in this prospectus. However, in all matters which need interpretation or for which no provision exists in the prospectus, the decision of the Admission Committee shall be final. No correspondence will be entertained regarding rejection or disqualification of any candidate.
4. Fees are to be paid on the day of the medical examination if the candidate is found to be medically fit. *The candidature of the eligible candidates, who do not deposit the prescribed fees in full, shall stand automatically cancelled and vacancies so caused shall be offered to the candidates next in order of merit. No correspondence or appeal in this connection will be entertained by the Admission Committee.*
5. In case the information furnished or certificates/documents submitted by the candidate are found to be fake or the candidate is found to have withheld or concealed information in the print out online application form his/her admission shall stand cancelled and the fee deposited shall be forfeited. In addition, he/she may also face legal action under the law of the land.
6. **The original certificates of the selected candidates will be retained by the respective institution as per the instructions issued by the Director General Health Services, Ministry of Health & Family Welfare, New Delhi vide letter No.F. No. U 12021/33/2209-MEC (Pt. II) dated 03.02.2010.**
7. **The original certificates of the selected candidates shall be returned only if the seat is surrendered in writing by the candidate, as per the instructions issued by the Director General Health Services, Ministry of Health & Family Welfare, New Delhi vide letter No. F. No. U 12021/33/2209-MEC (Pt. II) dated 03.02.2010.**
8. All admissions to MBBS/BDS/BHMS courses shall be provisional and subject to the approval by Panjab University, National Medical Commission /Dental Council of India/Professional regulatory bodies of the concerned courses
9. All legal disputes relating to admission of students will be subject to courts having jurisdiction in Chandigarh.

Important:

- a) **Any directions/order governing admissions to any of the course from the Government/Hon'ble Courts/Regulatory bodies will be binding on all candidates.**
- b) **The Rules and Regulations, including fee to be charged, are subject to revision and amendment from time to time and the revised decision will be applicable irrespective of those given in this prospectus.**

Since the BDS Course is conducted by Dr. Harvansh Singh Judge Dental College a constituent college of Panjab University, Chandigarh, the criteria for admission to the same shall be governed by the rules and regulations laid down by the Panjab University, Chandigarh for the said course.