

Atal Medical & Research University, HP

ON BEHALF OF
THE GOVERNMENT OF HIMACHAL PRADESH DEPARTMENT OF
MEDICAL EDUCATION & RESEARCH



COMMON/ CENTRALIZED COUNSELLING PROSPECTUS UNDER-GRADUATE MEDICAL/DENTAL COURSES

For
Admission to MBBS & BDS Courses
based on Merit
of NEET-UG-2023
(Session 2023-24)

Website: www.amruhp.ac.in

Online Application Fee Details:

- For General/NRI OBC & Other Categories: 2000
- For SC/ST/Persons with Disability (PwD) Categories: 1000

(Entire application and counseling process shall be in online mode)

COUNSELLING SCHEDULE AND ADMISSION PROCEDURE

- 1.(i) There will be online counselling system to make the provisional allocation of the available seats in order of merit-cum-choices/preferences of the course, college and quota filled in the online admission application form by the candidates within the stipulated period by using University website www.amruhp.ac.in. The candidates would be able to fill the choices/preferences of course, colleges and quota in the given time after displaying of merit list as per the merit rank assigned in the combined and category-wise merit list of the qualified candidates on the basis of All India Merit of NEET-UG-2023. Therefore, candidates are advised to take care during filling up the orders of choices/preferences of course, college(s) and quota.
 - (ii) The admissions process in the Government and Private Medical/Dental Colleges (State & Management Quota) shall be completed by online allotment within the prescribed schedule through the Common/ Centralized Counselling Committee constituted by the Government of Himachal Pradesh under the Chairmanship of the Director Medical Education & Research, H.P. Shimla. All the Principals of the Medical/Dental Colleges including Joint/Additional Director, Directorate of Medical Education & Research, Himachal Pradesh are its members and the Additional/Controller of Examinations of the University is its Member Secretary.
 - (iii) After provisional allocation of seats during the first and subsequent rounds of counseling, candidates can download Provisional Allotment Letters from the University website after login to their account and report to the Principal of the respective college along with all requisite original documents and printout of confirmation copy of online application form with photocopies of the all requisite documents (duly self-attested) for verification as per requirement of the provision under Chapter VI of the prospectus in order to determine their eligibility strictly as per provisions of the prospectus by the Admission Committee constituted by the Principal of the concerned college. After verification of original documents and fulfillment of the prescribed eligibility criteria, medical fitness and fee deposition etc., the candidates will again report to the provisional allocated college for their joining. If the candidate does not follow aforesaid process within stipulated period, his/her allocated seat shall be cancelled automatically without any intimation and his/her seat shall be declared as vacant for subsequent round of counseling and penalty (if applicable) shall also be imposed as per provisions of the prospectus.
 - (iv) Merely submission of online admission application form and fee on the basis of NEET-UG-2023 does not confer any right to the candidate to secure a seat for admission to MBBS/BDS course. However, the admission to the course shall be made subject to fulfillment of the prescribed eligibility criteria and merit of a candidate, which shall be determined by the Admission Committee strictly as per provisions laid down in the prospectus.
2. (a) After completion of 1st round of counselling, the 2nd round of counselling shall be

conducted as per schedule by the University and the online counselling form shall be made available on the University website www.amruhp.ac.in. Candidates are required to fill up fresh choices/preferences of course, college(s) and quota within stipulated period for provisional allocation against vacant seats. All candidates whose names figured in the AMRU merit list notified by the University are entitled to fill the choices of college/course online for 2nd round of counselling. If candidate is satisfied with his/ her seat allocated during the 1st round of online counselling, he/she is not required to participate in the subsequent round of online counselling. Shifting/up-gradation from one Medical/Dental college to another colleges and course shall also be made during the 2nd round of counselling. Candidates willing to fill choices of college as per their preference of course/quota during 2nd or subsequent round of counselling are required to remit following token amount, failing which no seats shall be allocated to them. However, the candidates already admitted during the 1st round of counseling in the Government Medical/Dental Colleges including Private Dental Colleges are not required to remit this token amount of fee while filling the preferences for 2nd round of counseling.

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| <ul style="list-style-type: none">(a) Government Medical Colleges= Rs.10,000/- (for SC/ST/OBC= Rs.5000/-).(b) Government Dental College = Rs. 20,000/-(c) Private Dental Colleges= Rs. 50,000/-(State & Management quota)(d) MMMC Kumarhatti, Solan (State & Management Quota)= Rs.1,00,000/-(e) NRI Quota Seats = 1,00,000 |
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Note: (i) If candidate wants to opt different choices/preferences of course, college and quota, the fee of higher side shall be remitted by the candidate.

(ii) No seat shall be allocated without remitting the aforesaid token amount of fee during the 2nd and subsequent rounds of counseling.

- (b)** It is pertinent to mention here that the candidates can fill the choices of colleges, course/quota which are not reflecting in the vacancy position of seats, as few seats may arise due to shifting of candidates during 2nd round of counseling from one college to another as per their choices/preferences by vacating the already occupied seat of 1st round of counseling. In this regard, it is made clear that some seats of Persons with Disability (PwD) and NRI Quota seats etc. may remain vacant after exhausting all candidates of respective quota/category. In view thereof, seats of any category/quota may become vacant in 2nd round due to shifting/conversion of seats. Hence, it is not mandatory to fill only those choices/preferences which are reflecting in the vacancy position of seats. Therefore, candidates are advised to fill the preferences/choices of colleges as per their choice. The seats in 2nd round will be allocated as per availability of seats as per merit- cum -choice/preference submitted by the candidate.
- (c)** During the Second round of Counselling, if an admitted candidate of round-1, who have participated in 2nd round is not getting up gradation then he/she will retain his/her seat with category allotted in Round-1 and will not be shifted to any other point/category. The allocation in 2nd round shall be done of only those seats which remain vacant on completion of admission of first round and are displayed as vacancy position for 2nd Round. During 2nd round of Common/Centralized Counselling, firstly allocation will be done category-wise and remaining unfilled

reserved seats will be converted and filled with unreserved candidates (Group-B) according to merit as per Counselling procedure, except NRI quota seats in private medical college, MMMCH, Kumarhatti, Solan. The seats once converted to “unreserved” in second round will be allotted on the basis of open merit in all subsequent round. The unfilled NRI Quota seats in Dental Colleges will be converted and filled with unreserved candidates in first round only.

3. **(a)** After completion of 2nd round of counselling, the 3rd round of counselling shall be conducted as per schedule by the University and the online counselling form shall be made available on the University website www.amruhp.ac.in. Candidates are required to fill up fresh choices/preferences of course, college(s) and quota within stipulated period for provisional allocation against vacant seats. All candidates whose names figured in the AMRU merit list notified by the University are entitled to fill up the preferences of college/course/quota for 3rd round of counselling. If candidate is satisfied with his/ her seat allocated during the 1st or 2nd round of online counselling, he/she is not required to participate in the subsequent round of online counselling. Shifting/up-gradation from one Medical/Dental colleges to another colleges and course shall also be made during the 3rd round of counselling. Candidates willing to participate in the 3rd round of counselling are required to remit the Token amount as described for 2nd Round while filling their preferences of college/course online, failing which no seats shall be allocated to them. However, the candidates already admitted during the 1st or 2nd round of counseling are not required to remit the token amount of fee while filling the preferences for 3rd round of counseling.
 - (b)** The candidates can fill the choices of colleges, course/quota which are not reflecting in the vacancy position of seats, as few seats may arise due to shifting of candidates during 3rd round of counseling from one college to another as per their choices/preferences by vacating the already occupied seat of 2nd round of counseling. The seats in 3rd round will be allocated as per availability of seats as per merit- cum -choice/preference submitted by the candidate.
 - (c)** During the 3rd round of Counselling, if an admitted candidate of round-2, who has participated in 3rd round, is not getting up gradation then he/she will be allowed to retain the seat with category allotted in Round-2. The vacant seats of 2nd round will be displayed as vacancy position for 3rd round and will be filled category-wise in 3rd round. It is clarified here that since all the remaining seats had already been filled after converting them to un-reserved category, based on merit -cum-preference, the vacancy of category will only arise if the candidate allotted seat under some reserved category does not join. During 3rd round of Common/Centralized Counseling also, the remaining reserved seats will be converted to unreserved as per Counselling procedure like in 2nd round.
4. After completion of 1st, 2nd & 3rd round of counselling, the schedule for Stray Vacancy Round of counseling shall be issued by the University and the online counselling form shall be made available on the University website www.amruhp.ac.in. Candidates who are not admitted in any Medical/Dental College and are eligible for participating in the Stray Round of online counseling are required to fill up fresh choices/preferences of course, college and quota in the online application form within stipulated period for provisional allocation against vacant seats along with requisite amount as prescribed for token amount of fee, as applicable. No inter-se-shifting from one Government Medical College to another Medical College shall be allowed during the Stray Round of Counselling as per MCI/ NMC guidelines. However, shifting for up-gradation of course and quota from Private Dental Colleges to Govt. Dental College and Govt./Private Dental Colleges

to MMMC. Solan and Govt. Dental College/MMMC, Solan to Govt. Medical Colleges in order of merit-cum-choices/preferences of the course, college & quota shall be allowed.

Note: (i) *Candidates who had not participated/allocated seats in the 1st, 2nd & 3rd rounds of counseling can participate in the Stray Round of counseling as per their AMRU merit Rank.*

(iv) *Candidates are advised to remain in touch with the AMRU websites regularly for any change in the counselling /admission process as well as latest updates till the last closing date of admission and University shall in no way be responsible for non-communication on this account.*

5. The Himachali Bonafide candidates admitted under management quota in private Medical/Dental college will also be shifted to HP Quota vacant seat if any. It will be done in Stray Round and a common merit list of all applicants eligible for State Quota seats admitted under management quota and those applying afresh will be drawn. The conversion from management to State quota or fresh allocation will be done based on his merit.
6. The final eligibility of the candidates shall be determined after verification of all original documents strictly as per provisions of the prospectus by the Admission Committee constituted by the Principal of the concerned college. This Admission Committee chaired by Principal of the concerned Institute will download and verify the candidates' NEET score card from the official website <https://ntaresults.nic.in/> and will not rely upon the NEET score card submitted by candidate. However, it will be the entire responsibility of the candidates concerned to supply correct and authenticated information on the online Application Form. The Application Forms of ineligible candidates will be rejected by the common/ centralized counseling committee. No request for change of category once opted/filled in the online Application Form after issuance of category-wise merit list during the course of online counselling will be entertained under any circumstances. It is further clarified that the candidates will be allocated seats provisionally on the basis of their merit rank-cum-choices/preferences and as far as their final eligibility is concerned, the University shall, in no way be responsible, if they are found to be ineligible at the time of admission in the allocated college, leading to cancellation of their merit/seat or any other consequence emanating from the same. It will be the sole responsibility of the Principal of the colleges concerned to admit the eligible candidates to the course as per provisions of the prospectus. Candidates must satisfy himself/herself about the prescribed eligibility criteria of the prospectus before taking admission to the course. In the event of his/her ineligibility to be detected at later stage, his/ her admission shall be liable to be cancelled without any notice. Any wrong or misleading entry or documentation in the form will lead to the rejection of the candidature at any stage without assigning any reason for which the candidate(s) would be solely responsible.
7. Candidates are advised to remain in touch with the process of online counselling schedule right from display of merit list as given in the prospectus which will be available on the website www.amruhp.ac.in. In case of any doubt in this regard, they may clear it telephonically on WhatsApp No. 9459139364 or personally from the University. Candidates are further advised to remain in touch continuously during each process of admission with university website www.amruhp.ac.in. right from first round of online counseling till the completion of admission process as per schedule.
8. As per orders dated 9.5.2017 passed by the Hon'ble Supreme Court of India in Writ

Petition (Civil) No.267/2017, after 2nd round of counseling, no student admitted under All India Quota/State Quota shall be allowed to surrender/vacate the seats in the Government Medical/Dental Colleges. The Principals of the Govt. Medical/Dental Colleges may ensure the compliance in this regard, failing which the responsibility whatsoever will rest upon them. However, up-gradation will be allowed till 3rd round of counselling.

9 (a) As per guidelines prescribed by the Medical Council of India vide Notification No. MCI-34(41)/2018-Med/109835 dated 18.5.2018, the candidates participating in 2nd or subsequent rounds of counselling are required to remit an amount as Token Fee as described in Clause VIII(2a). The aforesaid amount of Token Fee deposited by the candidate shall be refunded to him/her if he/she is not allocated any seat in any round. The Token Amount shall be forfeited if the candidate does not join on allocated seat. If a candidate deposits the Token Amount more than once then Token Amount of that round in which he/she was not allocated any seat will be refunded and the Token Amount of those rounds in which he/she did not join on allocated seat shall be forfeited. The Token Amount of fee of admitted candidates shall be transferred in the account of the concerned college on receipt of claim form (**Annexure-27**) from the Principal of that Institute. **Token amount will be refunded only in the account from which payment of this amount was done therefore all applicants are advised to pay token amount of fee from their own account or parents account.** The candidates can claim refund of token amount deposited by them by filling online claim form available on their login page, **within six months of last date of admission notified by NMC.**

(b) MMMCH-Solan was allowed to conduct Mop-up round at Institutional level after completion of 2nd round of Common/Centralized Counseling, as per orders of the Hon'ble High Court of H.P. on 13-11-2020 passed on CWP No. 4119 of 2020-MMU Vs. State of H.P. The aforesaid orders were applicable for the academic session 2020-21 only whereas, as per Common/ Centralized Counseling procedure, all seats are required to be filled- up by the State Common/Centralized Counselling Committee.

Now as per guideline of DGHS, Govt. of India, there is no provision of Mop-up round of counseling. So, seats remaining vacant MMMCH, Solan after 3rd round will be intimated to them and will be filled at Institutional level as per provisions in the Prospectus. A Stray Vacancy Round of Counseling for all Government Medical and Government/ Private Dental Colleges situated in Himachal Pradesh will be conducted by Atal Medical & Research University, Ner Chowk. If the State Quota seats remain vacant the same shall be filled with eligible Management quota applicants in order of merit.

10. If candidate brings incomplete documents/certificate(s) at the time of reporting for verification of documents at the level of college for admission, his/her candidature is liable to be rejected without any notice there and then by the Admission Committee. However, the admission committee reserves the right to take a specific decision taking into account the facts and circumstances of the case. Provided further that in the admission process, the decision of the Director Medical Education & Research, H.P. shall be final and binding upon to all concerned. In case of any type of unnecessary arguments, interference during the counseling/admission process by the candidate(s) or his/her parent/guardian, the candidate(s) can be debarred from the counseling by the Common/ Centralized Counselling Committee.

11. Candidates allocated seats provisionally for admission to MBBS/BDS courses shall be issued Provisional Allotment Letters in online manner, the admission shall be

subject to the determination of final eligibility by the Admission Committee

constituted by the principal of the colleges concerned. The candidates are required to download the said letters and report for admission to the concerned Principal of the allocated Medical/Dental Colleges within the stipulated period. In case, any candidate does not download his/her admission letter from the website of the University, the University/Counselling Committee shall in, no way be responsible. Lists of allocated candidates will also be uploaded on the University website from time to time.

12. The Token Amount of fees deposited by the candidate shall be refunded to him/her if he/she is not allocated any seat in any round. The Token Amount shall be forfeited if the candidate does not join on allocated seat. If a candidate deposits the Token Amount more than once then Token Amount of that round in which he/she was not allocated any seat will be refunded and the Token Amount of those rounds in which he/she did not join on allocated seat shall be forfeited. The Token Amount of fee of admitted candidates shall be transferred in the account of the concerned college on receipt of claim form from the Principal of that Institute. Token amount will be refunded only in the account from which payment of this amount was done therefore all applicants are advised to pay token amount of fee from their own account or parents account. The candidates can claim refund of token amount deposited by them by filling online claim form available on their login page, **within six months of last date of admission notified by NMC.**