

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI 110608
EXAMINATION SECTION

F.No.34-89/AIIMS/Exam.Sec/NORCET-7

Dated: 23.10.2024

INFORMATION BROCHURE FOR ONLINE APPLICATION AND ALLOCATION OF INSTITUTE
ON THE BASIS OF NORCET RANK

Introduction

NORCET is an All India Common Eligibility Examination conducted for the purpose of recruitment of Nursing Officers in AIIMS. It stands for Nursing Officer Recruitment Common Eligibility Test conducted by the AIIMS, New Delhi. The detailed information is available at Advertisement Notification No. 82/2024 dated 01.08.2024 for all AIIMS.

The Examination for NORCET-07 Stage-II was conducted in CBT Online mode on 4th October, 2024 and the result of all qualified candidates for NORCET-7 Stage-II has been declared vide Result Notification no. 138/2024 dated 16.10.2024.

NORCET RANK

NORCET Rank will be used for direct recruitment to the post of Nursing Officer (Group B posts) in all AIIMS, in the pay scale at the Level 07 in the Pay Matrix (pre-revised Pay Band-2 of Rs. 9300-34800 with Grade pay of Rs. 4600/-) or as revised from time to time. It will be through an online portal of accepting applications for different institutes and offering appointment as per merit (NORCET RANK) and available vacancies in different Institutes.

All Candidates who have appeared and qualified as per the Pattern & Scheme of Examination have been issued a NORCET Individual Result containing all details of the NORCET Rank. This can be viewed in **MyPage** on portal where online form has been submitted. A list of all qualified candidates, with rank has been published on the website www.aiimsexams.ac.in.

ELIGIBILITY

Based on information provided in the online application and eligibility criteria as per Advertisement No. 82/2024 dated 01.08.2024 for all AIIMS, preliminary scrutiny will be done against eligibility criteria. Only candidates fulfilling all eligibility criteria (including the allowed relaxations), as per the above said notice, will be provisionally allowed to participate in the online process of application and allocation of Institute.

Intimation regarding eligibility will be sent only in the registered email ID. All candidates are advised to be alert and check their EMAIL/SMS regularly. AIIMS New Delhi will not be responsible for any issue/delay in accessing your email or SMS. It is also important to check the website regularly for any update in this regard.

Applicants who will not exercise choice of Institutes (as applicable) and order of choice will not be eligible for allocation and candidature will stand cancelled without any notice. Institute for which a candidate is eligible and did not opt in choice will not be considered for those Institutes.

Selection of applicants into various AIIMS is subject to the verification of eligibility, documents in original etc. as desired by the respective recruiting AIIMS/Hospitals, as per their criteria applicable.

Kindly Note: Allocation of AIIMS/Institute/Hospitals shall be made strictly on the basis of NORCET Rank, as per qualifying criteria in NORCET-7 Stage II Mains published in the advertisement and available vacancies in different Institute/Hospitals.

PROCEDURE:

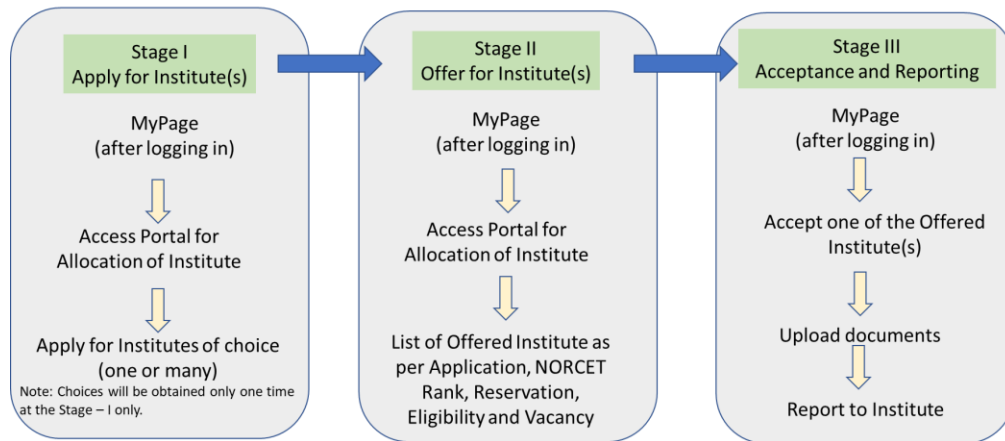
The complete process of **Application as per NORCET Rank**, Offer, Acceptance and reporting to Institute will be conducted in three stages in online mode only.

Stage I: Application for post in Institute(s) as per NORCET-7 Stage-II Rank

Stage II: Offer of post in Institute(s)

Stage III: Acceptance and Reporting by the candidate

Block diagram to represent to the process of Application, Offer and Acceptance of Institute by Candidate
(read the information brochure for details)



Stage I: Application for post in Institute(s) as per NORCET-7 Stage-II Rank

1. The Online Application for choice of Institute on the basis of NORCET Rank will be obtained for only one time at the Stage – I only. No correspondence regarding change of preferences will be allowed after closing date of application for choice of Institute.
2. All candidates must fill the preference choice carefully. The Online Application for choice of Institute made as mentioned above shall be applicable for Institute allocation. No changes in preference/choices will be allowed.
3. All qualified candidates (as per result notification 138/2024 dated 16/10/2024) will be eligible subject to eligibility as applicable, to apply for as many Institutes as they desire & are eligible. The applicants are required to distinctly indicate the Institutes for which they wish to apply distinctly.
4. All applications must be made on the portal for Online Institute Allocation (kindly see the Important Dates Link for schedule).
5. Any Candidate, who does not apply within the period specified in the Important Date(s) will not be considered and their claim for post advertised will be forfeited.
6. The qualified and eligible candidates will have to login to their **MyPage** to apply for Online Allocation of Institute. The link for the portal to apply for post of Nursing Officer in various AIIMS/NITRD/AIPMR, Mumbai/CNCI Kolkata will be activated **only** for qualified and eligible candidates in the **MyPage**.
7. A list of Institute(s) will be shown in the portal. Candidate should apply carefully to the Institute where they wish to join if offered a post.
8. Candidates are mandatorily required to choose the Institutes where they wish to apply to be considered for (Offer of Post).

9. Candidates must also decide their order of preference of AIIMS Hospitals at the time of application to various AIIMS at time of application.
10. The Online Application for choice of Institute(s) once made cannot be allowed to change. Therefore, the applicants are advised to carefully select the Institutes and order of preference.
11. Non-Application through the online portal by the qualified and eligible candidates for various Institute(s) shall be treated as No Application and all rights stands forfeited.
12. All applications are advised to fill order of preference carefully as candidates will be considered only for online seat allocation for the institute where they have filled preference in order of merit. Candidates will not be considered for seat allocation in the institutes/hospitals where they have not filled order of preference.
13. All candidates applying under any reserved category must self-assess the validity of the category certificate as per the advertisement. No change in category is allowed at this stage. However, any reserved category applicant who finds that he/she is not eligible to be considered as reserve category must report on or before the closing dates of choice filling through the Raise Query Section of MyPage. The seat allocated once is final subject to fulfilment of eligibility criteria. NO correspondence will be entertained after closing dates.

Stage II: Offer of post in Institute(s)

14. Offer to the post of Nursing Officer at the Institute(s) will be made on the basis of Eligibility (as per information provided in online registration form for CBT examination), NORCET Rank, Reservation (if applicable) and available vacancy against the Online Application of choices of Institute made.
15. If a candidate is offered post as per his/her application to Institute and does not accept the offered AIIMS within the specified date in online portal, then his/her candidature for the post shall be forfeited without any further notice and seat will be vacated. Therefore, candidates are requested to select AIIMS and their order of preference carefully.
16. Candidature will be cancelled for candidates who fail to produce documents (including category certificate if applicable) as per eligibility criteria mentioned in advertisement/notices published and rules applicable at respective AIIMS at the time of reporting or as and when required.

17. Once a candidate accepts the post at the offered AIIMS and opts to join at the offered AIIMS in online portal, he/she shall not be considered for any other AIIMS.
18. Candidature will be cancelled for candidates who failed to produce document as per eligibility criteria mentioned in advertisement/notices published and rules applicable at respective AIIMS.
19. For candidate who fails to fulfil eligibility criteria at allocated AIIMS/Hospital but otherwise eligible at any other AIIMS for which preference has been filled may not be considered for other Institute.
20. All Offer made are subject to verification of eligibility criteria, physical verification of original documents at the time of reporting or as directed by the respective Institute as per rules on reporting.

Stage III: Acceptance and Reporting by the candidate

21. If a candidate is offered post in any of the AIIMS/Hospital on the basis of choices, he/she shall have to mandatorily exercise his/her choice within the stipulated periods per the procedure detailed below :-
 - a. There will be specified period to exercise the option to ACCEPT. Following Options will be available:
 - i. Accept & wish to Report & Join at the allocated Institute.
If a candidate is offered a post at any AIIMS/Institute/Hospital and does not exercise the above Option within the time specified in the Important Dates Link, then it will be considered a refusal by the candidate to accept any of the offered Institute and his/her candidature for this will be cancelled.
 - b. The above options must be exercised actively & carefully within given dates otherwise the offers will lapse and all offered seats will be forfeited and deemed to be equivalent to refusal to accept and withdrawal of candidature from post at any of the AIIMS/Hospitals.
22. Candidates will be allocated the Accepted Institute and have to follow the procedure as described below mandatorily: -
 - i. Upload the scanned copy of applicable certificates as per list of documents mentioned on Institute Allocation Portal within specified period published in Important Dates/Result Notification.
 - ii. Upload any additional certificate as desired by the allocated Institute.

- iii. Subsequent Verification, Reporting, Joining and other related process will be as instructed by specific institute concerned as per applicable rules.
 - iv. The respective Nodal Officer of Allocated Institute will intimate the reporting date and time.
23. All communication will be made online through portal, Email and SMS Alert only.
24. AIIMS, New Delhi will not be responsible for any kind of loss of opportunity due to delay in accessing email/portal or any online communication sent to the candidate and no correspondence in this regard will be entertained.

Other Important Information

25. Offer shall be on the basis of original Application of choices of Institute, NORCET Rank, Eligibility, Reservation (if any applicable). Only following will be considered for offer of Institute(s).
- a. All Qualified & eligible candidate to whom no offer has been made in any Institute.
26. Following candidates will not be considered for Institute Allocation: -
- a. All Candidates who have not applied for allocation with Choice of Institute.
 - b. All Candidates found not eligible at any stage of recruitment, including biometric verification at any time.
27. Candidate must join within specified period or as per rules applicable at the respective Institute.
28. All Allocation to any Institute for Selection are provisional and candidates will be required to produce original certificates at the time of reporting at the respective allocated Institute as given in Table 1: List of Required Document along with one photocopy of all mentioned documents which are, duly attested/self-attested.
29. All candidates Accepting are required to upload scanned copies of documents as mentioned Table 1: **List of Required Documents**.
30. All the requirements/directions of allocated Institute as and when desired/directed have to be complied within time period specified (if any).
31. All candidates are advised to visit www.aiimsexams.ac.in. for any further enquiries related to NORCET, please contact through Raise a query Section in your MyPage.
32. There is only one round of seat allocation, and no waiting list is maintained. Any seat remaining vacant will be filled as per applicable rules through the next cycle of recruitment as decided by the competent authority.

Table 1: List of Required Document

1.	RESULT : Marks secured by candidate for the Nursing Officer Recruitment Common Eligibility Test (NORCET)-7 Stage-II
2.	Registration Slip of online registration having Candidate Signature.
3.	Admit Card having Candidate Signature for Both Stage I & II..
4.	Proof of Date of Birth or Class 10th(Matriculation) Certificate.
5.	Caste certificate/Income & Asset Certificate as applicable if applied under SC/ST/OBC/EWS category issued by the competent authority.
6.	Disability Certificate, if applied under PWBD category.
7.	PWBD Certificate showing extent of disability issued by authorized/competent authority.
8.	NOC - Candidates are required to upload NOC who are currently working in Central/State/PSB/PSU bodies.
9.	Proof of Essential Educational Qualification (Original, Provisional, Degree, Diploma, Certificate) along with Proof of Date of Result Declaration/Issue of Certificate.
10.	Registration Certificate as Grade "A" Nurse or Midwife from State/Indian Nursing Council.
11.	Experience Certificates in case of Diploma (GNM) Holder clearly indicating Number of Beds of Hospital and Duration of Experience.
12.	Copy of original ID Card for proof of Identity issued from any government Authority.
13.	Any other certificate required by respective AIIMS/Hospital.