No.Edu/MD/MS/Jan2022   Date: 23-12-2021

INFORMATION BROCHURE REGARDING ADMISSION PROCEDURE FOR MD/MS COURSE - JANUARY 2022 SESSION - FIRST COUNSELLING

Congratulations on allotment of MD/MS seat at JIPMER! Please download and read this document carefully.

The Reporting Dates and Time for the Admission Process will be as follows:
24th, 27th and 28th December 2021 from 9 AM to 5:00 PM. Candidates should report by 10 AM.
(**NOTE:-** There will be NO admission process held on Saturday and Sunday, i.e., 25th and 26th December 2021)

Admission Venue: Examination Hall 3, Third floor, JIPMER Academic Centre (JAC).

IMPORTANT: Vaccination certificate is MANDATORY (Candidates should have received both the vaccine doses against the corona virus or be in the waiting period for the second dose) as per the order of the Director of Health and Family Welfare Services, UT of Puducherry (vide Order No. Misc. /Emergency order/12/2021 dated December 04, 2021). This includes JIPMER Institute candidates.

For candidates who choose Option 1 in the first counselling (accepted the seat): Admission process will span over a minimum of two working days.

Tasks to be completed before reaching the admission venue:

1. Fill the e-form by clicking the link
   https://www.digialm.com//EForms/configuredHtml/827/68596/application.html
   (Note: Name should be filled as given in MBBS degree certificate)

2. Complete fee payment procedure through SBI Collect payment portal for JIPMER at https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=362853. Choose *Academic fee – MCh DM MD MS PDF* option in the dropdown menu. Refer to the prospectus for correct split-up of fees (as given in page number 12 of prospectus B for JIPMER). Fee once paid cannot be refunded under any circumstances. Bring hard copy of fee payment receipt on the day of reporting.

Forms to be printed, filled, and brought to the venue:
1. ID card form – all the fields should be filled and in block letters (Annexure 1)
2. Biodata forms (Annexure 2)
3. Joining letter and joining report formats (Annexure 3)
4. Hostel application form (if applicable) (Annexure 4)
5. Photocopy of bank passbook, Aadhaar card, and PAN card (original should be brought during admission for verification)

<u>On the day of reporting</u>:
The following steps should be completed in the given order.

Day 1:

1. Please produce a copy of vaccination certificate and enter the hall.

2. Please provide application sequence number (of e-form given above) to the team and be seated.

3. You will be called at certificate verification desks inside the hall. Please produce admission fee receipt, all required documents in original, 1 set of photocopies of the original certificates, 4 passport-size photographs, and biodata forms. List of certificates are mentioned in the prospectus B of JIPMER in pages 9 to 11. (https://www.aiimsexams.ac.in/pdf/AFinal%20INI-CET%20Prospectus%20Part%20B%20January%202022%20session%20JIPMER%20PUDUCHERRY_03-11-2021_16.11.2021%2012.30.pdf). These documents and photographs will be retained by the admission team. In addition, bank passbook, Aadhaar card, and PAN card in original will be verified and returned to the candidate. The photocopies of the three documents will be retained.

4. After successful certificate verification, you will be given a form for Medical Examination by the team. Medical Board will be available at 2 PM on the first floor (room number 201) of Women and Children Hospital, located adjacent to Academic Centre building. The duly signed Medical Examination report should be submitted to the admission team.

Day 2:

5. Submission of agreement document: A PDF version of the agreement will be sent to you on the registered email ID after submission of biodata form on day 1. You will have to purchase a minimum 10-rupees stamp paper at the District Registrar office on the next working day at Kamaraj Salai, Saram, Puducherry - 605 013, and the content emailed to you should be printed on the stamp paper. You will require the help of a notary public, some of whom are located near the Registrar office. <u>Content of the agreement as given to you should not be modified under any circumstances</u>. The signed document should be submitted to the team.

6. Biometric capture (fingerprint impression) will be obtained by Mr. Praburaj inside Academic section office. It takes about 2 minutes for biometric recording.

7. The following will be issued to you after completion of the above steps:
   a. Bonafide certificate (certifying that the original documents are retained by the institute)
   b. Admission order*

8. Submit
   a. Hostel application form (if needed).
   b. ID card form. The form has a field for the residential address (in Puducherry). You may fill the field either after allotment of a hostel room or after renting an accommodation outside the campus and submit this form.

9. The filled-in joining letter and joining report forms should be submitted to the respective department office on January 1, 2022. The joining report will be returned by the department later, through proper channel.

*Subject to the result of facial verification.

For candidates who choose Option 2:

Candidates should submit either
the certificates mentioned in the prospectus (https://www.aiimsexams.ac.in/pdf/AFinal%20INI-CET%20Prospectus%20Part%20B%20January%202022%20session%20JIPMER%20PUDUCHERRY_03-11-2021_16.11.2021%2012.30.pdf)

OR

Security deposit as mentioned in the INI-CET result notification.
Bonafide certificate will be issued if certificates are retained.

Sd../..
Dean (Academic)

Additional information:

Location of the admission venue:
Examination hall 3 is located in the third floor of JIPMER Academic Centre. (https://goo.gl/maps/kpsijrtceQR5QRfV7).

Outlets for taking print-out:
It is advisable to get all the annexures printed out from your hometown. A facility for printing is located within Harvey House I hostel building and is open from 10 AM to 5 PM. (https://goo.gl/maps/wG5Jf4RNZvy8TtwBA)

Location of hostels:
Harvey House II for men and Blackwell House II for women are located in the New hostel complex. (https://goo.gl/maps/veLeyfXCKfPBv5sQ7) Blackwell House I for women is located adjacent to Superspeciality Block Annex. (https://goo.gl/maps/ktTHbPPTpMHdj7Zt7)

Waiting area of parents or accompanying persons:
No waiting area is allocated. Accompanying persons and parents are not allowed inside the Academic Centre building (with the exception of PwD candidates who require assistance).

Availing hostel room accommodation:
Hostel accommodation can be availed by outstation candidates, subject to availability, by candidates who chose option 1 and who have been issued admission order by submitting a filled-in application form (Annexure 4). Login credentials for digital campus account (online platform for hostel room allotment and other uses) will be given to you on completion of admission process. On approval of the application, the hostel caretaker will allot a room on the online platform and payment can be done then on the same platform. There is no other mode of hostel fee payment. Read Hostel Manual carefully and thoroughly before choosing hostel accommodation (link below).
https://www.jipmer.edu.in/sites/default/files/JIPMER%20Hostel%20Manual.pdf
Please note that you will be paying hostel fees as well as relinquish house rent allowance (approximately 12,000 rupees per month).

Allotment hostel room between December 22, 2022 and January 1, 2022:
Hostel room can be allotted to a candidate (option 1) who has received admission order and completed all the steps. No accommodation will be provided to option 2 candidates who choose and before admission to option 1 candidates.

Annexures

Annexure 1:

<table>
<tr><td colspan="3" align="center">**JIPMER**
PUDUCHERRY / KARAIKAL
APPLICATION FOR ID CARD
STUDENT
(All the Fields are mandatory and to be fill in BLOCK LETTERS)</td><td>Recent
Passport Size
Photograph</td></tr>
</table>

STUDENT NUMBER	:	
NAME	:	
COURSE	:	
DEPARTMENT	:	
DATE OF BIRTH	:	
DATE OF ADMISSION	:	
DATE OF COURSE COMPLETION	:	
BLOOD GROUP	:	
MOBILE NUMBER	:	
AADHAR NUMBER	:	
EMAIL ID	:	
PRESENT RESIDENTIAL ADDRESS	:	
		PIN CODE
REASON (Supporting Document to be attached with the Application)	:	**New Admission / Internship /** **Change of Address / Damage / Missing.**
SIGNATURE (In Blue Ink Only)	:	
DATE OF APPLICATION	:	

FOR OFFICE USE

ID Card Printed on	**Pay Roll**	**Attendance Portal**

Annexure 2:

JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL EDUCATION AND RESEARCH, PUDUCHERRY- 605 006.
Institute of National Importance, Ministry of Health & Family Welfare
Government of India
-o0o-

BIO-DATA OF THE POST GRADUATE STUDENT

01. Name (IN BLOCK LETTERS)   :

02. Father's Name   :

03. Husband's / Wife's Name   :

04. Male/ Female   :

05. Date of Birth   :

06. Date of Joining   :

07. Permanent Address   :

    Phone No./E Mail ID   :

08. Local Address   :

09. Educational Qualification   :

10. Medical Registration No. & Date   :

11. Council in which Registered   :

12. Whether he/she is a service candidate   :

13. If so, Name of the parent Department, Employer   :
    and his/her designation and place of his/her last
    postings

14. Kind of leave sanctioned to proceed his/her   :
    studies in this Institute

15. Whether he/she wish to draw pay and allowances   :
    from this Institute ? If so, enclose the relieving
    Order and leave sanction Order.

Date: SIGNATURE OF THE CANDIDATE
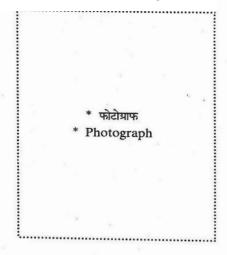
1—जीवन-वृत्त

1—BIO-DATA

1. पूरा नाम (साफ अक्षरों में)
   Name in full (in block letters)

   श्री/श्रीमती/कुमारी
   Shri/Shrimati/Kumari

2. पिता का नाम (साफ अक्षरों में)
   Father's name (in block letters)

3. पति का नाम (साफ अक्षरों में)
   Husband's name (in block letters)

4. राष्ट्रीयता (यदि भारत का नागरिक नहीं है तो पात्रता प्रमाण-पत्र की संख्या तथा तारीख)
   Nationality (if not a citizen of India, number and date of eligibility certificate)

5. क्या अनुसूचित-जाति/जन जाति का है?
   Whether a member of Scheduled Caste/Tribe?

6. ईसवी सन और जहां कहीं संभव हो शक संवत में भी जन्म की तारीख (शब्दों और अंकों दोनों में)
   Date of birth by Christian Era and wherever possible also in Saka Era (both in words and figures.)

7. शैक्षिक योग्यताः
   Educational qualifications:

   (क) पहली नियुक्ति के समय
   (a) at the time of first appointment

   (ख) बाद में प्राप्त की गई
   (b) subsequently acquired

8. ऐसी व्यवसायिक तथा तकनीकी योग्यताएं जिनका उल्लेख उक्त 7 में न किया गया हो
   Professional and technical qualifications not covered by 7

9. नाप के अनुसार वास्तविक कद (बिना जूतों के)
   Exact height by measurement (without shoes)

10. पहचान का वैयक्तिक चिहन
    Personal mark of identification

11. स्थायी घर का पता
    Permanent home address

12. सरकारी- कर्मचारी के हस्ताक्षर अथवा बाएं हाथ के अंगूठे का निशान (तारीख सहित)
    Signature or left hand thumb impression of the Government servant (with date)

13. साक्ष्यांकन अधिकारी के हस्ताक्षर तथा पदनाम (तारीख सहित)
    Signature and designation of attesting officer (with date)

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* चिपकाने से पहले कार्यालय अध्यक्ष द्वारा साक्ष्यांकित किया जाना है।
* To be attested by the Head of Office before pasting.

टिप्पणी :—सरकारी कर्मचारी की 10 वर्ष की सेवा के बाद नया फोटोग्राफ लगाया जाए।
Note :—Photograph should be renewed after 10 years of service of Government servant.

Annexure 3:

Joining letter

From
Name:
Roll no.:

To
The Head of the Department,
Department of _____,
JIPMER

Respected sir/madam,

Sub.: Joining the department after admission to MD/MS _____ in January 2022
session through INI-CET
Ref.: Admission order No._____ dated _____.

With reference to above, I am joining the department of _____ in the
forenoon/afternoon of _____. Kindly accept my joining letter.

Thanking you,

Yours sincerely,

Puducherry,
Date:

(Name:)

Encl.: Photocopy of admission order

Joining report

(To be completed by the department and sent through TAPAL to Admin IIIB and copy to Academic section)

From
The Head of the department,
Department of _____,
JIPMER

To
The Director,
JIPMER

Sir/madam,
Sub.: Joining report of MD/MS residents of January 2022 session
Ref.:

The following candidate has joined MD/MS _____ in the department of
_____ in the forenoon/afternoon of _____.

Name of the candidate:
Roll number of the candidate:

Thanking you,

Yours sincerely,

Puducherry,
Date:

(Signature and seal of the head of the department)

Copy to: Dean (Academic)

Annexure 4:

Hostel application form

I have thoroughly read the Hostel Manual and I agree to abide by the rules as mentioned in the manual. I also understand that I will be paying the required hostel fees as given in the Hostel manual (some of which are non-refundable) in addition to relinquishing house rent allowance (approximately Rs. 12,000 per month). I request for allotment of a hostel room in Harvey House II (for men) / Blackwell House I or II (for women).

Yours sincerely,

Puducherry,
Date:

Name:
INI- CET Roll No.
Course: