# GUIDELINES / INSTRUCTIONS FOR REGISTRATION PROCESS FOR PREPARTION OF STATE MERIT LIST BASED ON NEET UG 2025 ALL INDIA RANK WHICH WILL BE USED FOR SUBSEQUENT COUNSELLING & ADMISSION IN STATE QUOTA SEATS OF STATE MBBS/ BDS COURSES, 2025-26

# **IMPORTANT INFORMATION**

- All State Domicile NEET-UG 2025 qualified candidates are eligible for State Quota Seats.
   Both State and Outside State NEET-UG 2025 qualified NRI candidates are eligible to all NRI quota seats of the State.
- •A State domicile candidate, with qualified NEET-UG 2025 **rank card** is eligible for admission through counselling of OJEE-2025, Odisha to MBBS/BDS programs. The counselling schedule will be available on OJEE-2025 websites around 3<sup>rd</sup> Week of July, 2025 or as shall be published from time to time. The counselling will be done through the website: **www.ojee.nic.in**.
- Mere possession of a rank does not guarantee a seat. A seat is allotted depending on the availability on the basis of the candidate's rank and options exercised.
- Please note: S (Odisha State); NRI (Non-Resident Indian); GE (General; Odisha State); SC (Scheduled Caste); ST (Scheduled Tribe); EWS (Economically Weaker Section); PC (Physically Challenged); ES (Ex-Serviceman); GC (Children of Green Card Holder) and SGS (State Govt School).
- For claiming seats under any reserved category ST/ SC/ EWS and sub-category like ES/ PC/ GC/ SGS) candidate must be native of Odisha and must produce 'RESIDENT/ NATIVITY CERTIFICATE' issued through online from appropriate State authority. Further, a relevant certificate justifying the category should also be produced at the time of document *verification* during counselling. Candidates claiming for EWS seats have to produce EWS Certificate (Income & Asset Certificate) from Tahsildar / Additional Tahsildar. (EWS Certificate must be of the last financial year, i.e 2024-25)

- For Ex-Serviceman (**ES**) category, a candidate has to apply at Rajya Sainik Board office Bhubaneswar, mentioning the roll number and other details. After verification, Rajya Sainik Board shall furnish a list of qualified candidates to OJEE. Candidates mentioned in that list shall be valid ES candidates and shall be considered to get ES quota seats wherever applicable. Candidates who have received any document from Rajya Sainik Board office, will produce it at the institute where they are taking admission under ES quota. Recommendation of the Rajya Sainik Board is final and binding.
- For NRI/ OCI category the candidate has to produce Indian passport, and other relevant document(s) as prescribed at the time of document verification during Counselling\*.
  - The NRI and OCI Applicants/Candidates have to upload a Certificate from the concerned Indian Diplomatic Mission in the country of their residence in support of their claim as an NRI/OCI Candidate.
- Candidates seeking admission under Physically Challenged (PC) category are required to report for the medical board as designated by NMC/MCC as per the public notice no:
   NMC/UGMEB/PwBD/2025, dated: 19-07-2025, same will be notified in the website www.ojee.nic.in/ www.odishajee.com. Decision of the Medical Board is final and binding.
- The seat allocation process follows a strict timeline. The entire process is on-line and computer operated. No exceptions are possible and therefore, candidates are strongly advised to thoroughly acquaint themselves with these Processes, Rules, be vigilant, keep their documents handy and make arrangements for making the requisite payments and completing the requisite formalities, well in advance. It will not be possible to entertain requests for extension of time for completing any activity.
- Entire process will be through on-line and no communication will be directly sent to any of the Candidate(s). Therefore, it is advised to be in touch with the website on regular basis for any updates.

# A. INTRODUCTION

- 1. The state candidates who have qualified in the NATIONAL ELIGIBILITY CUM ENTRANCE TEST-2025 (NEET (UG)-2025) will be eligible for registration.
  NB: Counseling shall be done for 85% of total seats in Government Medical/ Dental Colleges and for all seats of Private Medical / Dental Colleges.
  Counseling of Deemed Universities shall be done by DGHS.
  Stipulations in this guideline are subject to change with prior notice as per the decision of Government / Counseling Committee.
- 2. Purpose of the registration is to prepare a State Merit List of the registered candidates base on their NEET UG 2025 All India Rank (interested to take part in the counselling and admission to MBBS/BDS courses). This State Merit List will be used for subsequent process of counselling and admission in MBBS/BDS courses for the session 2025-26.
- 3. The State Merit list will be prepared based on the NEET UG 2025 All India Rank and subjected to successful verification of the credentials of the candidates as per the information filled during registration process.

## **B. ELIGIBILITY**

- 1. The candidates must be of 17 years of age as on 31.12.2025 and there will be no upper age limit.
- 2. The candidates must be permanent natives of Odisha OR Children of All India Civil Service officers serving in state of Odisha cadre.
- 3. The candidate must have passed +2 Sc. and in the subjects of Physics, Chemistry, Biology/Biotechnology and English individually and must have secured minimum of 50% marks taken together in Physics, Chemistry & Biology/Biotechnology at +2 Sc. level for General Candidate (GE), 40% for SC/ST candidates and 40% for benchmark disability candidates (PC-GE). The required mark for Physically Challenged candidate of SC/ST category is 40%.

- 4. The minimum qualifying mark for different category of candidates are as follows:(subject to relevant notification/modification by Govt. of India/NMC)
  - a. General (GE) (50<sup>th</sup> percentile)
  - b. Physically Challenged (PC-GE) (45<sup>th</sup> percentile)
  - c. Scheduled Tribe (ST)/Scheduled Caste (SC)- (40<sup>th</sup> percentile).
  - d. For Physically challenged candidate of SC/ST category, (40<sup>th</sup> percentile).
  - e. For GE-EWS (Economically Weaker Section) Category (50<sup>th</sup> percentile).
  - f. For GE-EWS & PC (45<sup>th</sup> percentile).

OR as may be Notified by NMC/Govt. of India/Appropriate Authorities.

## **ELIGIBILITY FOR NRI\*:**

- 1. The NRI candidates, who have qualified the NEET UG 2025, are eligible.
- 2. NRI means the children or wards of a person of Indian origin residing outside India. Such candidates have to submit the following documents in support of NRI eligibility.
  - i. Documents claiming that the sponsorer is an NRI (Passport, Visa of the sponsorer) A format as in Annexure-I to be submitted during admission. (reference to the Appendix-XII of NEET UG 2025 Information bulletin)
  - ii. Relation of NRI with the candidate as per the court order of the Hon'ble Supreme Court of India in case W.P.(c) No. 689/2017-Consortium of Deemed University in Karnataka (CODEUNIK) & Ans. Vs Union of India & Ors. Dated 22-08-2017.
  - **iii.** Affidavit from the sponsorer that he/ She will sponsor the entire course fee of the candidate duly notarized.
  - iv. Embassy Certificate of the Sponsorer (Certificate from the Consulate)
  - **v.** All affidavits done in foreign countries must be endorsed by Embassy of India for authentication purpose.

## **C. RESERVATION**

The reservation policy of State Government will be followed for selection, and shall be Scheduled Tribe (ST) - 12%, Scheduled Caste (SC) - 8%, Physically Challenged (PC) - 5% of each category, Ex-Servicemen (ES) - 3%, Green Card Holders (GC) - 5%, State Government Schools (SG) - 15% (shall be horizontal covering all vertical reservations as well as unreserved Group) and EWS - 10% (when

appropriate number of seats have been increased to accommodate such EWS quota). (Any other reservation category, if notified by Govt., shall also be applicable).

# Note:

- i. Since there is no OBC category in the State, such candidates will be considered in General Category and the minimum qualifying marks shall be (40<sup>th</sup> percentile) in the NEET UG 2025.
- ii. The ST/SC candidates must produce caste certificate from Odisha State only to get the privilege of reservation in the category in Odisha. (Vide Gol letter No. BC/16014/1/82 /SC & BCD/ Dated 22.02.1985).
- iii. Candidates claiming seats under SGS (State Government Schools) reservation category must have passed their 10<sup>th</sup> Board Examination under the Board of Secondary Education, Odisha from Government High Schools **and** also have passed the 12<sup>th</sup> Board Examination under the Council of Higher Secondary Education, Odisha from any Government Higher Secondary School/Government Junior College (Ref: Government Notification No-HTE-I-12/2021/1769/SDTE, Dated:26-03-2021 Reservation for the students of Government High School in Medical/Engineering courses of the State)
- iv. Candidates claiming under PwD/PC category must undergo test by Medical Board constituted for the purpose. Candidates with benchmark disability as per Graduate Medical Education Regulations 1997 and subsequent amendments shall be followed. Candidates claiming under PwD/PC category have to attend the designated medical board as per NMC public notice no:NMC/UGMEB/PwBD/2025, dated: 19-07-2025.
- v. Candidates, who are natives of state of Odisha and wish to claim reservation under Ex-Serviceman (ES) category, must submit their relevant documents to Rajya Sainik Board, Bhubaneswar only within schedule date and time. After proper verification, Rajya Sainik Board, Bhubaneswar of Odisha will send the list of valid candidates to OJEE for getting reservation under ES category. No claim/certificate shall be entertained by OJEE directly from candidates. Candidates, whose parents are continuing in defense service are not eligible for reservation under this category.
- vi. Candidates claiming reservation under Green Card must be permanent natives of Odisha and shall have to produce original green cards of their parents issued by Government of Odisha only. They must not have taken the privilege of it before. The date of birth & name in the card must match exactly

with that in HSC certificate. In case of mismatch, the candidates will be considered in GE category only. Tampered or mutilated green cards are not acceptable. Any affidavit in this regard shall not be accepted.

- vii. Candidates who wish to claim seats under EWS categories have to mention the same during registration. Such candidates have to produce EWS Certificate (Income & Asset Certificate) from Tahsildar / Additional Tahsildar and the certificate must be issued for 2024-25 financial year.
- viii. If sufficient numbers of candidate are not available in any Reserve category, the vacant seats will be filled up by UR category.
  - ix. The ST/SC seats are not interchangeable.
  - x. The NRI seats shall be filled up in the following order by OJEE / Institution:
    - a. By eligible NRI candidates of state domicile.
    - b. By eligible NRI candidates of outside states.
    - c. By eligible UR candidates of the state if seats still remain unfilled.

# D. PROCEDURE OF ONLINE REGISTRATION

1. NEET UG 2025 qualified State domicile candidates or NEET UG 2025 Candidates who wish to participate in counseling procedure for admission to State Quota /NRI seats of the State must <u>register</u> in due time in the website of OJEE i.e. www.ojee.nic.in in MBBS / BDS admission section. Registration means creating own username and password for logging in to the online counseling site. Without registration, the candidate cannot proceed to next step of online application. The username and password must not be shared with others.

Steps for Registration:

- a) Login to <a href="https://ojee.nic.in">https://ojee.nic.in</a>
- b) Click on "Counselling for MBBS and BDS Courses"

# Counselling for MBBS and BDS Courses

- c) Go to "New Candidate Registration"
- d) After reading the steps carefully select 'I Agree'
- e) Enter your personal details as per your NEET rank card

- i) NEET-UG Application no
- ii) Candidate Name
- iii) DOB
- iv) Gender
- v) Security Pin available on the screen
- vi) Click on Submit
- f) After submitting all the details entered will be authenticated and if found correct, details candidate profile page will be displayed with prefilled information like Candidates Name, DOB, Gender etc.
- g) Fill the Mobile number, email id and chose your password after entering the security pin make final submit for Registration.
- h) After successful submission of the registration process, relog-in using application no as user-id and password.
- i) Then follow the steps given at Available Service on left side of the screen



- j) Follow the steps as per the available service and after completing the final submission payment option will be available. Rs.1000/- payment towards registration fees have to be paid through the online get ways available. (This is non-refundable)
- k) Once payment is successful the registration process will complete.
- 2. In the available service steps under 'Upload Documents/images' all required documents scan copy to be uploaded for online verification. All the documents will be uploaded in pdf format only and must clearly scanned from the original one. The size of pdf files will be mentioned against each document and the file name must not contain any special characters. (The documents to be uploaded must be clearly readable and the file name should not contain any special character).
- 3. During document verification, query may be raised by the Verifying Officers depending on the observations. Therefore, candidates must check their email ID regularly during counselling for any message. The query raised

must be complied within 24 hours of raising of the query. Otherwise, the document verification will be cancelled and the candidate will not be placed as a registered candidate in the State Merit List.

- 4. A candidate may fail to get registration in the case of any irregularity in furnishing required data and their supporting documents as per guidelines.
- 5. Only on successful verification of documents, the candidate becomes eligible and his/her name will appear in the merit list. The names of candidates whose document verification could not be done due to not uploading proper document/not complying to the query of the verifying officer in due time will not appear in the merit list and they cannot participate in subsequent process of counseling and admission.
- 6. The registration fee is not refundable.
- 7. State merit list will be drawn based on NEET UG 2025 All India rank.

**N.B.:** In case any candidate is found to have provided a false information or certificate etc. or is found to have withheld or concealed any information, his/her application shall be rejected.

Before Start the registration process keep all the necessary soft copy documents with you for uploading.

Details of Counselling and Admission process will be notified in due course of time. Candidates are advised to be in touch with www.ojee.nic.in/www.odishajee.com for relevant updates.

Sd/-Chairman

# ONLINE REGISTRATION PROCESS FOR MBBS/BDS COURSE, OJEE-2025

Step-1

	Odisha Joint Entrance Examination  OJEE Counselling 2025 for MBBS/BDS (UAT Mode)					
Reg	istered Candidates Sign-In	Important Instructions				
Counselling  NEET Application Numbe  Password  Security Pin (case sensitive)  Security Pin	OJEE Counselling 2025 for MBBS/BDS (UAT Mode)   640456	Confidentiality of Password is solely responsibility of the candidate and all care must be taken to protect the password.  Candidates are advised to keep changing the Password at frequent intervals.  Never share your password and do not respond to any mail which asks you for your Login-ID/Password.  It is strongly recommended that the OTP sent to the applicant for any activity like reset password etc. must not be shared with anyone.  For security reasons, after finishing your work, click the LOGOUT button and close all the windows related to your session.				
Listen Security Pin Audio	► 0:00 / 0:06 ← (*)  Sign In Forgot Password ?  New Candidate Registration	Caution: Your IP address is being monitored for security purpose.				

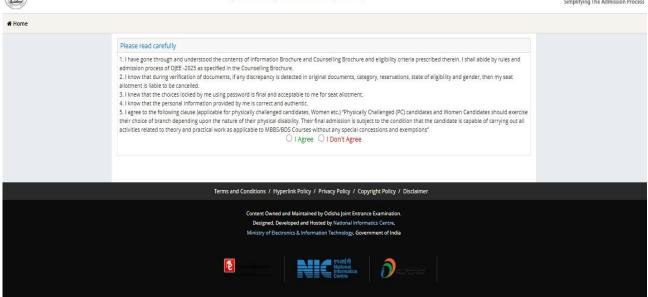
Step-2



### **Odisha Joint Entrance Examination**

OJEE Counselling 2025 for MBBS/BDS (UAT Mode)

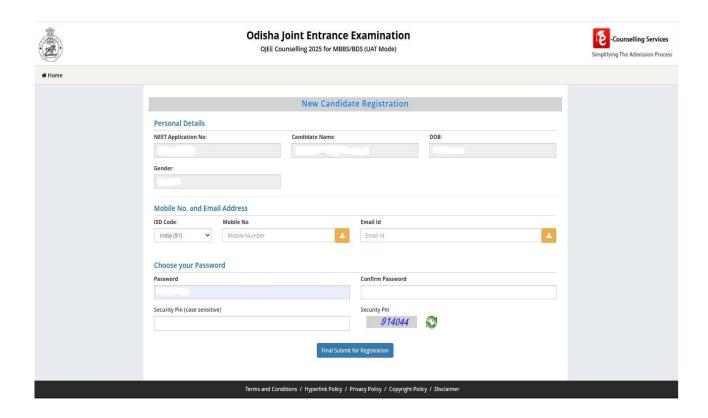




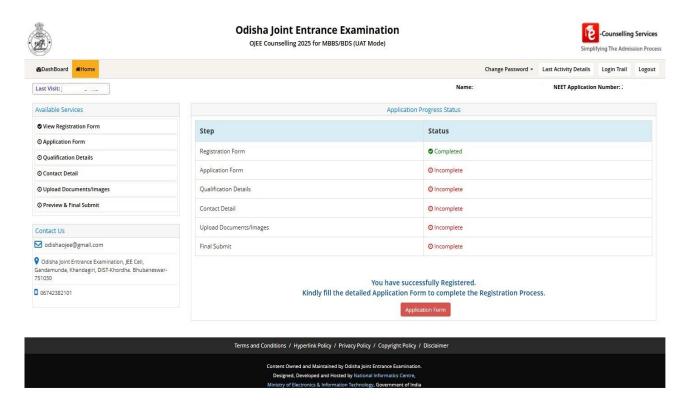
Step-3

	Odisha Joint Entrance Examination  OJEE Counselling 2025 for MBBS/BDS (UAT Mode)						-Counselling Services Simplifying The Admission Process		
# Home									
	Personal Details								
	Please enter the following details.								
	NEET Application No								
	Candidate Name								
	DOB	Day 🔻	Month	Year	•				
	Gender	Select			~				
	Security Pin as shown below (case sensitive)  Enter Security Pin as shown below								
	Security Pin 828251								
		Submit	Reset						
	Terms and Condit	tions / Hyperlink Policy / Pri	ivacy Policy / Copyright Polic	y / Disclaimer					
Content Owned and Maintained by Odisha Joint Entrance Examination.  Designed, Developed and Hosted by National Informatics Centre,  Ministry of Electronics & Information Technology, Government of India									
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Step-4



Step-5



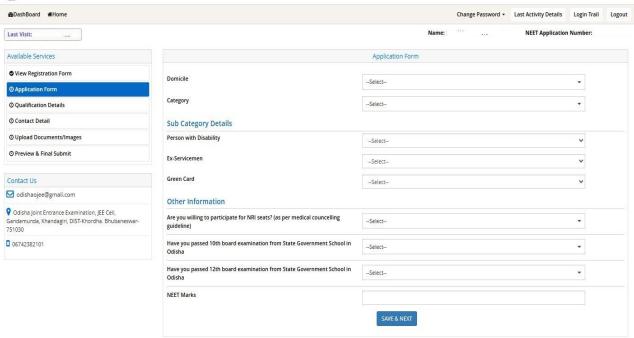
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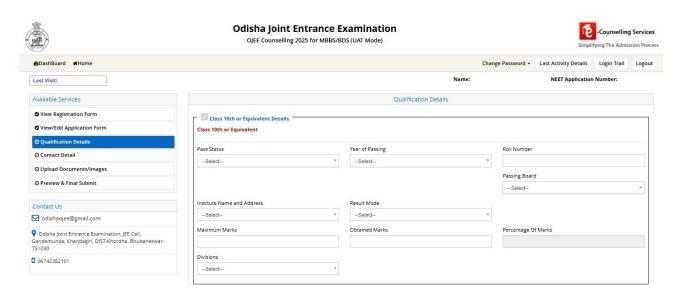
### **Odisha Joint Entrance Examination**

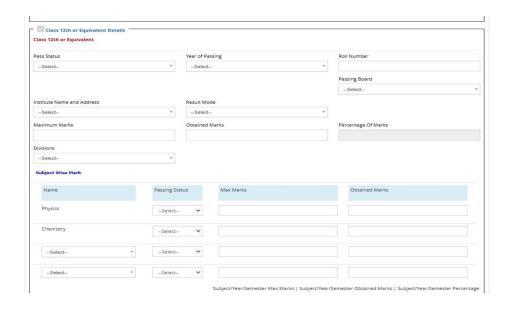
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# Step-7







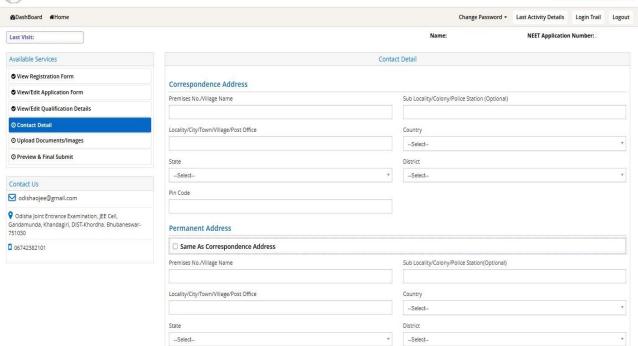
Step-8



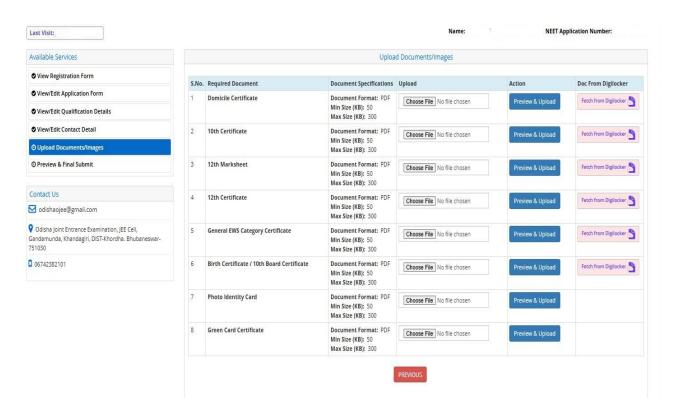
### **Odisha Joint Entrance Examination**

OJEE Counselling 2025 for MBBS/BDS (UAT Mode)





# Step-9



**Step - 10** 

