

Government of West Bengal
Directorate of Medical Education
Swasthya Bhavan, Salt Lake
Block – GN 29; Sector: V, Kolkata: 700091

Memo No: HFW-23099/ 537/2022/M/2753

Date 24-11-2022

Notice for NEET UG 2022 counseling in West Bengal for Under Graduate AYUSH State Quota, AYUSH Private College Management Quota and AYUSH Pvt. College Central Quota seats 2022.

The candidates who have qualified through NEET UG 2022 conducted by National Testing Agency (NTA) and want to participate in the counseling in West Bengal Under Graduate AYUSH State Quota, AYUSH Private College Management Quota and AYUSH Pvt. College Central Quota seats 2022, have to follow certain steps as listed below:-

1. State Quota

The qualified candidate through NEET UG 2022 who want to participate for WB State Quota UG seats must note that either the candidate or his/her parent/s must be domicile in the State of West Bengal. They have to download the domicile certificate proforma from counseling website <https://www.wbmcc.nic.in> and have to fill appropriate form and get it signed and stamped by the appropriate authority.

Once they are allotted seat then during document verification at the allotted college before admission, such certificate in original has to be produced by the allotted candidate before the verifying authority of the college.

Only after successful verification of such certificate, the allotted candidate shall be considered for such State Quota seat provided the other required documents (as discussed later in this Notice) are properly in place.

The types of domicile certificate proforma that are uploaded in the website <https://www.wbmcc.nic.in> is described herewith:-

Proforma a1: Residential/Domicile Certificate for candidates residing in the State of West Bengal continuously for at least last 10 years as on 31st December of 2021. They must also have passed both class 10/equivalent and class 12/equivalent from the State of West Bengal.

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Proforma a2: Residential/Domicile Certificate for candidates residing in the State of West Bengal continuously for at least last 10 years as on 31st December of 2021 where the candidate has passed 10+2 Examination in the year 2022 from West Bengal.

Proforma b: Residential/Domicile Certificate for candidates **NOT** residing in the State of WB continuously for at least last 10 years as on 31.12.2021 (for that matter have passed either class 10 or class 12 or both from outside West Bengal) but whose parent/s are permanent resident/s of West Bengal having their permanent home address within West Bengal and living continuously for at least last 10 years in West Bengal as on 31st December of 2021.

Domicile Certificate obtained from the West Bengal e-district portal (<https://edistrict.wb.gov.in/PACE>) will also be accepted as the proof of domicile provided the clause shall remain as stated above for the proforma a1 or proforma b, as applicable.

In case **proforma b** or e-district domicile of the parent is furnished, it is required to produce any two of the following original ID proof (Voter ID card, Aadhar Card, Passport) of the concerned parent during the stage of document verification where the said ID cards show that the residential address is in West Bengal.

Who are authorized to sign the domicile certificate:-

Proforma a1 or b must be signed and certified by any of the following competent authorities of State Govt. or Central Govt. having local jurisdiction of the place of permanent residence of the candidate or the parent as the case may be e.g.:-

1. District Magistrate, Additional District Magistrate, Deputy Magistrate, Deputy Collector, Sub Divisional Officer, Block Development Officer.
2. Superintendent of Police, Additional Superintendent of Police, Deputy Superintendent of Police, Sub Divisional Police Officer.
3. Commissioner, Additional Commissioner, Joint Commissioner, Deputy Commissioner and Assistant Commissioner of Police Commissionerate.
4. Judicial Magistrate of any rank or position in the concerned district or Metropolitan locality or Hon'ble High Court at Calcutta or Hon'ble Supreme Court of India.
5. Corporation area: Commissioner, Additional Commissioner, Joint Commissioner, Deputy Commissioner and Assistant Commissioner.
6. Assistant Secretary or above in the Secretariat of Govt. of West Bengal (including GTA) or Central Govt.
7. Deputy Director or above in the Directorate of Govt. of West **Bengal** or Central Govt.

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Every official certifying the domicile status of candidate or parent must provide his/her FULL NAME, DESIGNATION, PLACE OF POSTING WITH ADDRESS, LANDLINE or MOBILE Number. He/she should also provide his/her identity card number if available.

Certification from any other authority other than those enumerated above will not be accepted.

Domicile certificate issued by the people's representative like Councilor of Municipal Corporation/Municipality, Member of three tier panchayet system or GTA, Member of Legislative Assembly or Member of Parliament are not accepted.

Proforma a2 must be signed and certified by the Head Master/Principal/Director/ Head of the Institution in the State of West Bengal from which the candidates have passed 10+2 Examination in the year 2022 only.

The candidate who is domicile to the West Bengal are eligible to participate in State Quota, AYUSH Private College Management Quota seats and AYUSH Private college Central quota seats in WB provided they are otherwise eligible for such seats as discussed later in this notice.

2. Management Quota in the Private AYUSH colleges in West Bengal in 2022 are also going to be filled up by online counseling which is to be conducted by WBMCC. The candidates qualified for NEET UG 2022 (UR/EWS cut off 50 percentile; UR PwD/EWS PwD cut off 45 percentile; SC/ST/OBC/OBC A/OBC B/SC PwD/ST PwD/OBC PwD/OBC A PwD/OBC B PwD cut off 40 percentile) are eligible for management quota seats. Their documents will also be verified at the time of admission. **The candidates who are not domicile in the State of West Bengal are eligible for Management Quota seats in Private AYUSH colleges in West Bengal. They are also eligible for AYUSH Private College Central quota seats in West Bengal.** For admission in Management Quota seats the domicile certificate is not required for the allotted candidate. However they are required to produce other essential original documents as discussed in the later part of the notice for verification before securing admission in the allotted seat. **It must be kept in mind by the candidates that allotment in the Management Quota is based purely on combined merit rank of NEET UG 2022 as there is no caste or PwD reservation in such seats.**

3. Caste status of candidate: - if the candidate, who is domicile in the State of West Bengal, selects SC or ST or OBC A or OBC B during enrollment, then the candidate will have to answer whether the certificate **WAS ISSUED BY AUTHORITY IN West Bengal.** If the answer

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to the question is **YES**, then the candidate will be considered as reserved category candidate for West Bengal State Quota seats provided their caste certificate is successfully verified before admission at the allotted college. If the answer to the question is **NO**, then the candidate is treated as Unreserved for allotment of seats in State Quota Counseling provided the candidate has obtained 50 percentile marks (that is the cut off marks for UR [Unreserved] candidate in NEET UG 2022 exam).

The OBC A or OBC B candidates if belong to creamy layer, will not be considered as reserved category candidates. **If the OBC A or OBC B certificate is issued before 01.04.2021**, then the candidate has to provide the income certificate issued by same authority who issued earlier caste certificate. WB Domicile OBC A or OBC B candidate, who belong to creamy layer or who do not provide proper income certificate in support of being non creamy layer, shall be considered as Unreserved for allotment of seats in State Quota counseling provided the candidate has obtained 50 percentile marks (that is the cut off marks for UR [Unreserved] candidate in NEET UG 2022 exam).

If the candidate is not domicile to the State of West Bengal then he/she shall not be considered for State Quota seats irrespective of the caste status or PwD status. Such candidates are eligible to fill up choice for Private AYUSH college management quota seats and also for the Central quota seats of AYUSH Private colleges.

Candidates who belong to Economically Weaker Section (EWS) of West Bengal (with or without PwD status) and are domicile to the State of West Bengal, shall be considered as reserved category candidate for West Bengal State Quota seats provided their EWS certificate is successfully verified before admission at the allotted college. If the answer to the question is **NO**, then the candidate is treated as Unreserved for allotment of seats in State Quota Counseling provided the candidate has obtained 50 percentile marks [that is the cut off marks for UR (Unreserved) candidate in NEET UG 2022 exam]. The EWS certificate is to be provided by such candidate issued by the appropriate authority and such certificate shall be issued on or after **01-04-2021** and preferably in the year 2022.

5. PWD status: The candidates who are eligible as per cut off limits of the 21 benchmark disabilities as envisaged under the Regulations of "**The Rights of Persons with Disabilities Act 2016**" will only be considered in PwD (Person with Disability). The detailed information is uploaded in the website <https://www.wbmcc.nic.in> along with the disability certificate format. Such candidates have to verify their PwD status from the Medical Board of IPGME

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& R Kolkata (Address-244, A.IC Bose Road, Kolkata 700020) during the stipulated days. Certificate from any other institute will not be considered for eligibility as PwD candidate.

6. Mark sheet of 10+2 examination:- In Physics, Chemistry and biology taken together in 10+2 Examination, UR/EWS candidates, UR-PwD/EWS-PwD category candidates, and SC/ST/OBC-A/OBC-B (with or without PwD status) candidates must obtained 50%, 45% and 40% marks respectively in order to be eligible for taking part in counseling. They must also pass Physics, Chemistry, Biology & English individually in 10 + 2 examination. This is an essential criterion to become eligible for counseling.

7. Age: - Age should be at least 17 years by 31.12.2022. Date of birth must be on or before 01.01.2006 to become eligible. This is an essential criterion to become eligible in counseling.

8. Medical fitness certificate: - The format is provided in the counseling website and candidate has to obtain fitness in the same format from **Registered Medical Practitioner** to become eligible for admission in the seat allotted through counseling. The medical fitness is an essential criterion.

After the above information is furnished by the candidate, if the candidate is eligible for fee payment then he/she will be directed to the online payment gateway where he/she can pay the NON REFUNDABLE counseling fee **ONLINE only** through **credit card/debit card or net banking/UPI** facilities. Online Counseling fees is Rs 2000/- for Unreserved candidates and Rs 1500/- for SC/ST/OBC/OBC A /OBC B/PwD/EWS candidates. Bank transaction cost if any is to be borne by the candidate concerned in addition.

Once the fee is paid successfully, the candidate will receive transaction ID, of which a print out shall be taken for future correspondence. Online Acknowledgement receipt will be generated after successful submission of information and fee payment which is also needed to be printed by the concerned candidate for document verification at the allotted college. The **acknowledgement receipt** shall contain the date time and venue of document verification which has to be attended by the candidate physically with the original credentials and one set self attested photocopy mandatorily for becoming eligible for choice filling after successful verification.

The following documents are required to be produced by the allotted candidates in original with self attested photocopy for verification at the allotted verification venue [who qualified through NEET UG 2022 and successfully registered, filled application details,

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paid fee online, generated acknowledgement receipt from the software of NIC] within scheduled date and time of physical original document verification:-

For State Quota:-

- a. Acknowledgement slip generated online after successful payment online
- b. Domicile certificate (a1, a2, b) or domicile certificate from e-district website as applicable
- c. Voter card/Aadhar card/Passport of parent/s in case of domicile certificate of parent is given showing address as West Bengal (any 2 of the three ID cards as mentioned above)
- d. Caste certificate as applicable. (**issued in the State of West Bengal**)
- e. NEET UG 2022 admit card.
- f. NEET UG 2022 Rank card.
- g. PwD certificate issued from IPGMER Kolkata as applicable.
- h. Payment of counseling fees proof (generated online).
- i. Age Proof (age should be 17 years by 31.12.2022)
- j. Class 10+2 mark sheet for verification of marks
- k. Medical Certificate (from Registered Medical Practitioner)

For Management Quota:-

- a. Acknowledgement slip generated online after successful enrollment
- b. NEET UG 2022 admit card.
- c. NEET UG 2022 Rank card.
- d. Payment of counseling fees proof (generated online).
- e. Age Proof (age should be 17 years by 31.12.2022)
- f. Class 10+2 mark sheet for verification of marks
- g. Medical Certificate (from Registered Medical Practitioner)
- h. Caste certificate as applicable (for NEET UG qualification assessment and caste certificate of other state also allowed)
- i. PwD certificate issued from IPGMER Kolkata as applicable (for NEET UG qualification assessment)

For Private AYUSH college Central quota:-

- a. Acknowledgement slip generated online after successful enrollment
- b. Caste certificate as applicable.(caste certificate of other state also allowed)





- c. NEET UG 2022 admit card.
- d. NEET UG 2022 Rank card.
- e. PwD certificate issued from IPGMER Kolkata as applicable
- f. Payment of counseling fees proof (generated online).
- g. Age Proof (age should be 17 years by 31.12.2022)
- h. Class 10+2 mark sheet for verification of marks
- i. Medical Certificate (from Registered Medical Practitioner)

The eligible and qualified candidates through NEET UG 2022 examination and after successful verification shall be enlisted at first for provisional list for choice filling. A short time interval shall be provided for grievance redressal at the verification venues and following that the final list of candidates for choice filling shall be published for a particular round. It is understood that provisional list and final list may differ due to obvious reasons and shall not be disputed by the candidates. Only the final listed candidates for that round shall be eligible for choice filling, choice saving, choice maneuver and choice locking. Once the choices are locked, they cannot be unlocked. Only the locked choices shall be processed by the system for allotment for a particular round.

Thus the eligible and qualified candidates through NEET UG 2022 examination after successful verification can go for **online Choice filling**→**Choice locking**→**Seat allotment by the Software as per Inter se merit**→**another Round of Physical Document Verification at the Allotted College Level**→**Admission at the Allotted College Level**, as per schedule being provided in the website <https://wbmcc.nic.in>

For any kind of suppression of facts/ mis-information related to admission in AYUSH courses in West Bengal through counseling 2022 for State Quota, AYUSH Private college Management Quota or Private AYUSH college Central quota, or fabricated information furnished by candidate at any stage; will lead to cancellation of the candidature with immediate effect. Candidates are requested to visit the website <https://www.wbmcc.nic.in> frequently for updates and information.

The Online Registration and Online Application stage issues and outcomes of verification in details:-

During the Online Registration and Online Application stage, the candidate shall be asked about his/her domicile status in WB. If not domicile then candidate can participate for Management Quota seats only. If the candidate is domicile then the type of form filled shall be enquired that is a1 or a2 or b form as per notification. This is subject to verification before online choice filling and allotment by the NIC software.

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If the candidate fails to provide valid or appropriate domicile certificate during verification, then the candidate shall be considered as non domicile to the State of WB, then he/she can participate for Management Quota seats of Private colleges in the same round if such candidate requests in pen and paper before the nodal officer of concerned verification center.

The candidates shall be asked to provide the caste status afresh. If the candidate fails to provide valid document in favor of his/her caste status the candidate shall be considered as un-reserved category from that round for entire counseling process, provided he/she is having the appropriate cut off as per the changed category status to remain eligible in counseling process.

It is understood that there is possibility that central and State list of caste and sub caste may be different so candidate who had stated himself/herself as UR in central list while filling up form of NEET UG 2022 but has valid caste/economically weaker section certificate issued in the State of WB, can declare themselves as SC/ST/OBCA/OBCB/EWS in WB. They can participate for caste state quota seats counseling provided he/she is also domicile in WB.

If a candidate is domicile in WB but the SC/ST/OBC/EWS certificate is of other state, then he/she would be treated as Unreserved for state quota counseling and can participate for UR seats in state quota if achieved UR cut off 50 percentile in NEET UG 2022. They can however participate also for management quota seats as per combined rank in NEET UG 2022 exam. They can however participate in central institute if any, as caste candidate.

Candidates who have opted for PwD shall be asked if they have certificate from IPGMER Kolkata for PwD status as per 21 benchmark disabilities as per Disability Act of 2016 and if the answer is affirmative then he/she can participate for PwD seats counseling provided he/she is successfully verified by the college authority and also the domicile in WB. If he/she cannot provide appropriate PwD certificate issued by the IPGMER Kolkata Medical board, and then shall be considered as non PwD candidate, provided the candidate still remains eligible after the changed status.

If a candidate cannot provide domicile/caste/PwD appropriate certificate during verification and not want to participate as non domicile/changed caste status/changed PwD status as applicable, then he/she shall be rejected by the verifying authority. If the candidate after rejection wants to appear in next round afresh, then he/she has to request for the same in pen and paper before the nodal officer of the concerned verification center for initialization of candidature data so that he/she shall be able to participate in subsequent round only, by fresh application and payment of counseling fees.

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Even after first round of Physical Document Verification before online choice fill up, during admission stage also there shall be another round of document verification and if it is found that the candidate is not having appropriate caste or PwD certificate as was stated during online Registration and Application stage then the seat of that round shall be cancelled and the candidate can be considered as Unreserved or Non PwD case for subsequent round provided the candidate still remains eligible with the changed status.

The age must be at least 17 completed years by 31 Dec 2022. Else the candidature shall be cancelled. This cancellation by this criteria is irrevocable.

The candidate must obtain minimum qualification with pass marks in class XII Higher Secondary or equivalent examination as per his or her caste status in WB. Else the candidature shall be cancelled. The candidate has to pass in PCB and English separately with 50% marks in combination of PCB for UR/EWS candidates or 45% marks in combination of PCB for UR PwD/EWS PwD candidate or 40% marks in combination of PCB for SC/ST/OBCA/OBCB/SC PwD/ST PwD/OBC A PwD/OBC B PwD candidates (caste certificate must be issued in WB).

The cut off for Management quota seats shall be 50 percentile for UR/EWS candidates or 45 percentile for UR PwD/EWS PwD candidate or 40 percentile for SC/ST/OBC candidates with or without PwD status. There is no caste reservation in management quota seats. For such quota seats domicile certificate is not required but age and class XII exam result criteria is applicable.

The candidates for Central quota seats and Management quota seats in Private AYUSH colleges do not require any domicile certificate. However, the Central quota seats in Private AYUSH colleges have caste reservation. They are not however eligible for the state quota seats due to want of domicile certificate.

Candidates eligible for State quota seats are also eligible to participate for Central quota seats and Management quota seats in the Private AYUSH colleges.

If the candidate fails to provide valid or appropriate domicile certificate during verification, then the candidate shall be considered for Management Quota and Central quota seats of Private colleges in the same round, if such candidate requests for the same in pen and paper before the nodal officer of the concerned verification center.

Alternatively, If State quota candidate fail in verification of documents, then the candidate may request the verifying authority to initialize his/her data so that he/she can participate in next round by applying and paying counseling fee afresh.

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Unless the candidate wants initialization, the Online Registration and Application shall be one time for a particular candidate. Fee payment shall be one time for a particular candidate unless the candidate remains not reported for Round 2 and again wants to participate in mop up round or the candidate wants initialization as discussed earlier. However fresh online registration is allowed in round 1, 2 and mop up round and if any cut off is reduced by the Govt. of India during the counseling process. Furthermore, such registration may again be allowed in stray vacancy round only if the total previous non allotted and registered candidate list is less than 10 times the pooled vacancy for college round.

The candidate who does not register and fill choice in round 1 and save and lock such choice (or system auto locks the choice after the choice locking period is just over)—shall not be considered for allotment in Round 1. **Choice filling shall be afresh in Round 2 for the registered candidate.**

The non allotted candidate in Round 1; or the non reported candidate in Round 1; or the candidate who was allotted and admitted in round 1 and submitted willingness for participation in round 2; or the newly registered candidate in round 2 can fill choice afresh for round 2 allotment.

The candidates who are not registered, the candidates who failed during the document verification and became not eligible for subsequent round, the candidate who did not opt for subsequent round, the candidate who do not fill fresh choice in subsequent round or the candidate who surrendered seat after getting admission in earlier round —are not considered for allotment in Round 2.

Candidates cancelled due to want of essential documents or candidates who surrendered after admission or the candidates found to submit mis-information/falsification/fabrication of documents—shall be out of further counseling process.

Candidates are advised to contact the concerned college for details of fee and mode of payment before filling of such choices as after allotment in a particular round.

If the candidate fails to get admitted in the allotted seat after completing all necessary formalities within that round, the candidate shall be called as non reported candidate and such seat gets vacant for such round.

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The counseling steps in nutshell:-

A.) Round 1 counseling: -

- It may be mentioned here that individual eligible and NEET UG 2022 qualified candidate can do **Online Registration** → **Online Application** → **Online Fee Payment** → **Acknowledgment slip generation** → **Physical document verification at College level as designated by NIC software** → **Choice filling** → **Choice locking** → **Seat allotment by the Software as per Inter se merit** → **Another Round of Physical Document Verification at the Allotted College Level** → **Admission at the Allotted College Level**, during Round 1 of the Counseling.
- It is hereby further mentioned that after the choices are placed and saved, the choices shall have to be locked by the candidates as **only the locked choices for that particular round shall be processed for seat allotment as per inter-se-merit of the candidates**.
- After generation of **acknowledgment slip** candidates can view the name of their colleges along with the date and time slot for **Physical document verification**. They need to attend physically at designated date and time slot and designated College **with original credentials and one set self attested photocopy of documents for document verification**.
- **After successful verification**, the candidate shall be handed over sever generated verified certificate. Initially **provisional list** will be published in the counseling website with an email Id for grievance redressal and then **final list** will be published. Only the candidate names which have been included in the **final list** shall be able to fill up choice/s for such round.
- Now after the inclusion in the Final Verified list, if the candidate gets allotment in a particular AYUSH College/Hospital, there shall be another round of Physical Document Verification of the allotted candidate in that allotted College/Hospital. During such if the admitting authority does not find adequate document if favor of Caste and Or PWD Status, the following situation/s might arise:
 - a. Candidate gets un-reserved seat if otherwise eligible as per cut off, then he or she will get admitted in that round as well and shall also be eligible for participation in Round 2 as un-reserved candidate.
 - b. Candidate gets reserved/PWD seat but could not produce required document in favor of that during such second phase of verification at the allotted college level, so the verifying authority will convert the category to un-reserved/Non-PWD as the case may be, and the allotted seat will be cancelled for that round and candidate shall be

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made eligible as per the changed category status in the subsequent round/s as unreserved/ Non-PWD candidate provided He or She still remains eligible for counseling with changed candidature status.

- **Once successfully verified such candidate has to get admitted in the college and college authority shall hand over the system generated admission letter to the admitted candidate.**
- During the admission process of round 1, the allotted candidate shall be asked to provide **willingness for participation in subsequent round at the allotted college.** If the willingness is affirmative, then only the candidate remains eligible to participate in round 2.
- **The candidate who has Not been allotted or Not reported for admission in round 1 or Not provided choice in round 1 are also allowed to participate in round 2.**
- Along with this, there shall be provision for fresh **Registration→Application→Fee Payment→Acknowledgment slip generation→Physical document verification at College level as designated by NIC software→Choice filling (after successful verification)→Choice locking** during Round 2 for the NEET UG 2022 qualified eligible candidates, who have not done so due to any cause during the round 1 counseling.
- The candidates who have not qualified in NEET UG 2022 as per the cut off marks are **not allowed** in counseling process. If cut off is subsequently reduced then only such candidates shall be allowed for counseling as per revised cut off provided by NTA/Govt of India.
- The eligible and qualified candidates who fail to get Acknowledgment slip or fail to get Physical document verification for round 1 or subsequent round as the case may be (even if they have paid counseling fee successfully) are **not allowed** to participate in round 1 counseling or subsequent round.

B.) Round 2 counseling:-

- Already verified candidate in Round 1 who have filled up choice in round 1 and were allotted and admitted in Round 1 and **provided willingness for participation** in Round 2 **are allowed** to participate in round 2.
- Already verified candidate in Round 1 who filled up choice in Round 1 but were **not allotted** in Round 1 due to inter se merit position **are allowed** to participate in Round 2.
- Candidate who was NEET UG 2022 qualified and successfully verified in Round 1 but

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failed to provide choice during Round 1 **are allowed** to participate in Round 2.

- The candidates who were allotted in Round 1 but were **not reported in the allotted institute** for admission, they are allowed **free exit** that is they are **allowed** to participate in the round 2 counseling without penalty that is, they are not required to Register/Online Application/Pay fee again during round 2 counseling. They can straight away go for fresh choice filling during round 2 counseling.
- The opportunity for Fresh Registration, Application, Fee payment, Acknowledgement slip generation, Physical document verification for eligible and qualified NEET UG 2022 candidates who have not done it during round 1 counseling due to any cause, shall be again **allowed** during round 2 counseling.
- The candidates, whose **allotted seats were cancelled in round 1 due to inadequate documentation but still remained eligible for subsequent round** with changed candidature, are directly allowed to fill choice in subsequent round.
- **Non verified candidate** till Round 2 or, candidate who **has not filled up choice in Round 2** is **not allowed** in Round 2 counseling. Candidate who have got admission in Round 1 and **not provided willingness** to participate in Round 2 during the admission process at the allotted institute, are **not allowed** in Round 2 counseling.
- The candidates who have **surrendered seats after admission in round 1** are **not allowed** to participate in any further rounds of counseling including Round 2. They are out of the counseling process.
- Candidates who have **admitted/joined the allotted seat in Round 2** and further rounds of counseling will **not be allowed to resign/surrender** and will also be ineligible to take part in further rounds of any type of counseling.
- **Surrendering of seats is only allowed till Round 1 of counseling.**
- The willingness for participation in subsequent round shall **not be available** during round 2 admissions or during any further rounds of admission process.

C.) Mop up round counseling (online):-

- The opportunity for **Fresh Registration**→**Application**→**Fee Payment**→**Acknowledgment slip generation**→**Physical document verification at College level as designated by NIC software**→**Choice filling(after successful verification)**→**Choice locking**, who have not done it during round 1 and round 2 counseling due to any cause, shall be again **allowed** during Mop Up counseling.

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- The successfully verified candidates, who **remain not allotted** till round 2, are **allowed** to participate in Mop Up straight away by fresh choice filing; they **do not need to pay the counseling fee again**.
- Already successfully verified candidate in Round 1 or Round 2 who **failed to provide choice** during the round/s are **allowed** to participate in Mop Up, they **do not need to pay the counseling fee again**.
- The candidates, whose allotted seats were cancelled in round 2 due to inadequate documentation but still remained eligible for subsequent round with changed candidature, are **allowed** in Mop Up counseling for fresh choice filling.
- The candidates who remain **not reported** during round 2 counseling are **allowed** to participate in mop up counseling but **with penalty** that is they have to do **Fresh Fee Payment** → Acknowledgment slip generation → Physical document verification at College level → Choice filling(after successful verification) → Choice locking,
- **However, during the Physical document verification process if they fail to get verified themselves no initialization will be done from this round onwards that is they are out of the counseling process.**
- Registered candidate who have not filled up choice in Mop Up are **not allowed** in Mop Up counseling. The candidates who remain **admitted after round 2** counseling, are **not allowed** any further for participation in mop up counseling or further counseling.

D.) Physical Stray Vacancy Round counseling:-

- **No Fresh Registration or Fee payment is allowed in stray vacancy round.** Only the candidates, who are **already successfully verified and not allotted /not reported** till mop up round, are **allowed** for such stray vacancy round by physical reporting with original documents and fees for college admission, details for such shall be notified later on.
- Only the candidates (not less than 10 times of the pooled vacancy) who are already verified in the previous round/s, Not-reported/ Non allotted till Mop-up round shall be allowed for this round. Allotment cum admission at the college with vacancy shall be possible as per merit by physical reporting of the candidate in this round.
- The candidates, who failed to verify themselves successfully during physical document verification in Mop Up round due to failure in submission of essential documents (**domicile; caste status, PWD certificate, age criteria**) , are out of the counseling process and they are **not allowed** to participate any further in counseling.

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Online counseling (steps details):-
step1 (Online Registration& Application):-

- There will be provision of Online Registration and Online Application for participation in NEET UG AYUSH Counseling 2022 in West Bengal State Quota, Private College Management Quota, Private College Central Quota seats. Candidates qualified through NEET UG 2022 conducted by NTA and eligible to participate in such counseling are hereby requested to apply through online link in the website <https://wbmcc.nic.in> strictly within scheduled time.
- It is pertinent to mention that the NEET UG 2022 qualified candidates who have already got admitted in All India Quota Medical/Dental seats or State Quota Medical/Dental seats and remain admitted after Round 2 of All India Quota counseling 2022 or Round 2 of State Quota counseling (in any state of India) 2022 in Medical/Dental seats, are hereby excluded/barred from participation in the NEET UG WB AYUSH counseling 2022 process.
- The qualified and eligible candidate through NEET UG 2022 will put his/her Roll No, Name, Date of birth in the **New Registration** click button in the on-line counseling system. If the record matches with the result handed over to the State by National Board of Examinations through Ministry of Health and Family Welfare, Govt. of India, New Delhi, then the Candidate has to put his/her mail id where OTP will be sent. After OTP validation the candidate has to fill up additional information like fathers name, mothers name, and address, phone no, etc. After submission of such details registration process will be completed. Once successful registration is completed the candidate has to further login as **already registered candidate** by putting Roll no and Password created by the candidate himself or herself in the earlier mentioned steps. During the process if by mistake candidate fills up any wrong information there is also provision for editing the registration details further in the "edit registration details" button. After completion of registration process such candidate will also be asked If Physically challenged having the valid PWD certificate form IPGMER hospital authority etc. **Regarding further step by step details please see the user manual uploaded in the WBMCC official website.**
- It is hereby further mentioned that **The Caste Status and EWS status would be asked to provide afresh during the Online Application process of the counseling.** Candidates who belong to SC, ST, OBC, EWS categories will be required to answer the question whether their caste certificates are issued/validated by authority in West Bengal. If not, they will be considered as Unreserved during seat allotment process of online counseling except for the central institutes if any in West Bengal. The OBC Candidates whose certificates are issued in West Bengal will be required to select sub caste as OBC A or OBC B as the case may be. Once selected the caste specific answers by candidates if there is any mistake done by

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candidate he/she can reset the application data in the **"Reset Application for Modification"** option button before final submission also. For claiming seats under OBC, OBC-A and OBC – B, the candidate has to submit non-creamy layer Certificate issued on/after **01.04.2021** by **the same authority who issued** OBC/OBC-A/OBC-B certificate, unless the OBC/OBC-A/OBC-B certificate has been issued **on/after 01.04.2021**; otherwise he/she will not be considered as under OBC/OBC-A/OBC-B category for seat allotment.

- If the cut off is reduced by Govt. of India or NTA then the candidate with reduced cut off shall also be able to register in counseling provided such cut off reduction occurs before Mop up of West Bengal counseling.

Step 2 [Payment of requisite fees, obtaining transaction ID and then generation of acknowledgement Receipt]:-

- The qualified and eligible candidates through NEET UG 2022 after online Registration and Application will be directed to online payment system. Online Counseling fees is **Rs 2000/- for Unreserved candidates and Rs 1500/- for SC/ST/OBC/OBC A /OBC B/PwD/EWS candidates. Bank transaction cost if any is to be borne by the candidate concerned in addition.** The online deposition can be done through net banking or credit/debit card/UPI system. If the payment is successful the candidate can generate acknowledgement receipt from candidate log in, where all the transaction details are there. It is hereby further mentioned that **generation of acknowledgment slip is mandatory for Physical Document verification of candidates**, as the venue/date/time everything will be mentioned in that acknowledgment slip only. Candidates have to bring the hard copy of that slip also during Physical document verification otherwise no verification will be done.
- It may so happen that due to internet server error during the payment process, the candidate fails to pay successfully and thus fails to generate transaction ID and or acknowledgement slip. The candidate is advised to be cautious and must check with his/her bank account before attempting to pay again since the **payment once made for counseling process is non-refundable.**
- The candidates who have not paid for counseling process successfully are not able to participate in counseling process. However if a candidate fails to pay successfully in Round 1 counseling gets further chance before Round 2 or Mop up round counseling. Such candidate must however keep in mind that he/she is eligible for allotment of only such seats that are available during that particular round.

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Step3 (Physical Document Verification of the successfully paid candidates):-

- After generation of acknowledgment slip candidates can view the name of their colleges along with the date and time slot for Physical document verification. They need to attend physically at designated date and time slot and designated College with original credentials and one set self-attested photocopy of documents for document verification.
- The verification of all candidates (state quota and private management quota), shall be done at software allotted five Medical Colleges of Kolkata within the stipulated time and date. No verification beyond the stated scheduled dates will be entertained for that particular round.
- **After successful verification**, the candidate shall be handed over server generated verified certificate. Initially **provisional list** will be published in the counseling website with an email Id for grievance redressal and then **final list** will be published. Only the candidate names which have been included in the **final list** shall be able to fill up choice for such round.

Step4 (Choice filling and Choice locking of the successfully verified candidates):-

- The already Registered and Successfully Verified candidates from the published list have to click the **Registered User Sign in** button in the website, put the Roll no and Password to log in.
- After such step the candidate shall be able to see the available choices and fill the choices one by one in the choice basket. **The Central Quota/Management quota candidates cannot see State Quota Choices.** The candidates, who are non domicile to West Bengal and are belonging to Private management only, can see the Private management seats and Central quota seats of the Private College for obvious reasons.
- The following options are provided in the choice filling link like choice up and down, single deletion, choice interchange, choice move, multiple deletions etc. The candidate can fill all the viewed choices as per eligibility however the choices shall be processed only as per seat matrix for that round and seat conversion policy of the particular round. **The candidates are requested to arrange choice as per willingness as choice processing shall be done by the computer system from the first choice downwards at his/her inter se merit rank.**
- The candidates must save the choices as choices not saved shall not be available for consideration of allotment. After the choice arrangement is done the final step is to lock

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the choices after providing the password. Once the choices are locked they cannot be changed and no application shall be entertained in this regard. **Only the locked choices shall be processed for allotment.** If the candidate fails to lock the choices but is able to save them then the choices provided and saved shall be auto locked after the choice locking period is over by the system.

Step 4 (publication of processed Result of allotment based on eligibility of candidates):-

- The allotment shall be based on inter se merit of the candidates as per provided caste, PwD status, and category and shall be purely provisional.
- The allotted candidate has to pass another round of physical document verification process at the allotted college within stipulated time by providing the original documents and requisite college fee for securing the admission.
- The candidate who fail in the document verification process due to lack of essential documents and thereby become non eligible for further rounds shall be out of the counseling process.
- The candidate who does not appear for document verification (physical reporting) at the allotted college with requisite original documents and college fee within stipulated time shall be termed as **non reported candidate**.

Conversion Rule:-

The following conversion rule is available for vacant seats in Mop Up round Only:-

UR PwD → UR

EWS PwD → EWS

SC PwD → SC

ST PwD → ST

OBCA PwD → OBCA

OBCB PwD → OBCB

SC ← → ST and vice versa

OBCA ← → OBCB and vice versa

EWS → UR

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No conversion of SC/ST seat to UR and no conversion of OBCA/OBCB seats to UR are possible without the permission of the Backward Class Welfare Department (BCWD), Govt. of WB.

AYUSH UG Private Colleges with Central quota seats:-

Some AYUSH UG private colleges have Central Quota seats and counseling of such seats is to be done by the WBMCC. In such seats the rules apply of the All India Ayush Counseling latest guidelines for 2022-23 that is all such seats are **Open in nature**. If the candidate is qualified in NEET UG 2022 then he/she can participate in such seats as per combined merit rank. **The Private Ayush college AIQ seats if any left vacant after 2 rounds of counseling shall be deemed to be converted to State Quota and State Quota rules shall be applicable for allotment in Mop Up.**

All candidates have to sign the following undertaking beforehand and have to provide during admission process that:-

“ I , NEET UG 2022 Roll No....., NEET UG 2022 rank , solemnly undertake that the information provided during enrollment process are true to the best of my knowledge. I understand that if it is found that I have deliberately tried to provide mis-information or falsification or fabrication of documents or obtained unfair means then my candidature shall be cancelled at once and I shall not be allowed to participate further in counseling process of WB UG 2022. I also hereby state that I am at present not admitted in any other course/college anywhere.”

Details of admission procedure and further rounds of the counseling schedule shall be informed in the counseling website <https://wbmcc.nic.in> in due course. The candidates are requested to frequently visit the said website for further information because no individual communication in this regard can be provided.

Dr. 24/11/2022

**Director of Medical Education
And Chairman of West Bengal Medical Counseling Committee
Govt. of West Bengal**

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