



No. Edu/MD/MS/M.Ch/Jan2023

Date: 04.02.2023

ACADEMIC SECTION

Information brochure regarding admission procedure For MD/MS/MDS/integrated 6-year M.Ch courses January 2023 session – Open Round Counselling

Congratulations on allotment of MD/MS/MDS/ Integrated 6-year M.Ch courses seat at JIPMER! Please download and read this document carefully.

The Reporting Dates and Time for the Admission Process will be as follows:

Candidates should report on 6th, 7th, 8th and 9th February from 9.00 AM to 12.00 AM. The admission process and document verification for the candidates reporting after 12.00 AM (except on 9th February) will be done on the next day.

Admission Venue: Lecturer Hall - 3, 3rd Floor, JIPMER Academic Centre (JAC), JIPMER.

IMPORTANT: Vaccination certificate is MANDATORY - Candidates should have received both the vaccine doses against the corona virus as per the order of the Director of Health and Family Welfare Services, UT of Puducherry. This includes JIPMER Institute candidates.

Admission process will span over a minimum of two working days.

Tasks to be completed before reaching the admission venue:

1. Complete the Health-Care Professional ID Registration:

NDHM / ABDM (Health-Care Professional ID Registration) is mandatory for all the newly joined Junior Residents.

Steps for registration in NDHM / ABDM (Health-Care Professional ID Registration):

- Step 1: Click the below mention link to Register 'Professional Healthcare ID'
<https://hprid.ndhm.gov.in/>
- Step 2: Click on 'Create Your Healthcare Professional ID now'.
- Step 3: Click on 'I am Healthcare Professional'.
- Step 4: Click on 'Generate via Aadhaar'.
- Step 5: Enter your Aadhaar Number.
- Step 6: Click on 'I agree' & Click on 'Submit'.
- Step 7: You will get 6 digit 'OTP' to your Aadhaar Registered Mobile Number.
- Step 8: Enter the OTP and Click 'Login'.
- Step 9: After logging-in, enter your Mobile Number.
- Step 10: You will get again 6 digit 'OTP' on your mobile number.
- Step 11: Enter OTP & Click on Login.
- Step 12: After logging-in, create your 'User Name' & 'Password' (Password must be 8 character, Upper case, lower case, Alpha numeric & Special character).
- Step 13: Select 'I am Healthcare Professional'.
- Step 14: Select 'Modern Medicine'.

Step 15: Enter your email address & Click on 'submit'.

Step 16: After Submitting, you will get OTP on your email for verification, after verification, your Registration will be completed and you will receive 14-digit Professional Healthcare ID number, take a printout of this page and submit the same at the time of document verification.

2. Complete Admission 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 in drop menu then you have to provide the details of payment mentioned below.

Sl. No.	Description	MD/MS/MDS/First 3 years of 6-year MCh course
		Fee in Rs.
1	Admission Fee (one time.)	5,000
2	Tuition Fee (per annum)	2,200
3	Learning Resource Fee (per annum)	9,000
4	Corpus Fund on Academic Fee (per annum)	110
5	Student information details (per annum)	1,500
6	Identity Card Charges (One time)	150
7	Caution deposit (refundable)	3,000
Total		20,960

Note: Fee once paid will not be refunded under any circumstances. Bring hard copy of fee payment receipt on the day of reporting.

3. Fill the JIPMER e-form by clicking the link and on completion the printout should be brought. <https://www.digialm.com/EForms/configuredHtml/827/68596/application.html>
(Note: Name should be filled as given in MBBS degree certificate)
4. Forms to be printed, filled, and brought to the venue (Annexures attached):
 1. ID card form – all the fields should be filled and in block letters (Annexure-1)
 2. Joining letter (Annexure-2)
 3. Joining report format (Annexure-3)
 4. Hostel application form (if applicable) (Annexure-4)
 5. Honor Code (Annexure-5)
 6. Biodata Proforma (Annexure-6)

On the day of reporting:

The following steps should be completed in the given order.

- Once candidate enter in to the hall, admission team will guide you to the admission procedure.
- You will be called at certificate verification desks inside the hall. Please keep the documents in the order mentioned below:
 1. Biodata Proforma (Annexure-6)
 2. NDHM / ABDM (print copy)
 3. Offer Letter (Download from INI-CET Website)
 4. Seat Allocation Slip (Option exercise slip)
 5. Final Registration Slip
 6. Downloaded Hall Ticket
 7. MBBS Degree / Provisional Certificate
 8. MBBS Mark Statement
 9. CRRI / Internship Completion Certificate
(Internship should complete on or before 31.12.2022)
 10. Permanent /Provisional Medical Registration Certificate of MBBS Course
 11. Conduct / Character Certificate from the Institute last studied
 12. Transfer Certificate from the Institute last studied
 13. Migration Certificate obtained from the University last attended
 14. Date of Birth / S.S.L.C. Certificate showing the date of birth
 15. Residence Certificate/ Nativity Certificate /Aadhar/Passport/Driving License
 16. Caste Certificate (in respect of OBC/SC/ST/EWS candidates)
For OBC Candidates (Certificate to be issued within 12.10.2021 to 13.11.2022)
For EWS Candidate (Certificate to be issued between 01.04.2022 to 13.11.2022)
(As prospectus Part – B mentioned in INI-CET Website)
 17. Medical Certificate in case of Orthopedic Physically Challenged (OPH) candidates
 18. Photocopies of all Original Certificates
 19. Admission Fee receipt
 20. COVID – 19 Vaccination Certificate
 21. JIPMER e-form / Student's Verification Form
 22. Passport size color photo – 4 Nos.
 23. ID Card Application
 24. PAN Card Xerox (original will be verified and returned to the candidate)
 25. Aadhar Card Xerox (original will be verified and returned to the candidate)
 26. Front page of Bank pass book

Note: Candidates who already reported in 1st Counselling or Second Couselling either in JIPMER or other INI's should submit their Acknowledgement slip / Bonafide certificate issued by respective INI's.

- In addition, Aadhaar card and PAN card in original will be verified and returned to the candidate.
- After successful certificate verification, you will be given a form for Medical Examination by the team. Medical Board will be available in Exam Hall No:1, Third Floor (Room number 201), JIPMER Academic Centre (JAC) building. The duly signed Medical Examination report should be submitted to the admission team.

- **Submission of agreement document:**

A PDF version of the agreement (Refer Attachment) will be sent to you on the registered email ID. You will have to purchase a minimum 10-rupees stamp paper or e-stamp paper by your name and the content emailed to you should be printed on the stamp paper. Agreement should get Notary public signature and seal. **Content of the agreement as given to you should not be modified under any circumstances.** The signed document should be submitted to the admission team.

Note: Please don't fill/write anything on agreement form except your Name and your Father Name. Page No. 1 – 5 should get signed by Notary Public and date of agreement should be filled on the day of reporting.

- The following will be issued to candidate after successful completion of document verification and Medical Examination:
 1. Bonafide certificate (certifying that the original documents are retained by the institute)
 2. Admission order
- Submit Hostel application form (if needed). Candidates can avail hostel facility from 09.01.2023 onwards (Subject to availability).
- The filled-in joining letter and joining report forms should be submitted to the respective department office as soon as possible. The joining report will be returned by the department later, through proper channel.

Once the admission order is issued, candidates should join the department on the same day.

**Sd./..
Dean (Academic)**

Additional information:

Location of the admission venue:

Lecturer Hall – 3, 3rd Floor, JIPMER Academic Centre.
(<https://goo.gl/maps/kpsjrtceQR5QRfV7>).

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. Candidates 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).

Hostel room can be allotted to a candidate only after issue of admission order.

Annexure 1:

JIPMER
PUDUCHERRY / KARAIKAL
APPLICATION FOR ID CARD
STUDENT

(All the Fields are mandatory and to be fill in BLOCK LETTERS)

Recent
Passport Size
Photograph

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 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
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:

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/MDS/ Integrated 6-year M.Ch course
_____ in January 2023 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

Annexure 3:

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,
(Thro' proper channel)
JIPMER

Sir/madam,

Sub.: Joining report of MD/MS/MDS/ Integrated 6-year M.Ch residents of January 2023 session.

Ref.:

The following candidate has joined MD/MS/MDS/ Integrated 6-year M.Ch course
_____ 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: _____

**JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL
EDUCATION AND RESEARCH, PUDUCHERRY – 605006**

HONOUR CODE

On joining (course) in January 2023 session in this Institute, I have understood the following:

1. All powers relating to discipline and disciplinary action against the students are vested on the Director of the Institute. The Director may delegate all/any such powers, as he/she deems fit to the Dean(Academic) or any other officer of this Institute as he/she may specify on his behalf.
2. Discrimination based on caste, religion, language, gender, socio-economic status, and region will be viewed seriously. JIPMER and Union Territory of Puducherry Legal Services Authority has constituted a legal services clinic for providing legal assistance and guidance exclusively to students hailing from the Northeastern region of India.
3. Sexual harassment against women shall be punishable under sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. JIPMER has a specially designated committee for women, to enquire into the complaints of sexual harassment at workplace/college/hospital etc.
4. The acts of gross indiscipline shall include:
 - Physical assault or threat to use physical force against any member of the teaching or non-teaching staff of JIPMER or any other persons within the campuses of JIPMER
 - Carrying or use or threat of use of any weapon
 - Ragging in any form (punishment will be awarded thereof as per JIPMER rules)
 - Violation of the status, dignity, and honour of any student/resident/healthcare worker including students belonging to the Scheduled caste, Scheduled Tribes, and Other Backward Caste.
 - Sexual, mental, and physical harassment of anybody.
 - Willful destruction of institutional property.
 - Misuse of internet and social media through JIPMER internet / Wi-fi.
 - Creating ill-will or intolerance on religious or communal grounds, causing disruption in any manner of the functioning of JIPMER.
 - Smoking, consumption of alcohol or any other prohibited substance anywhere within the campus.
 - Cheating/stealing/burglary/arson/extortion or any other criminal activity
 - Not abiding by institute rules, regulations, and orders
5. Without prejudice to the generality of his/her powers relating to the maintenance of discipline as may seem appropriate to him/her and taking such action in the interest of maintaining discipline as he/she may seem appropriate, the Director may in exercise of his/her powers, order any student or students to:
 - Be removed from the Rolls of JIPMER on the recommendation of the Committee to be constituted by him/her for that purpose.
 - Be suspended, for a stated period after recording the reason thereof in writing.
 - Be fined normally up to Rs. 1,000/- (Rupees One thousand only) or any other amount commensurate to his/her misdeed.

- Be debarred from taking any examination(s) including Exit examinations for one or more phases after providing him/her the opportunity of being heard.
 - Withhold the result of the student(s) concerned in the Examination(s) in which he/she appeared, for a period not more than 3 months.
 - Be prohibited from appearing or completing any examination by any unfair means such as copying, use of notes, mobile phones or any other electronic gadgets inside the examination halls.
6. I understand that in each academic year leave rules to be followed to be eligible to appear in the professional exam at the end of the course.
7. I understand that if my name is removed from the rolls of JIPMER owing to any disciplinary action against me, I shall be liable to pay the same penalty which is applicable for mid-stream departure.

I pledge,

- To abide by the honour code and to encourage my peers to uphold this honour code,
- To be courteous in my interactions with juniors, peers, staff, and faculty members
- To not indulge in any kind of academic misconduct such as malpractice in examinations, impersonation, plagiarism, etc.,
- To not indulge in any harassment of any form,
- To abide by the orders, rules, and regulations governing JIPMER and its campuses,
- To follow the Institute's dress code,
- To put my best efforts in academic activities, examinations, assignments, as well as work in the laboratory/hospital.
- To uphold the high standards of conduct in patient care and research.

Date:

Place: Puducherry – 605006

Signature:

Name (in CAPITAL letters):

Entrance Examination Roll No.:

Rank:

PROFORMA FOR ADMISSION TO MD/MS COURSES JANUARY 2023 SESSION – JIPMER, PUDUCHERRY**(Annexure 6)**

1	Name of the Student: (IN CAPITAL LETTERS) (As per MBBS Degree Certificate)		14	Marks of Identification	1. 2.
2	Category of Admission (Roster Point Number)		15	Religion & Caste Mother Tongue	
3	Original Category	UR/OBC/SC/ST /EWS/OPH/INST	16	Passport Number	
4	Nationality		17	Visa No. (if applicable)	
5	Date of Birth		18	Marital Status	
6	Gender		19	Blood Group	
7	Father's / Guardian's Name & Occupation		20	Entrance Qualification	MBBS
8	Mother's Name & Occupation		21	Month & Year of completing MBBS	
9	Permanent Address (In Capital)		22	Name of the College (MBBS) University (MBBS)	
10	Communication Address (In Capital)		23	<u>For Foreign National Category Students:</u> a. Permanent Medical Council Registration No. (Native Country): _____ b. Temporary Medical Council Registration No. (In India) : _____	
11	Student's Mobile No.				
12	Student's Mail ID		24	<u>For Sponsored Category Students:</u> Sponsoring Authority : _____ (If applicable)	
13	Parents' Mobile No.				
14	Parents' Mail ID				

DECLARATION: I hereby declare that I am employed / not employed in State / Central / Private Service.

Student's Signature