

# **NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH AND MEDICAL SCIENCES MAWDIANGDIANG, SHILLONG**

**(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)**



## **PROSPECTUS - MBBS COURSE**

***Session: 2015-16***



**Includes admission details for the MBBS Course of NEIGRIHMS**

### AT A GLANCE

Sl No.	Activity	Scheduled Dates
1.	Date of opening the <b>Online</b> Registration of applications in the NEIGRIHMS website <a href="http://www.neigrihms.gov.in">www.neigrihms.gov.in</a>	4 <sup>th</sup> April, 2015 (Saturday)
2.	Closing date of <b>Online</b> Registration of applications in the NEIGRIHMS website <a href="http://www.neigrihms.gov.in">www.neigrihms.gov.in</a>	4 <sup>th</sup> May 2015 (Monday)
3.	Status of Registration form and availability of downloadable Admit Cards in NEIGRIHMS website <a href="http://www.neigrihms.gov.in">www.neigrihms.gov.in</a> <b>(The admit cards will be made available through internet only and not by post)</b>	11 <sup>th</sup> May, 2015 onwards
4.	<b>Date of Online (Computer Based) Entrance Test at various cities of Northeast India</b>	30 <sup>th</sup> May, 2015 <b>(SATURDAY)</b>
5.	Date of 1 <sup>st</sup> Counselling	24 <sup>th</sup> June, 2015 (Wednesday)
6.	Commencement of the Academic Session	1 <sup>st</sup> August, 2015 (Tuesday)

**\* No need to send the printout Hard Copy of Application**

**Announcement of Results:** The results will be displayed on the Notice Board of Examination Cell, NEIGRIHMS, Shillong and in the internet at the Institute's website [www.neigrihms.gov.in](http://www.neigrihms.gov.in)  
This Entrance Test will be held for filling up of 18 OPEN seats available under NE open category only.

**Examination Fees: Rs.1500/-** (Rupees One Thousand Five Hundred Only) plus charges as applicable to be paid by Credit Card/ Debit Card or by Bank Challan through any Branch of Bank of Baroda, available in the Institute website.

**NOTE:** The candidates are advised to read the Prospectus and Help Manual before starting online registration and ensure that no column is left blank.

**Entrance Examination: 30<sup>th</sup> May, 2015 (Saturday) in different Cities of Northeast India (Centres will be intimated in the downloadable individual admit cards)**

- **Reporting Time: 12:00 noon.**
- **Entry to Exam Hall closes at: 01:30 PM.**
- **No Late Entry, beyond 1.30 PM, will be permitted under any circumstances.**
- **Duration of Examination: 3 Hours (02:00 PM. To 05:00 PM)**
- **Candidates will be permitted to leave the hall only at 05:30 PM.**

**Help Line: No: 18002100151**

**Important telephone numbers:**

- Office of the Director, NEIGRIHMS: +91 364-2538013, 2538003 (Fax)
- Office of Dean, NEIGRIHMS: +91 364-2538029
- Examination Cell: +91 364-2538092 (PAVX – 224/225)

Mailing address: [examcellneigrihms@gmail.com](mailto:examcellneigrihms@gmail.com)

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## 1. INTRODUCTION:

**North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences (NEIGRIHMS), Shillong, Meghalaya** is an Autonomous Institute established by Ministry of Health and Family Welfare, Government of India in 1987. The then Prime Minister Late Rajiv Gandhi dedicated the Institute to the memory of Late Indira Gandhi, former Prime Minister for her commitment to the welfare and affection for the people of North Eastern Region.

NEIGRIHMS is an **Institute of Excellence** in Medical Education & Human Resource Development by providing quality Medical Education to generate Health Manpower in various Branches in the field of medicine including providing Undergraduate, Post-graduate, Nursing and allied profession; an excellent centre in patient care services and an open referral hospital to provide specialized health care to the people of North East India along with the advanced research facilities. The Super speciality, Post Graduate (MD/MS) and MBBS courses are recognized by Medical Council of India.

## 2. DURATION OF THE COURSE:

The duration of course is 4 years and 6 months as per the Academic calendar of Medical Council of India (MCI), followed by 1 year compulsory rotatory internship.

## 3. COMMENCEMENT OF THE COURSE:

The course will commence with effect from 1<sup>st</sup> August, 2015 for the current academic year 2015-16.

## 4. MEDIUM OF INSTRUCTION:

The Medium of Instruction shall be English only.

## 5. AFFILIATION:

The course is recognized by Medical Council of India (MCI) and affiliated to the North Eastern Hill University (NEHU), Shillong.

## 6. DISTRIBUTION OF SEATS:

Category	Number of Seats
Arunachal Pradesh	4
Meghalaya	9
Mizoram	3
Nagaland	8
NE (Open to all North Eastern States including Sikkim)*	18
Seats to be filled on basis of Common all India	8
<b>Total</b>	<b>50</b>

**\*The Entrance Test shall be held only for filling up of 18 (eighteen) seats for the NE open category.**

## 7. ELIGIBILITY FOR THE ENTRANCE EXAMINATION:

- The Applicant must be a **Permanent Resident/Domicile** of one of the 8 (eight) North-eastern states of India including Sikkim.
- The Applicant should have studied and completed their course in the schools located in India in the preceding two years.
- He/ She should have completed age of 17 years at the time of admission or will complete the age on or before 31<sup>st</sup> December 2015, the year of his/her admission to the 1<sup>st</sup> year M.B.B.S.

- d) The applicant should have passed the qualifying examinations in the manner mentioned below:
- The Higher / Senior Secondary Examination or the Indian School Certificate Examination which is equivalent to 10+2 Higher / Senior Secondary Examination after a period of 12 years study, the last two years of such study comprising **Physics, Chemistry and Biology** (which shall include practical tests in these subjects) and any other elective with English at a level not less than the core course for English as prescribed by the National Council of Educational Research and Training after introduction of the 10+2+3 educational structure as recommended by the National Committee on Education.
  - The applicant must have passed in the subjects of Physics, Chemistry, Biology (or Botany and Zoology) and English individually and must have obtained a minimum of 50% aggregate marks in Physics, Chemistry, Biology / Botany & Zoology in the qualifying examination.
- e) Applicants who have appeared or will be appearing in the qualifying examination in March / April 2015 and whose results have not yet been declared can also apply for admission, if other eligibility criteria a), b), c) & d) are fulfilled.

**Note:** Please note that issue of admit card for the Entrance Test does not necessarily mean the acceptance of eligibility for candidates whose results of qualifying examinations are yet to be declared

## 8. PROCEDURE OF REGISTRATION:

Online Prospectus, Registration Forms and Application Forms are available w.e.f. **4<sup>th</sup> April, 2015 to 4<sup>th</sup> May 2015** in the NEIGRIHMS website at [www.neigrihms.gov.in](http://www.neigrihms.gov.in) . (No Printed Hard copy will be made available)

- A candidate seeking admission to the Entrance Examination is required to apply online for Registration in the prescribed Application Form available at [www.neigrihms.gov.in](http://www.neigrihms.gov.in) in the link "**Click to Apply for NEIGRIHMS MBBS ENTRANCE TEST- 2015**" and follow the instructions given therein carefully step by step.
- The fee for Online Registration includes the **Examination Fees** for Entrance Examination is Rs **1500/-** (non-refundable) plus charges as applicable. The candidate is required to go through the prospectus and guidelines carefully and acquaint himself/herself with all requirements with regard to filling of the online Application Form.
- It will be the responsibility of the candidate to ensure that correct address, email address and mobile number is entered in the Application Form.
- Status of Admit Card:** The Admit Card will be available and downloadable from NEIGRIHMS website [www.neigrihms.gov.in](http://www.neigrihms.gov.in) after 11<sup>th</sup> May, 2015 onwards. In case the status of a candidate's Admit Card is not available on website, he/she should immediately call the **Help line No 18002100151** and give his full particulars of the Registration Form.

### Important:

- Candidate should follow the Instructions carefully and to fill in the online Application Form taking utmost care as given on the website. The guidelines for online registration and filling up of Application Form are available as separate document on the website.
- The Institute will not be responsible for faulty communication due to incorrect address given by the applicant in the Application Form. No candidate should register more than one application. For detail see the guidelines available in website [www.neigrihms.gov.in](http://www.neigrihms.gov.in).
- Incomplete Registration Form will be summarily rejected and no correspondence will be entertained in this regard.
- Admission of candidates to Entrance Examination is provisional, subject to their being eligible for admission to MBBS course.**
- If ineligibility of a candidate is detected at any stage, before or after the entrance examination/declaration of result, his/her candidature will be summarily rejected.
- The candidate should put his/her Primary option choosing any one centre from the exhaustive list given therein for the online Entrance Examination. If the number of candidates for the chosen Examination Centre happens to be less, actual centre will be allotted by NEIGRIHMS and will be indicated in the Hall ticket/Admit Card. Candidate may also choose a **secondary option** for appearing the Entrance Examination in **offline OMR based in Shillong Centre only**. However, the offline pen & paper mode Entrance Examination will be conducted considering the total number of candidates applied for Entrance Examination. Candidates should keep in mind that the option for primary centre for online Entrance Examination must be chosen, although candidate has opted for **offline pen & paper mode**.*
- The centre once allotted will not be changed under any circumstances.** No correspondence in this regard will be entertained

viii. In case any candidate is found to have furnished false information or certificate etc. or is found to have withheld or concealed any material information in his/her application, he/she will be debarred from admission.

N.B.: Refer to the instructions given in **guidelines** before uploading.

***Any candidate found to be impersonating will be liable to be prosecuted as per Indian Penal Code.***

## 9. PROCEDURE OF PAYMENT:

(C) The prescribed amount of **Examination Fee**, i.e. **Rs. 1500/- (One Thousand Five Hundred Only)** plus charges as applicable. Candidates can download the **Fee Payment Challan** available and downloadable from the Institute website [www.neigrihms.gov.in](http://www.neigrihms.gov.in) Fees payment can be made by one of the following options:

**Option 1:** Candidates can deposit the Fees of Rs. 1500/- (One Thousand Five Hundred Only) plus charges as applicable through the downloaded Challan at any Branch of Bank of Baroda in India. Bank Challan Form can be downloaded from the website. Candidate has to write the transaction id and date of the Challan in column provided in the online Application Form and continue further process filling up of the online Application Form. Candidates will have to upload the scanned copy of the Challan/proof of payment of Fee along with the online Application Form. Candidates are advised to retain a printout copy of the online Application Form and the Candidate's copy of the Challan/ proof of payment of Fee.

**Option 2:** Candidates may also deposit the application Fee through Credit card/Debit card to "**NEIGRIHMS MBBS ACCOUNT**" Candidates are advised to retain a printout copy of the online Application Form and the proof of payment of Fee.

**NOTE:** It will be the responsibility of the candidates to ensure to provide correct address in the Application Forms

## 10. UPLOADING OF THE SOFT COPY AND SCANNED DOCUMENTS TO BE ENCLOSED:

**Candidates are to upload the scanned documents mentioned below:**

- Photograph ( in appropriate place of Application Form)
- Scanned Signature of the candidate ( in appropriate place of Application Form)
- Bank Challan (NEIGRIHMS copy) or proof of payment of Examination fee
- Domicile/Permanent Residential Certificate valid for the year 2015, from the competent authority (i.e. District Commissioner of the state or any Government authorized Official) certifying that he/she is Domicile /Permanent resident of either of the 8 (eight) North eastern states of India including Sikkim
- Age proof: High School Certificate / Secondary School Certificate / Admit Card of 10<sup>th</sup> or 10+ 2 Exams issued by the Board / University showing the date of birth / Birth Certificate of the applicant issued by the competent Government authority.
- Certificates: Pass Certificate / Provisional Pass Certificate where the candidate has already cleared the qualifying examination..
- Mark Sheets: Clearly readable mark sheet of the 10+2 examination showing the marks secured by the applicants.
- Or HSSLC admit card, if the candidate appeared and result is yet to be declared.

**Candidate must keep a Print out copy of his/her application as token of proof of submission of application.**

**Follow the following procedure:**

## 11. THE ENTRANCE TEST:

- All candidates will be required to appear the Entrance Test to be conducted by the NEIGRIHMS, Shillong on the **30<sup>th</sup> May, 2015 (SATURDAY)**. The venue and time of the examination will be communicated to the candidates in the Admit Card. No candidate will be admitted to the examination unless he/she holds a valid "Admit Card/Hall Ticket" issued by the Institute and a proof of their identity.
- Applicant can put option only one centre. The candidate should indicate his/her choice of centre with due care and thought. The centres of Entrance Examination once opted will not be changed and any request for such a change will not be entertained.** If seats for Entrance Exam are unavailable

in the chosen city, nearby city will be considered for venue of Entrance Examination subject to availability. In case of any discrepancy and non-availability of centre in the city as opted, the centre as allotted by NEIGRIHMS will be considered as final. The centres are:

SL. NO.	EXAMINATION CITY	CITY CODE
1.	Shillong	01
2.	Kohima	02
3.	Aizawl	03
4.	Agartala	04
5.	Imphal	05
6.	Guwahati	06
7.	Tezpur	07
8.	Jorhat	08
9.	Dibrugarh	09
10.	Gantok	10
11.	Itanagar	11
12.	Silchar	12

**Note:** In case of any unforeseen circumstances the Examination Centre may be cancelled at any point of time and a new Exam Centre can be allotted en bloc with due intimation in newspapers / website.

- **Date of Entrance Examination: 30<sup>th</sup> May, 2015 (SATURDAY).**
- **Duration of Examination: 3 Hours (02:00 PM. to 05:00 PM)**

- iii) The Entrance Test shall be conducted in ENGLISH medium only.
- iv) The Entrance Test will be of 3 (three) hours duration and will have one paper consisting of 200 multiple choice questions (MCQs) from Physics, Chemistry, Biology and English. The distribution of questions is:

Part	Subject	Marks
A	Physics	40
B	Chemistry	40
C	Botany	40
D	Zoology	40
E	English	40
Total		200

**The Entrance Test will be On-Line Based Distributed Objective Type Examination.**

- v) **Syllabus:** The questions for NEIGRIHMS MBBS Entrance Examination 2015 will be based on the syllabus as prescribed by State Board/CBSE for XI & XII Standards for Science stream. No syllabus has been prescribed by the Institute for the examination.
- vi) Each answer with correct response shall be awarded “ONE” mark. “ZERO” mark will be awarded for the questions not answered or wrong answer. There is no “NEGATIVE MARKING”.
- vii) All questions will be of one best / correct response type having four alternatives.
- viii) The response of the candidate for a question(s), on click of “submit button” before closing of Examination shall be considered as the response chosen by the candidate.

**Note: Links for mock test to the candidates to familiarize themselves for the Entrance Test will be available in the Institute website.**

## 12. ADMIT CARD:

- i) Admit card for the Entrance Examination will be available for download for the candidates whose applications are complete in all respects, from **11<sup>th</sup> May, 2015** onwards.
- ii) The admit card will contain name and date of birth as typed by the candidate in the application, photo and Signature image as uploaded by the candidate;

- iii) Request for rectification / change of any other details in the Hall ticket/ Admit Card details shall not be considered under any circumstances.
- iv) **No candidate will be allowed to appear for the Entrance Examination unless he / she hold the authentic Admit Card/Hall ticket downloaded from the website of NEIGRIHMS.**

### 13. INSTRUCTIONS: Do's and Don'ts

- i. Candidates should report to the exam venue latest by **12.00noon**. Entry to examination hall closes at **01:30 PM**. No entry will be permitted beyond **01:30 PM** under any circumstances. This is to facilitate completing all the formalities including Biometrics and Photo capture. Exam starts at 02:00 PM. Candidate will not be permitted to leave the exam hall before **5:30 PM**.
- ii. Carry only admit card issued by institute downloaded from the website and a valid photo ID proof along with its Photostat copy inside the hall. No candidate will be allowed to take the examination without producing the valid admit card.
- iii. The Mode of Examination is On-line Based Distributed Object System Examination consisting of 200 single best responses multiple choice questions. *The Institute may also conduct **offline OMR based Entrance Examination in Shillong Centre** only depending upon the total number of candidates applied for the MBBS Entrance Examination.*
- iv. Biometric authentication through digital device and hard copy of signature in attendance sheet will be taken. Cooperation of the candidates is solicited.
- v. Do not bring cellular phones, calculators, watch calculators, alarm clocks, digital watches with built-in-calculators / memory, ear phones. (No arrangements will be made by the duty staff for safe keeping such items).

### 14. GENERAL INFORMATION TO THE CADIDATES:

- i) Mobile phones are banned in the venues of the Entrance Examination.
- ii) Biometric finger print and image capture will be done for every candidate inside the gate of the Examination Centre by the authorized personnel.
- iii) Candidates taking the Entrance Examination will be subjected to thorough frisking before being allowed to enter the gate of the examination Centre at the stipulated time.
- iv) The candidate must show, on demand, the admit card for admission to the Examination Hall. A candidate who does not possess the admit card issued by the NEIGRIHMS shall not be admitted to the Examination Hall under any circumstances by the Centre Superintendent.
- v) During the examination time, the invigilators will check admit card of the candidates to satisfy himself/herself about the identity of each candidate.
- vi) The examination will be a **Computer Based Test (CBT) / online**. Check the seating plan and identify the Room / Lab allotted as per your admit card number. ***Offline OMR based Entrance Examination will conducted in Shillong Centre only considering the total number of applicants for the Entrance Examination.***
- vii) Candidates are not allowed to carry any text material, printed or written, bits of papers, envelope or any other material except the admit card inside the Examination Hall.
- viii) Pens, Calculators, Slide Rules, Log Tables, Geometry Box, Electronic Digital Watches with facilities of calculators, cellular phones, pagers or any other electronic gadget are not allowed inside the Examination Hall. **Pen and paper for rough work will be provided at the centre which must be returned back after the completion of the examination.**
- ix) No candidate, without the special permission of the Centre Superintendent or the Invigilator concerned, will leave his/her seat or the Examination Room until the final bell.
- x) Smoking in the Examination Hall during examination hours is strictly prohibited.
- xi) Any form of eatables and drinks are not allowed into the Examination Halls.
- xii) The Test will start exactly at the time mentioned in the admit card and an announcement to this effect will be made by the invigilator.
- xiii) A bell will mark the beginning and closing of the examination. **(02:00 PM & 5:00 PM)**
- xiv) The candidate must sign in the Attendance Sheet.
- xv) Failure to comply with this requirement will lead to the annulling of his candidature without any prior intimation.
- xvi) For those who are unable to appear on the scheduled date of examination for any reason, re-examination shall not be held by the NEIGRIHMS under any circumstances.



## 15. INSTRUCTIONS TO CANDIDATES:

### PLEASE READ THE FOLLOWING CAREFULLY:

- i) Once inside the Examination Centre premises, all candidates will be under constant surveillance. Hence, it is advised not to indulge in any unlawful activities which will invite disqualification and legal action.
- ii) Candidates must bring an original Photo ID proof containing clear photograph and signature; must also bring a photocopy of the same Photo ID proof.
- iii) Check the seating plan and identify the Room / Lab allotted as per your admit card number.
- iv) Entry to Examination Hall is strictly subject to production of Admit Card and valid Identity Proof.
- v) Pen / Pencil, Cell phones, I pad, Portable (external) Hard Disk, Pen Drive Data Card, Pagers, Calculators, Wrist watches or any electronic devices are strictly prohibited. Pen if requires will be provided by the Institute for offline pen & paper mode entrance Examination. Violation will lead to expulsion from the examination. No arrangements have been made at the centres for their custody.
- vi) Any kind of wrist watches is strictly prohibited inside the examination hall.
- vii) **VALID ID PROOF:** Passport / Driving License / Bank Passbook with Photograph / Photo Identify proof issued by a Gazetted Officer / School Principal (on official Letterhead), Aadhaar Card with Photograph and Domicile Certificate with Photo.
- viii) Do not attempt to give or obtain irregular assistance of any kind in the examination hall including copying of questions.
- ix) Improper conduct will lead to expulsion from the examination.
- x) **ANSWERING METHOD:** Candidates are advised to go through the Mock Test for computer based Test (online examination). Link for mock test is available on NEIGRIHMS Website **"NEIGRIHMS MBBS Entrance Test – 2015 link"**.
- xi) For each correct (MCQ) response, 1 (one) mark will be awarded. No negative marks will be awarded in the incorrect response.
- xii) NEIGRIHMS reserves all rights to verify identity and genuineness of each candidate by taking biometric finger print and digital photograph at the specified place in the exam centre or by any other means.
- xiii) Before leaving the examination hall Photocopy of the ID proof shall be handed over to Invigilator.
- xiv) Failure to comply with these instructions will mean expulsion / cancellation of candidature or appropriate legal action.
- xv) **Reporting time will be 12:00 Noon.**
- xvi) Entry to examination hall closes at 1:30 PM. No entry will be permitted beyond 01:30 PM under any circumstances. This is to facilitate completing all the formalities including Biometrics and Photo capture. Exam starts at 02:00 PM. Candidate will not be permitted to leave the exam hall before 05:30 PM. Candidate cannot leave before completion of computer based test.
- xvii) **UNFAIR MEANS:** If during the course of examination, a candidate is found indulging in any of the following, he /she shall be deemed to have used unfair means at the examinations and as such his / her result shall not be declared but shall be marked as "UNFAIR MEANS" (U.F.M.) and debarred from taking this examination permanently in future:
  - a) Having in possession papers, books, notes, electronic devices or any other material or information relevant to the examination in the paper concerned.
  - b) Giving or receiving assistance directly or indirectly of any kind or attempting to do so.
  - c) Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the examination time in the examination centre.
  - d) Threatening any of the officials connected with the conduct of the examinations or threatening any of the candidates.
  - e) Using or attempting to use any other undesirable method or means in connection with the examination.

## 16. METHOD OF SELECTION:

- i) Selection for admission to the **18 (eighteen) seats** under the NE open seats category shall be based on the Entrance Examination to be held on the 30<sup>th</sup> May 2015 (Saturday)
- ii) Candidates securing **less than 50% marks** in aggregate in the subjects of **Physics, Chemistry, Biology and English** in aggregate in the Entrance Examination will not be considered for admission to the Institute and their names will not be included in the merit list.
- iii) A **merit list** of all the candidates will be prepared on the basis of their performance in the Entrance Examination.

### **iv) Inter se merit:**

In the case of two or more candidates securing equal marks in the Entrance Examination their inter-se merit shall be determined from the marks of the Entrance Examination as follows:

- a) Eliminating first English marks.
- b) If there is still a tie by eliminating Physics marks.
- c) If there is still a tie by eliminating Chemistry marks.
- d) If there is still a tie by eliminating Botany marks.
- e) If the tie is still not broken, then a candidate senior in age rank senior to a candidate who is junior in age.

## 17. COUNSELING:

- i) Result of successful candidates in the Entrance Examination along with waiting list will be placed in the official website: [**www.neigrihms.gov.in**] and **Institute Notice Board**. It is the responsibility of the candidate to find out the date of counselling from Institute Website/notice board, *no individual call letter will be sent*.
- ii) Selected candidates shall have to attend counselling and medical examination at the Institute at their own cost on the notified date.
- iii) At the time of counselling, candidates will have to attend in person and produce the **original** of the following documents
  - a) **Domicile/ Permanent Residential Certificate** valid for the year 2015, from the competent authority (i.e. District Commissioner of the state or any Government authorized Official) proving that he/she is Domicile /Permanent resident of either of the **8 (eight) North Eastern states of India including Sikkim**
  - b) Age Proof: High School Certificate / Secondary School Certificate / Admit Card of 10<sup>th</sup> or 10+2 Exams issued by the Board / University showing the date of birth / Birth Certificate of the applicant issued by the competent Government authority.
  - c) Certificates: Pass Certificate / Provisional Pass Certificate. Character and Conduct Certificate.
  - d) Mark Sheets: Clearly readable mark sheet of the 10+2 examination showing the marks secured by the applicants.

**Admission will not be finalized unless the candidates produce all the original documents.**
- iv) **There will be no allocation of marks for the counselling. Counselling will be conducted strictly on the basis of merit in the entrance examination.**
- v) Candidates found medically fit are required to pay the admission fee in full.
- vi) To fill vacancies arising due to failure of appearance by the selected candidates, sufficient number of candidates from the waiting list will also be called for counselling. Such candidates will have to appear for the counselling on the notified date at their own cost.
- vii) Candidates who fail to attend counselling/medical examination on the notified date shall forfeit their claim for admission and placement in the waiting list.
- viii) Candidates who have been admitted must join their classes on the date of commencement of the classes. The Selection/Admission is liable to be cancelled if the selected candidate does not report to join the class on the stipulated date without prior permission.

## 18. HOSTEL ACCOMODATION:

- i) Hostel accommodation will be provided subject to availability.
- ii) Application for accommodation in the hostels should be in the prescribed format containing the assurance by the parents or guardian for the good conduct and behaviour of the candidate during his/her stay in the hostel. Admission to hostel will be given allotted by the Hostel Warden.

## 19. LIBRARY:

The Institute Library is well stocked with all important medical books and journals. Other facilities include photocopying and internet. Books and periodicals are loaned to bona fide members for a specific period of time.

## 20. BOND:

All the selected candidates have to execute a bond on a requisite stamp paper at the time of admission for the amount as existing in the Institute at the time of admission. If any candidate leaves the course without completion shall have to forgo bond money of **Rs.10,000,00/- (Rupees Ten Lakhs)** Only.

## 21. FEES STRUCTURE:

Union Fee	:	Rs. 100/-
*Hostel Caution Fee	:	Rs. 500/-
*Laboratory Caution Fee	:	Rs. 500/-
University Registration Fee	:	Rs. 100/-
*Mess Caution Fee	:	Rs. 500/-
*Security Deposit	:	Rs. 500/-
Blazer Coat	:	Rs. 1250/-
Health Care	:	Rs. 1000/-
<hr/>		
<b>Total = Rs.4,450/-</b>		
<i>(Rupees four thousand four hundred fifty only)</i>		

*\* Refundable*

### Annual Fees

Admission Fee	:	Rs. 250/-
Tuition Fee	:	Rs. 500/-
Library Fee	:	Rs. 100/-
Laboratory Fee	:	Rs. 100/-
Hostel Fee	:	Rs. 250/-
Games Fee (Inst.)	:	Rs. 100/-
Hostel Estt. Fee	:	Rs. 50/-
Magazine Fee	:	Rs. 100/-
Sports Fee	:	Rs. 60/-
Cultural Fee	:	Rs. 60/-
<hr/>		
<b>Total = Rs.1,570/-</b>		

*(Rupees One Thousand five hundred seventy only)*

**Mess Fee will be decided by the Mess Committee based on the actual monthly expenditure.**

- i) The above fees are subject to revision at the discretion of the Government of India and candidates are required to pay such annual fees as may be prescribed by the Government of India from time to time.
- ii) The annual fees during the second and subsequent years will be collected from 1<sup>st</sup> August to 14<sup>th</sup> August every year. An extension of 15 days will be given beyond the 14<sup>th</sup> August to pay the fees with penalty. In case a student fails to remit the tuition fees on or before the closure of the last date prescribed without proper prior

permission, his/her name will be struck off from the rolls and attendance will not be given.

- iii) Caution deposit will be released only after the receipt of the "No Due Certificate" on completion of the duration of course. No security will be released to those candidates who do not join or discontinue the course midway

## 22. LEGAL JURISDICTION:

- i) All disputes pertaining to the conduct of the Entrance Examination and allotment of seats and impersonation if any detected shall fall within the jurisdiction of the Examination Centres only. The Director, NEIGRIHMS shall be the legal person in whose name NEIGRIHMS may sue or may be sued.
- ii) If any person(s) or Invigilator(s) engaged in the conduct of NEIGRIHMS Entrance Test is found acting in a manner that would result in the leakage in the Question Paper(s) or attempt to use or help in the use of unfair means in this Entrance Examination, he/she shall be liable to prosecution under Indian Penal Code.
- iii) The disputes, if any with regard to counselling and admission process after the Entrance Examination, etc. will be subject to the legal jurisdiction at Meghalaya High Court, Shillong.

## 23. MEDICAL EXAMINATION:

The candidates selected for the admission will have to undergo medical examination by a medical Board consisting of Faculty members of the Institute. If in the assessment of the Medical Board, a candidate is found medically unfit, he/she will not be admitted.

## 24. ANTIRAGGING MEASURES:

As per direction of the **Honourable Supreme Court of India**, the Government has banned ragging completely in any form inside and outside the campus and authorities are determined not to allow any form of ragging. Whosoever directly or indirectly commits, participates in, abets or instigates ragging within or outside NEIGRIHMS shall have an FIR lodged against him/her and he/she will be suspended or rusticated from the Institute and shall also be liable to be fined which may extend to **Rs. 10,000/-**. In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission can be refused or he/she shall be expelled from the Institute. The punishment may also include suspension from attending the classes, withholding/ withdrawing fellowship/ scholarship and other financial benefits or withholding the result.

## 25. CODE OF CONDUCT FOR STUDENTS AT NEIGRIHMS:

- I) All powers relating to discipline and disciplinary action are vested in the Director.
- II) The **Director** may delegate all such powers, as he/she deems proper to the **Dean** and to such other persons as he/she may specify on his behalf.
- III) Without prejudice to the generality of power to enforce discipline under the Rules. The following shall amount to acts of gross indiscipline:-
  - a) Physical assault or threat to use physical force against any member of the teaching or non-teaching staff of any Department/ Centre of NEIGRIHMS or any other persons within the premises.
  - b) Carrying, use or threat of use of any weapon.
  - c) Violation of the status, dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
  - d) Any practice, whether verbal or otherwise, derogatory to women.
  - e) Any attempt at bribing or corruption in any manner.
  - f) Wilful destruction of institutional property.

- g) Creating ill-will or intolerance on religious or communal grounds.
- h) Causing disruption in any manner of the functioning of the NEIGRIHMS, Shillong.

IV) In any case of ragging the Director may in exercise of his/her powers as per the aforesaid order on ragging direct that any student or students.

- a) Be expelled.
- b) Be, for a stated period: be not for a stated period, admitted to a course or courses of study in NEIGRIHMS
- c) Be fined with a sum of rupees that may be specified.
- d) Be debarred from taking any examination(s) for one or more semesters.
- e) Withhold the result of the student(s) concerned in the Examination(s) in which he /she or they have appeared be cancelled.
- f) Be prohibited for appearing or completing any examination for any unfair means like copying taking notes, mobiles or any other electronic gadgets inside the examination halls.

V) At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Director and several authorities of the NEIGRIHMS who may be vested with the authority to exercise discipline under the Acts, the Statues, the Rules and the rules that have been framed there under by competent authorities of NEIGRIHMS.

**VI) Anti Sexual Harassment Monitoring Committee:**

A statutory committee, comprising of members from the teaching and non-teaching staff as well as students looks into matters related to sexual harassment of students and staff in the college. Any person aggrieved in this matter may fearlessly approach the committee for a fair and concerned hearing and redressed.

**VII) Unauthorized absence of students:**

Unauthorized absence of students will be informed to the Students and also Parents or Local Guardians. At least 3 reminders will be issued with a gap of 10 days by the Academic Section to these students. Thereafter the action of cancellation of the registration of the concerned will be decided by the Dean/Director, NEIGRIHMS.

## IMPORTANT NOTE

1. NEIGRIHMS reserves the right to make changes in the information provided in this Prospectus based on directives from competent authorities. This cannot be quoted for any sanction.
2. Notwithstanding the information given in this Prospectus of NEIGRIHMS, has the ultimate right to decide on any issue as per its Rules and Regulations.
3. For any up-to-date information including changes in the datelines, seat matrix, etc., CANDIDATES may check the Institute website [www.neigrihms.gov.in](http://www.neigrihms.gov.in) from time to time.

## ANNEXURE – I

### INSTRUCTIONS FOR FILLING UP OF ONLINE APPLICATION FORM

The prospectus is available at the NEIGRIHMS website [www.neigrihms.gov.in](http://www.neigrihms.gov.in) in the Notification

The screenshot displays the NEIGRIHMS website interface. At the top, there is a banner with the NEIGRIHMS logo on the left and the text "North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Shillong" in the center. Below the banner is a navigation bar with links: About Us, Services, Academics, Announcements, Research, and Contacts. The main content area is divided into two columns. The left column contains links for "Examinations:", "Notifications", "Results", "Examination", and "Archive". The right column, under the heading "Notifications ::", lists several items. The second item, "Click here to register for NEIGRIHMS MBBS Entrance Examination 2015 as a new user", is highlighted with a red circle. The third item, "Click here to login for NEIGRIHMS MBBS Entrance Examination 2015 as an existing user", is also highlighted. The bottom of the screenshot shows a Windows taskbar with various application icons and a system clock indicating 15:34 on 30-03-2015.

**North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Shillong**  
An Autonomous Institute, Ministry of Health and Family Welfare, Government of India

**Examinations::**

**Notifications ::**

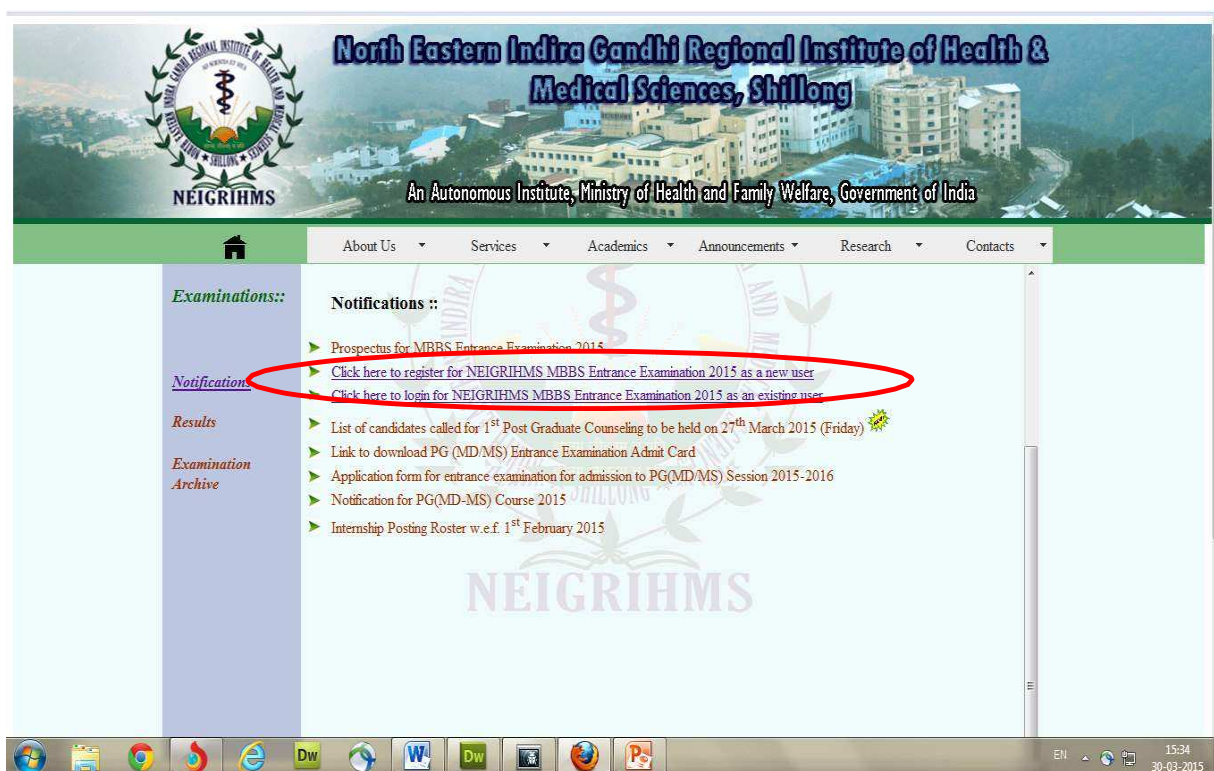
- ▶ Prospectus for MBBS Entrance Examination 2015
- ▶ [Click here to register for NEIGRIHMS MBBS Entrance Examination 2015 as a new user](#)
- ▶ [Click here to login for NEIGRIHMS MBBS Entrance Examination 2015 as an existing user](#)
- ▶ List of candidates called for 1<sup>st</sup> Post Graduate Counseling to be held on 27<sup>th</sup> March 2015 (Friday)
- ▶ Link to download PG (MD/MS) Entrance Examination Admit Card
- ▶ Application form for entrance examination for admission to PG(MD/MS) Session 2015-2016
- ▶ Notification for PG(MD-MS) Course 2015
- ▶ Internship Posting Roster w.e.f. 1<sup>st</sup> February 2015

**NEIGRIHMS**

## Registration and Application – NEIGRIHMS MBBS Entrance Examination 2015

The Registration and Application for NEIGRIHMS MBBS Entrance Examination may be done from the following 2 links in the Notification Area

- Click Here to Register for NEIGRIHMS MBBS Entrance Examination 2015 as a new user
- Click here to Login for NEIGRIHMS MBBS Entrance Examination 2015 as an existing user



The following steps may be followed to complete the Online Application Process:

- The notification page will have provision for login for both **New User** as well as **Existing User**. Clicking on the New User link takes the candidate to a registration page whereas an Existing User will have to login using their Credentials. In case candidate has forgotten/misplaced their Password, they may click on the **Forgot Password** link on the login page. An SMS and Email will be sent to their registered Mobile Number and Email Id with the Password.
- Clicking on the Existing User link will redirect user to the application page to complete their application with payment or to check status of application as will be applicable.

- In the **Candidate Registration Page**, a New User will have to provide accurate details of the following::

**North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Shillong**  
**NEIGRIHMS**  
 "Ad Scientia Et Vita"  
 An Autonomous Institute-Ministry of Health and Family Welfare, Government of India

### Registration Form

**Note** Kindly use Internet Explorer(version 9 to 11) or Mozilla Firefox(14 to 32) or Google Chrome(20 to 34) to fill the Application Form.  
 Please fill below details and submit the form to receive the User ID and Password through Mail and/or SMS.  
 After receiving User ID and Password please [login](#) to fill the application form and submit.

#### Registration Form

\*Name of the Candidate

\*Date of Birth

Age as on 31.12.2015  Years  Months  Days

\*Email ID

\*Confirm Email ID

\*Mobile No

(Enter your 10 digit without prefixing 0)


\*Confirm Mobile No

Please enter the letters displayed in the image below.  
 If the image is not clear, click on "Can't read the text? Get a new image"

- **Name** as given in XIIth Standard Mark sheet. **(In Block Letters Only)**
- **Date of Birth**
- **Gender**
- **Mobile Number:** This needs to be correct since important communication will be sent via SMS to candidate.
- **Email ID:** This needs to be correct since important communication will be sent via Email to candidate.



- After the candidate submits the registration details, they will receive their Login ID and Password via **SMS and Email**.

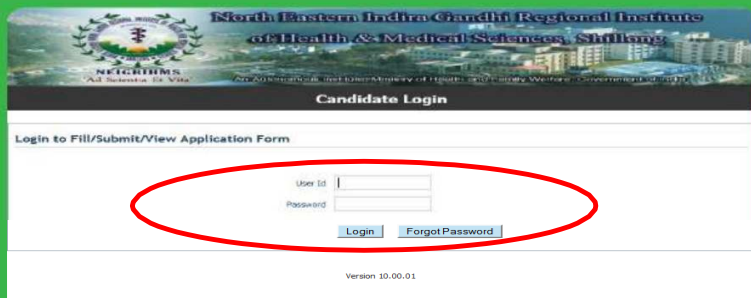


The screenshot displays the 'Application Form' page of the North Eastern India Gandhi Regional Institute of Health & Medical Sciences, Shillang. The page features a header with the institute's logo and name. Below the header, a note states: 'Note : Application form has been registered successfully. kindly logout and login with the details sent on your registered email ID to proceed.' The main section is titled 'Personal Information' and contains a table with the following details:

Application Number:	1000027
Name of The Candidate:	A THAPA
DOB:	18/01/1983
Age:	32 Years 11 Months 13 Days
Mobile No:	1234567890
Email ID:	a.thapa@abc.com

At the bottom of the page, the version number 'Version 10.00.01' is displayed.

Then they will be asked to logout and re login using the credentials provided.



The screenshot shows the 'Candidate Login' page of the North Eastern India Gandhi Regional Institute of Health & Medical Sciences, Shillang. The page has a header with the institute's logo and name. Below the header, the text 'Login to Fill/Submit/View Application Form' is displayed. The main section contains a login form with two input fields: 'User Id' and 'Password'. A red oval highlights these fields. Below the input fields are two buttons: 'Login' and 'Forgot Password'. At the bottom of the page, the version number 'Version 10.00.01' is displayed.

- ❖ After a candidate logs in to the Application Portal using their User ID and Password, the following data needs to be provided in 3 tabs on **the Candidate Application Page**:
  - Personal Details
  - Course and Qualification Details
  - Declaration and Payment
- ❖ In the **Personal Details** section candidate has to provide the following details

**ONLINE APPLICATION FORM**

**Note** Kindly use Internet Explorer(version 9 and 11) or Mozilla Firefox(14 to 30) or Google Chrome(20 to 34) to fill in the Application Form.  
Fields marked with \*are mandatory.

1 Personal Details

2 Course and Qualification Details

3 Declaration and Payment

**Personal Information**

\*Name of the Candidate : A THAPA

\*Father's Name :

**Other Personal Information**

\*Date of Birth : 20/01/1998

\*Gender :

\*Person With Disability (PWD) :

\*Mobile No : 1234567890

Age as on 31.12.2015    17    Years    11    Months    11    Days

\*Category :

\*Choose from the list which of these 8 north eastern states of india do you belong to? :

\*Email Address : athapa@ba.com

**Upload Scanned Copies**

**Note :** For Aoe Proof Please Upload High School Certificate / Secondary School Certificate / Admit Card of 10th or 10+ 2 Exams issued by the Board / University

- **Father's Name:** To be filled in block Letters with correct spelling
- **Gender**
- **Category:** Whether candidate is from General/SC/ST/OBC category
- Whether candidate has any **physical disability**. (Candidate needs to provide suitable disability document as proof of disability if he/she chooses to declare himself/herself with disability)
- Candidate needs to choose **which of the 8 North Eastern states of India** the candidate is from (To be supported by suitable PRC document)
- Candidate needs to upload all suitable documents in the links provided in the application tab
- Candidate needs to provide correct **Correspondence and Permanent Address with Pincode**

### Upload Scanned Copies

**Note :** For Age Proof Please Upload High School Certificate / Secondary School Certificate / Admit Card of 10th or 10+2 Exams issued by the Board / University showing the date of birth / Birth Certificate of the applicant issued by the competent Government authority..

\*Please upload scanned copy of your Age Proof. [here](#)

\*Please upload scanned copy of your Disability Certificate. [here](#)

**Note :** For PRC Document Please Upload Domicile/Permanent Residential Certificate valid for the year 2015, from the competent authority (i.e. District Commissioner of the state or any Government authorized Official) certifying that he/she is Domicile /Permanent resident of either of the 8 (eight) North eastern states of India including Sikkim.

\*Please upload scanned copy of your PRC Document. [here](#)

### Correspondence Address

*Address Line 1 :	<input type="text"/>	*State :	<input type="text" value="--Select--"/>
Address Line 2 :	<input type="text"/>	*District :	<input type="text"/>
Address Line 3 :	<input type="text"/>	*City :	<input type="text"/>
*Pin code :	<input type="text"/>	Telephone No. :	<input type="text" value="STD Code"/> <input type="text" value="Telephone No."/>

\*Permanent Address Same as Correspondence Address? ☐ Yes ☒ No

### Permanent Address

*Address Line 1 :	<input type="text"/>	*State :	<input type="text" value="--Select--"/>
Address Line 2 :	<input type="text"/>	*District :	<input type="text"/>

❖ In the **Course and Qualification Details** tab, candidate needs to provide the following details::

**Note** Kindly use Internet Explorer(version 9 and 11) or Mozilla Firefox(14 to 30) or Google Chrome(26 to 34) to fill in the Application Form.  
Fields marked with \*are mandatory.

1 Personal Details 2 **Course and Qualification Details** 3 Declaration and Payment

**XII Standard Examination Results**

\*Have you appeared for you XIIth Board exam in 2015 or cleared the exam in a previous year : Appeared in 2015

*BOARD / UNIVERSITY	MARKS % IN PHYSICS	MARKS % IN CHEMISTRY	MARKS % IN BIOLOGY / BOTANY / ZOOLOGY	MARKS % IN ENGLISH
CS ASSAM	55	65	65	65

**Upload Scanned Copies**

**Note** : For XII th Marksheet please upload clearly readable mark sheet of the 10+2 examination showing the marks scored by the applicant.  
Please upload scanned copy of your XII th Marksheet.[here](#)

**Note** : For Pass Certificate please upload Pass Certificate / Provisional Pass Certificate where the candidate has already cleared the qualifying examination. Or HESLC admit card, if the candidate appeared and result is yet to be declared.  
Please upload scanned copy of your Pass Certificate.[here](#)

**Note** : XIIth board admit card or suitable authorization from school from which candidate has appeared for XIIth board examination.  
\*Please upload scanned document of proof of appearing in XII th board examination.[here](#)

- Candidate has to select whether he/she has **Appeared for XII<sup>th</sup> boards in 2015** or **has Cleared XII<sup>th</sup> boards earlier**
- Candidates who have appeared for boards in 2015 need to provide the Board from which they have appeared and upload **Admit Card/Suitable Authorization from School** as proof of appearing in 2015 XII<sup>th</sup> board examination.
- Candidates who have cleared the examination in a previous year need to provide **Board details, Marks in Physics, Chemistry, Biology and English and upload Mark sheet and Pass Certificate of XII<sup>th</sup> board Examination.**
- Candidate needs to have above 50% marks in all 4 subjects listed above to be eligible for the test

Please upload scanned copy of your Pass Certificate, here:

**Note:** : XIIth board exam card or suitable authorization from school from which candidate has appeared for XIIth board examination.

\*Please upload scanned document of proof of appearing in XII th board examination, here:

**Name and Address of the School/College**

\*Full Name of the School/College:

\*Address Line 1:

\*State:

Address Line 2:

\*City:

Address Line 3:

\*Pin code:

**Aptitude Test Location**

**Note:** : In case seats are not available in the city chosen by you, NEGRIMS reserves all rights of allotment of alternate center to you.

\*City Code for writing Online Aptitude Test:

\*Are you willing to write the Aptitude Test in offline mode which will be conducted in Shillong?:

Next

Version 10.00.01

- Candidate needs to provide **complete address of school/college with pincode** from which he/she has appeared for boards.
  - Candidate needs to choose city of preference for appearing for the Online aptitude test
  - Candidate also needs to declare if he/she is willing to write the test in Offline mode in Shillong.
- ❖ In the **Declaration and Payment** tab, candidate has to provide::
- **Latest Photograph (JPEG image not more than 80KBs)**
  - **Scan copy of Signature (JPEG image not more than 80 KBs)**
  - **Mode of Payment**

**North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Shillong**  
**NEGRIMS**  
 "Ad Scientiam, Et Vitae"  
 An Autonomous Institute Ministry of Health and Family Welfare, Government of India

**ONLINE APPLICATION FORM**

**Note:** Kindly use Internet Explorer(version 9 and 11) or Mozilla Firefox(14 to 30) or Google Chrome(20 to 34) to fill in the Application Form.  
 Fields marked with \*are mandatory.

**1 Personal Details** **2 Course and Qualification Details** **3 Declaration and Payment**

**Upload Scanned Copies**

**Note:** : To upload scanned copies and signature please click on the below mentioned link.

\*Please upload scanned copies of your photo and signature, here:

**Fee Submission Details**

Fee to be Submitted : Rs.1500.00 + Charges as applicable

**\*Payment Procedure**

☒ Offline with Bank Challan  
☐ Online payment

**Note:** : You have selected Offline Payment Mode. Please download Challan after submitting this form. After you have made the payment at the bank, login again to the application page, upload the stamped and signed Challan copy and complete your application procedure.


- ❖ If candidate selects **Offline Payment Mode**, candidate has to download Challan after submitting this form. After he/she has made the payment at the bank, he/she has to login again to the application page, upload the stamped and signed Challan copy and complete his/her application procedure.

Fee to be Submitted : Rs.1500.00 + Charges as applicable

**\*Payment Procedure**

☒ Offline with Bank Challan  
☐ Online payment

**Note :** You have selected Offline Payment Mode. [Please download Challan after submitting this form. After you have made the payment at the bank, login again to the application page, upload the stamped and signed Challan copy and complete your application procedure.](#)



Get New Image

Type the text shown in the image above.  
Enter 7 characters. No spaces.  
No special characters. No UPPER CASE.

Help


**Declaration**

I hereby declare that I am an Indian National and particulars given above are correct. In the event that any information furnished by me is prone to be incorrect/false before or after the entrance examination or the application is incomplete in any respect, the authority conducting the entrance examination or the Government of India can cancel my candidature or selection or admission as the case may be and action may be taken against me as deemed fit. I undertake to submit all the required certificates/documents in original in support of eligibility like domicile status(PRC), Date of Birth, Educational Qualification, etc. at the time of counselling and during the admission process as per rule, failing which, my claim of selection against the category shall be forfeited.

☒ I Agree

[Preview Application](#)
[Submit](#)

[Edit](#)
[Logout](#)



**North Eastern Indira Gandhi Regional Institute  
of Health & Medical Sciences, Shillong**

NEIGRIHMS  
'Ad Scientia Et Vita'

An Autonomous Institute Ministry of Health and Family Welfare, Government of India

**Note :** Application form has been saved successfully. Kindly Click Edit button on the top right corner of this page to proceed with updating the Challan details.

[Application Form](#)
[Download Challan](#)

**Download Challan**

[Please click here to Download Challan .](#)

Version 10.00.01

**Note:** Kindly use Internet Explorer(version 9 and 11) or Mozilla Firefox(14 to 30) or Google Chrome(20 to 34) to fill in the Application Form.  
Fields marked with \*are mandatory.

**1 Challan Details**


**\*Challan Details**

\*Bank Transaction No.  \*Transaction Date

**Upload Scanned Copies**

**Note:** To upload scanned copy of Bank Challan please click on the below mentioned link.

\*Please upload scanned copy of Bank Challan, [here](#)



Get New Image

Type the text shown in the image above.  
Enter 7 characters. No spaces.  
No special characters.No UPPER CASE.

Help

**Submit**

- ❖ If Candidate selects **Online Payment Mode**, candidate will have to check **I Agree** below the declaration given and submit. This will redirect the candidate to payment page where they can make payment via **Debit/Credit Card**.


☐ Offline with Bank Challan  
☒ Online payment

**TO PROCEED WITH PAYMENT PLEASE VERIFY THE DETAILS BELOW BEFORE GOING TO PAYMENT GATEWAY**

\*NAME **A THAPA**

\*AMOUNT (RS) **1521.91**

**Note:** Breakup Charges : Transaction amt: 1500, bank charge on this will be Rs. 19.50 (1.30% of 1500), S.T. on bank charge Rs. 2.410 (12.36% on 19.50).



Get New Image

Type the text shown in the image above.  
Enter 7 characters. No spaces.  
No special characters.No UPPER CASE.

Help

**Declaration**

I hereby declare that I am an Indian National and particulars given above are correct. In the event that any information furnished by me is prone to be incorrect/false before or after the entrance examination or the application is incomplete in any respect, the authority conducting the entrance examination or the Government of India can cancel my candidature or selection or admission as the case may be and action may be taken against me as deemed fit. I undertake to submit all the required certificates/documents in original in support of eligibility like domicile status(PRC), Date of Birth, Educational Qualification, etc. at the time of counselling and during the admission process as per rule, failing which, my claim of selection against the category shall be forfeited.

☒ **I Agree**

Bank of Baroda Secure Payment

Bank of Baroda (IN) https://www.bobgateway.com/mpi/S4jgc?orderId=52B8E4A4C85304CF5D86B62F4304D1E1E1A6F17E397A4F20

**बैंक ऑफ बड़ोदा**  
**Bank of Baroda**

**Verified by Visa**  
VISITORS  
AGENT NOTIFICATION

Welcome to Baroda B-Gateway

Dear Customer,  
Baroda B-Gateway will secure your payment to **GODIPTEST2**.

Card Type \*

Card Number \*   
(Please enter your card number without any spaces)

Expiry Date \* MM / YY  
(Please enter expiry date provided on your card)

CVC2 / CVC2 Number \*   
(CVC2 / CVC2 is the three digit security code printed on the back of card)

Name on Card

Purchase Amount **INR 1522**

Word Verification \*   
Type the characters you see in the picture below  
**X Q J 2 e z M**

**Pay** **Cancel**

Verified by **MasterCard**

16:55 3-4-2015

- ❖ Once the application has been submitted, no editing can be done in the application details.
- ❖ Candidate will be intimated if his/her application has been successfully screened and he/she is deemed to be eligible to write the Aptitude test via **SMS and Email**.



## ANNEXURE – II

### UPLOADING OF PHOTOGRAPH, SIGNATURE AND DOCUMENTS BY CANDIDATE

A recent Passport size Coloured Photograph image of the candidate should be uploaded in the space indicated in the online Application Form. The candidate is also required to upload an image of his/her **full signature** in the space provided below the photograph.

Signature should be on white background. Photo and Full Signature must be in **jpg format**. Size of Photo should not be more than 80 KB and Size of Full Signature should not be more than 10 to 80 KB.

#### EXAMPLE OF PHOTOGRAPH:



1. Photographs **MUST** be snapped on or after 1st January`2015
2. The photograph must be snapped with a placard and the placard should be held by the candidates indicating name of candidate and date of taking of photograph. In case name and date are written on the photograph after taking it (superimposition) the application form will be rejected.
3. The name and date on the photograph must be clearly visible and legible.
4. Photograph should **NOT** have cap or goggles. Only Spectacles are allowed.
5. Application not complying with these instructions or with unclear photographs will be rejected.
6. Keep a few identical photographs in reserve for use at the time of Entrance Examination/Admission if required.

#### EXAMPLE OF SIGNATURE:

(jpg format in white background,size 10 to 80 KB)

**Procedure to reduce the image size of Photo, Other Documents and Signature (if original is more than the specified size above)**

- Open image with Microsoft Office Picture Manager
- Select edit picture
- Select compress pictures
- Select compress for web pages or e-mail messages
- **Click OK**
- **Save**

**The image can be uploaded**