

COMEDK PGET 2017



**COMEDK PG MEDICAL
& DENTAL BROCHURE
2017**

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INFORMATION BROCHURE**COMEDK PG 2017-(PG MEDICAL AND DENTAL ADMISSIONS) PARTICIPATION IN THE
CENTRALIZED COUNSELING PROCESS****1. ABOUT COMEDK**

- i. COMEDK is the “Consortium of Medical, Engineering and Dental Colleges of Karnataka” to determine the merit of students in an effective, fair, transparent and non-exploitative testing procedure, floated by the Associations of Medical, Dental and Engineering private colleges for merit determination of students seeking admissions to the Member Institutions. The policies and program of COMEDK are decided by an Executive council, comprising of two principals each of Medical, Dental and Engineering Colleges and a retired Chief Secretary, and Director General of Police plus two Educationists besides a retired Principal Secretary Higher Education Department, Government of Karnataka as Chief Executive and Chairman of the Executive Council.
- ii. COMEDK has conducted more than twenty entrance test and counselling for both Post Graduate and Under Graduate courses during the past eleven years and has to its credit on an average 12,000 admissions per annum in its 12 Medical, 20 Dental colleges. During 2017-18 academic year, over 700 Medical and Dental post graduate seats are available for effecting admissions in the affiliated Medical and Dental colleges of COMEDK. However, COMEDK has no role to play in the determination of tuition fees, other fees, seat sharing formula etc. which are all between the government of Karnataka and the Colleges.
- iii. As per the directions dated: 11th April, 6th May and 9th May 2016 in No.261/2016 of the Hon’ble Supreme Court of India, COMEDK proposes to conduct seat selection counselling process based on National Eligibility Cum Entrance Test (NEET) PG/MDS 2017 results.
- iv. This Brochure provides a fair idea as to how and what the candidates have to follow as procedure for filling the application, eligibility criteria, eligibility to participate in seat selection process, mandatory certificates / documents to be produced, etc.

- v. Applicants are required to read this brochure thoroughly, so as to familiarize themselves before making Application and adhere to the rules and procedure strictly. Further, COMEDK's website www.comedk.org contains information and current updates/alerts. This site is updated regularly. COMEDK suggests all applicants to visit it frequently (ATLEAST twice everyday) for relevant information.
- vi. All candidates must note that any form of canvassing or influence exercised would result in permanent disqualification of the applicant without any prior notice. www.comedk.org is the only official website of the Consortium. COMEDK is not responsible for information available on other websites /elsewhere.

2. ELIGIBILITY CRITERIA

Candidates from all over the country can participate in the PG Medical and Dental counseling 2017. The eligibility criteria are produced as under:-

- i. Candidates in possession of MBBS/BDS degree or Provisional MBBS /BDS Pass Certificate recognized as per the provisions of the Indian Medical Council Act 1956 /Dentists Act, 1948 and possess permanent or provisional registration certificate of MBBS /BDS qualification issued by the Medical Council of India/Dental Council of India or State Medical/Dental Council and have completed one year of internship or/are likely to complete the internship on or before 31st March 2017. *Provisional Degree Certificate will be accepted only for candidates who have passed MBBS/BDS during 2016-17.*
- ii. Candidates found to be ineligible at any stage of NEET-PG /MDS 2017 will not be permitted to appear for counseling
- iii. The cut off dates for the recognition of the Medical/Dental Colleges, from where the candidates have passed their MBBS /BDS Degree Course and completed compulsory rotatory Internship for the year 2016 will be as prescribed by MCI/DCI. The Colleges recognized after the cut- off date prescribed by MCI/DCI will not be considered.
- iv. Registration with M.C.I./DCI/State Medical/Dental Council is necessary and its documentary proof should be furnished by the candidates at the time of counseling/admission.

QUALIFYING PERCENTILE/SCORE IN NEET PG 2017 EXAM FOR PG MEDICAL COUNSELLING FOR EACH CATEGORY

CATEGORY	QUALIFYING CRITERIA	CUT SCORE(out of 1500)	OF	REMARKS
General Merit	50 PERCENTILE	705.9194		General Merit Candidates scoring equal to or more than this cut off score can apply for COMEDK PG Medical Counselling
SC/ST/OBC Karnataka Only	of 40 PERCENTILE	655.1766		SC/ST/OBC Candidates belonging to Karnataka and scoring equal to or more than this cut off score can apply for COMEDK PG Medical Counselling
Persons with Disability(PH)	45 PERCENTILE	680.0611		General Merit Candidates who are PH category AND scoring equal to or more than this cut off score can apply for COMEDK PG Medical Counselling

QUALIFYING PERCENTILE/SCORE IN NEET MDS 2017 EXAM FOR PG DENTAL COUNSELLING FOR EACH CATEGORY

CATEGORY	QUALIFYING CRITERIA	CUT SCORE (out of 1200)	OF	REMARKS
General Merit	50 PERCENTILE	523.2461		General Merit Candidates scoring equal to or more than this cut off score can apply for COMEDK PG Dental Counselling
SC/ST/OBC Karnataka Only	of 40 PERCENTILE	491.2402		SC/ST/OBC Candidates belonging to Karnataka and scoring equal to or more than this cut off score can apply for COMEDK PG Dental Counselling
Persons with Disability(PH)	45 PERCENTILE	507.4365		General Merit Candidates who are PH category AND scoring equal to or more than this cut off score can apply for COMEDK PG Dental Counselling

Note: Lower percentage / percentile of marks for SC/ST/OBC is only for eligibility purpose and there are no reservation quotas for these categories and will be applicable to the candidates belonging to Karnataka only.

As per the Admission policy of member institutions of COMEDK, the following candidates are **UNACCEPTABLE AND HENCE NEED NOT APPLY:**

- i. Candidates already pursuing PG MEDICAL course anywhere in India.
- ii. Candidates who were caught attempting to impersonate or found following / adopting any of the malpractices earlier including entertaining touts or agents.

3. STATUS OF THE CANDIDATES

- i. Candidates are classified as General Merit and Scheduled Caste or Scheduled Tribe or Other Backward Classes and Persons with Disability (PH) **for eligibility purpose only.**
- ii. Those belonging to Tulu/Christian minority communities have reservation in respective minority institutions. For those belonging to Hyderabad-Karnataka (HK) Region, there is reservation for admissions to educational institutions for candidates who are 'local persons' for HK region as per Karnataka Government Order in No. DPAR 06 PLX 2012 dated 06.11.2013 which is available separately on the website and issued pursuant to Art.371J of the Indian Constitution. **Though there is no reservation for any other categories permissible as of date, the classification is being followed for eligibility norms only.**
- iii. Declaration once made in the application with regard to the category status like GM / SC / ST / OBC / Minority and H-K Region **WILL NOT BE** changed subsequently under any circumstances. The candidates are cautioned to fill in the application form with great care about the category status.
- iv. The candidates who have claimed category such as (SC/ST/OBC of Karnataka) should produce a valid certificate at the time of Counseling. If the certificates are not produced or not valid and if the candidates fall under 40 percentile criteria for lower eligibility his / her rank will become invalid and he / she will not be allowed to participate in the counseling process. Likewise candidates who have claimed PH category should produce a valid certificate at the time of Counseling, if the candidate falls under 45 percentile criteria for lower eligibility.

- v. The candidates belonging to Karnataka who have claimed Minority / Hyderabad Karnataka status should produce a valid certificate in the name of the candidate at the time of participating in the Counseling. If the certificates are not produced or not valid then such of these candidates will not be entitled to select a seat under the reservation claimed. Minority certificate has to be procured based on details entered in educational records of the candidate and has to be issued by head of the institution.
- vi. Certificates for SC/ST/OBC/Minority and H-K Region, if applicable, should have been procured before the last date of submission of Online Application and should be in the name of candidate only.
- vii. If the category certificate is different and exclusive, such of the candidates shall submit not only the category certificate but also the caste and Income certificate issued by the competent authority in original at the time of counseling.

4. COMEDK MEMBER INSTITUTIONS

List of Member Institutions for PG Medical and Dental is available on our website www.comedk.org separately.

5. SANCTIONED INTAKE AND FEE STRUCTURE

Number of seats available against each category and tuition fee thereof will be notified before counseling. Please check www.comedk.org for updates.

6. CALENDER OF EVENTS

All applicants are required to visit www.comedk.org frequently for all updates related to calendar of events.

COMEDK PG MEDICAL AND DENTAL COUNSELLING 2017 BASED ON NEET RESULTS

Calendar of Events

Start Date for Issue of Information Brochure	8 th March 2017	Wednesday
Start Date for making Online Application by candidates	9 th March 2017, 12 Noon Onwards	Thursday
Last Date for submission of Online application with Online Payment	22 nd March 2017, 6:00 PM	Wednesday
Publishing Provisional COMEDK Merit List On website	25 th March 2017	Saturday
Start Date for raising any objections to the published Provisional Merit List	25 th March 2017	Saturday
Last Date for submission of objections on Published Provisional Merit List	27 th March 2017	Monday
Publishing of Final Merit List and start date of Downloading CCMC Online (COMEDK Counseling Merit Card) by the candidate	29 th March 2017	Wednesday
Tentative Date for commencement of First Round of Counseling	5 th - 8 th April 2017	Wednesday-Saturday
Tentative Last Date for reporting to college based seat selected in First Round	14 th April 2017	Friday
Tentative date for Surrender of seats and conversion of provisional allotment into confirmed allotment	6 th ,8 th , 9 th May 2017	Saturday,Monday,Tuesday
Tentative Date for commencement of Second Round of Counseling	10 th ,11 th ,12 th May 2017	Wednesday, Thursday ,Friday
Tentative Last Date for reporting to college based seat selected in Second Round Counseling	20 th May 2017	Saturday

7. SCOPE OF COMEDK COUNSELING 2017

The Counselling/seat selection process is being conducted only in Bangalore and for use by COMEDK Member Institutions for admission during the academic year 2017-2018.

8. APPLICATION FEES

The fee for COMEDK PG MEDICAL AND DENTAL COUNSELING APPLICATION 2017 is

Rs. 800/- (Rs. Eight hundred only)

The FEE will not be refunded under any circumstance including statutory and judicial reasons

9. REGISTRATION AND PROCEDURE FOR MAKING APPLICATION

The Candidates have to register themselves at www.comedk.org. The candidates may access the How to Apply Document, general instructions and the explanation for filling the required fields through the link in the website www.comedk.org. However, these instructions are reproduced as under.

GENERAL INSTRUCTIONS FOR REGISTRATION

- i. All the details asked for in Registration /Application form are Mandatory.
- ii. E-mail ID and mobile number should remain the same till the Admission process is completed
- iii. An Email ID once used for Registration online cannot be used again.
- iv. Details given at the time of registration cannot be edited later on in the application form. Please review all details entered at time of registration before **CLICKING ON SUBMIT BUTTON** and proceeding to application form.
- v. After successful registration, you will receive the User id and Password on your Mobile Number and E mail id which is unique & system generated. Log in with your unique **USER ID** and **PASSWORD** to complete the application process. Click on **EDIT** button (Right hand top corner) to be directed to Application Form
- vi. Kindly use Internet Explorer(version 9 to 11) or Mozilla Firefox(14 to 50) or Google Chrome(20 to 54) to fill in the Application Form. Also clear your browsing history and cache and retry in case you are facing any technical issue in viewing the details in application form.

EXPLANATION OF FIELDS IN REGISTRATION FORM

- i. Name of the Applicant: Enter your full Name (as it appears in your SSLC/10th Std Marks Card),
In the case of a candidate who has changed his/ her name for any reason, the original proof of the same has to be produced at the time of admission.
- ii. Date of Birth: DOB to be entered as per 10th /SSLC Marks card only.
- iii. Email-ID: Enter your valid Email ID for all correspondence.
- iv. Mobile No: Enter your Mobile number.
- v. Applicants Unique ID Proof: Select the ID proof that the candidate will bring in original at the time of exam and admission process from the list provided.

APPROVED LIST OF ID PROOF FOR CANDIDATES;

(1)Voter ID, (2) Passport, (3) PAN Card, (4) Driving License, (5) Aadhar Card /e-Aadhar

The scan copy of the same has to be uploaded in the application form. The candidate has to use the same ID proof that is mentioned in the application form, till the entire admission process is complete.

CAUTION: ANY ID PROOF OTHER THAN WHAT HAS BEEN DECLARED IN COMEDK APPLICATION FORM WILL NOT BE ACCEPTABLE FOR THE COUNSELING/ ADMISSION AT COLLEGE LEVEL

- vi. Applicants Unique ID Proof Number: Enter the Unique ID proof number as mentioned in the ID proof selected, if applicable. For instance, if you have declared ID proof as driving license and your ID proof number is 'KA01 / 20110001212' enter the ID number as 'KA0120110001212'

10. INSTRUCTIONS FOR FILLING THE ONLINE APPLICATION FORM

Candidates are advised to go through the instructions carefully before filling up the online Application Form

- i. **Once the application form is submitted online, request for any change in the data entered in the application form will NOT be entertained; hence the candidates are cautioned to be careful while filling the Online Application Form**
- ii. Ensure that Online Application Form is filled properly with all complete details. Click on "PREVIEW" button and re-verify all the particulars in application form before clicking on SUBMIT button.
- iii. Incomplete / incorrect applications are liable to be rejected at any stage without prior information to the candidate.
- iv. Multiple application forms from the same candidate will result in confusion leading to disqualification of the candidate.

COMEDK is not responsible for any error that the candidate commits while filling the Online Application Form.

GUIDELINES FOR UPLOADING IMAGES/DOCUMENTS IN APPLICATION FORM

Follow the guidelines strictly for scanning and uploading of the photograph, signature and other required documents. Please keep these documents ready before starting to fill online application form.

DOCUMENTS TO BE UPLOADED	REQUIREMENTS/GUIDELINES FOR UPLOAD
Photograph of Candidate	<ul style="list-style-type: none"> • Photograph must be a recent (not more than three months) color photograph with light background. • The photograph should have a full face view looking into the camera directly. The main features of the face must not be covered by hair of the head, any cloth or any shadow. Forehead, Eyes, Nose and Chin should be clearly visible • The photograph should be in jpg or .JPEG image format. • The Scan image should be less than 80 kb and should be of 30mm*45mm dimension. • Before submitting the form please check if the uploaded image is clear and meeting all norms mentioned above in the Preview page.
Signature of Candidate	<ul style="list-style-type: none"> • For upload of candidate signature, the signature must be done by the candidate himself/herself in a white paper with a black/Blue pen. • These images will be referred at later stages of admission process. Dimensions should be 80 x 35 mm and Maximum file size should be 80 kb. • The image should be of .jpg or .jpeg format • Before submitting the form please check if the uploaded image is clear and meeting all norms mentioned above in the Preview page
Unique Id Proof	<ul style="list-style-type: none"> • Maximum file size should be 150 kb. • The image should be of .jpg or .jpeg format • Before submitting the form please check if the uploaded image is clear and meeting all norms • If your Id consists of more than 1 page , please combine the pages and scan and upload as single image for upload
NEET PG 2017 Score Card/NEET MDS 2017 Score Card	<ul style="list-style-type: none"> • Upload image of Score Card showing All India NEET PG 2017 Rank/All India NEET MDS 2017 Rank. • Maximum file size should be 150 kb. • The image should be of PDF format • Before submitting the form please check if the uploaded image is clear and meeting all norms • These images will be referred at later stages of admission process

EXPLANATION FOR THE FIELDS REQUIRED TO BE FILLED UP IN THE ONLINE APPLICATION FORM (OAF)

Once the registration process is complete, you will have to login with your application number/Login ID Number and Password to view and fill your application form.

The criteria for filling in the details in application form are mentioned below:

MAIN TAB	NAME OF FIELD	EXPLANATION OF HOW TO FILL/UPDATE
PERSONAL DETAILS	Applying For	Select whether you are applying for PG Medical Counseling/PG Dental Counseling
	Status of NEET PG/MDS 2017 EXAM	Select "Qualified/Not Qualified" as per your NEET PG 2017/NEET MDS 2017 Score Card.
	Name of applicant	The Full name of the candidate as was entered at the time of registration will be displayed.
	Father's Full name	Enter Father's Full name
	Mother's Full Name	Enter Mother's full name
	Date of Birth	The DOB of the candidate as was entered at the time of registration will be displayed
	Gender	Select the appropriate option. Gender Neutral denotes the word or Expression that cannot be taken to refer to one gender only
	Unique Photo ID Proof of Applicant	The type of ID proof of the candidate as was entered at the time of registration will be displayed
	Unique Photo ID Proof Number of Applicant	The ID proof number of the candidate as was entered at the time of registration will be displayed
	Nationality	Select the appropriate Nationality (Indian / OCI / PIO)
	Address Line 1-3	Provide your address for correspondence in the space given. All communications from COMEDK will be sent to you via email or SMS or at the address given as correspondence address. Please use blank spaces to separate words. Do not mention your City, State and Pin code in the address field
	State	Select the State from the list provided
	District	Select the District from the list provided
City	Provide the City Name	

MAIN TAB	NAME OF FIELD	EXPLANATION OF HOW TO FILL/UPDATE
	TELEPHONE NO.	Please enter valid Landline number, in case, if any.
	Pin code	Provide the valid pin code for your correspondence address
	Mobile Number	Check Mobile No entered.
	Email ID	Check whether you have entered your valid Email ID .This will be used for all correspondence. An Email ID once used for Registration cannot be used again.
	Permanent Address same as correspondence address	Select Yes/No. In case your permanent address is different from correspondence address, please enter your complete permanent address in the space provided
	Save & Continue	Click on Save and Next to proceed to next page
<p>Category Details :</p> <ul style="list-style-type: none"> • Only SC/ST/OBC candidates belonging to Karnataka are eligible for lower eligibility norms. • To understand guidelines for being considered as “Karnataka” candidate, please check Note 1.1 Below the table 		
CATEGORY DETAILS	Belongs to	Select whether belonging to, Karnataka or Non-Karnataka. If you belong to Karnataka, select the type viz., by Birth or By Domicile. *To understand guidelines for being considered as “Karnataka” candidate, please check Note 1.1 Below
	Category	In case you are Non-Karnataka candidate, please select “GM” In case you are “Karnataka” candidate, select the Category you belong to- GM / SC / ST / OBC. The sub category under OBC -CAT 1, CAT 2A, CAT 2B, CAT 3A and CAT 3B is applicable to Karnataka origin candidate/s Only as per Government of Karnataka (GOK) rules).
	Parent’s / Applicant’s Annual Income	Select the Parent’s / Applicant’s Annual Income whichever is applicable.
	Linguistic Minority	If you belong to Karnataka, then select Tulu-Karnataka / Not applicable .This option is for candidates to claim Linguistic Minority status and seek admission in institutions declared as Linguistic Minority (Applicable to Karnataka Candidates only). *Check Annexure for format required at time of counseling

MAIN TAB	NAME OF FIELD	EXPLANATION OF HOW TO FILL/UPDATE
	Religious Minority	Candidates who are Christian by religion can select Christian-Karnataka /Christian-Non Karnataka to claim religious minority status and seek admission in institutions which are declared as Religious Minority. Else select not applicable. *Check Annexure for format required at time of counseling
	DO YOU BELONG TO HYDERABAD KARNATAKA REGION?	Select appropriate option (Yes or No) If "Yes", Select the name of district you belong to: Gulbarga/ Yadgir/ Raichur / Koppal/ Bidar/ Bellary. A certificate, confirming the Hyderabad Karnataka region status, issued by the jurisdictional Assistant Commissioner of the corresponding district as required is to be submitted at the time of Counseling. The certificate must be in the name of the candidate only.
	Person with Disability-PH Candidate	Select appropriate option (Yes or No)
	Save & Continue	Click on Save and Next to proceed to next page
QUALIFICATION DETAILS	Qualifying Exam	Select the type of qualifying exam from the drop-down menu –MBBS/BDS as applicable to you.
	Year of Passing/Appeared	Select the year of passing final year MBBS/BDS.
	Type of University	Select Type of University last studied for MBBS/BDS -Indian/Foreign as applicable to you
	MCI/DCI/STATE Council registration Number	Enter your MCI/DCI/State council registration number as appearing in your registration certificate
	University Name	Enter the name of University Last studied in
	Internship Status	Select the internship status whether completed/pursuing.
	Date of Completing Internship	If you have completed internship, select date of completion of internship. In case you are yet to complete internship, select month and year that you are likely to complete internship. The last date for completion of internship for COMEDK PG Medical/Dental counseling 2017 is 31 st March 2017.
	Name of the Institution Last Studied	Enter the name of the Institution you have last studied in the space provided
	Place of the Institution Last Studied	Enter the place of the Institution you have last studied in the space provided

MAIN TAB	NAME OF FIELD	EXPLANATION OF HOW TO FILL/UPDATE
	NEET Score Out of 1500/NEET score out of 1200	In case you are applying for PG medical counseling , enter the NEET PG 2017 score as per your score card In case you are applying for PG dental counseling, enter the NEET MDS 2017 score as per your score card
	All India NEET PG 2017 Rank/All India NEET MDS 2017 Rank	Enter the All India NEET PG 2017 Rank as per your score card ,in case you are applying for PG medical counseling Enter the All India NEET MDS 2017 Rank as per your score card, in case your are applying for PG Dental counseling
	NEET Testing ID Number	Enter Valid NEET Testing ID number as per your NEET score card
	Reconfirm NEET Testing ID Number	Please recheck and enter your NEET Testing ID number again.
	Save and Continue	Click on Save and Continue to proceed to next page
DOCUMENT UPLOAD	Upload scanned copies of Applicant's Photo and Signature	Check section for guidelines for uploading images in this document
	Upload Applicant Unique ID proof as selected in Application Form.	Check section for guidelines for uploading images in this document
	Upload NEET PG 2017 Score Card/NEET MDS 2017 Score Card.	Check section for guidelines for uploading images in this document
	Fee Payment For	Select the fee amount of Rs 800 (Rs Eight Hundred Only)
	Payment Mode	Select the payment mode.ie Online((Credit card/Debit Card/Net Banking)
	Payment amount	Please check the payment amount appearing in the application form .Please note that fees once paid is non-refundable under any circumstance
	Declaration	The Candidates are expected to go through the declaration and confirm the same online after understanding its implication thoroughly
	Preview Application	Click on Preview application and review/recheck all details entered by you are correct before proceeding to next step.

MAIN TAB	NAME OF FIELD	EXPLANATION OF HOW TO FILL/UPDATE
	Submit	<p>Before clicking on “Submit” button, please ensure that you have checked the details entered by you in application form. Please review all the details before submitting the Application Form, because all the Details given in the application form will be used for further processes and once the Application Form is submitted online, no changes can be made.</p> <p>Click on “Submit “ Button You will be directed to Citrus payment portal after clicking on submit button to complete the payment process</p>
LOGOUT AND LOGIN	Logout and Login	<p>Re-login to your application to check updated status of your application after making payment and visit www.comedk.org for checking updated information about exam.</p> <p>Also frequently check your registered email ID and Mobile number.</p>

Application forms without any of the above mandatory documents will be rejected. Please note that all the documents have to be in the name of candidate only.

Please review all the details before submitting the Application Form, because all the Details given in the application form will be used for further processes and once the Application Form is submitted online, no changes can be made.

Note 1.1: One should be a Karnataka candidate to claim any reservation meant for Hyderabad Karnataka Region or Tulu or Linguistic /Religious Minorities .Only Karnataka candidates belonging to SC/ST/OBC are eligible for consideration in lower eligibility norms.

For consideration into Karnataka Category, the following domicile rules will be strictly followed(‘a’ or ‘b’). If the candidate does not fall into either of the below two categories, the category Non-Karnataka shall be selected.

- If you belong to Karnataka by birth/domicile, and have schooling for not less than 10 years in Karnataka which may include MBBS/BDS degrees in colleges recognized by MCI/DCI and GOI established by law and located in Karnataka State.

OR

- Indian Citizens of Karnataka origin, who studied MBBS/BDS degrees in colleges outside Karnataka State, recognized by MCI/DCI and GOI and affiliated to any university established by law in India are also eligible. Such candidates have to produce certificates issued by the competent authority to show that he/she or his/her parent (Father/Mother) has been a resident of Karnataka State for a period of not less than 10 years along with the format as per Annexure of the brochure and the study certificates of the Parents (Father/Mother) which should be submitted in original at the time of counseling.

SUBMIT : Please review all the details before CLICKING THE 'SUBMIT' button for submitting the Application Form , because all the details given in the application form will be used for further processes and once the Application Form is submitted online, no changes can be made. You can click on "Preview Form" to review all details and edit details entered in application form before clicking on submit button. Once you click on submit button ,no changes can be made to the form there after. You will be directed to the payment portal post submission of form. Once the payment is completed please re-login to check the status of your application form. The status will be available on top of the application form. Candidates are advised to frequently check their application form status by logging into, their application form , registered email ID and registered mobile number and by visiting www.comedk.org for communications and notifications related to COMEDK

11. REJECTED APPLICATIONS

- i. Applications without any of the mandatory documents/ information will be summarily rejected; they will not be considered for processing.
- ii. Applications with incomplete/incorrect details can be rejected at any time.
- iii. The candidates whose applications are rejected or wish to reapply for any reason can fill up a new application online and submit the same by making new payment before the last date of application. However they should register again with a new Email ID, fill Online Application Form and submit the same online before last day of submission of online application form
- iv. COMEDK does not take responsibility to inform such of those candidates individually whose application is rejected though the reasons for rejections would be hosted on its website under applicant login/communicated via email. Therefore, the candidates are advised to doubly check that their application form is complete in all respect before submitting the same. The candidates are advised to check the website regularly for regular updates.

12. CHANGE REQUEST

Candidates are cautioned to fill up the online application carefully as the request for change in any application data entered and submitted online will not be entertained

13.ONLINE COUNSELLING MERIT CARD AND RELATED INFORMATION

The COMEDK provisional merit list will be published based on All India NEET PG 2017 Rank/All India NEET MDS Rank of candidates, taking into consideration ,the directions dated 28th April 2016 ,by the Hon'ble Supreme Court in WP (C)NO 261 of 2016; from among the candidates who have applied for COMEDK PG MEDICAL/Dental counselling. Any objections to the COMEDK provisional merit list has to be send via email to comedkpgobjections@gmail.com within the notified dates only. The Final Merit List will be published as per dates notified and the same will be binding on all candidates and no further claim would be entertained thereafter.

COMEDK Counseling Merit Card(CCMC) will be available under applicant login of the COMEDK website from the date notified . Candidates appearing for the Counselling should download and obtain printout of the COMEDK Counseling Merit Card(CCMC) from their online applicant login ID; the same will not be dispatched either by email or post or courier or in person to the candidates under any circumstances

- i. Candidates will not be allowed to participate in the COMEDK PG MEDICAL/DENTAL COUNSELLING -2017 without the print out of COMEDK Counseling Merit Card(CCMC) along with other documents indicated thereon. Also, candidates have to retain the COMEDK Counseling Merit Card(CCMC) until the completion of the Admission process.
- ii. Candidates are advised to go through the below mentioned instructions carefully after printing the COMEDK Counseling Merit Card(CCMC).
 - a. COMEDK Counseling Merit Card(CCMC) Candidate's Name
 - b. (as mentioned in the application form)
 - c. Candidate's address and contact details (as mentioned in the application form).
 - d. Candidate's photo (as given in the application form).
 - e. ID Proof Details
 - f. General Instructions on CCMC
- iii. The candidates are advised to read the instructions printed in the CCMC carefully before participating in the Counselling.
- iv. The candidates must not mutilate or laminate the COMEDK Counseling Merit Card or change any entry made therein after it has been authenticated and received by them. Impersonation is a legally punishable offence.
- v. The COMEDK Counseling Merit Card is an important document and it must be preserved and produced at the time of Admission.

14.ASSISTANCE AND FACILITIES TO CANDIDATES

This brochure contains all information related to filling up the online application form. The same information is available on the official website of COMEDK i.e. www.comedk.org. In case of any further queries on Online Application form for PG MEDICAL /DENTAL counseling you may contact :

Contact Details	Timing
Toll free Number 18001036182	Monday-Friday:10:00 AM to 5:00 PM, Saturday:10:00 AM to 1:00 PM Not operational on Sunday and other public holidays.
Email helpdesk@erafoundationindia.org	Please note that queries will be answered within 3 working days of receipt of email.

15.LEGAL DISPUTES

Legal disputes if any pertaining to COMEDK PG MEDICAL/DENTAL COUNSELLING -2017 Centralized Counseling shall be subjected to competent courts / consumer forums located in the jurisdiction of Bangalore city only.

KINDLY NOTE:

- i. Due care has been taken to compile the information contained in this information brochure; however should some inadvertent error be present, COMEDK, is not liable for the same.
- ii. COMEDK cannot be held responsible for denial of Internet service, website unavailability, and unavailability to connect/reach voice / non voice support or any other reasons, beyond the control of COMEDK.
- iii. Applicants are advised not to send their original transcripts/Photocopies of Application form or other required documents to COMEDK corporate office. COMEDK will not be responsible for any original/physical documents or transcripts sent. All required documents have to be uploaded with the application form online.
- iv. Should there be unforeseen changes in the calendar of events; COMEDK is not responsible for the same.

- v. The process enlisted in this brochure, is based on guidelines prescribed by the Hon'ble Supreme Court of India and the concerned statutory bodies. Any changes indicated by the statutory bodies during the COMEDK PGET 2017 process are binding on COMEDK for implementation.
- vi. All documents relating to COMEDK PGET 2017 will be retained for the current academic year only. Hence any dispute beyond the said academic year cannot be entertained.
- vii. The information content in this brochure is as on the date of Notification. Please refer to our web site for current and updated information.
- viii. COMEDK reserves the right to modify the various terms and conditions and other criteria incorporated in this brochure at its discretion and at any time after notifying the same on its website www.comedk.org.
- ix. All communication to COMEDK shall have to be either in English / Kannada Language only.

16. FREQUENTLY ASKED QUESTIONS (FAQ)

Q. What is the procedure of seat selection?

Selection of seats for the Post Graduate course in Member Institutions is based on merit in NEET PG/MDS exam 2017. Publication of COMEDK Counselling Merit Card and Merit list will be followed by centralized counseling (Single window). The details of the arrangement made will be published in due course on our website, www.comedk.org.

Q. I cannot view the “submit” or “Preview” button in the online application form

Please check the version of browser that you are currently using. Kindly use Internet Explorer(version 9 to 11) or Mozilla Firefox(14 to 50) or Google Chrome(20 to 54) to fill in the Application Form. Also clear your browsing history and cache and retry.

Q.Should I send Hard Copy/ Print out of completed application form to COMEDK office?

No. Hard copies /Print out of application forms send to COMEDK office will not be accepted. Candidates have to submit the application form online ONLY within the stipulated time as mentioned in the brochure/website of COMEDK. No action will be taken on the hard copy sent to COMEDK office.

Q.I realized that I made an error while filling the application form. What do I do?

If you have not clicked on the “Submit” Button, you can edit the application form any number of times .However information provided at the time of registration cannot be changed later on. If you have already completed your online application form and have submitted the form online, then no changes can be made. You have the option to fill a new application form with an alternate email id. However please note that fee once paid is non-refundable. Hence candidates are advised to review all information in application form before clicking on “submit” button.

Q.Is this counseling only for Karnataka candidates?

No,this counselling is open to all the eligible students in the country.

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17.ANNEXURE

PGET-2017

**PROFORMA FOR RELIGIOUS & MOTHER TONGUE CERTIFICATE
(Candidates who claim seats in colleges of religious & Linguistic Minority Status)**

Name, full postal address and telephone number of the institution from where the candidate has passed SSLC /10TH standard examination/Institution last studied

Date:.....

This is to certify that Sri/Kum/Smt.....
S/o, D/o, W/o
has studied from..... standard to..... standard in our institution duringto.....academic years. He/she belongs to.....religion and the mother tongue of the above student is.....as per the Admission Register maintained in the institution.

The above details are true and correct to the best of my knowledge.

Signature of the Head of Institution

(Name in Block letters.....)

