



## **PROCEDURE TO BE FOLLOWED BY CANDIDATES WHO HAVE BEEN ALLOTTED SEAT IN THE 2<sup>ND</sup> ROUND OF COUNSELLING/SEAT ALLOCATION**

All candidates who have been allotted a seat in the 2<sup>nd</sup> Round of Seat Allocation/ Counseling are required to visit the website and **actively (Acceptance OR Refusal) exercise one of the following options by 5.00 PM on Monday, the 29<sup>th</sup> January 2018 up to 5:00 pm and report to allotted AIIMS by Wednesday the 31<sup>st</sup> January 2018 up to 5.00 pm with the original documents/Demand Draft as described below. Failure to accept will lead to forfeiture of the allotted seat. Kindly read the details carefully.**

Candidate should choose either of the two options on the online Portal:

Option A. **ACCEPT** allotted seat

Option B. **DECLINE/REFUSE** allotted seat

Instruction for each option is as follows:

**Option A:** If the Option of **ACCEPT** allotted seat is selected, then

- The candidate will have to go to the allotted AIIMS by 5.00 PM on 31<sup>st</sup> January, 2018 with the **Offer Letter** (downloaded from the My Page after login at [www.aiimsexams.org](http://www.aiimsexams.org)) and report to the allotted Institute for depositing original documents OR a Demand Draft (DD) of Rs. 3 Lakhs only (Rupees Three Lakhs only) *in the name of the allotted AIIMS (see details below)* along with photocopies of certificates. The DD will be refunded when original certificates are deposited.
- If Demand Draft is deposited instead of Original Documents at the time of joining, then the Original Documents should be submitted within 5 days of taking admission, otherwise admission will be cancelled and the deposited money will be forfeited.
- The candidates whose allocated seat in the 2<sup>nd</sup> Round is at the same AIIMS where they deposited Documents/Demand Draft after the 1<sup>st</sup> Round of Counselling must also follow the above procedure.
- The candidates whose allocated seat in the 2<sup>nd</sup> Round is at the different AIIMS where they deposited Documents/Demand Draft after the 1<sup>st</sup> Round of Seat Allocation/ Counselling must go to the AIIMS allocated in the 2<sup>nd</sup> Round. Their Documents/Demand Draft will be transferred internally.
- *Please note that should a candidate ACCEPT the allotted seat (Option A) in the Second Round and but DO NOT report to the Allotted AIIMS by 5.00 PM on 31 January 2018, to complete the necessary formalities, then the following shall apply*
  1. *In case a seat had **not** been allotted in the 1<sup>st</sup> Round of Seat Allocation / Counselling, the seat allotted in the 2<sup>nd</sup> Round shall be vacated without any further communication. Such candidates shall be eligible for Open Round.*
  2. *In case a seat had been allotted in the 1<sup>st</sup> Round of Seat Allocation / Counselling but the candidate had refused/declined (Option 4), the seat allotted in the 2<sup>nd</sup> Round shall be vacated without any further communication. Such candidates shall be eligible for Open Round. Also, candidates can collect Original Documents/DD from the AIIMS where they were submitted.*
  3. *In case a seat had been allotted in the 1<sup>st</sup> Round of Seat Allocation / Counselling and the candidate had accepted the seat and wished to participate in the Second Round (Option 2), and have already submitted a Demand Draft for Rs 3 lakhs only, the deposited amount shall be forfeited and seat allocated shall be vacated. Such candidates shall be eligible for Open Round.*
  4. *In case a seat had been allotted in the 1<sup>st</sup> Round of Seat Allocation / Counselling and the candidate had accepted the seat and wished to participate in the Second Round (Option 2), and have already submitted original documents, these can be collected after payment of Rs 3 lakhs only through a Demand Draft drawn in favour of the respective AIIMS where the certificates were deposited. The seat shall be vacated. Such candidates shall be eligible for Open Round.*



**Option B.** If the Option of **DECLINE/REFUSE allotted seat** is selected then,

- Candidates who have not been allotted a seat earlier in the 1<sup>st</sup> Round of Seat Allocation / Counselling DO NOT have to visit the allotted AIIMS. Such candidates are eligible for the Open Round of Seat Allocation / Counselling.
- Candidates who were allotted a seat in the 1<sup>st</sup> Round of Seat Allocation / Counselling and had chosen to Accept the allotted Seat in 1<sup>st</sup> Round and wished to participate in the Second Round of Seat Allocation / Counselling (Option 2), and are desirous of getting back the deposited original certificates, are REQUIRED to visit the AIIMS where the certificates have been deposited to collect the original documents and submit a Demand Draft of Rs 3 lakhs only in favour of the respective AIIMS as mentioned below in this Result Notification. Such candidates shall be eligible for the Open Round of Seat Allocation / Counselling.
- Candidates who were allotted a seat in the First Round of Seat Allocation / Counselling and had chosen to Accept the allotted Seat in 1<sup>st</sup> Round and wished to participate in the Second Round of Seat Allocation / Counselling (Option 2), and have submitted a Demand Draft of Rs 3 lakhs only in favour of the Director AIIMS, New Delhi, shall forfeit this amount. Such candidates shall be eligible for the Open Round of Seat Allocation / Counselling.
- Candidates who were allotted a seat in the 1<sup>st</sup> Round of Seat Allocation / Counselling and had chosen to Refuse /Decline the allotted Seat in 1<sup>st</sup> Round and wished to participate in the 2<sup>nd</sup> Round of Seat Allocation / Counselling (Option 4), and have either submitted original documents or a Demand Draft of Rs 3 lakhs only in favour of the Director AIIMS, New Delhi are REQUIRED to visit the AIIMS where the original documents / Demand Draft were submitted to collect them back. Such candidates shall be eligible for the Open Round of Seat Allocation / Counselling.

**IMPORTANT**

Those who have been allocated a seat in the second round of seat allocation / counselling but DO NOT actively choose either to Accept or Decline/Refuse the offer (Option A or Option B) BY 5.00 PM on 29<sup>th</sup> January 2018, and complete the necessary formalities by 5.00 PM on 31<sup>st</sup> January 2018 shall be deemed to have declined/refused the offer. The seat shall be declared as vacant.

**POLICY REGARDING THE DEPOSITING OF DOCUMENTS/CERTIFICATES/DD**

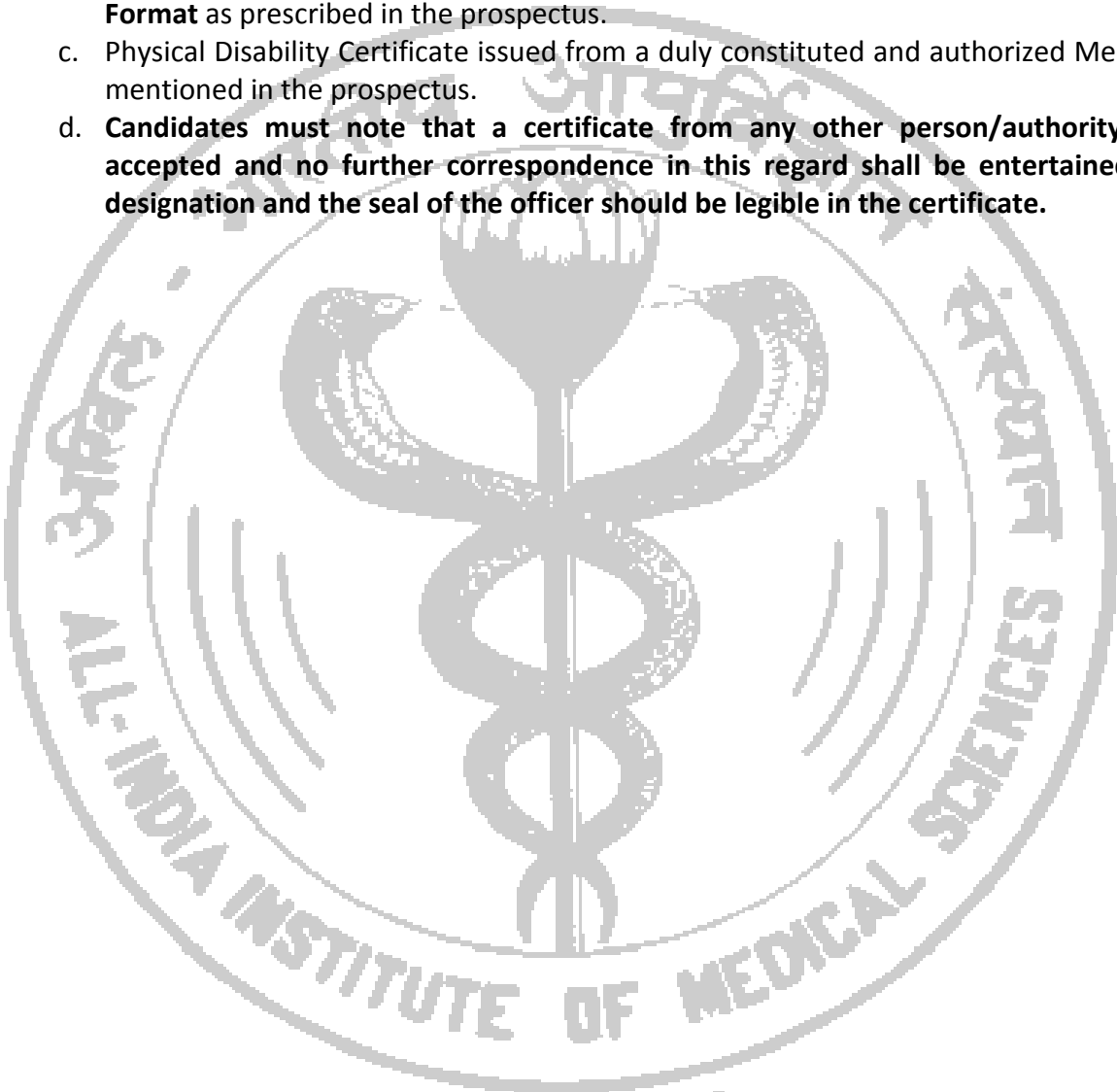
The claim to allotted seat by candidates is subject to verification of the documents for eligibility as applicable as well as biometric verification of candidature. If a candidate fails to submit required certificates (original or photocopies with DD) his/her candidature will be cancelled, the seat will be vacated.

**List of Documents/Certificates that are required to be deposited in Original OR photocopy along with Demand Draft as applicable.**

- i) Offer Letter
- ii) Registration Slip
- iii) Admit Card issued by AIIMS.
- iv) Mark Sheets of MBBS/BDS 1st, 2nd and 3rd Professional Examinations.
- v) MBBS/BDS Degree Certificate.
- vi) Internship Completion Certificate/Certificate from the Head of Institution or College that the candidate will be completing the internship by **30<sup>th</sup> January 2018**.
- vii) Permanent/Provisional Registration Certificate issued by MCI or DCI/State Medical or Dental Council.



- viii) High School/Higher Secondary Certificate/Birth Certificate in proof of date of birth. (Matriculation)
- ix) The Candidate should also bring the following certificate, if applicable:
- SC/ST Certificate issued by the competent authority and should be in English or Hindi in language. Community should be clearly mentioned in the certificate.
  - OBC Certificate issued by the competent authority for central Govt. jobs/for admission in Central Govt. College/Institute. The sub-caste should tally with the Central List of OBC. OBC Candidates should not belong to Creamy Layer. OBC certificate must be in the **Central Govt. Format** as prescribed in the prospectus.
  - Physical Disability Certificate issued from a duly constituted and authorized Medical Board as mentioned in the prospectus.
  - Candidates must note that a certificate from any other person/authority will not be accepted and no further correspondence in this regard shall be entertained. The name, designation and the seal of the officer should be legible in the certificate.**



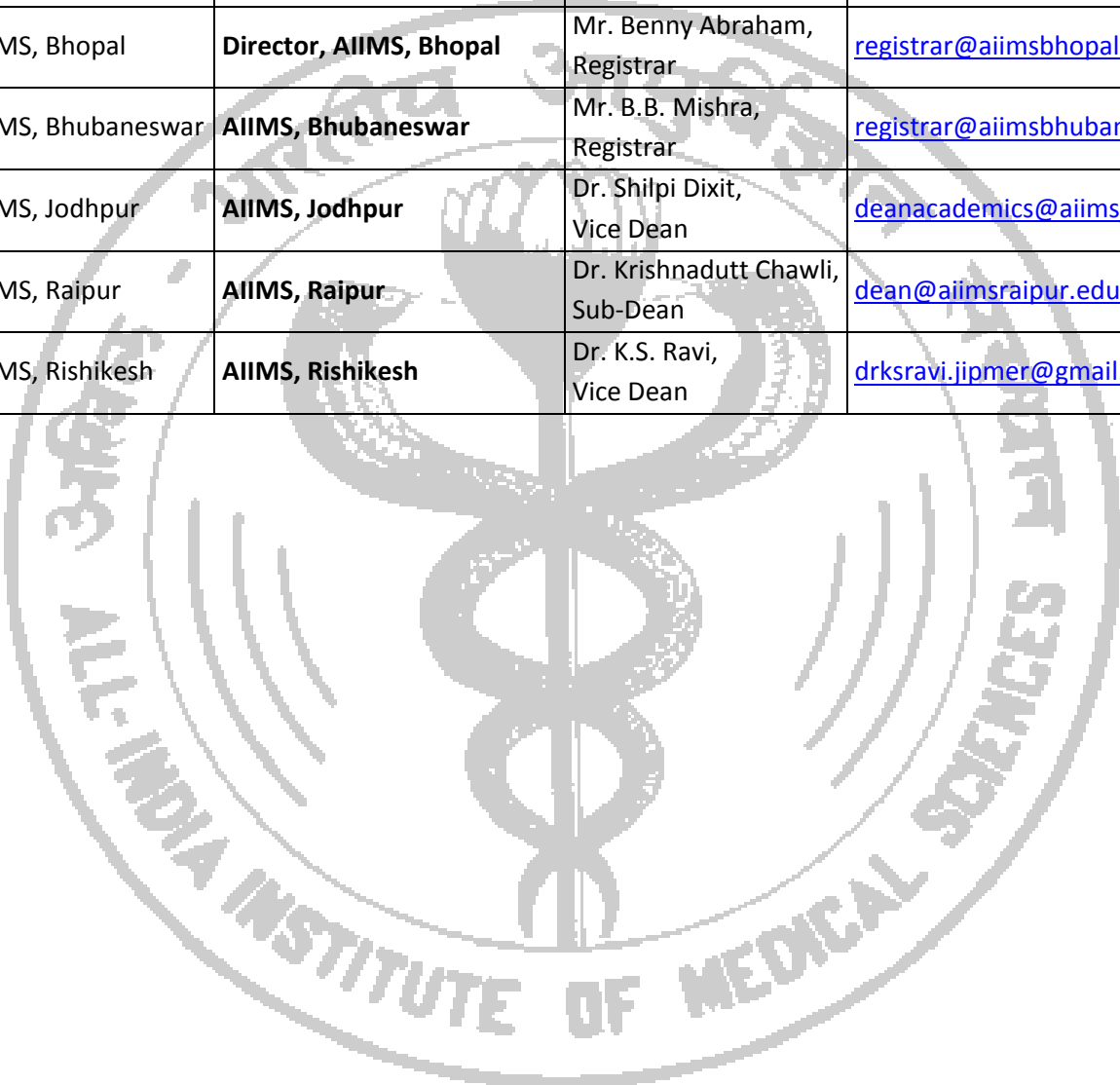
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**CONTACT DETAILS OF RESPECTIVE AIIMS FOR ADMISSION TO AIIMS PG COURSES FOR JANUARY 2018 SESSION.**

Candidates who have been allotted seat in the 2<sup>nd</sup> Round and have chosen Option B that requires them to deposit certificate / DD should approach Nodal officer/official at respective AIIMS as given below.

S No	AIIMS	DD in favour of	Nodal Officer/Officials	E-Mail ID
1.	AIIMS, New Delhi	<b>Director, AIIMS, New Delhi</b>	Dr. Sanjeev Lalwani, Registrar	<a href="mailto:aiims.reg@gmail.com">aiims.reg@gmail.com</a>
2.	AIIMS, Bhopal	<b>Director, AIIMS, Bhopal</b>	Mr. Benny Abraham, Registrar	<a href="mailto:registrar@aiimsbhopal.edu.in">registrar@aiimsbhopal.edu.in</a>
3.	AIIMS, Bhubaneswar	<b>AIIMS, Bhubaneswar</b>	Mr. B.B. Mishra, Registrar	<a href="mailto:registrar@aiimsbhubaneswar.edu.in">registrar@aiimsbhubaneswar.edu.in</a>
4.	AIIMS, Jodhpur	<b>AIIMS, Jodhpur</b>	Dr. Shilpi Dixit, Vice Dean	<a href="mailto:deanacademics@aiimsjodhpur.edu.in">deanacademics@aiimsjodhpur.edu.in</a>
5.	AIIMS, Raipur	<b>AIIMS, Raipur</b>	Dr. Krishnadutt Chawli, Sub-Dean	<a href="mailto:dean@aiimsraipur.edu.in">dean@aiimsraipur.edu.in</a>
6.	AIIMS, Rishikesh	<b>AIIMS, Rishikesh</b>	Dr. K.S. Ravi, Vice Dean	<a href="mailto:drksravi.jipmer@gmail.com">drksravi.jipmer@gmail.com</a>



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