



No.03 BFUHS/Admn./Jr.Asst./2019/ 12996

Date: 2/7/19

**Most Urgent**

The Principals  
All Medical/Dental Colleges  
Punjab

**Subject: Checking/Verification of Original Certificate/Documents for admission to MBBS/BDS Courses, Session 2019.**

Sir/Madam,

The Process of Admissions to MBBS/BDS courses has been started by the University. The online centralized counseling is carried on as per Punjab Govt. Notification No. 5/5/2019-5HB-III/3577 dated 6.6.19 and the Schedule of online counseling for MBBS/BDS course-2019 is as under:

Schedule of filling of online admission application form and preferences of colleges/course		
<b>1<sup>st</sup> round of Online Counseling Schedule</b>		
1	Online filling/submission of counseling form and preferences of colleges and course by the eligible candidates for 1st round of counseling.	02.07.2019 to 05.07.2019
2	Display of result of 1st round of online counseling	08.07.2019
3	Date of joining the allotted college/course and deposition of fee in any branch of Oriental Bank of Commerce or SBI Bank through bank challan form – 1st round counseling.	upto 12.07.2019
<b>2nd round of Online Counseling Schedule</b>		
The schedule of 2 <sup>nd</sup> round of counseling shall be displayed on the university website		
<b>For NRI candidates</b>		
4	Last date for submitting admission application form for NRI quota (Application form for getting Eligibility certificate and admission application form for NRI candidates is separately available on University website.)	10.07.2019

The candidates allocated to the Medical/Dental colleges will directly report to the concerned colleges for verification of certificates, checking of eligibility, medical checkup and joining as per the above mention schedule.

The **Necessary Important Instructions** for all the Medical/Dental colleges in state of Punjab for compliance are as under:

1. Allocation of seat is purely provisional subject to the final document verification and checking of eligibility by the Principal of concerned college.
2. After checking and eligibility, the concerned colleges will issue a copy of Challan form to candidates for deposition of fee in the shape of Bank Demand Draft favoring Registrar, BFUHS, Faridkot (payable at Faridkot) and the same shall be deposited at the allotted college for onwards transmission to the University.
3. The concerned Colleges must ensure that candidate has deposited the requisite fee in this regard, and the student will submit a copy of Bank challan form of fee deposited in OBC Bank to the concerned college.
4. The Principal of the concerned College shall constitute the committee from amongst the faculty members , to verification of original documents/checking of eligibility of the candidate as per the Punjab Government Notification No 5/5/2019-5HB-III/3577 dated 6.6.19 and University Prospectus of MBBS/BDS – 2019.
5. The eligibility/certificate of candidates selected under reserved category(s) will also be checked by the Committee consisting of Representative of welfare department, Representative of Sport department, Representative of Sainik welfare department, Representative of social security department constituted by the concerned colleges, as per Punjab Govt notification.
6. Apart from above, the NEET-2019 Marks of the candidates should be verified by original login on computer from the website [www.cbseneet.nic.in](http://www.cbseneet.nic.in) and match the same with the result card of NEET-2019 produced by the candidates.
7. Those candidates who will not report in the allotted college upto the due date, their allotted seats will be treated as cancelled (as not joined) and no claim will be considered thereafter for that seat.
8. The concerned colleges will update the status of candidates who have joined/not joined by 12-07-2019 evening positively, so that the list of vacant seats may be shown on the University website for next 2<sup>nd</sup> round of counseling.
9. Following documents of allotted candidates are to be checked/ verified by the Document Verification Committee of the concerned college.
  - a. Matric (10<sup>th</sup> Class Certificate) for verification of age.
  - b. 10+1 Detailed Marks card for verification that candidate has studied Physics, Chemistry, Biology and English.

- c. 10+2 Detailed Marks Card for verification of Eligibility as per Punjab Govt. notification and NEET-UG-2019 Bulletin.
- d. Punjab Resident Certificate
- e. Caste Certificate.
- f. Exemption certificate (if any)
- g. Other Reserved category certificates.
- h. Copy of Bank Challan form
- i. Certificate from the Head of the institute from where passed 10+1 and 10+2 examination
- j. EWS Certificate as per page 56 of Prospectus
- k. Sworn declaration by parents as per page 43 of Prospectus
- l. Sworn declaration by candidates as per page 66 of Prospectus
- m. Affidavit by the parents/Guardian that child/ward has not obtained the benefit of Residence in any other state

All other documents required as per MBBS/BDS – 2019 Prospectus and NEET-UG-2019 Bulletin.

The candidates under Sikh/Christian Minority Quota, who did not report for physical verification and document verification on 27-06-2019 to 28-06-2019, shall exercise their choices of College/Category/Quota through online counselling. Upon provisional selection, the candidates under Sikh/Christian minority quota shall report for checking of minority status, eligibility/verification at the college level. If he/she is found not eligible under minority quota, then their provisional allotment of seat shall be cancelled and no claim of seat shall be considered thereafter.

This be treated as urgent and kindly ensure the compliance as allocation of seat is provisional subject to verification of original documents/checking of eligibility by the Principal of concerned Medical/Dental Colleges. After provisional allocation of seat, candidate shall have to report to the allocated college for getting challan form, verification of documents and checking of eligibility. It is sole responsibility of the Principal to authenticate the eligibility of the provisionally allocated candidate before their joining/admission.

**Kindly ensure the compliance**

  
Registrar