



BABA FARID UNIVERSITY OF HEALTH SCIENCES
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No.03 BFUHS/Adm./2018/ 14071-094
Most Urgent

Date: 4/7/18

The Principals
All Medical/Dental Colleges
Punjab

Subject: Checking/Verification of Original Certificate/Documents for admission to MBBS/BDS Courses, Session 2018.

Sir/Madam,

The Process of Admissions to MBBS/BDS courses has been started by the University. The online centralized counselling is carried on as per Punjab Govt. Notification No. 5/3/2017-5HB-III/656 dated 06.02.2018 and the Schedule of online counselling for MBBS/BDS course-2018 is as under:

Schedule of filling of online admission application form and preferences of colleges/course

1	Availability of Prospectus	08.06.2018
2	Last date for applying online Admission Application Form through University Website i.e. www.bfuhs.ac.in	23.06.2018
3	Last date for depositing fee of Rs. 5000/- (Rs. 2500/- for SC candidates) in University Account in any Branch of Oriental Bank of Commerce through challan form which will be generated on successful filling of online admission application form at university website. Bank Account Number mentioned on Challan Form.	25.06.2018
4	Document Verification of various categories as per page no 4.	25.06.2018 to 27.06.2018
5	Display of Provisional Merit List of candidates	28.06.2018
For NRI candidates		
6	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.)	10.07.2018
1st round of Online Counseling Schedule		
7	Online filling/submission of counselling form and preferences of colleges and course by the eligible candidates for 1st round of counselling.	30.06.2018 to 03.07.2018
8	Display of result of 1st round of online counselling	05.07.2018
9	Date of joining the allotted college/course and deposition of fee in any branch of Oriental Bank of Commerce through bank challan form – 1st round counselling.	upto 12.07.2018

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 mentioned 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 as per Punjab Govt. Notification/Prospectus.
2. The University will provide User id and Password to all Principals of Medical/Dental Colleges for online admission process of NEET UG-2018
3. The Principal of the concerned College shall constitute the committee from amongst the faculty members for verification of original documents/checking of eligibility of the candidate as per the Punjab Government Notification No 5/3/2017-5HB-III/656 dated 06.02.18 and University Prospectus of MBBS/BDS – 2018.
4. Eligibility criteria for admission in Government & Private Medical/Dental Institute, including Institutes under Private Universities and Minority Institutions for MBBD and BDS seats, shall be in accordance with eligibility criteria/qualifications/qualifying criteria as prescribed in the information Bulletin for National Eligibility –cum-Entrance Test(NEET) issued by CBSE for the corresponding year.
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-2018 Marks of the candidates should be verified by original login on computer from the website www.cbseneet.nic.in and match the same with the result card of NEET-2018 produced by the candidates.
7. Those candidates who will not report in the allotted college upto the due date (12.07.2018), 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 latest by 13.07.2018 evening positively, regarding who have joined/not joined their college by 12-07-2018, so that the list of vacant seats may be shown on the University website for 2nd round of counselling.
9. Following documents of allotted candidates are to be checked/verified by the Document Verification Committee of the concerned college:-

CHECK LIST

- a. NEET-UG-2018 Result card .(verify from Result that the candidate should not be OCI/PIO).
- b. Matric (10th Class Certificate) for verification of age
- c. 10+1 Detailed Marks card for verification that candidate has studied Physics, Chemistry, Biology and English
- d. 10+2 Detailed Marks Card for verification of Eligibility as per Punjab Govt. notification and NEET-UG-2018 Bulletin
- e. Punjab Residence Certificate
- f. Reserved category certificate

- g. Exemption certificate (if any)
- h. Copy of Bank Challan form
- i. Certificate from the Head of the institute where passed 10+1 and 10+2 examination
- j. Compulsory affidavit by parent/guardian **as uploaded on University website. The link shall be provided by the University to verify the same.**
- k. Sworn Declaration from the parents/Guardian given on page no. 33 of Prospects-2018
- l. Undertaking by the candidate declaring that he/she is a citizen of India
- m. Gap Certificate (if any)

All other documents required as per MBBS/BDS – 2018 Prospectus and NEET-UG-2018 Bulletin.

After verification of documents by the College, if college found any discrepancy in the documents produced by the applicant or eligibility of the candidates is not as per Punjab Govt. Notification then the Principal concerned will immediately inform the same to the University and the applicant will not be admitted till the further directions from the University.

10. After verification of documents of the candidates, the Principal will provide a copy of bank challan form to the candidate and collect the bank Demand Draft in favour of "Registrar , Baba Farid University of Health Sciences "payable at" Faridkot"
11. The Principal of the college must ensure that candidate has deposited the requisite fee in the shape of bank Demand Draft and forward the same to the University.

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.**


Registrar