Frequently Asked Questions

All India Quota Undergraduate Medical/ Dental Seats - 2012

Online Allotment process (Online Counseling)

Q.No. 1: What is the process of online allotment?

ANS.:

a. Main Counseling Registration

b. Exercising of Choices, indicative seats and Locking of choices

c. Process of Seat Allotment – Round 1

d. Round 1 Result Publication

e. Reporting at the allotted Medical/Dental College against 1st Round

f. Process of Seat Allotment -Round 2

g. Round 2 Result Publication

h. Reporting at the allotted Medical / Dental Colleges against Round 2

i. Publication of net vacant seats

j. Fresh Choice Submission by all eligible candidates for round 3

k. Process of Seat Allotment - Round 3

l. Round 3 Result Publication

m. Reporting at the Medical / Dental Colleges /Institutions against Round 3

Q.No. 2: When will online allotment process for the year 2012 start ?

Ans. Online allotment process will start on 24th July as per schedule mentioned below:

Schedule for UG online Counseling -2012

S.N	Event	Duration	Days
1	Main Counseling Registration, Choice Filling & Indicative Seat	24th July to 29th July (up to 5.00 PM)	6 Days
2	Exercising of Choices and Locking	30th to 31st July (upto 5.00PM)	2 Days
3	Process of Seat Allotment – Round 1	1st & 2nd Aug	2 Days
4	Round 1 Result Publication	3rd Aug (11.00 AM)	1 Day
5	Reporting at the Allotted Institute against 1st Round	3rd to 13th Aug (upto 5.00 PM)	11 Days

6	Process of Seat Allotment -Round 2	14th to 16th Aug	3 days
7	Round 2 Result Publication	17th Aug (11.00 AM)	1 day
8	Reporting at the Allotted Institute against Round 2	17th to 27th Aug (upto 5.00 PM)	11 Days
9	Publication of net vacant seats	30th Aug (11.00 AM)	1 Days
10	Fresh Choice Submission by already registered candidates for 3rd round of allotment who have given willingness and those registered candidates who have not been allotted any seat in 1st and 2nd round of allotment along with locking of choices.	31st Aug to 2nd Sept (upto 5 PM)	3 Days
11	Process of Seat Allotment - Round 3	3rd & 4th Sept.	2 days
12	Round 3 Result Publication	5th Sept (11.00 AM)	1 day
13	Reporting at the Institutions against Round 3	5th to 14th Sept. (up to 5.00 PM)	10 days
14	Transfer of vacant seats to State Quota	15th Sept.	1 Day

Last date of admission for All Medical/Dental colleges shall be as per MCI schedule i.e. 30th Sept. 2012

Q.No. 3. Do I have to report to any counseling centre for registration or choice filling?

Ans: No. Online registration and choice filling can be done from place of convenience (including from home) using internet.

Q.No. 4: Do I require any documents to get registered on-line ?

Ans: You will be required to fill up some of the information that you have given on your application form, and submitted to Central Board of Secondary Education (CBSE), New Delhi along with admit cards for preliminary and final exams.

IMPORTANT

Please keep information that you have furnished on application form and admit cards confidential, and not share with any body as to register for online allotment process and submit choice you need that information. If somebody else uses that information, he/she can misuse your online registration and prevent you from taking part in online allotment process. Keep print out of application form ready for reference with you.

Q.No. 5: What information do I require for online registration?

Ans: Please note that you will be asked to fill some of the information (we are not showing it here for security reasons) that you have given on your application form and admit cards of preliminary and final exams during online registration, therefore keep copy of your application form and admit cards ready for reference.

IMPORTANT

Please note that on registration window of online allotment process, you have to fill in exactly same spelling, numbers etc as you have filled in your application form.

Q.No. 6: How do I get password for logging in?

Ans: During the process of online registration you will generate your own password. Candidates are advised to **keep the password that they have created, confidential to them till the end of the counseling process.** They can change the password after creating. Password is very important for participating in online allotment process. Sharing of password can result in its misuse by somebody else, leading to even exclusion of genuine candidate from online allotment process.

Q.No. 7: How much time will I be given to join the allotted course?

Ans: Candidates allotted seats will be required to join the allotted college/course within ten to eleven days from the date of allotment as mentioned in the schedule. However, candidates are advised to join as early as possible and not to wait for last day of joining, due to different schedule of holiday / working hours in various Medical / Dental Colleges, also keeping in view that Medical/Dental colleges will have to furnish information about joining / non-joining online to Medical Counseling Committee.

Q.No 8: What documents are required at the time of counseling?

Ans: Since it is online allotment (Online Counseling) process, no documents will be required for participating in online allotment process.

Q.No. 9: What documents are required at the time of joining in allotted Medical / Dental College?

Ans: Original document for admission to under-graduate medical courses for admission to 15% of total seats on all-India basis required at the time of joining in allotted Medical / Dental College are as mentioned below.

(i) Admit Cards of Preliminary & Final Exam issued by CBSE.

(ii) Rank letter issued by CBSE.

(iii) Date of Birth Certificate (if Metric Certificate does not bear the same)

(iv) Matric Certificate

(v) 10+2 Certificate

(vi) 10+2 Marks Sheet

(vii) 2 Passport size photograph same as affixed on the application form.

(viii) Provisional allotment letter generated on-line.

(ix) The Candidate should also bring the following certificate, if applicable :

(a) SC/ST Certificate issued by the **competent authority** (in the format as specified in the prospectus) and should be in English or Hindi in language. Sub caste should be clearly mentioned in the certificate.

(b) OBC certificate issued by the **competent authority**. The sub-caste should tally with the Central List of OBC. The OBC candidates **should not belong to Creamy Layer**. The OBC certificate must be in the format as mentioned in the prospectus.

(c) Orthopedic Physical Disability Certificate issued from a duly constituted and authorized Medical Boards. (Please see clause 7 of Information Bulletin (counseling) for details) **No other PH certificate, issued by any other Authorities/Hospital will be entertained.**

Candidates without original certificates/documents shall not be allowed to take admission in allotted Medical/ Dental College.

Candidates who have deposited their original documents with any other Institutes/ Colleges/Universities and come for admission with a certificate stating that "their original certificates are deposited with the

Institute/College/University" will not be allowed to take admission in allotted Medical/Dental College.

Q.No. 10: What are the instructions regarding OBC, SC, ST and PH certificates?

Ans: Please read **Information Bulletin (Counseling)** – AIPMT-2012 for admission to under-graduate medical courses for admission to 15% of total seats on all-India basis carefully. The certificate requirements are mentioned in prospectus along with format. **The certificate as mentioned in the prospectus only will be acceptable.**

Candidates are requested to read prospectus and instructions regarding Caste and Physical Handicap (PH) Certificate carefully. In case the candidate fail to produce proper Caste (and PH, if applicable) certificate at allotted Medical/Dental College then he/she will not be permitted to join the allotted Medical / Dental College and his/her category will be changed, if otherwise eligible.

The qualified loco-motor disabled candidates should get themselves certified at one of the under mentioned Disability Assessment Boards, constituted at the four metro-cities:

(i) Vardhman Mahavir Medical College & Safdarjang Hospital, Ansari Nagar,(Ring Road), New Delhi-110029.

(ii) All India Institute of Physical Medicine and Rehabilitation, Hazi Ali, Park, K. Khadya Marg, Mahalaxmi, Mumbai-400 034.

(iii) Institute of Post Graduate Medical Education & Research, 244, Archarya J.C. Bose Marg, Kolkata-20.

(iv) Madras Medical College, Park Town, Chennai-600003.

The **Locomotor Disabled (LD)** candidates are required to bring their treatment papers related to their disability, including the investigation reports, at the time of reporting to the above mentioned designated institute to such disability certificate.

The **Locomotor Disabled (LD)** Candidates are required to mention their **PH sub-category** in the following manner while registering for the On-line counseling.

PH - 1: Candidates with locomotor disability of lower limbs from 50% to 70% {Certified by one of the Disability Assessment Boards constituted at 4 metro cities. Please refer to para (v) Reservations in the Prospectus – All India pre Medical/Pre-Dental Entrance Examination– 2012 (AIPMT-2012)}.

PH - 2: Candidates with locomotor disability of lower limbs between 40% to less than 50% {Certified by one of the Disability Assessment Boards constituted at 4 metro cities. Please refer to para (v) Reservations in the Prospectus – All India pre Medical/Pre-Dental Entrance Examination– 2012 (AIPMT-2012)}.

Reference: MEDICAL COUNCIL OF INDIA, GRADUATE MEDICAL EDUCATION REGULATIONS, 1997 (MEDICAL COUNCIL OF INDIA AMENDMENT NOTIFICATION dated the 25th March, 2009), MEDICAL COUNCIL OF INDIA, Pocket – 14, Sector 8, Dwarka, NEW DELHI – 110 077,

Q.No. 11: Is there any restriction for filling up number of choices of Institutions (Colleges) in choice filling form?

Ans: No, you can give as many choices as you wish. However choices should be in order of preference.

Q.No.12: Can I have some idea about the seat I am likely to get at my rank?

Ans: You can have some idea by

a. Please log on to www.mohfw.nic.in website – from home page go to medical counseling – open Under-Graduate (for previous years) – open composite allotment list. From the information that you will see, you get some idea of pattern in previous year(s). This will only be indicative (without any guarantee for the current year).

b. Processing of Mock Counseling Result and publishing of Indicative Seat Allotment

During Mock Counseling, choices submitted by the candidates will be processed twice during the counseling period (Registration) and indicative seat that is likely available at that point of time would be displayed. This

indication helps the candidate to refine the selection of choices in a more effective and efficient manner. Indicative allotment of seat (Mock allotment), will be shown twice (on notified dates i.e. on third and sixth day of registration at 5.00 PM). In case no indicative seat is shown allotted to you, this indicates that none of the choices were available at your rank. Hence you modify your list of choices as per your rank.

Q.No. 13. Is it necessary to fill up the choices and lock the choices to get seat allotted? Or I will be allotted seat automatically from available seats?

Ans: After online registration (registration is compulsory to take part in online allotment process), you have to fill in choice of Institutions/colleges in order of preference. Once choice is filled in, it can be modified before locking it. During the choice locking period it is necessary to lock the choices to get a print of your submitted choices. If candidate does not lock the choice submitted by him/her, submitted choices by him/her will be automatically locked at 5.00PM of last date of choice locking.

If you don't register and fill in choice, you will not be allotted any seat.

Important:

Don't wait till the last minute to lock your choices and to take a printout. Please go through your submitted choices before locking as once you lock the choices those can not be modified or changed even if you have made a mistake. Mistake in filling choices may result in allotment of a seat which you never wanted.

Q.No. 14: Is it necessary to join allotted Medical/Dental College to get chance to participate in next round (2nd/3rd round)?

Ans: Yes, in case a seat is allotted, candidate is required to join allotted institution/college and complete the admission formalities then only that candidate can exercise option to participate in next round(s).

Q.No. 15 : Some new Under-graduate seats are created (increase in UG seats) but intimated to the MCC after start of online counseling, will they be included and when?

Ans: Newly created seats that could not be included in first round (and second round) due to non-reporting / late reporting/ reporting after start of first round of online allotment process will be included only in third round on receiving information from participating Medical / Dental Colleges before the start of third round (publication of the seat matrix for third round).

Q.No. 16: What is second round of online allotment process?

Ans: Second round of online allotment process is up-gradation of choice round.

2nd round of seat allotment

There is no fresh registration of candidates and choice submission in 2nd round of counseling. Choices of main counseling (submitted before first round allotment) will be considered in this round of allotment.

Who are eligible for 2nd Round of allotment?

Candidates eligible for seat allotment in 2nd round would be from one of the following groups:

Group–I: Registered candidates who did not get any seat allotment in the 1st round.

Group-II: Registered candidates, whose 1st round of allotted Seat Cancelled during the document verification on reporting for admission, **who have secured seat under reserved quota,** due to change of Category from reserved to Unreserved or PH status from Yes to No, but are still eligible in the next round of seat allotment, with changed Category.

Group–III: Candidates who have reported at allotted institute after 1st round of allotment and submitted willingness for second round up-gradation as Yes.

Who are not eligible for 2nd Round of allotment?

- **Not reported** at Allotted Institute after seat allotment in 1st round
- **Reported & Withdrawn** from counseling at Allotted Institute.
- Became **non-eligible** due to change of category.

- Candidates who have not opted for up-gradation.

Q.No. 17: What is third round of online allotment process?

Ans: Third round of online allotment will be conducted for the candidates who have submitted their option for participation in third round and for those who were registered and submitted choices before first round but not allotted seats as per procedure given below:

3rd round of Counseling:

Fresh set of seats gets added to the system, if any, which is due to latest approvals of MCI. Further, the conversion of seats is being carried out during the third round of seat allotment and accordingly, the candidates are required to be shown all choices which are against vacant, newly added seats, virtual vacancies which are likely to get vacated during up-gradation and also during the conversion of seats as per the following algorithm:

ST (PH) -> ST

SC (PH) -> SC

UR (PH) -> UR

OBC (PH) -> OBC

ST -> SC

SC-> UR

The choices of candidates, who have submitted option for participation in the third round during the reporting period for the first / second round seat allotment, would be initialized, and are required to submit fresh choices online during the time the window is open for the same.

All eligible candidates who desire to take part in third round of online allotment will have to **submit fresh choice** during choice submission period and lock the choices during period of locking.

There will not be any indicative allotment in 3rd round of allotment, locked choices of the candidates would be processed and result will be published. Those candidates, who could not submit fresh choices for the third round counseling, would not be considered.

Who are eligible for 3rd Round of allotment – All candidates interested in participation in the third round counseling are required to submit fresh choices, without which they would not be considered.

Group–I: Registered candidates who did not get any seat allotment in the 1st or 2nd round of seat allotment and are required to submit fresh choices as per the vacancies shown.

Group-II: Registered candidates, whose 2nd round of allotted Seat Cancelled during the document verification on reporting for admission, **who have secured seat under reserved quota,** due to change of Category from reserved to Unreserved or PH status from Yes to No, but they would still be eligible in the next round of seat allotment, with changed criteria, provided they submit fresh choices, subject to fulfillment of eligibility conditions.

Group–III: Candidates who have given option for participation in 3rd round at the time of 1st and/or 2nd round reporting at allotted institutions.

Who are not eligible for 3rd Round of allotment?

- **Not reported** at Allotted Institute after seat allotment in either 1st or 2nd rounds
- **Reported & Withdrawn/resigned** from seat at the Allotted Institute.
- Became **non-eligible** due to change of category during document verification
- Candidate who has not given option for third round at the time of taking admission.
- Candidate who does not give fresh choices in 3rd round.
- Who did not register for online allotment of seat before first round of counseling.

Q.No. 18: Do I have to fill in choice of College to participate in second round of online allotment process?

Ans: No. For second round, candidates are not required to submit fresh choice.

During the second round of online allotment process, the choice of higher preference will be upgraded for those candidates who give option to upgrade their choice at the time of admission at allotted Medical/Dental College.

Q.No. 19: Do I have to fill in choice of College to participate in third round of online allotment process?

Ans: Yes. All candidates who desire to take part in third round will have to submit fresh choices before third round. Please see details in answer to question number 17 above.

Q.No. 20: If there are not sufficient number of qualified PH candidates, what will happen to those un-allotted UG seats, reserved for PH candidates ?

Ans: The un-allotted UG seats earmarked for UR-PH,SC-PH,ST-PH and OBC-PH will be reverted to respective categories like SC-PH to SC and so on, during the third round of allotment process after processing choices to PH category candidates in third round.

Q.No. 21: If I give consent for up-gradation of my choice during second round and if my choice is upgraded, is it necessary to join at college allotted during second round? Or in case I change my decision of upgrading choice, can I continue to study in college allotted through first round of allotment?

Ans: In case candidate is allotted seat during the second round of allotment process (choice is up-graded), the seat allotted during the first round will be automatically cancelled immediately (and allotted to somebody else) and candidate will have to join the college/seat allotted during second round. If candidate does not join the college/seat allotted during the second round, with in 10 to11 days, as per schedule, from the date of allotment candidate will forfeit his/her allotted seat and will not be considered for subsequent rounds of seat allotment. **Seat can also be up-graded in the same college by change of category (i.e. ST/SC/OBC to UR) in such a case the candidate has to take fresh admission on the up-graded seat**.

Q.No. 22: While joining college allotted through first round if I don't want up-gradation of choice, but want to keep option to fill choice before third round for newly added/vacant UG seat, is it possible?

Ans: Yes. For this candidate is required to exercise the option at the time of joining the institution/college.

Q.No 23: If I give option to participate in third round at the time of joining college from first / second round allotment, but later change my decision and want to continue study at already allotted Medical /Dental College, what is the procedure to avoid change (cancellation) of already allotted college/seat?

Ans: If a candidate does not submit choice during the choice submission period before the third round of counseling, such a candidate will retain the already allotted seat.

Q.No. 24: If I forget my password that I have created during the process of registration, how to retrieve it.

Ans: To retrieve the forgotten password, system facilitates the following process:

The candidate is required to enter the information that he/she filled at the time of registration and then security question & answer thereon to be entered as given during New Candidate registration process. The above data submitted by candidate will be validated with the registered candidates' database. If the above entries match, then only the candidate would be permitted to enter new password to proceed further.

IMPORTANT

Candidates are advised to remember the password and also retain their application form and admit cards printout ready till completion of admission process. It is not possible for MCC/NIC to retrieve such password.

Q.No. 25: In case I have Birth Certificate / Caste Certificate/ other certificate(s) in regional language, will it be acceptable at the time of reporting?

Ans: Certificates issued by the competent authority should be in English or Hindi language. Please remember that some of the states insist for certificate in English language only. Candidates are advised to carry Certified Copy of English version of the original certificate, in case certificate issued is in other than English language along with original certificate.

Q.No. 26: If there is discrepancy in spelling of name in documents and application form, what do I do?

Ans: If there is discrepancy in spelling of name in documents candidate must carry proof that the documents belongs to same person, in the form of an affidavit.

Q.No. 27: Can I get prospectus of AIPMT-2012 for admission to under-graduate medical courses for admission to 15% of total seats on all-India basis?

Ans: Copy of prospectus is available on CBSE website http://www.cbse.nic.in

Q.No. 28: What about condition of Stipend / fee structure / course duration / bond amount / rendering of service in rural / tribal area/ other conditionalities.

Ans: Stipend /fee structure/ course duration / bond amount / rendering of service in rural / tribal area/ other conditionalities etc. may vary from State to State and Institute to Institute. Some seats may be approved/ permitted but not yet recognised by MCI. The allotment made through online allotment process will be firm and final as per Hon'ble Supreme Court's guidelines. Therefore, the candidates should well examine these points before opting for a seat at a medical college. The Medical Counseling Committee (MCC) shall neither be responsible nor shall entertain any case on above grounds, if any. The

information received from various participating Medical / Dental Colleges has been made available on Ministry of Health & Family Welfare website (under the Medical Counseling -Under-graduate Counseling 2012 - Information about college, fee, bond information etc.). Candidates are advised to visit the website of college/ institution to check the information. In case they require any additional information, they can contact the college / institution on telephone.

Q.No.29: How to use registration and Choice filling form on website?

Ans: Candidates will have to log on to website www.mcc.nic.in (which will be operational on 24th July 2012) to **get registered** and then fill in choices. It is advised that after going through the seat matrix, a tentative list may be prepared first as per your preference of colleges, before attempting to fill choices on-line.

Q.No. 30: What is indicative seat allotment (mock counseling result)?

Ans: Indicative seat allotment is the seat available for allotment to candidate at the time of processing of data by computer from choices submitted by the particular candidate. The indicative seat is to facilitate candidates to change, add or delete choices. The indicative seat allotted shown on these dates does not guarantee that the same seat will be allotted finally (during first round in present case).

Q.No. 31: Difficulty in login, what may be the problem(s)?

Ans: Please read User manual for the candidates. Follow the instructions about use of browser (**Internet Explorer-6 or above**), use of same spellings, same format of date (Use digits for day, month and year with – in between) as in application form submitted to CBSE, New Delhi. The internet connection should be uninterrupted. If internet connection interruption takes place, the IP address which is being monitored will change and session expired message will be displayed. Please try to login from other computer from which other candidate(s) has logged in successfully, if possible.

Q.No. 32: I have difficulty in Creating Password, what may be the problem(s)?

Ans: Creation of password should be as per password policy. Please follow the password policy. Please use the internet browser as suggested in user manual, as it is difficult to login from some of the other browsers. While creating password avoid using Caps Lock key, instead of Caps Lock use shift key.

Q.No. 33: When I try to login for choice filling/ submission, It say wrong roll number/ password, what may be problem(s)?

Ans: This can happen if roll number typed is incorrect or password typed is incorrect. Password is sensitive, therefore use password which was created by user exactly same as typed while creating. In case password is forgotten, try to generate new password by using security question and its answer.

Q.No.34: What are the guidelines for fresh choice filling before third round of online allotment process?

Ans: Please remember that if any seat is allotted from the choice filled in by the candidate for 3rd Round of Counseling (31st Aug to 2nd Sept 2012), the seat allotted during 1st / 2nd round will be automatically cancelled. Therefore, the candidates are advised to fill in choice carefully for seats which are of higher preference than the earlier allotted seat. **Candidates are not required to give the already allotted seat in their choices.**

Q.No. 35: Can I modify my choices between 30th and 31st July 2012?

Ans: Yes, you can modify, add or delete your choices during this period, before you lock your choices. However, the registration (of New Users) is permitted up to 5.00 PM of 29th July 2012 only.

Please note that you have to lock your choice between **30th and 31st July 2012** (upto 5.00 PM of 31st July 2012).

Q.No. 36: I have not locked my choices before 5.00 PM on 31st July 2012, what will happen to my choices?

Ans: The choices submitted and saved by you will be locked by the system at 5.00 PM of 31st July 2012.

Q.No. 37: How can I get print out of my choices which system has locked?

Ans: After 5.00 PM of 31st July 2012, after locking of choices by the system you will be able to take a printout of your submitted choices during first and second round of seat allotment and admission. You will also be able to see your locked choices and able to take a print out of the same at allotted Medical / Dental College at the time of admission on request. Print out of the choices submitted during the third round will be available during the third round seat allotment and admission.

Q.No. 38: If I opt to participate in third round of counseling whether my allotted seat (of first/second round) will be cancelled?

Ans: In case you are not allotted any seat in the third round you will retain earlier allotted seat. However on allotment of a seat in third round the earlier allotted seat will automatically be cancelled and allotted to another candidate.

Therefore you are advised to fill in only higher choices or any other choice which you prefer over the earlier allotted seat, for third round.

Q.No. 39: If I get an up-graded seat during second/ third round can I join that college directly?

Ans: No, you will have to get a relieving letter from the earlier institute/ college generated on-line, before you can join the next college / institution.

Q.No. 40: In case I get an upgraded seat but in the same college, because of change of category, (e.g. from SC / ST / OBC to UR category) do I have to take admission on the allotted seat again?

Ans: Yes, you have to get a relieving letter generated on-line for the earlier seat and then get an admission letter again generated on-line for the upgraded category seat from the concerned institution; otherwise your seat would be cancelled and allotted to another candidate or surrendered to state quota.

Q.No. 41: Can I know which of the seats are recognised or permitted by the MCI?

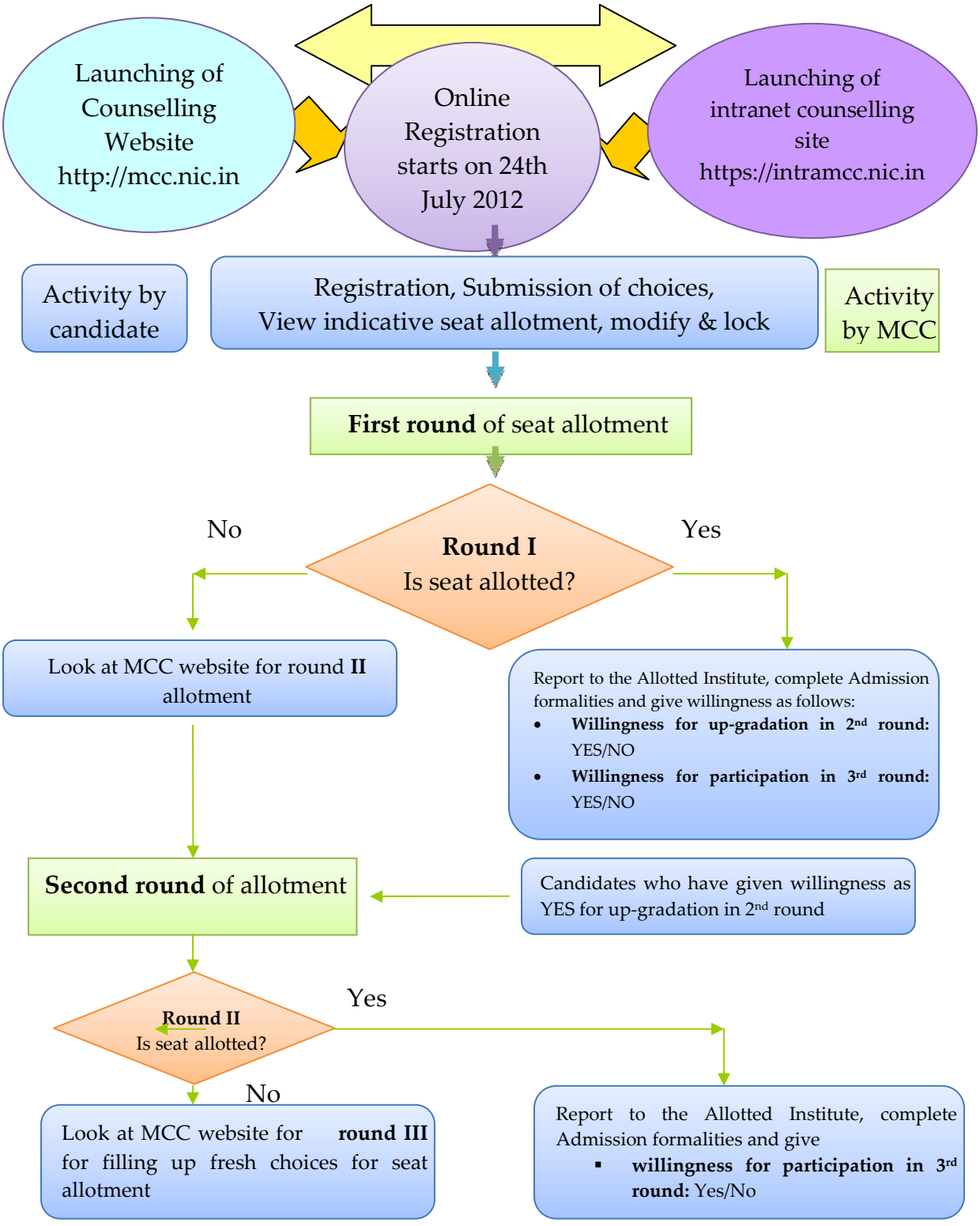
Ans: You may refer the MCI website or mohfw.nic.in website for this.

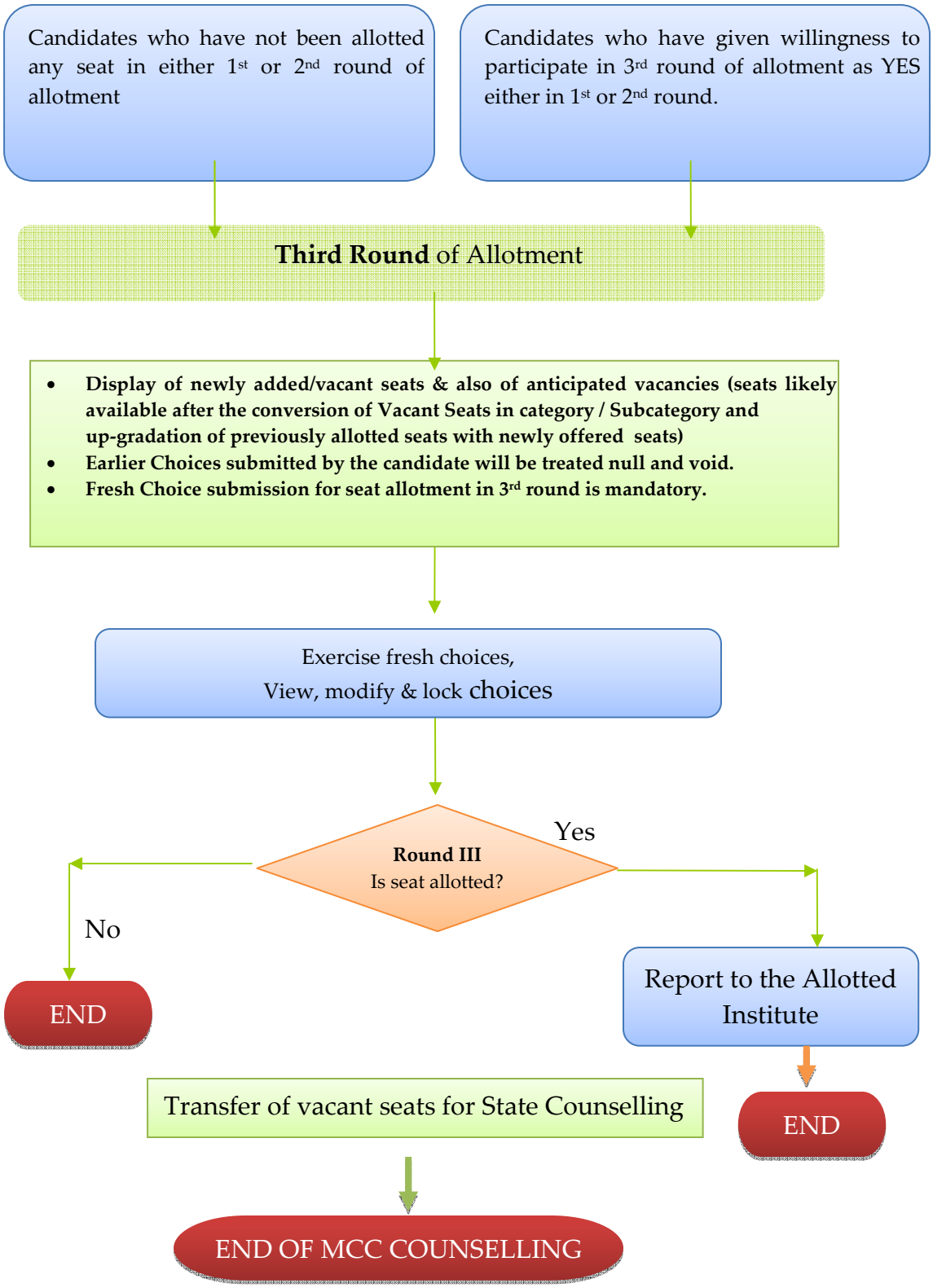
Q.No. 42: What are anticipated / virtual vacancies shown during third round?

Ans.: Virtual vacancies/anticipated vacancies are those seats which are presently occupied by the candidates who have given option for the third round. They will only be available in case that candidate is upgraded to another seat in third round. Once the virtual/ tentative vacancies are actually vacated these seats would again be distributed as per the rank of the candidates. These seats would also include any seat which is likely to be converted to other category as per the policy of conversion.

Q.No. 43: Please explain process of counseling with the help of a flow chart.

Ans: The process is as under**:**


Launching of Counselling Website http://mcc.nic.in
Online Registration starts on 24th July 2012
Launching of intranet counselling site https://intramcc.nic.in
Activity by candidate
Registration, Submission of choices, View indicative seat allotment, modify & lock
Activity by MCC
First round of seat allotment
No
Round I Is seat allotted?
Yes
Look at MCC website for round II allotment
Report to the Allotted Institute, complete Admission formalities and give willingness as follows:
Willingness for up-gradation in 2nd round: YES/NO
Willingness for participation in 3rd round: YES/NO
Second round of allotment
Candidates who have given willingness as YES for up-gradation in 2nd round
Round II Is seat allotted?
Yes
No
Look at MCC website for round III for filling up fresh choices for seat allotment
Report to the Allotted Institute, complete Admission formalities and give
willingness for participation in 3rd round: Yes/No



2.2 Flow Chart of Counseling and Admission Process