

**By Email/Speed Post/Urgent**

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भारत सरकार  
स्वास्थ्य सेवा महानिदेशालय  
स्वास्थ्य और परिवार कल्याण मंत्रालय  
निर्माण भवन, नई दिल्ली-110108  
GOVERNMENT OF INDIA  
DIRECTORATE GENERAL OF HEALTH SERVICES  
MINISTRY OF HEALTH & F.W  
NIRMAN BHAWAN, NEW DELHI-110108

दिनांक/ Dated २१.11.2016

F. No. U-12021/31/2016-MEC  
MEDICAL EXAMINATION (CELL)

To

Principal/ Dean/ Director/Medical Superintendent,  
All Participating Govt. Medical/Dental Colleges.  
{As per list enclosed}

**Sub:- Online Counseling for Post Graduate 50% Seats of 'All India Quota' for the year 2017-18- (Vacancy Position) regarding.**

Sir/Madam,

I am directed to say that as per the 'Revised Scheme' approved and devised by the Hon'ble Supreme Court of India, the allotment of Post-Graduate (MD/MS/Diploma and MDS) seats will be made to the meritorious candidates in concerned participating Govt. Medical/Dental Colleges all over the country (except in States of erstwhile Andhra Pradesh, Telangana and J&K) under 50% All India Quota 2017 through On-line Counseling. The Entrance Examination for PG (MD/MS/Diploma and MDS) seats for the academic year 2017-18 will be conducted by 'National Board of Examination (NBE)', New Delhi, in December 2016 for Medical/Dental Stream. The online allotment of All India Quota Post Graduate seats will be based on the vacancy position furnished by Colleges of participating States/UTs.


In order to complete the preparatory work by Directorate General of Health Services, Ministry of Health and FW, well in time, you are requested to fill up College details about the vacancy position of PG Medical/Dental seats online on prescribed forms available on Medical Counseling Committee (MCC)'s Website i.e. intramcc ([www.intramcc.nic.in](http://www.intramcc.nic.in)) in respect of your Medical/Dental College/Institute as per the **Annexure-A, B, C, D & E available on said website within 20 days from the date of issue of this letter.** The Annexure 'E' has been newly introduced for furnishing information about proposal submitted by the participating Medical/Dental Colleges for starting new PG course/ increasing number of PG seats in existing PG courses. The information relating to the seats, which are recognized/ permitted by Medical Council of India/Dental Council of India/Ministry of

Health & Family Welfare is to be intimated. You may please check the nomenclature of Degree/Diploma with MCI/DCI/Affiliating University before sending the vacancy position to Dte. General of Health Services to avoid any legal complication arising due to disparity between nomenclatures printed in University Degree and MCI/DCI/State Medical/Dental Council record.

It is further to say that hardcopy of number of seats subject wise (which is to be displayed on the website) is also required to be sent to this Directorate by speed post or by Email ([adgme@nic.in](mailto:adgme@nic.in)). The hardcopy of seat and college information i.e. Annexure-A, B, C, D & E must be forwarded to Directorate General of Health Services (Dte.GHS) after confirmation from competent authority i.e. Director of Medical Education/Principal Secretary/Health Secretary of your State. If any discrepancy, in this regard, arises, Directorate General of Health Services shall not be responsible for any legal problems. Therefore, College authorities should well examine these points before sending the vacancy position to this Directorate because the allotment of seat to the candidates will be made as per the vacancy position provided by the college concerned.

A copy of guidelines for college is sent herewith for your perusal and information. You are requested to go through these guidelines before vacancy position is sent to this Directorate.

Please note the following points also:

1. The information has to be furnished online on prescribed forms only. The information may be sent after freezing the seat information by pressing "Freeze Seats Information button" . Before freezing seat information the college authority must take a print out and cross check the information from their office record for correctness. After verification, the seat information may be freezed and print out may be taken and signed by the head of institution along with date. Please put stamp of institution on information sheet.
2. It may please be noted that the information received from colleges will be displayed/ hosted on Health Ministry and Medical Counseling Committee (MCC) website.
3. Please note that as per directions of the Supreme Court of India all participating college/institutions are required to contribute 50% of Recognized and Permitted Postgraduate seats to All India Quota. Therefore, in case any increase of PG seats or starting of new PG course, 50% of such newly created seats must also be contributed immediately, as and when permission letter is received.
4. In case, if there is any bond for Candidates admitted through All India Quota, the salient bond conditions (conditions regarding service and in what form undertaking/bond etc is required) must be mentioned in space provided under Bond Details). In case the bond condition is under revision, the same

may be mentioned in College information sheet and same may be conveyed as and when revised before start of allotment process.

5. Please remain in touch with MCC through [www.intramcc.nic.in](http://www.intramcc.nic.in) website. Please see updates on website on day-to-day basis.
6. Please note that approximately one week before starting of Online counseling tentative vacancy will be hosted/ posted on [www.intramcc.nic.in](http://www.intramcc.nic.in) and [www.mcc.nic.in](http://www.mcc.nic.in) website for verification of total number of seats subject-wise by participating colleges. A notice will also be displayed on these web-pages. The head of institutions are requested to remain in touch with these web-pages and respond to notice by sending mail to verify correctness of information from their official e-mail id.
7. Please note that all future correspondence with participating colleges will be through e-mail and website notices, no hard copy of letter will be sent. Therefore, the Head of participating colleges are requested to see their notified e-mail on day-to-day basis.
8. While corresponding with Medical Counseling Committee (MCC), please mention your contact telephone numbers, including mobile number and e-mail id.

The matter may be treated as **URGENT** to avoid legal complication.

Yours faithfully,



(Prof. (Dr.) B. Srinivas)  
Assistant Director General (ME)  
Member Secretary (MCC)



Copy to:

1. Director of Medical Education, of all States/U.Ts., with the request to instruct the Principal/Dean of your concerned Medical/Dental Colleges to furnish the vacancy position of PG seats as sought for in the above letter and also take note of point number 3 above. In case the proposal has been submitted by any Medical / Dental College for starting PG course(s) for the first time, the Dean/ Principal/ Director of such Medical College may be asked to contact MCC immediately and fill up form E and completing other formalities.
2. Registrar, Faculty of Medical Science, 6<sup>th</sup> Floor, V.P. Chest Institute Building, University of Delhi, Delhi-110007.
3. Secretary Health of all States/UTs for information & necessary action please.
4. P.P.S to Secretary, MOHFW, Nirman Bhawan, New Delhi.
5. P.P.S to Dte. General of Health Services, Nirman Bhawan, New Delhi.

## GUIDELINES FOR COLLEGE

Fill the details of the College and seat information online on the website of [www.intramcc.nic.in](http://www.intramcc.nic.in), using the Allotted Institute Incharge Profile i.e. Admin User ID.

There will be following links available to you:

- ✓ Institute Profile Management: Under this link you will be able to see following three tabs:
  - Edit Profile: This tab will be used to fill the College information.
  - Institute Profile: View the summary of the information that has been entered by you, and Edit Profile to make any correction.
  - Institute profile Report: Use  button to generate the PDF and take a print out of the College Information Report.
- ✓ Institute Branch Add/Update: Select the courses that are available in your institution and add to the list of Seats Information Report
- ✓ Institute Seats Information: You need to fill the seats information after using 'Institute Branch Add/Update' to add the Subject to your 'Institute Seats Information Module' for filling up the vacancies.
- ✓ Manage Institute Seats Information Report: Use  button to generate the PDF and take a print out of the Seats Information Report.

You need to furnish following Annexure:

- ✓ Annexure A: Seat Information Report for MD/MS program
- ✓ Annexure B: Seat Information Report for Diploma program
- ✓ Annexure C: Seat Information Report for MDS program (**Only For Dental Colleges**)
- ✓ Annexure D: College Information Report (Fees/ Bond / Hostel Facilities etc.)
- ✓ Annexure E: For furnishing information about proposal submitted by the participating Medical/ Dental Colleges for starting new PG course/ increasing number of PG seats in existing PG courses.

After taking printout of the above mentioned Annexure, the College Principal/Dean/Director has to sign and stamp the Annexure. The Head of Institution shall forward a signed copy to this Directorate and also forward a copy of this letter to the Director Medical Education of their State with the request to forward the same with their counter-signature and stamp to this Directorate at the earliest.

Please note that the seat allotment will be made on the basis of online (freezed) information received from Head on Institution (College) only. In case any correction is to be made in information sent by college before start of Counseling the specific request for the same may be sent to MCC at email id [adgme@nic.in](mailto:adgme@nic.in) indicating reason(s) for required modifications. MCC may also be contacted on telephone (number 011-23062493 Fax number 011-23061907).