Jawaharlal Institute of Postgraduate Medical Education and Research   (JIPMER)

(An Institution of National Importance under Ministry of Health & Family Welfare, Government of India) Dhanvantari Nagar, Puducherry - 605 006.

सत्यमेव जयते

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No. JIP/JACMBBS/16/2022   **Dated:27.09.2023**

ACADEMIC SECTION
NOTICE

Instructions to parents and students who have been allotted MBBS seats in JIPMER Karaikal after Stray round of seat allotment by MCC
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Read the JIPMER MBBS Prospectus for the academic year 2023-24 carefully and thoroughly. https://jipmer.edu.in/announcement/mbbs-admissions-2023-24

The reporting venue, dates and time for the admission process will be as follows:
Admission Venue: JIPMER Academic Center (JAC), Puducherry.

Allotted campus	Reporting dates#	Time
JIPMER Karaikal*	**28.09.2023 to 30.09.23**	9.30 AM – 12.30 PM

*Candidates who have got allotment in JIPMER Karaikal should report to JIPMER Puducherry campus to complete the admission process. # JIPMER will not be responsible for delay in the candidate's arrival.

Note:

1. The admission process, medical board and hostel allotment will span over a period of **two days.** Hence candidates and parents should make necessary arrangements accordingly.

2. Since the classes have already started, students should come prepared for staying in Karaikal for attending classes once the admission process is completed.

Tasks to be completed before reporting:

1. All the candidates should fill an online form (e-form) by clicking the link below before reporting for admission:
   https://www.digialm.com/EForms/configuredHtml/827/68596/application.html
   Soft copy of recent passport-sized photograph should be uploaded on the form. Provide separate email IDs and mobile numbers for candidates and parents. Take a printout of the submitted form.

2. Complete fee payment procedure through SBI Collect payment portal for JIPMER at https://www.onlinesbi.sbi/sbicollect/icollecthome.htm ⟶ Click Educational Institutions in Select Category ⟶ type JIPMER, Pondicherry in Educational Institutions ⟶ Choose *Academic fee – PHD MSC MPH MBBS BSC BASLP* option in the dropdown menu. ⟶ Pay Academic fee.

3. Refer to the prospectus for correct split-up of fees (as given in page number 14 of JIPMER MBBS prospectus). **Fee once paid cannot be refunded under any circumstances**. Bring a hard copy of the fee payment receipt on the day of reporting. Admission cannot be claimed based solely on fee payment.

4. Forms to be printed/filled and brought to the venue:
    a) Print out of the submitted e-form mentioned above.
    b) Admission Fee payment receipt.
    c) ID card form – all the fields should be filled and in block letters (Annexure 3)
    d) Hostel application form (if applicable) (Annexure 2)

On the day of reporting:

1. Students can enter JIPMER Academic Centre after showing an allotment letter to Security personnel at the entrance of the venue from 9.30 AM on the above-mentioned dates. Candidates reporting to the admission venue after 12:30 PM on a given day will have to return on the next day for admission. To ensure completion of admission procedures on time, candidates are advised to report on the above-mentioned dates and avoid reporting on any other dates. The candidates MUST carry a valid photo ID proof & seat allotment order with them all the time. Only candidates will be allowed inside Academic Centre and seating arrangements for accompanying persons are made in community hall.

2. Certificate verification: The candidates should produce the following for verification and submission.

    • Printout of e-form mentioned overleaf,
    • All the certificates in original (Annexure 1),
    • One photocopy (Xerox) of each of the certificates,
    • Six passport size photographs,
    • A hard copy of fee payment receipt as mentioned in the page number 14 of the prospectus.

    NOTE: Failure to produce any of the required certificates in original and their photocopies during verification will lead to forfeiture of the allotted seat. No additional time or opportunity will be provided for producing the certificates.

Signature verification:

Signatures and Fingerprint impressions of candidates will be obtained for verification with NTA NEET data.

Signing of honour code:

Candidates and parents should sign a document pledging to abide by the Honour code and JIPMER Rules and Regulations.

Medical Examination:

After successful certificate verification, the candidates will undergo medical examination by a duly constituted Medical Board of JIPMER. Venue: Exam hall 1, third floor, JAC. PwBD candidates will undergo examination by a team duly constituted by JIPMER for verification of the claim.

Digital Campus account:

An account will be created on TCS iON Digital Campus platform. The platform will enable payment of hostel fees, viewing attendance & marks, and for other applications. Separate login credentials will be emailed to the parents to view and monitor the attendance & marks of their wards.

Biometric capture:

Fingerprints of candidates will be captured on a biometric device by Mr. Praburaj in the Academic section, third floor, JAC.

Admission order:

Subject to successful certificate verification, medical board examination, payment of fees, and satisfying all the admission criteria, admission orders will be issued to the students.

Hostel accommodation:

Students should report to JIPMER Karaikal and complete the procedures for hostel accommodation. Read JIPMER Hostel Manual on JIPMER website https://www.jipmer.edu.in/sites/default/files/JIPMER%20Hostel%20Manual.pdf.

Facilities available in hostel rooms: Double sharing accommodation with cot, a small storage, cupboard, table, and chair. Things that may be brought by the students: mattress, pillow, bed sheet, pillow cover, bucket, mug, and personal items.

Identity (ID) card:

Submit the filled-in ID card application form (Annexure 3) to the admission team. It will be issued to the candidates when ready. Local address should be entered in the application form (hostel room address after room allotment by those who seek hostel accommodation).

Student case sheet:

Students can avail investigation and treatment facilities at JIPMER hospital free of cost. A case sheet will be issued to the students within a month of joining.

Dress code:

- Students should wear formal clothes in the college premises. T-shirts, Party-wear, Jeans, sneakers, sandals, floaters, sports shoes, canvas shoes, crocs, etcetera are not allowed.

Important note

1. JIPMER reserves the right to make changes in the information provided in this document based on the directives from the competent authority & Government of India. This cannot be quoted for any sanction.
2. For all up-to-date information including changes in the admission process, please check JIPMER website www.jipmer.edu.in and MCC website https://mcc.nic.in/#/home from time to time.

For queries, email to neetug@jipmer.ac.in

Dean (Academic)

Annexure 1:

List of certificates to be submitted at the time of admission:

1. **Identity proof** (as mentioned in the NTA NEET Information Bulletin)

2. **Admit Cards of Exam**: Issued by NTA.

3. **Result/ Rank letter**: Issued by NTA.

4. **Provisional allotment letter** generated on-line.

5. **Proof of Date of Birth** (Birth Certificate or X Std. Certificate).

6. Xth Std marksheet.

7. **Pass Certificate:** Of the qualifying examination.

8. **Statement of marks:** Of the qualifying examination.

9. **Character and Conduct Certificate** from the Head of the Institute last studied.

10. **Residence Certificate** issued by Revenue Authority not below the rank of Tahsildar / Aadhaar card.

11. **For Other Backward Classes:** Valid Non-Creamy Layer OBC certificate as detailed in JIPMER MBBS 2023-24 Prospectus page number Nine should be produced. Refer to the central list of OBC categories at http://www.ncbc.nic.in/User_Panel/ Central List State View.aspx (Format as mentioned in the NTA NEET 2023 Information Bulletin).

12. **For Scheduled Caste/ Scheduled Tribe, a Community Certificate, recently obtained from the competent authority** – (as mentioned in the NTA NEET 2023 Information Bulletin)

13. **For Economically Weaker Sections (EWSs) candidates:** They should produce the required In- come & Asset Certificate as (as mentioned in the NTA NEET 2023 Information Bulletin)

14. Transfer Certificate: Issued from the Head of the Institution last studied **or Migration Certificate**

15. For PwBD candidates: Medical Certificate from the authorised centers as listed in the as in NTA NEET 2023 Information Bulletin.

Jawaharlal Institute of Post Graduate Medical Education & Research,
Puducherry/Karaikal
<u>APPLICATION FOR ADMISSION TO HOSTEL</u>

Passport
Size Photo

Name in full (Block letters)   :

Gender   :

	Father	Mother
Name		
Occupation		
Income		

Date of Birth   :

Whether scheduled caste/tribe (Yes/No)   :

Class to which admitted/studying   :

Permanent Address   :

      Phone No. (Land line)   Mobile:

      E-mail address

Persons to be notified in an emergency

I.   (1) Name   :

    (2) Relationship   :

    (3) Address   :

    (4) Phone No. (Land line)   Mobile:

      (5) E-mail address :

II.   (1) Name   :

    (2) Relationship   :

    (3) Address   :

    (4) Phone No. (Land line)   Mobile:

    (5) E-mail address   :

I request you to allot me a room in the hostel.

Date: Signature of the Applicant

DECLARATION BY THE CANDIDATE

I _____ Daughter / Son of
_____ studying in _____ course, JIPMER do
hereby declare that the information furnished in the application is true. I also declare that I have
read the Hostel Manual thoroughly and carefully and I bind myself to obey the rules and
regulations of the hostel in force and to abide by the orders given by the authorities from time
to time with regard to my conduct, discipline & studies. I will take care of all the hostel articles,
books & furniture entrusted to me and I will be responsible to make good any loss or damage
to the hostel property. I will also abide by the rules governing the college bus. I agree to take
the decisions of the Director/Dean (Academic)/Warden as final. I will remit all dues to the
hostel promptly as and when notified.

I am aware of the Supreme Court order of May 2007 that ragging is a CRIME and
punishable under Indian penal code. I undertake that I shall not indulge in ragging activities in
any form.

Station:

Date: Signature of the Applicant

DECLARATION BY THE PARANT/GUARDIAN

I hereby declare that the information furnished in the application is true and no
relevant fact is or has been suppressed. I also declare that I hold myself responsible for prompt
payment of all dues to the hostel in respect of my daughter / son named
_____ during the period of his/her stay in the hostel
and thereafter until the accounts are cleared. I also undertake to be responsible for his/her good
conduct and discipline.

Station: Signature of Parent/Guardian
Date: (If Guardian, relationship:)
Address:

FOR OFFICE USE ONLY

Name of the Hostel:_____ Type:_____ Room No. _____

Date of Admission to Hostel: _____

Amount paid:_____ Receipt No._____ Dt._____

Allotment Status: Confirmed / Rejected / Any other_____ .

Place: JIPMER
Date:

Signature of the Hostel Warden   Signature of Dean (Academic)

Annexure 3: Identity card application form for students (All fields are mandatory and to be filled in block letters)

Recent passport size photograph

JIPMER Roll number (will be given at the time of admission)	:	
Name of the student (in full):	:	
Course	:	
Campus	:	Puducherry / Karaikal
Date of birth (DD/MM/YYYY)	:	
Date of admission	:	
Blood group	:	
Mobile number	:	
Emergency contact number	:	
Aadhaar number	:	
Email ID	:	
Present residential address: (Hostellers will fill their room number after room allotment)	:	

Pin code						

Signature		
Date of application	:	
For office use		
ID CARD PRINTED ON		

Additional information:

How to reach Puducherry (Pondicherry)?

You can reach Puducherry by road or rail. The nearest airport is at Chennai, which is 160 km by road. JIPMER is located on the Tindivanam-Puducherry Highway. https://goo.gl/maps/nH67DbF8ejFk7ASD7

Location of the admission venue:

Mini Auditorium is located in the fourth floor of JIPMER Academic Centre. (https://goo.gl/maps/kpsijrtceQR5QRfV7).

Outlets for taking print-out:

It is advisable to get all the annexures printed out from your hometown. A facility for printing is located within Harvey House I hostel building and is open from 10 AM to 5 PM. (https://goo.gl/maps/wG5Jf4RNZvy8TtwBA)

Waiting area of parents or accompanying persons:

Accompanying persons and parents are not allowed inside the Academic Centre building (except for PwD candidates who require assistance).

Availing hostel room accommodation:

Hostel accommodation can be availed by outstation candidates, subject to availability, after issue of admission order by submitting a filled-in application form (Annexure 2). Login credentials for digital campus account (online platform for hostel room allotment and other uses) will be given to you on completion of admission process. On approval of the application, the hostel caretaker will allot a room on the online platform and payment can be done then on the same platform. There is no other mode of hostel fee payment. Read Hostel Manual carefully and thoroughly before choosing hostel accommodation (link below).

https://www.jipmer.edu.in/sites/default/files/JIPMER%20Hostel%20Manual.pdf

Please note that you will be paying hostel fees at the beginning of every year.