

PUBLIC NOTICE

It is informed to all concerned that application/proposal for starting/increase of seats in PG courses (broad specialities) in existing medical colleges will be required to be filled in online mode at URL 'medicalcollegeapplication.gov.in' for the academic session 2017-18. It will be an add-on procedure which will run parallel with conventional procedure of manual submission of applications and will remain open from 15th March, 2016 to 07th April, 2016, the revised dates as per new time schedule notified on 14.01.2016, for receipt of applications.

ONLINE APPLICATIONS FOR STARTING/INCREASE OF SEATS IN PG COURSES (BROAD SPECIALITIES)
IN EXISTING MEDICAL COLLEGES

I A NEW PROCEDURE FOR SUBMITTING APPLICATION/PROPOSAL HAS BEEN INTRODUCED BY THIS MINISTRY. IT IS A ADD-ON PROCEDURE WHICH WILL RUN PARALLEL WITH CONVENTIONAL PROCEDURE OF MANUAL SUBMISSION OF APPLICATIONS. AS PER THE REVISED PROCEDURE AN ONLINE APPLICATION IS MANDATORY AND COMES INTO EFFECT FORM 15-3-2016.

II APPLICANT/COLLEGES DESIROUS OF FILLING AN APPLICATION FOR PURPOSES OF (I) **STARTING OF PG COURSES (BROAD SPECIALITIES)** (II) **INCREASE OF SEATS IN PG COURSES (BROAD SPECIALITIES)** IN AN EXISTING MEDICAL COLLEGE SHALL FOLLOW THE FOLLOWING PROCEDURE:

- (1) VISIT: WWW.MOHFW.NIC.IN
- (2) CLICK ON LINK: MEDICALCOLLEGEAPPLICATION.GOV.IN
- (3) A REGISTRATION WINDOW WILL OPEN. DO A ONE TIME REGISTRATION USING A VALID E-MAIL ADDRESS
- (4) REGISTER/OBTAIN ID (**COLLEGES REGISTERED LAST YEAR MAY USE THE PREVIOUS LOGIN ID & PASSWORD**)
- (5) LOGIN USING ID AND PASSWORD.
- (6) READ AND ACCEPT TERMS OF ONLINE APPLICATION.
- (7) FILL UP THE COLUMNS OF THE APPLICATION WHICH ARE ENABLED.
- (8) UPLOAD A SCANNED COPY OF CONSENT OF UNIVERSITY AFFILIATION, DEMAND DRAFT (AS EVIDENCE OF FEE PAID) AND ANY OTHER DOCUMENT, IF REQUIRED.
- (9) UPLOAD THE APPLICATION.
- (10) OBTAIN AN ACKNOWLEDGEMENT OF THE ONLINE APPLICATION.

NOTE: THESE INSTRUCTIONS ARE VISIBLE ON THE ONLINE APPLICATION SYSTEM.

- (1) FILE A MANUAL COPY OF THE COMPLETE APPLICATION AS PRESCRIBED BY THE MCI REGULATIONS; ALONGWITH ALL VALID DOCUMENTS, DRAFT IN ORIGINAL AS EVIDENCE OF FEE PAID AND A SIGNED COPY OF THE SYSTEM GENERATED ONLINE APPLICATION ACKNOWLEDGEMENT ON OR BEFORE DUE DATE AND TIME AS NOTIFIED.
- (2) IT MAY BE NOTED THAT AN ONLINE APPLICATION IS NOT A COMPLETE APPLICATION AND ONLY ON FULFILLMENT OF (12) ABOVE AN APPLICATION WILL BE DEEMED TO BE COMPLETE.
- (3) **IT MAY BE NOTED THAT LAST DATE FOR APPLICATIONS IS 7.04.2016.**