

# THE WEST BENGAL UNIVERSITY OF HEALTH SCIENCES

DD – 36, Sector – I, Salt Lake, Kolkata – 700 064

Website: [www.thewbuhs.org](http://www.thewbuhs.org)



## Information Booklet

Regulation for admission to Post-Graduate Course in  
Dental Sciences

2011



Regulations for Admission to **MASTER OF DENTAL SURGERY (MDS) COURSES**  
**(3-YEAR) – 2011 (WBPGDAT-2011)**

**Information Booklet**

**1. Jurisdiction of the University**

- 1.1. Admission to the seats other than the seats mentioned in 1.2 below in the affiliated institution of The West Bengal University of Health Sciences in different Post Graduate Dental Courses shall be made on the basis of the inter se merit lists of different 'categories' (Open /Govt. Sponsored) and 'status' (General/SC/ST/PC) of candidates appearing in the West Bengal Post Graduate Dental Admission Test Examination-2011 (WBPGDAT-2011) to be conducted by the West Bengal University of Health Sciences (WBUHS).
- 1.2. In terms of the directives of the Supreme Court of India, admission to the 'All India Quota' seats, which are to be specified by the DGHS, Ministry of Health and Family Welfare, Government of India is open to candidates selected through All India Post Graduate Medical and Dental Entrance Examination.

**2. Eligibility criteria**

- 2.1 Citizen of India who has obtained the B.D.S degree from any University of the State of West Bengal shall be eligible to apply for admission to the 'Open' seats in the MDS Courses provided that they have completed or are scheduled to complete their rotating internship for one year after passing the B.D.S examination on or before 31 March, 2011.
- 2.2 Application for admission to MDS Courses will not be accepted unless the candidates have got themselves registered with the West Bengal Dental Council or Dental Council of India. **But the provision is relaxed for the candidates, who completed their internship recently** or is to complete the internship on or before 31 March, 2011
- 2.3 Candidate who is in regular service of the Government of West Bengal and is sponsored by the Govt. of West Bengal shall be eligible to apply for admission even if such candidates obtained their B.D.S. degree from any other Institution located outside the State of West Bengal, which is recognized by DCI. Such candidates will be required to produce necessary sponsorship certificate from the Government of West Bengal before being considered for admission on the day of counseling.
- 2.4 Candidate who is already pursuing any other course is not eligible for admission till they complete the course but will be eligible if the course is due to be completed within 30 April 2011. However, candidate, pursuing any other course, is permitted to apply, but her/his candidature will be considered during counseling only on production of the course completion certificate from Head of the Institution / resignation letter from the course undertaken, duly countersigned and accepted by the appropriate authority.

- 2.5 The choice regarding category (either Govt.-sponsored or open seats) or status (cast etc..) once exercised can not be subsequently changed. **Option once exercised is final. Candidate will be very particular and cautious during filing application form.**
- 2.6. Fees for the P.G. Degree Entrance Test are Rs. 1000 . Details regarding filling up on- line application form and procedure for submission of demand draft as stated in paragraph 7.4 and in GENERAL INSTRUCTION AND PROCEDURAL DIRECTIVES.
- 2.7 Candidate will follow meticulously instructions in i)General Instruction and Procedural Directives and ii) Guidelines for submission of Application for filling up form in Appendix III.

### **3. Written test**

- 3.1. A written test will be conducted by the WBUHS to prepare category –wise / caste-wise merit lists and combined merit lists of the candidates seeking admission to the MDS Courses.
- 3.2 Applicants for admission will be provisionally allowed to appear in the written test provided they have submitted their applications in the prescribed form within the last date and have fulfilled the eligibility criteria outlined above.
- 3.3 The question paper for the written test shall be set in English and shall contain 100 single best response type Multiple Choice Questions.
- 3.4 The following is the list showing the tentative number of questions from different subjects which will be set in the written test:
1. General & Oral human Anatomy, General human Physiology, Biochemistry, Dental Materials, General & Oral Pathology and Microbiology, General & Dental Pharmacology and Therapeutics, General Medicine, General Surgery, Community Medicine- 40 nos.
  2. Prosthodontics, Crown & Bridge, Conservative Dentistry including Endodontics, Pedodontics, Oral Surgery, Periodontics, Orthodontics, Oral Medicine (Oral Diagnosis) and Radiology- 60 nos.
- 3.5 The duration of the written test will be 80 minutes.
- 3.6 **A candidate will be awarded four (4) marks for each correct answer. One (1) mark will be deducted for every incorrect answer. One (1) mark will also be deducted if more than one response is given to the same question. No deduction will be made for questions not attempted.**
- 3.7 Candidates who will secure a minimum of 200 marks in the written test in the open seats will be empanelled for counseling. However, Physically challenged candidates securing a minimum of 180 marks and SC/ ST candidates securing 160 marks in the written test will qualify to be empanelled for counseling.

#### **4. Merit list of candidates**

- 4.1 The rank of the candidates qualifying in the written test will be determined on the basis of the marks obtained by them in the WBPGDAT-2011. The roll numbers of the candidates qualifying in the written test will be arranged in the merit list according to rank and in order of decreasing marks.
- 4.2 In the event of more than one candidate securing the same marks in the written test, the rank shall be determined according to the following principles:
  - 4.2.1. The relative position of such candidates in the merit list will be determined on the basis of the number of correct answers, i.e., the candidate scoring more positive marks will be placed in higher position in the merit list.
  - 4.2.2 If the ranks of the candidates cannot be determined by application of the above principles, the candidate older by age will be in the higher rank than the candidate younger by age.
- 4.3 There shall be separate lists indicating position in terms of merit for each category (service and open) and each status (General/SC/ST) as per declaration of the applicant. Combined merit list will also indicate the position in the merit list.

#### **5. Counseling for selection of candidates for admission**

- 5.1 Admission to different Post Graduate Dental Science Courses will be made through **personal appearance** (counseling) strictly according to the time schedule to be published in due course by appropriate authority. For personal appearance the candidates will be called in order of merit following reservation of SC, ST and PC candidates as per 100-points roster.
- 5.2 **The provisional merit list will be available at the notice-board of WBUHS and in the website, [www.thewbuhs.org](http://www.thewbuhs.org) . No information will be sent to individual candidates in this regard.**
- 5.3 Candidates who are to appear in the counseling will have to deposit stipulated counseling fees. Candidates selected for admission through counseling must obtain the offer letter on the day of counseling on payment of the requisite fees.
  - 5.4.1. A candidate will have to appear in person before the selection committee on the date of counseling; otherwise s/he will be marked absent and her/ his candidature will stand cancelled. Similarly a candidate who fails to join the allotted college by the last date of joining, mentioned in the offer letter, shall have no further claim of the seat. No extension of joining time will be allowed by WBUHS under any circumstances.
  - 5.4.2. However, in case a candidate is unable to appear in person on the day of counseling, he/she may send his/her authorized representative with an undertaking and Authority Letter for allotment (proforma for undertaking and Authority Letter are available in the university website in the 'FORMS' section in the homepage of [www.thewbuhs.org](http://www.thewbuhs.org)), along

with requisite documents in original and fees. The allotment made to the authorized representative shall be binding on the candidate.

5.5. The candidate appearing for counseling will have to bring the following documents in original along with attested copies of all relevant documents:

- (i) WBPGDAT-2011 Admit Card,
- (ii) BDS Degree/ Provisional passing certificate/mark sheet,
- (iii) Internship completion certificate,
- (iv) Permanent/ Provisional Registration Certificate issued by DCI/ West Bengal Dental Council,
- (v) School leaving certificate/ Class X Mark sheet/ Class X Admit Card as proof of age,
- (vi) Sponsorship/ No-objection certificate wherever applicable,
- (vii) Certificate of studentship/chance certificate for BDS from the Head of the Institution,
- (viii) SC/ST/PC certificate,
- (ix) any other relevant document.
- (ix) Election Photo Identity Card (EPIC)/PAN/Passport for verifying photograph and permanent address.

The candidate is to submit photocopies of the original of such document during counseling.

Candidates without original documents shall not be allowed to participate in the counseling.

**( Candidates who are counseled for admission and allotted seats will see the memorandum vide no.HF/O/MERT/1542/Admn./ME/STM-28-10 , dated, Kolkata, the 25<sup>th</sup> October,2010 issued by the Department of Health and Family Welfare , Government of West Bengal attached with this booklet)**

5.6 The number of seats available for allotment in Institutions, with their subject-wise break-up, shall be displayed at the venue of counseling.

5.7 The candidates will have the right to choose any one of the available seats at her/ his rank at that point of time and the same will be allotted to her/ him.

5.8 The allotment made will be firm and final. Change of course/ discipline/ Institution is not permitted. Therefore, request for the same will not be entertained by the WBUHS after the allotment except for those candidates mentioned under clause 5.9.1

5.9. There may be more than one round of allotment. In that case personal appearance is also necessary. The order of the Government (State and Central) and /or the appropriate Court of law and/or Dental Council of India directives (at the relevant period) will be strictly adhered to for this purpose.

5.9.1. In the second round of allotment, if any, the candidate who had been allotted a seat in the first round and had joined the allotted Institution will be permitted change of discipline/ Institution according to her/his position in the merit list. On such reallocation, the allotment made during first round shall stand automatically cancelled with immediate effect and the candidate shall have no claim whatsoever on the earlier allotment. In case s/he does not opt for reallocation due to any reason, her/ his original seat shall remain undisturbed.

5.9.2. Those candidates who have declined to accept any available seat, or, could not be considered for allotment due to non-availability of any seat at their rank during the first round of allotment may also attend the second round of allotments.

5.9.2.1. Counseling fees paid in first round of counseling shall be effective in subsequent rounds of allotments, if any. In case of any candidate is not allotted seats due its non availability, her/ his deposit may be refunded after re-counseling session is over.

5.9.3. The candidate who had been allotted a seat in the first round and had not joined the allotted college within the last date mentioned in the offer letter shall not be allowed to participate in the second round of allotment if any.

## **6. Reservation of Seats:**

6.1 Candidate who is in regular service of the Government of West Bengal and is sponsored by the Govt. of West Bengal is eligible to apply for admission to the Govt.-sponsored seats. Candidate is requested to consult relevant government notifications before applying for Govt.-sponsored seats. If required, the candidate is advised to verify their eligibility from their employer. The choice regarding category, once exercised, can not be subsequently changed. Candidate for the Govt.-sponsored seats is required to produce sponsorship certificate from the Government of West Bengal before being considered for admission.

6.2 Seats at the rate of 22%, 6% & 3% will be kept reserved for the SC, ST & Physically Challenged candidates respectively for both Govt. sponsored and open seats. 'Physically Challenged' means 'Persons with disabilities' as defined by Medical Council of India, i.e., 40%-60% disability involving the lower limb(s) only. The government order and/ or the court/ DCI directives which will be in force on the respective day of counseling will be followed for this purpose. 100-point roster are maintained by the University considering the starting point immediate after the last selected candidate of the previous session following the 100-roster, order for which was issued by Government of West Bengal.

6.3 Seats reserved for SC candidates when remaining vacant even after following the instructions laid down in the Government orders and notifications, shall be filled in by the ST candidates and vice-versa.

6.4 Seats reserved for PC candidates when remaining vacant even after following the instructions laid down in the Govt. orders and notifications, shall be filled in from the general merit list.

6.5 Seats reserved for S.C & S.T categories of Govt. sponsored candidates, if remain vacant after counseling amongst all the qualified Govt. sponsored SC & ST candidates, will be offered first to the Non-sponsored SC & ST candidates and thereafter to the Govt. sponsored general caste candidates.

6.6 Seats reserved for PC categories of Govt. sponsored candidates, if remain vacant after counseling amongst all the qualified Govt. sponsored PC candidates, will be offered first to the Non-sponsored PC candidates and thereafter to the Govt. sponsored general caste candidates.

- 6.7. A resultant vacancy arising out of any reason after the first counseling will assume its original position in the roster and will be filled up from amongst the eligible candidates as detailed in 6.4 to 6.7.
- 6.8. Available seats, if any, after the completion of counseling of Govt.-sponsored candidates will be offered to the 'Open general candidates'.
- 6.9 If "Reserved Category Candidate (SC and ST and OBC)" qualifies with the same standard followed for General Category candidates, will be treated as General Category Candidate, and provided s/he opts for the same. For such, seats from General category will be adjusted. The seat so becoming available, will be counseled for next candidate in the roster while the reserved seats for SC and ST candidates will remain same. On the contrary, if s/he opts for reserved seat, it will be adjusted in the reserved category and counted as part of the reserved pool for the purpose of computing the aggregate reservation.

## 7. Other important information

- 7.1 The allotment of Examination centre will be done by WBUHS and will be final and binding.
- 7.2 There is no provision for rechecking/ re-evaluation of the answer sheets and no query in this regard will be entertained.
- 7.3. There is no provision for change of discipline/ transfer from one institution to another after completion of second round of allotment. The University will not entertain such type of transfer/ change request after completion of second round of allotment.
- 7.4 Candidate will have to submit Self addressed envelope 22cmx15cm, two passport size photographs **with date and time( must be after the date of publication of this notice)** ,crossed demand draft / banker's cheque ( payable at Kolkata) of Rs 1000 in favour of "**The West Bengal University of Health Sciences**" along with attested photocopies of the following supporting document with her/his printed application form: -

- (i) **BDS Degree/ Provisional passing certificate/mark sheet.**
  - (ii) Internship completion certificate/certificate from concerned Head of Institution authenticating completion of Rotating Internship of one year on 31.03.2010.
  - (iii) Election Photo Identity Card (EPIC)/PAN/Passport (either of the one) for verifying photograph and permanent address
- Copy of the Application form duly signed and putting thumb impression along with above mentioned documents be put in envelop. Candidate will write the name of the examination on the top of envelop clearly, (WBPGDAT-2011). Such application be either submitted personally at the University or be sent by speed/registered post following directives as mentioned in Appendix-II
- (In print copy of the application, one copy of photograph be pasted at the space provided and attestation be done by a Gazetted officer. Portion of signature and stamp of the officer attesting the photograph will remain on the photograph. The Second copy of photograph be pasted on the right side of the form)

**No Original documents are to be submitted with the Application Form. Applicants are advised to visit the website regularly after filling up application forms).**



## MDS courses available

- i) Prosthetic Dentistry
- ii) Periodontics
- iii) Conservative Dentistry
- iv) Orthodontics
- v) Paedodontics with Preventive Dentistry
- vi) Oral And Maxillofacial Surgery
- vii) Oral Pathology

### GENERAL INSTRUCTIONS AND PROCEDURAL DIRECTIVES

1. Applicant should go through and strictly follow the instructions given in the Information Booklet as published in [www.thewbuhs.in](http://www.thewbuhs.in) in November 2010, while applying for different Post Graduate Degree courses. Application must be complete in all respect.
2. Applicant is required to visit the official Website of the University [www.thewbuhs.in](http://www.thewbuhs.in) for applying on-line. The print-copy of the application along with a crossed **Demand Draft/ Banker's cheque** (payable at Kolkata) of Rs. 1000/- (Rupees One Thousand) in favour of '**The West Bengal University of Health Sciences**' and necessary documents as mentioned in clause 7.4 are to be submitted either by hand or by Speed/ registered post to the office of ' Controller of Examinations, following the dateline in Annexure-II. he West Bengal University of Health Sciences, Salt Lake: DD-, Sector-I , Kolkata-700064, West Bengal.' (please go through Appendix III – General Guidelines for Submission of Applications). **Print-copies alongwith other document will not be received in person in the office after 13 December, 2010 (4 P.M.). Printed copies of application and other document sent by Speed /registered post will be received up to 16 December,2010 provided the Banker's cheque/Demand Draft is purchased on or before 07 December ,2010 .** Candidate is requested to write her/his **name and cell number** on the back of the **Demand Draft./Banker's cheque. The candidate is advised to write PIN code while writing her/his address in self addressed envelop**
3. Sponsorship certificate for Government Sponsored candidate is to be submitted . In case of Sponsorship certificate is not available during submission of application, it must be submitted before or during counseling.
4. Submission of incorrect or false statements / documents or suppression of material information in the application form will be considered as sufficient ground for cancellation of the candidature or the admission of the candidates to a Post Graduate medical course whenever detected, i.e. during the process of admission or even at any stage thereafter. Incomplete application forms will be summarily rejected.
5. The selection / admission of a candidate shall stand cancelled if s/he is found guilty of copying from any material whatsoever or of taking the help of any electronic media / devices during the examination, or of assisting others or of being assisted by others in any manner whatsoever in writing out the answers during the examination. In this context, decision of the Centre-in-charge and /or the University Observer will be final and binding.
6. Admit Card will be sent by speed post. In case Admit Card does not reach the applicant, s/he should appear in person with her/his photo-identity card and copy of application form to the office of the Controller examinations, the WBUHS according to the time schedule mentioned in the booklet schedule in Annexure-II

7. Multiple Choices Answering Method through Optical Mark Recognition.(OMR)

I) The test will be objective in nature and for each question four suggested answers will be given of which ONLY ONE answer will be considered as best response. In paragraph 3.6, detail in this regard is given.

II) The Answer Sheet will be machine-scored and therefore requires specific procedure to be followed as given below:

**The answers will be marked only by blue/ black ball-point pen supplied by the University. No other pen / pencil are allowed.** The method of marking answers is indicated below:

- Each question will be followed by answers marked as (a), (b), (c) or (d). Select the most appropriate answer. Then, using **blue/ black ball-pen** blacken the circle bearing the correct answer index against the serial number of the question on the answer sheet completely.
- Please be noted that the mark should be dark enough and the circle should be filled in as completely as possible. There is no need not make special efforts to darken any circle artistically.

8. The qualified candidate whose name will be published in the Provisional Merit List will have to submit all the attested copies of supporting documents along with **originals** for verification of her/his eligibility to the course during counseling.

9. The qualified officers of the WBDS shall have to submit appropriate certificates from the Govt. of West Bengal in original .Copy of the same be submitted during Counseling .

10. The Merit list will be notified in the notice-board of the WBUHS and will also be available in the website <[www.thewbuhs.in](http://www.thewbuhs.in)>. No communication in this regard will be made to the candidates personally.

11. Candidate selected for admission through counseling must obtain the offer letter on the day of counseling on payment of the requisite fees.

12. The candidate should report to the head of the respective Institutions within the date mentioned in the offer letter.

13. If a candidate does not report and does not take admission to the allotted Institution within the stipulated date her / his claim to the course will stand cancelled.

14. Candidate who does not complete their one-year internship training on or before 31 March 2011 is not eligible to apply.

15. No travel allowance is admissible for appearing in the written examination or for attending counseling.

16. No personal communication will be made to the candidates, unless it is considered absolutely necessary by the University authority.

17. Admission of candidates belonging to WB Government . Service will be in accordance to the relevant Government orders prevailing at the material time.

18. PG Degree seats of each discipline in colleges will be displayed at the time of counseling.

Sd/-  
Registrar  
WBUHS  
10<sup>th</sup> November, 2010

## Appendix-II

### Post Graduate Admission schedule for 2011

	Post Graduate Dental Science
Forms to be submitted <b>Online in <a href="http://www.thewbuhs.org">www.thewbuhs.org</a></b> between	10.11.2010 – 7.12.2010.
Submission of print-copy of forms at W.B. University of Health Sciences (except Saturdays, Sundays and Holidays)	15.11.2010 to 13.12.2010 (11.30 a.m. to 4.00 p.m.)
<b>Print-copies will not be received in the office of the WBUHS in person after 13.12.2010. However print-copies sent by Speed/ Registered post will be received up to 16.12.2010, provided the Bankers' cheque/ Demand Draft is purchased on or before 07.12.2010.</b>	
Admit card dispatch by post	29.12.2010 onwards
If admit card is not received by 15 .01.2011, candidate is requested to inform by e-mail address :wbuhs_ctr@rediffmail.com mentioning name, serial number of application form and mobile number.	
Duplicate Admit Card will be available, if necessary	21.01.2011 to 22.01.2011 (11.30 a.m. To 4.00 p.m.)
Date of <b>Admission Test</b>	On Sunday <b>23.01.2011</b> (12 noon to 1.20 p.m.)
Declaration of result	On or before 12.02.2011
<b>Date of submission of attested copies, verification of original documents and Counseling</b>	To be notified in <a href="http://www.thewbuhs.org">www.thewbuhs.org</a> on or before 1.03.2011
<b>Session to start from</b>	<b>02.05.2011</b>

Registrar, The WBUHS

### Appendix III

#### **Guidelines for Submission of Application**

Read the following instructions thoroughly and then click '[Click here for the application Form](#)' at the bottom.

- The application form is common for post graduate courses of MD/MS/PG Diploma, DPH/DMCW/DIH/ MPH, MDS. Depending on course selected / category chosen few additional questions may need to be filled as asked in the form.
- Fill in the 'On-line Application Form' carefully by selecting appropriate buttons or by typing in appropriate places. Please do not skip any point. Then 'click' to submit form' at the bottom to see what you have entered.

If you need to edit the form, click on 'EDIT FORM' at the bottom of next page. If you are satisfied with what you have entered you may click on 'PRINT FORM' instead.

**Do not forget to print filled in application form which is required to be submitted to the WBUHS. Please keep photocopy of those pages for your records.**

**The print-out of the on-line application is to be sent to WBUHS office along with two photographs pasted in appropriate places, the candidate's signature, left thumb impression, the bank-draft and an unstamped self-addressed envelop within the stipulated date. Please follow the instructions given in the print-outs scrupulously before resubmitting the form either personally or by registered post/ speed post/hand delivered so as to reach WBUHS on or before the date mentioned in Appendix-II.**

**All forms submitted after the stipulated last date will be rejected without any further reference to the candidate and the fees submitted, if any, will be forfeited as processing charges.**

1. This is a common application for Entrance Examination 2011 for MD/MS/PG Diploma / DPH/DMCW/DIH / MPH / MDS.
2. All the fields marked (\*) are compulsory and to be filled up properly.
3. Candidate's name, father's name, gender, caste, religion, date of birth are to be filled up from the calendar provided with.
4. The address, phone, mobile, postal pin code, e-mail are to be filled in accurately.
5. If nationality is other than Indian, the form will be de-activated.

6. While registration for course, you can choose one or more courses from MD/MS/PG Diploma / DPH/DMCW/DIH / MPH group or MDS. As soon as you select one course from any of these groups, details for other group will be deactivated. To reactivate click the course check box again.

7. If you select category as Service, you will be asked an additional question in serial 26 which must be answered.

8. Serial 19 & 20 for Internship and any other PG course are compulsory.

9. Registration details are compulsory for MD/MS/PG Diploma / DPH/DMCW/DIH / MPH group and recommended for MDS courses. (Please see paragraph no. 2.2 for WBPGDAT-2011)

10. Council of registration is also compulsory except for the candidates appearing for MDS course.

11. Bank and draft details are compulsory for appropriate courses.

12. After you fill the form correctly you will be given option to modify through clicking 'EDIT FORM'

13. After you finally submit the form, you have to take printouts in 2 pages, affix photos. Photograph pasted at the left side be attested at proper space provided. Put L.T.I at the appropriate space and ensure that impression of L.T.I should be distinct showing ridges of the thumb and sign the form.

14. Attach the draft and documents as specified in paragraph 7.4 of the booklet and send to the WBUHS office on or before specified date as scheduled in Appendix-II

Government of West Bengal  
Department of Health & Family Welfare,  
MERT Branch  
“Swasthya Bhawan”, Block-G.N-29  
Sector-V, Salt Lake City, Kolkata-700 091.

No.HF/O/MERT/ 1542 /Admn./ME/STM-28-10Dated Kolkata, the 25<sup>th</sup> October,2010

From : The Special Secretary to the Government of West Bengal.

To : 1) The Director of Medical Education  
2) The Director of Health Services, West Bengal.

**MEMORANDUM**

In cancellation and supersession of all previous guidelines / principles regarding admission criteria of Undergraduate, Post Graduate and Post Doctoral students of both stream namely Medical and Dental, the undersigned is directed to convey the approval of this State Government to the following procedures in respect of admission to undergraduate / Post Graduate Degree or diploma / or Post Doctoral courses in the Government Institutions of this State, Institute of Child Health (ICH), Kol and Vivekanad Institute of Medical Sciences (VIMS), Kolkata.

- 1) Admission has to be made on the spot mandatorily during counseling in the Govt. Medical / Dental institute, ICH and VIMS according to merit list of selected students.
- 2) An admitted student will have to deposit the original copy of certificate of qualifying examination, original copy of mark sheet of qualifying examination and original copy of ‘Medical Registration’ Certificate in case of Post Graduate and Post Doctoral courses. Accordingly a MBBS / BDS student will have to deposit his / her ‘10+2 Examination’ certificate and original copy of mark sheet of 10+2 Examination. A “PG degree / diploma student will have to deposit his / her original copy of MBBS / BDS certificate, original copy of mark sheet of final year ‘MBBS / BDS Examination’ and original copy of ‘Medical / Dental Registration’ Certificate. A ‘Post Doctoral’ student will have to deposit his / her original copy of MD / MS Certificate, original copy of mark sheet of MD/ MS Examination and ‘Medical Registration’ Certificate.
- 3) All the above documents required to be submitted by a student will have to be physically deposited to the admitting institution within 10 days of spot admission through counseling, failing which admission will be considered deemed to be cancelled and the seat will be offered to other student during re-counseling. On receipt of original documents from an admitted student, the concerned ‘Head of

the Institution' will issue a certificate to the candidate indicating the details of documents kept under Institutional custody.

- 4) If a candidate desires to attend any recounselling session in this State, he / she shall appear in recounselling with the certificate issued to him / her by the 'Head' of admitting institution of the first counseling, showing the details of documents kept under custody of the institution. Subsequently, documents of such a student, in the event of his / her admission to other institution, shall be transferred by the 'Head' of admitting institution

where at the student was admitted through the first counselling, to the 'Head of admitting institution on the basis of recounselling within 15 days by special messenger under proper receipt with intimation to the student concerned. On receipt of the said documents, the concerned 'Head' of second institution will issue a certificate to the candidate indicating the details of documents kept under institutional custody.

5. If a candidate desires to attend any counselling / recounselling outside this State, the said documents are to be handed over to the candidate under proper receipt subject to the condition that he / she will have to redeposit the said documents at least 3(three) days prior to the date of recounselling in this State failing which the earlier admission granted on the basis of the first counseling will be considered deemed to be cancelled and the seat will be offered to other student during recounselling.
6. Original documents of a student will be handed over to him / her only on completion of course to which he / she has been admitted. In case of any discontinuation from the course offered or resignation from that course after recounselling of this State, all original documents deposited by the candidate shall be handed over to him only on payment of a penalty charges as stated below:
  - i) A MBBS / BDS student will be required to pay a penalty charge of Rs.1,00,000/- (Rupees one lakh) only after which his / her original documents deposited will be released to him / her by the concerned institution.
  - ii) A 'Post Graduate Diploma' student will be required to pay a penalty charge of Rs.2,00,000/- (Rupees two lakh) only after which his / her original documents deposited will be released to him / her by the concerned institution.
  - iii) A 'Post Graduate Degree/Post Doctoral student will be required to pay a penalty charge of Rs.5,00,000/- (Rupees five lakh) only after which his / her original documents deposited will be released to him / her by the concerned institution.
8. In case a resignation is offered by a candidate on the spot during recounselling in this State, he / she shall not be liable to pay any penalty and all original

documents deposited in custody of admitting institution on the basis of the first counseling shall be returned to him / her.

9. All the above mentioned principles / criteria shall also be applicable to students of 'All India Quota' and all other quotas including SSKM Trustee quota.
10. All concerned are being informed.

Special Secretary

No. HF/O/MERT/ 1542/Admn./ME/STM-28-10/1(6)Dated Kolkata, the 25<sup>th</sup> October,2010

Copy forwarded for information and necessary action to the :

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-1.
2. Accountant General (Local Bodies Audit), C.G.O. Complex, 3, M.S.O. Building (5<sup>th</sup> floor),  
Block-DF, Salt Lake City, Kolkata-700064.
3. Additional Director of Health Services (AA&V), West Bengal.
4. Pay & Accounts Officer, Kolkata Pay and Accounts Office, 81/2/2, Phears Lane, Kolkata-700012.
5. Treasury Officer, Burdwan/Siliguri/Darjeeling/Bankura/Paschim Midnipur/Malda/Murshidabad/Nadia.
6. Finance Department(Group-O)/ (Group-N) of this Government.

Special Secretary

No. HF/O/MERT/ /Admn./ME/STM-28-10/1(9) Dated Kolkata, the

1. Vice-Chancellor, West Bengal University of Health Sciences, West Bengal.
2. Principal, Medical College, Kol./NRS Medical College, Kol /RG Kar Medical College,  
Kol/CNMC, Kol./BSMC Bankura/BMC Burdwan/NBMC Darjeeling/MMC, Paschim Midnipur/RADC, Kol./BDC, Burwan/NBDC, Darjeeling/ID&BG Hospital, Kol./Dr. B.C. Roy Memorial Hospital for Children, Kol./CSS, Kol. **with request to deploy necessary staff of his / her institution for arranging spot admission of the student allotted to his / her institution on the days of counselling.**
3. Director, IPGME&R, Kol./BIN, Kol./STM, Kol./RIO, Kol./ICVS, IPGME&R(SSKM), Kol./ICVS (RGKMC), Kol.IHTM, Kol./ICH, Kol./VIMS, Kol./ AIIH&PH, Kol **with request to deploy necessary staff of his / her institution for arranging spot admission of the student allotted to his / her institution on the days of counselling.**



4. The Registrar, WBUHS, Kolkata **with a request to publish this memo at a suitable place in the 'Information Booklets of Entrance Examination for admission to Medical / Dental PG Degree / Diploma courses and also in the 'Information Booklet of Entrance Examination for admission to Post Doctoral courses.**
5. Dean, Faculty of Medicine, WBUHS/VIMS/AIHH&PH/ICH, Kol.
6. P.S. to The Principal Secretary (H&WF), West Bengal.
7. Joint Secretary (MERT) of this Department.
8. Asst. Secretary (MERT) of this Department.
9. OSD (MERT) of this Department.
10. P.A. to Special Secretary (MERT) of this Department.

Special Secretary