

# 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 Degree and  
Diploma**

**Courses in Modern Medicine**

2011

# **Regulations for Admission to Post Graduate Degree and Diploma Courses in Modern Medicine- 2011**

## **Information Booklet**

### **1. Jurisdiction of the University**

- 1.1. Admission to the seats other than the seats mentioned in 1.2, 1.3 and 1.4 below in the affiliated Institutions of The West Bengal University of Health Sciences in different Post Graduate Medical 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 and OBC ( where it is applicable)] of candidates appearing in the West Bengal Post Graduate Medical Admission Test Examination (WBPGMAT-2011) to be conducted by the West Bengal University of Health Sciences (WBUHS). The candidates sponsored only by the appropriate authorities of the Govt. of West Bengal will be considered for the Government sponsored seats.
- 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 Entrance Examination.
- 1.3. In terms of the directives of the High Court at Calcutta, admission to two seats, one each in two disciplines in the IPGME&R is open to candidates nominated by 'Rai Bahadur Sukhlall Chandanmull Karnani Trust', in the address 3, Synagogue Street, Kolkata 700001. For the session commencing from 2011, two candidates, one in M.D. (Radio diagnosis) and one in M.S. (Orthopaedics) will be admitted in these two seats.
- 1.4. Admission to PG seats in the Command Hospital, Kolkata-700027, is open to candidates selected by DGAFMS through Combined Admission Test conducted by DGAFMS. Admission to a certain number of PG seats in the Command Hospital, Kolkata as specified by DGAFMS, shall be made through WBPGMAT-2011. [Vide DME (WB) letter no. DME/SPL. Correspondence/354, DT. 17.1.2007]. Such seats are reserved for Government sponsored candidates. Exact number of available seats at Command Hospital will be declared before counseling.

### **2. Eligibility criteria for the seats mentioned in 1.1 & 1.4**

- 2.1. Citizens of India who have obtained the M.B.B.S degree from any University of the State of West Bengal shall be eligible to apply for admission to the 'Open seats' of Post Graduate Medical Degree and Diploma courses provided they are scheduled to complete their rotating internship for one year on or before 31 March, 2011. A candidate, who is presently pursuing 12-month compulsory rotating internship after passing MBBS, can take up WBPGMAT-2011, but s/he shall not be eligible for admission unless s/he has completed the 12-month compulsory rotating internship by 31March, 2011.
  - 2.1.1. A. Admission in the course in 'Master of Public Health (M.P.H.)' as conducted by All India Institute of Hygiene and Public Health is open to candidates who passed M.B.B.S from any recognised institution affiliated with Medical Council of India.

- 2.1.1.B. Candidate applying for Government Sponsored State Quota Seats will have to follow instruction detailed in Para 6. Candidate who is in regular service of Government of West Bengal is entitled to apply provided the MBBS degree obtained by the candidate is recognized by Medical Council of India and such candidate is sponsored by Government of West Bengal.
- 2.1.1.1. Candidate opting for Government Sponsored seat, before applying, must verify her/his eligibility for Govt. sponsorship in accordance with the relevant Rules/Order of the Health and Family Welfare Department, Govt. of West Bengal. Also, it is responsibility of the candidate to verify for which PG courses s/he is eligible depending on length of Govt. service as specified in the relevant Government Training Reserve Rules. ( T.R.Rules)
- 2.1.2. The choice regarding Category (either Govt.-sponsored or open seats) or Status (caste etc.), once exercised, cannot be subsequently changed. **Option once exercised by the candidate is final. Therefore, applicant will be very particular and cautious during filling up forms.**
- 2.2. Admission to the Post-Graduate Medical Degree and Diploma Courses will not be allowed unless the candidates have got themselves registered either with the West Bengal Medical Council or with the Medical Council of India. Candidates registered with other State Medical Councils will have to be registered with WBMC/ MCI **before counseling.**
- 2.3. A candidate already in possession of a Post Graduate Medical degree from any Indian University shall not be permitted to apply for any Post Graduate Diploma in the same subject.
- 2.4. Candidate who is already pursuing any course in any Institution/University is not eligible for admission till s/he completes the course or they are likely to complete the course 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 certificate regarding course completion on or before 30 April 2011 from the Head of the concerned Institution, or, on production of their resignation letter from the course undertaken, duly countersigned and accepted by the appropriate authority.
- 2.5. Fees for the P.G. Degree and Diploma Entrance Test are Rs. 1000 and the same for DPH/DIH/DMCW and MPH is Rs. 750. 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.
- 2.6 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

- 3.1.1. A written test on the specified date will be conducted by the WBUHS, to prepare an inter se merit list of different Categories/ Statuses of candidates including combined merit list seeking admission to the Post-Graduate Medical Courses. The question paper of the written test shall be set in English and shall contain 200 single best response type Multiple Choice Questions (Except for DPH/DMCW/DIH/MPH courses). The duration of the test will be 160 minutes.
- 3.1.2. A separate written test will be conducted by the WBUHS on a different date for admission to DPH/DMCW/DIH/MPH courses conducted by All India Institute of Hygiene & Public Health, Kolkata (AIIH&PH). The question paper of the written test shall be set in English and shall contain 100 single best response type Multiple Choice Questions. The duration of the test will be 80 minutes.
- 3.2 Applicant will be provisionally allowed to appear in the written tests provided s/he has submitted an application for the test(s) in the prescribed form within the last date and has fulfilled the eligibility criteria outlined above and admit card will be issued on the basis of information and documents submitted by her/him.
- 3.3 **For each correct response, four (4) marks will be awarded. One (1) mark will be deducted for each wrong response. More than a single response to any question will also be treated as wrong response. No marks will be deducted for questions not attempted.**
- 3.4.1. Candidates appearing for Post Graduate Degree/Diploma course except DPH/DMCW/DIH/MPH) will have to secure a minimum of 400 marks in the written test to qualify for empanelment in merit list. However, Physically Challenged (PC) candidates securing a minimum of 360 marks and SC/ ST and OBC (wherever it is applicable) candidates securing a minimum of 320 marks in the written test will also qualify for empanelment in merit list. Seats for Reserved Category in OBC is restricted to only All India Institute of Hygiene and Public Health (AIIH&PH)
- 3.4.2. Candidates appearing for DPH/DMCW/DIH/MPH courses will have to secure a minimum of 200 marks in the written test to qualify for empanelment in merit list. However, PC candidates securing a minimum of 180 marks and SC /ST and OBC candidates securing a minimum of 160 marks in the written test will also qualify for empanelment in merit list.
- 3.5. The tentative number of questions that would be set from different subjects in WBPGMAT (other than DPH/DMCW/DIH/MPH) shall be as follows:

SUBJECT	QUESTIONS	SUBJECT	QUESTIONS
Anatomy	10	Obstetrics & Gynaecology	25
Physiology	10	Medical Paediatrics	10
Biochemistry	10	Orthopaedic Surgery	8
Pharmacology	10	Radio diagnosis and Radiotherapy	8
Pathology	10	E.N.T	6

Community Medicine	10	Ophthalmology	6
Medical Microbiology including Parasitology	6	Anaesthesiology	4
Forensic Medicine	5	Psychiatry	4
Medicine including respiratory medicine.	25	Dermatology	4
Surgery	25	Physical Medicine	4

#### **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 WBPGMAT-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.

4.2.1 In the event of more than one candidate securing same marks in the written test, the rank shall be determined according to the following principles:

4.2.2 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.

4.2.3 If the ranks of the candidates cannot be determined by application of the above principle, 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 merit position for each status (caste) etc. of each category (Govt. sponsored/ Open) for Post Graduate degree/ diploma and DPH/DMCW/DIH/MPH including combined merit list. There shall also be separate lists indicating merit position for the candidates sponsored by the Government of West Bengal for each status including combined merit list.

4.5. There shall be a separate list for OBC (non creamy layer) candidates for courses at AIHH&PH provided the Institute reserves the seats for OBC candidates for MD (Community Medicine), DPH, DIH, DMCW & MPH courses.

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

5.1 Admission to different Post Graduate Medical Courses will be made through personal appearance and 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/PC categories as per 100-point roster as ordered by Government of West Bengal and OBC (wherever it is applicable) category as per order of Government of India in the appropriate Ministry. (vide paragraph. 6.3)

5.2 The provisional merit list will be available at the notice-board of WBUHS and in the website of the University, [www.thewbuhs.in](http://www.thewbuhs.in). No information through personal communication will be sent to individual candidates either for her/his position in the merit list or for counseling. Applicant will visit the University website regularly in the relevant period.

5.3 Candidate who is to appear in the counseling will have to deposit the stipulated counseling fees. Candidate selected for admission through counseling must obtain the offer letter on the day of counseling.

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. Candidate remaining 'absent' in the first round of counseling for admission through personal appearance, or, does not get herself/himself admitted at the offered course/Institution by the stipulated date, shall not be eligible to appear in subsequent round of admission by personal appearance, if any. 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, s/he may send her/his authorised representative with an Undertaking and Authority Letter for allotment, after prior permission from the Honourable Vice Chancellor (proforma for Undertaking and Authority Letter are available in the university website in the 'FORMS' section in the homepage of [www.thewbuhs.in](http://www.thewbuhs.in)), 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) WBPGMAT Admit Card,
- (ii) MBBS Degree/ Provisional passing certificate/mark sheet
- (iii) Internship completion certificate
- (iv) Registration Certificate issued by MCI/ West Bengal Medical Council,
- (v) School leaving certificate/Class X mark sheet/Class X Admit card as proof of age,
- (vi) Sponsorship / No-objection certificate along with undertaking to serve in Remote and/ or Difficult areas for two more years after Diploma Course for availing of the West Bengal Government-sponsored seats,
- (vii) Certificate of studentship from Head of Institution where MBBS course was pursued.
- (viii) SC/ST/PC certificate and OBC certificate (only for PG seats of AIHH&PH)
- (ix) EPIC/PAN/Passport indicating photograph and permanent address.

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

**( Candidate who is 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 Department of Health and Family Welfare , Government of West Bengal attached with this booklet)**

5.6 The number of seats available for allotment in different Institutions, with their subject-wise break-up, shall be displayed at the venue of counseling and updated on day-to-day basis.

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. Some seats may be of 'Permitted' status by MCI and shall be indicated by "P".

- 5.7.1. Stipends, fee structure etc. may vary from Institution to Institution. The WBUHS is not liable for any financial liability / loss arising out of change of institution/change of course during any subsequent phases of admission through personal appearance.
- 5.8. The allotment of seat, once 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 on any subsequent phases of admission through personal appearance if permitted by Govt. of India or due to seats falling vacant because of candidates not joining on the stipulated date.
- 5.9. There may be more than one round of allotment. In that case, personal appearance also is necessary. The government order and/ or the court/ MCI 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 course/ discipline/ Institution on the basis of her/ his merit position. 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 he/she does not opt for reallocation due to any reason, her /his original seat shall remain undisturbed.
- 5.9.2. Candidates, attending counseling for allotment will have to deposit the stipulated fees. However, in case any candidate declines to accept any available seat, or, is not allotted a seat due to non-availability of any seat, her/his fees will be refunded after any subsequent phases of admission through personal appearance, if permitted.
- 5.9.3. In case any candidate attended the first round of counseling and declines to accept any PG seat offered during the counseling, s/he may appear in the next round of allotment, if permitted. No further "Counseling Fees" is required.
- 5.9.4. Candidates accepting offer letter for any PG seat during first round of allotment will be considered for re-allocation of seats only if they join the course/institution offered to them produce the (i) offer letter, (ii) receipt of Bank Draft, (iii) NOC from the institute and (iv) copy of the joining letter as proof during the subsequent rounds of allotment for re-allocation of seats, if any.
- 5.9.5. Candidate appearing at Entrance Examination for DPH/DIH/DMCW and MPH will see paragraph 7.5. At the time of counseling, seat will be allotted in accordance with the course applied for and according to the merit list.

## **6. Reservation of State Quota Seats**

- 6.1 In-service candidates who are sponsored by the Govt. of West Bengal are eligible to apply for admission to the Govt.-sponsored seats. 50% of Diploma seats and 40% of degree seats of State Quota will be reserved for Medical Officers employed by Government of West Bengal. Such medical officers who have served for 3 or more years in remote and / or difficult areas are eligible for consideration in the Admission Test for those Diploma Seats. The selected candidate for Diploma has to undertake a declaration to the effect that s/he will serve for more than two years in remote/ difficult areas after acquiring the P.G. Diploma. 40 % of Degree seats of State Quota will be reserved for Government Sponsored candidates as per

existing Government Training Reserve ( T.R.) Rules issued by Government of West Bengal. Government sponsored candidates are required to produce sponsorship certificate from the appropriate authorities of the Government of West Bengal before being considered for admission. For availing 50% reserved Diploma seats for in-service candidates, the Sponsorship certificate must authenticate that the candidate has served for 3 or more years in remote and/or difficult areas and the candidate has to give an **undertaking** that he/she will serve in remote and/or difficult areas for 2 more years after the Diploma Course. However, candidates applying for Govt. sponsored seats may submit Sponsorship Certificates from the appropriate authorities of the Govt. of West Bengal during counseling, **but the ‘undertaking’ must be submitted with application.**

- 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 MCI for admission to the Medical Courses i.e. 50% to 70% disability involving the lower limb(s) only. Provided that in case any seat in this 3% quota remains unfilled on account of unavailability of candidates with locomotor disability of lower limbs between 50% to 70% then any such unfilled seat in this 3% quota shall be filled up by persons with locomotor disability of lower limbs between 40% to 50% before they are included in the General Category candidates. Provided that the entire exercise shall be completed by each medical college / institution as per the statutory time schedule for admissions and in no case any admission will be made in the Postgraduate Medical course after 31 May 2011. The government order and/ or the court/ MCI directives which will be in force at the relevant period of counseling will be followed for this purpose.
- 6.3 For Post Graduate courses at AIIM&PH, 15%, 7.5% seats shall be reserved for SC and ST candidates respectively. Reservation under OBC category will be as per G.O No 1-1/2005-U.1.A/847 New Delhi 20 April 2008.
- 6.4 Reservation for S. C. / S.T. / P.C. candidates, for both Govt. Sponsored and Open seats, will be as per the 100- Point roster as ordered by Government of West Bengal. The reservation will commence from the point where the last candidate was selected during counseling in the previous year following the 100 Point Roster.
- 6.5 Seats reserved for SC candidates when remaining vacant even after following the instructions laid down in the Govt. orders and notifications, shall be filled in by the ST candidates and vice-versa.
- 6.6 Seats reserved for PC candidates in the Open seats when remaining vacant even after following the instructions laid down in the notification of Medical Council of India, vide clause 6.2., and shall be filled in from the general merit list
- 6.7 Seats reserved for S.C & S.T statuses of Govt. sponsored in-service candidates, if remained 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.
- 6.8 Seats reserved for PC status of Govt. sponsored candidates, if remained vacant after counseling amongst all the qualified Govt. sponsored PC candidates, vide clause 6.2., will be offered first to the Non-sponsored PC candidates and thereafter to the Govt. sponsored general caste candidates.



- 6.9. Available seats, if any, after the completion of counseling of Govt.-sponsored general candidates will be offered to the 'Open general candidates'.
- 6.10 If "Reserved Category Candidates (SC and ST and OBC)" qualifies with the same standard followed for General Category candidates, will be treated as General Category Candidate, provided s/he opts for the same. For such, seat 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 course/ discipline/ Institution or transfer from one Institution to another after completion of the final round of allotment by personal appearance. The university will not entertain such type of transfer/ change request after completion of the process 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 of Rs 1000 and /or Rs 750 as applicable in favour of "The **West Bengal University of Health Sciences**" along with attested photocopies of the following supporting document with her/his application form: -

- (i) MBBS Degree/ Provisional passing certificate.
- (ii) Internship completion certificate/certificate from concerned Head of Institution authenticating completion of Rotating Internship of one year on or before 31 March, 2011.
- (iii) Undertaking in appropriate proforma for serving at least two (2) years in remote / difficult areas (if applicable) for applying Diploma Courses by the Government sponsored candidates.
- (iv) Election Photo Identity Card (EPIC)/ PAN card / Pages of passport for verifying the photograph of the candidate and permanent address.

Copy of the Application form duly signing and with 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, (WBGMAT/ DPH-DMCW-DIH-MPH). Separate draft along with combined application be submitted for the candidate intending to appearing at two examinations. 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 ( left side) and attestation be done by a Gazetted officer. Portion of signature and stamp of the officer attesting the photograph will remain on the photograph. Other photograph be pasted at the space on the right side.)

7.5 Be noted that entrance examination for the courses in DPH/DIH/DMCW and MPH is one and a single admit card for the examination. In Application Form, it has been shown separately as eligibility criteria of admission in MPH ( open to candidates passed MBBS from any University) differs to the eligibility criteria of DPH/DIH/DMCW ( out of State Quota, 50% is reserved for Government –sponsored candidates and remaining is for open candidates passed MBBS from the colleges of West Bengal). Applicant is to pay Rs 750 only as examination fee for admission for all the courses. However candidate has liberty to opt for either of the courses DPH/DIH/DMCW taken together or MPH or both.

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

#### APPENDIX-I

##### 1. MD / MS / PG Diploma courses available:

MD courses in	MS courses in	Diploma courses
Anaesthesiology	General Surgery	D.A
Anatomy	Obst. & Gynaecology	D.C.H
Biochemistry	Ophthalmology	D.D.V.L
Community Medicine	Orthopaedics	D.G.O
Dermatology, Venerology and Leprosy	ENT	D.T.M.&H.
Forensic Medicine		DMCW
General Medicine		D.L.O
Microbiology		DPH
Paediatrics		D.M.R.D
Pathology		D.M.R.T
Pharmacology		D. Opthal.
Physical Medicine		D. Ortho
Physiology		DIH
Psychiatry		D.P.M
Radio diagnosis		D.T.C.D
Radiotherapy		
Pulmonary Medicine		
Tropical Medicine		

##### 2. MPH in Epidemiology

## 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 and Diploma 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**' for P.G Degree and Diploma courses and Demand Draft for Rs 750/- for those who appear at Entrance Test for DPH/DMCW/DIH/MPH courses and the 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. The 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 along with 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 along with **undertaking** to serve in support of claim of rendering service in Remote and/ or Difficult areas for two more years after Diploma Course, if s/he is to avail of the West Bengal Government-sponsored Diploma seats. In case of Sponsorship certificate for Degree/Diploma 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 3.3 details 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 WBHS, WBMES and WBPH & AS etc. shall have to submit appropriate certificates from the Govt. of West Bengal in original. Copy of the same be submitted during Counseling as mentioned at the time of counseling. Undertaking will have to be submitted at the time of application
  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>. 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 take admission to the allotted Institution within the stipulated date his / her 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 / Diploma seats of each discipline in different colleges will be displayed at the time of counseling.

Sd/-  
Date: Registrar  
WBUHS

**Appendix-II**

**Post Graduate Admission schedule for 2011**

	<b>MD / MS / PG Diploma Except DPH/DIH/DMCW/MPH</b>	<b>DPH/DIH/DMCW/MPH</b>
Forms to be submitted <b>Online in</b> <b>www.thewbuhs.org</b> between	10.11.2010 – 7.12.2010.	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.)	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	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.)	28.01.2011 to 29.01.2011 (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 2.40 p.m.)	On Sunday <b>30.01.2011</b> (12 noon to 1.20 p.m.)
Declaration of result	On or before 12.02.2011	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 01.03.2011	
<b>Session to start from</b>	<b>02.05.2011</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 'Online 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