

I/C1/7

13.01.2012

**POSTGRADUATE DEGREE/DIPLOMA CANDIDATES**  
**INSTRUCTIONS FOR ACCEPTANCE AND REGISTRATION**

Candidates who are selected and wish to undertake the Postgraduate Degree / Diploma courses in CMC, must submit a *written acceptance of the offer of provisional admission* to the course to the Vice Principal's Office (PG) not later than **12 noon on 14.01.2012**, failing which they will forfeit their admission to the course. Kindly ensure that you collect an acknowledgement of this letter of acceptance.

*Two options are available for submitting the written "acceptance of offer" of provisional admission.*

1. Those candidates who submit their acceptance in person at the Vice Principal (PG) office between **8.00 AM and 12 Noon on 14.01.2012** should receive an acknowledgement of their letter of acceptance, as well as 3 forms pertaining to registration..

2. Those candidates who choose to submit their acceptance using the drop box facility in front of the Registrar's Office, **MUST** provide an accurate and valid email id. The drop box facility will be available up to **8.00 AM on 14.01.2012**. These candidates will receive an acknowledgment of their letter of acceptance by email and must contact the Vice Principal's Office (PG) (Ph-0416-2284262) if they do not receive an acknowledgement by 23.01.2012. They are also required to download the 3 forms pertaining to registration from the website.

**Last date for receipt of completed registration documents in Vice Principal's Office (PG) is 04.02.2012**

All admissions are provisional and subject to final approval by the Tamil Nadu Dr. M.G.R. Medical University, Chennai. .

**Postgraduate MD/MS/Diploma courses will commence on 01.03.2012.**

The registration process of the candidates selected to the various courses will take place in the Vice Principal's Office (PG), Christian Medical College, Vellore-632002, on the dates shown below:

**Degree Courses - 24.02.2012 between 8.00 and 9.00 am (Registration closes at 9.00 am)**

**Diploma Courses - 27.02.2012 between 8.00 and 9.00 am (Registration closes at 9.00 am)**

Failure to register with all the necessary valid documents will result in the seat being offered to the next candidate on the waiting list. Candidates who are unable to complete their registration on the dates specified may appeal to the Vice Principal (PG) well in advance stating valid reasons for the same.

The selection process / admissions will be subject to any orders passed or which may be passed by the Government / University / Medical Council of India.

**Original & Photocopies (3 sets) of the following documents are to be submitted at the time of registration:**

1. MBBS Degree certificate in original issued by the University.
2. MBBS Course and conduct certificate in original issued by the Principal/Dean.
3. Certificate of completion of CRRI training in original issued by the Principal / Dean.
4. Migration Certificate in original to be obtained from their respective University.
5. Diploma Certificate for those who have completed diploma in the subject.
6. Eligibility Certificate obtained from the Registrar, The Tamil Nadu Dr. M.G.R. Medical University, Chennai for graduates of Universities other than Tamil Nadu Dr. M.G.R. Medical University, University of Madras, Madurai Kamaraj University, Bharathidasan University &

Bharathiyar University. **(Please note that a Migration certificate is needed for obtaining the Eligibility certificate).**

7. Transfer Certificate issued by the Principal/Dean (from the institution where you last studied).
8. Tamil Medical Council Registration Certificates & Additional qualification certificate.  
**Please note that a 'No objection certificate' from the concerned medical council will be required in order to obtain the Tamil Nadu Medical Council Registration.**
9. Original and attested clear photocopy of date of birth certificate (Eg. SSLC/H.Sc. Marksheet)
10. Service obligation completion certificate in original in the case of former sponsored students of this college, giving full details of date of commencement and completion of service obligation.
11. Sponsored candidates are required to execute a service obligation agreement with the sponsoring body, and this college. They should submit a clear attested photocopy of the agreement signed on stamped paper, by the candidate and the sponsoring agency on or before **01.03.2012**. Non-compliance will result in automatic cancellation of selection.
12. Four passport size colour photographs for issue of identity card and for University registration.
13. A CD which contains the following files: (i) A passport size colour photograph in JPEG format and (ii) a scanned copy of the candidate's signature. Both the files and the CD cover should be labeled with the name of the candidate and the course. **The image file size should not exceed 100 KB.**
14. Foreign Nationals must submit a "No Objection Certificate" (to undergo the course) issued by the Ministry of Health and Family Welfare, Government of India.
15. Photo Identity in the form of PAN Card / Passport / Driving License / Medical Council of India – ID Card.
16. PAN (Permanent Account Number) Card.

17. **DETAILS OF PAYMENT OF FEES**

<b>COLLEGE / UNIVERSITY (FEES STRUCTURE)</b>			
	<b>2 Yr. Diploma</b>	<b>2 Yr. Degree (Post Diploma)</b>	<b>3 Yr. Degree</b>
College Admn. Fee (010507)	100	100	100
Medical Attendance Fee (010507)	1000	1000	1000
Tuition Fees (010507)	800	800	1200
Alumni Assn. Fee (22 A 290)	3000	3000	3000
Library Fee (college) (010507)	1000	1000	1500
Convo. & Postage Fee (035104)	100	100	100
One time establishment Fees(035701)	10000	15000	15000
University Registration.& Miscl.Fee (22 U 130)	4300	4800	4800
University Library, Sports Fee/ID Fee(22 U 140)	1550	1750	1750
University Admn. Exps. Fees (035149)	7500	7500	7500
<b>TOTAL</b>	<b>29,350</b>	<b>35,050</b>	<b>35,950</b>

An appropriate challan can be collected from the Principal's Office (PG Section) before paying fees.

**Dr. Alfred Job Daniel,**  
Principal.

**Dr. Geeta Chacko,**  
Vice Principal (PG).