

**Checklist for submission of documents for admission to DM / MCh courses in
Institute of Postgraduate Medical Education & Research (IPGME&R), Kolkata,
in 2024-27 academic session**

Name of the candidate: _____

NEET-SS Roll Number: _____ **All-India rank:** _____

Admission category: ☐ Open ☐ Service If applicable ☐ PwD ☐ EWS

Mobile: _____ **E-mail:** _____

AADHAAR No: _____ **PAN No:** _____

Checklist

1	This checklist	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	College Admission Form duly filled in and signed. Download form here	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	NEET-SS Seat allotment letter	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	NEET-SS Admit card	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	NEET-SS Rank card / Score card	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	MBBS degree certificate	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	MD / MS / DNB degree certificate	<input type="checkbox"/> Yes <input type="checkbox"/> No
8	MD / MS / DNB mark sheet	<input type="checkbox"/> Yes <input type="checkbox"/> No
9	Permanent Registration certificate issued by National Medical Commission or a state Medical Council (updated with postgraduate qualification)	<input type="checkbox"/> Yes <input type="checkbox"/> No
10	Date of birth proof (Birth Certificate or Secondary or Higher Secondary examination admit card / marksheet issued by a recognized Board / Council stating date of birth)	<input type="checkbox"/> Yes <input type="checkbox"/> No
11	Two Photo ID proof (Passport / Voter ID card / AADHAR Card / PAN card / Driving license)	<input type="checkbox"/> Yes <input type="checkbox"/> No
12	If applicable, Disability Certificate (issued by one of the recognized disabilities certifying centers as notified by MCC) in appropriate format.*	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
13	If applicable, EWS Certificate in appropriate format.*	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
14	For candidates serving any government, government-aided or public sector agency, papers indicating that the candidate is in such service. **	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
15	For candidates serving any government, government-aided or public sector agency, papers indicating Permission / No objection certificate from employer to undertake course. **	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
16	Premature discontinuation bond on non-judicial stamp paper (not less than Rs. 100/-), duly filled in, signed and notarized.	<input type="checkbox"/> Yes <input type="checkbox"/> No
17	Service to state government bond on non-judicial stamp paper (not less than Rs. 100/-), duly filled in, signed and notarized. ***	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
18	Proof of online fee payment	<input type="checkbox"/> Yes <input type="checkbox"/> No
19	Fee payment declaration filled in and signed by candidate.	<input type="checkbox"/> Yes <input type="checkbox"/> No
20	Recent color passport size photo – 4 copies	<input type="checkbox"/> Yes <input type="checkbox"/> No

* Not required if no such reservation is put into effect by MCC for counseling in this academic session.

** These candidates will continue to draw their regular salary and will not be eligible for stipend.

*** Not required for candidates who are in confirmed service with any government, government-aided or public sector agency, provided such proof is provided.

☐ I have retained good quality hardcopies and softcopies of all original certificates that will be kept in the custody of the College Office since it is not feasible for the latter to supply such documents every now and then for copy purpose.

Date of submission of documents

Signature of candidate