

GUIDELINES FOR CET CENTRALIZED COUNSELING **JANUARY 2012 ADMISSION SESSION**

ELIGIBILITY FOR COUNSELLING:

Candidates who have qualified the Centralized Entrance Test conducted by NBE in Dec 2011 & June 2010 session are eligible for admission to DNB courses in Jan 2012 session at various NBE accredited Medical Colleges/Institutions/Hospitals in India.

Candidates who have passed CET in June 2010 session must not have opted/joined any DNB seat, to be eligible for Jan 2012 counseling, based on CET PASS result of June 2010 session.

Candidates who have already joined a DNB course based on CET pass result of any session are eligible to participate in CET CENTRALIZED COUNSELING – JANUARY 2012 only if they resign from their current DNB seat before their counselling.

At any stage if ineligibility is detected, NBE reserves its rights to withdraw admission to DNB course and to debar the candidate from taking any further examinations of NBE.

REGISTRATION FOR COUNSELLING:

Eligible candidates are required to register for the Centralized merit based Counselling by submitting an online registration application latest by 16-01-2012 (18:00Hrs). Candidates who fail to register themselves by the prescribed timeline will not be permitted to attend/participate in the counselling. No representation in this regards shall be entertained. Merit list will be uploaded on NBE website after the online registration for counseling is completed.

AVAILABILITY OF DNB SEATS:

The number of seats for allotment, as confirmed by NBE accredited Medical colleges/Institutions/Hospitals shall be made available on NBE website prior to counseling. Final Seat matrix shall be displayed at the counseling venue and shall be updated for availability on day to day basis. Information regarding seats remaining vacant shall also be available on day to day basis on NBE website www.natboard.edu.in

SCHEDULE OF COUNSELLING:

The schedule of CET CENTRALIZED COUNSELING –JANUARY 2012 shall be displayed at the notice board of National Board of Examinations, Ansari Nagar, New Delhi & NBE web site www.natboard.edu.in in due course.

VENUE OF COUNSELLING:

NBE CET Merit Based Centralized Counselling will be held in New Delhi only, at National Board of Examinations office, PSP Area, Sector – 9, Dwarka (Landmark: Opp. District Court, Delhi) as per

prescribed schedule. Candidates are required to make their own arrangement for stay. No TA/DA shall be given by NBE to attend the counselling.

ALLOTMENT OF SEATS BY PERSONAL APPEARANCE:

1. The allotment of seats shall be made to the eligible candidates only through personal appearance and they will be called in batches in the order of merit as per Time Schedule for 1st Round of Counseling. The "Time Schedule" for 1st Round of Counseling shall be hosted on the NBE website www.natboard.edu.in and shall also be displayed on the notice board of National Board of Examinations, Ansari Nagar, New Delhi.
2. The 'Time Schedule' and scheme for 2nd Round of counseling shall be hosted in due course of time at NBE website www.natboard.edu.in after completion of the 1st Round of Counseling.
3. The counseling shall be done on the basis of the Overall Rank. However, **reserved seats will be allotted to concerned category candidates only**. Candidates of reserved category can opt for either reserved seat earmarked for them or unreserved seat in order of their merit. Candidates may note that reservation status of DNB seats at a particular institution/medical college is provided by the respective institution only based on the roster maintained by the institution.
4. No separate intimation regarding counseling will be sent. Therefore, all the eligible candidates are directed to be in touch with the NBE through NBE website www.natboard.edu.in till the date of completion of the admission process for DNB Courses for January 2012 session.
5. Candidates are required to bring their RANK LETTER at the time of counseling along with the essential documents. Rank letters may be downloaded after the process of online registration for counseling is over. Rank letters can be downloaded from NBE website after the merit list is uploaded.
6. **COUNSELING FEE:** Candidates are required to deposit a counseling fee of Rs. 2000/- through demand draft in favour of National Board of Examinations, payable at New Delhi, on the day of counseling at counseling venue itself. Candidates are required to bring the above mentioned demand draft to participate in counselling, failing which they will not be allowed to participate in the counselling.
7. Candidate has to be present in person on the day of his/her counseling to claim the seat at scheduled time specified in his/her Rank Letter. No authorized representative on behalf of candidate will be permitted. Candidate may kindly ensure to arrive for counselling on time at designated venue. NBE shall not be responsible for delay in arrival due to any reason. Candidate shall not be permitted to enter counselling venue if his/her batch has already been admitted for counselling at designated time. No claim in this regards will be entertained. NBE reserves its rights to take decisions in cases of late reporting.
8. Candidates have to bring the following documents **IN ORIGINAL**, along with certified copies of the documents at S.No. (ii) to (ix), for participation in counselling:
 - i. Rank Letter downloaded from NBE website www.natboard.edu.in

- ii. CET PASS certificate issued by NBE of session based on PASS result of which DNB seat is to be opted in Jan 2012 counselling.
- iii. MBBS Degree/Provisional passing certificate*.
- iv. Internship Completion Certificate.
- v. Permanent/Provisional Registration certificate issued by MCI/State Medical Council for registration of MBBS qualification.
- vi. Matriculation/High School/Higher Secondary Certificate as a proof of Date of Birth.
- vii. SC/ST certificate issued by competent authority, if applicable.
- viii. OBC certificate issued by competent authority, if applicable. The sub-caste should tally with the central list of OBC.
- ix. Any other relevant certificate or document.

* Provisional certificate of MBBS Degree is permissible only for those candidates who had passed the MBBS course in the year 2011. If passed MBBS before 2011 and the degree certificate has not been issued so far by the concerned university, documentary evidence of this in form of a letter from competent authority of respective university to be furnished at the time of counseling.

9. Candidates without original documents will not be allowed to appear/participate in Centralized Counselling by NBE under any circumstances. Candidates who have deposited their original documents with the Institutes/Colleges/Universities and have come for counseling with a certificate stating that "their original certificates are deposited with the Institute/Colleges/University" will not be allowed to participate in counseling.
10. Candidates are required to bring one of the Govt issued ID card (PAN card, Indian Passport, Driving Licence, Election ID card) in original at the time of appearing for counselling. No other ID proof will be accepted.
11. All the certificates must be in HINDI or ENGLISH. In case if any of the certificate(s) is/are in regional language, its Hindi/English version translated copy duly authenticated by a Group 'A' Gazetted Officer will be required in original.
12. Seat Allotment letter will be issued to the candidate only on the same day of counseling.

UNFAIR MEANS:

1. IMPERSONATION IN COUNSELLING

If during the counseling, it is found that candidates appearing in the Counseling have indulged in any kind of impersonation, his/her candidature for counselling/admission to DNB course will be cancelled. The matter shall be dealt as per Unfair Means guidelines of NBE. Such candidates will be debarred permanently from taking NBE examinations in future.

2. SUBMISSION OF FALSE/FABRICATED DOCUMENTS

At any stage if it is found that documents produced for verification are false/fabricated and/or do not belong to the candidate, his/her candidature for counselling/admission to DNB course will be cancelled. The matter shall be dealt as per Unfair Means guidelines of NBE.

3. PARTICIPATION IN COUNSELLING DESPITE ALREADY JOINED A DNB COURSE

Candidates who are pursuing a DNB course at the time of counselling or those who left a DNB course without completing it or those who were discontinued from DNB course by NBE due to any reason are not eligible to participate in this counselling.

4. CANVASSING FOR ALLOTMENT OF SEATS

Canvassing directly or indirectly for the allotment of seats or adjustments thereafter would disqualify the candidate for allotment of seats on the basis of CET examination.

5. MISBEHAVING WITH NBE STAFF ON COUNSELLING DUTY

If any candidate appearing for counseling or any relative/attendant of the candidate present at the counseling venue found creating nuisance and hampering the process of smooth conduction of counseling because of his/her behaviour, the candidate shall be disqualified from appearing in the counseling. NBE reserves its rights to take a final decision in such matters of misbehaviour/misconduct on part of appearing candidates/ attendants for counseling.

JOINING OF THE COURSE:

1. Each candidate shall be given 10 days time from the date of issue of the allotment letter to report and join the allotted NBE accredited Medical college/Institution/Hospital. Candidate has to begin his/her DNB training within these 10 days from the date of issue of allotment letter. Candidate is required to submit their joining report to NBE through their allotted NBE accredited Medical college/Institution/Hospital as per the format of Annexure – 'A' (Jan 2012) of these guidelines. Request for extension of joining date shall not be entertained. The allotment made will be firm and final. Change of specialty/college from one place to another is not permitted. Therefore, request for the same shall not be entertained by the NBE after the allotment of seats. Annexure 'A' (Jan 2012) needs to be furnished through speed post in ORIGINAL
2. The candidates, who do not appear on notified date or who reject the available seat at their rank or who do not join the college by the last date of joining mentioned in the allotment letter, shall forfeit their claim for a seat.
3. If any candidate, after joining, discontinues the DNB course, or his/her admission is cancelled by the NBE for any reason, he/she shall forfeit his/her claim for a DNB seat in future based on CET pass result of concerned session. However, such candidates are permitted to reappear in future CET conducted by NBE. NBE reserves its rights to alter, change or cancel this policy at any moment.
4. While reporting for admission, please carry all the relevant certificates/documents in original. **CANDIDATES WITHOUT ALL REQUISITE ORIGINAL DOCUMENTS WILL NOT BE ALLOWED TO PARTICIPATE IN COUNSELING.**
5. In the matter of allocation/admission of candidates to respective Medical College/Institution, the decision of the National Board of Examinations shall be final. All disputes pertaining to conduct of COUNSELLING by the NBE and allocation of seats in various specialties and colleges/institutions by the NBE shall fall within the exclusive jurisdiction of competent courts at Delhi/New Delhi
6. No oral enquiry would be entertained by the NBE for any queries pertaining to counselling. Candidates are requested to communicate in writing. They must take special care to

indicate their rank number, Acknowledgment Number, Roll number, Name and postal address in their correspondence to NBE at email ID: jan2012dnb@natboard.edu.in

PROCEDURE FOR REGISTRATION WITH NBE FOR DNB COURSE

1. Candidates who are found eligible for CET centralized counseling – Jan 2012 admission session will be required to report to their respective NBE accredited Medical Colleges/Institutions/Hospital for joining DNB course within prescribed time period. Immediately after joining DNB training, candidates are required to send to NBE a duly completed Annexure – 'A' – Jan 2012 through Head of their institution for confirming their DNB seat. Annexure – A (Jan 2012) needs to be furnished in original through speed post only. Fax copies are not accepted. To expedite the process, candidates can send scanned copy of annexure A (Jan 2012) also through their institution in addition to a copy through speed post at email ID: reg@natboard.edu.in
2. With one month of joining DNB training, candidates are required to furnish following documents to NBE to get registered with NBE for DNB course:
 - A duly completed application form for Jan 2012 admission session.
 - A registration fee of Rs 3000 to be deposited through challan/Pay-in-slip at any of the Indian Bank branch across India. NBE copy of this challan needs to be enclosed with the registration form.
 - Copy of annexure –A(Jan 2012) which was sent in original to NBE after joining DNB course.
 - Copy of Seat allotment letter issued by NBE at the time of counseling.
3. Contact details mentioned in registration form will be treated as final and any further correspondence will be sent only at these correspondence details in future.
4. Candidates who resign from a DNB seat opted in Jan 2012 counseling or those who do not report and join the institution are opting a DNB seat through counseling are required to update NBE in this regards through email at reg@natboard.edu.in failing which NBE may not allow them to appear in future NBE examinations/counseling.

DISCLAIMER:

The merit list is prepared for candidates registered for counselling is purely provisional and subjected to the verification of aforementioned documents in original. Any candidate found to have furnished incorrect information/false documents will be disqualified from the counselling.

If it is found at any stage that a candidate has already joined a DNB course and has again opted for a DNB seat through CET Centralized Counselling Jan 2012 without resigning from the previous seat, he/she shall forfeit his/her claim for both the DNB seats.

In an unlikely event of an ineligible candidate granted admission to DNB course, NBE reserves its right to revoke his/her admission from DNB course and may disqualify him/her from NBE examination in future in addition to any further actions as deemed fit.

ANNEXURE A – JAN 2012

Format of Joining Report to be furnished by all DNB Candidates who have been allotted DNB seats at NBE accredited Medical Colleges/Institutions/Hospitals for DNB training, through CET Centralized Counselling.

NOTE: Ensure that Joining Report MUST be issued on an OFFICIAL LETTERHEAD under signature and stamp of DEAN/PRINCIPAL/MEDICAL SUPERINTENDENT/HEAD OF THE INSTITUTION/DIRECTOR ONLY, as per the prescribed format.

Office Dispatch Number:

Date of Issue:

The Executive Director
National Board of Examinations
(Ministry of Health & Family Welfare, Govt. of India)
Ansari Nagar, Mahatma Gandhi Marg (Ring Road)
New Delhi-110029

Sub: Furnishing of Joining Report for DNB Course.

Sir,

It is certified that Dr. _____ Son/Daughter/Wife of _____ who has qualified CET Examination - _____ session conducted by National Board of Examinations vide Roll Number _____ has reported for joining DNB course at our NBE accredited Medical College/Institution/Hospital on _____ (Date of Joining DNB training). He/she has scored _____ rank in CET Centralized Counseling as per the seat allotment letter received from NBE.

His/Her original documents have been verified for their genuineness & authenticity. He/She may be registered for DNB Course in the specialty of _____ w.e.f _____ (Date of Joining DNB Training).

He/she will be doing his/her thesis under guidance of _____ (Name & designation of thesis guide) as per prescribed NBE guidelines for thesis submission.

It is also certified that the candidate will be made to work during the entire DNB training as a resident doctor strictly in accordance with leave guidelines of NBE.

Yours sincerely

Signature _____

Name & Designation _____

**STAMP OF
INSTITUTION**