Greetings from Manipal Academy of Higher Education, Manipal.

Congratulations for your excellent performance in the NEET Examinations and thank you for choosing us to pursue your undergraduate studies.

1. Reporting Instructions

1.1 Reporting Mode

Refer DGHS / MCC notification, you are permitted to report to the allotted College in following modes

1.1.1 Physical Reporting

- Kindly confirm your reporting schedule at https://forms.gle/ceDNArUJHXrJHw5d7 to take care of reporting formalities at our end
- Candidates **MUST** transfer the course fee online / RTGS, before starting their journey for the reporting process
- Candidates **MUST** physically report to the counseling venue with all original documents
- Completion of Admission Formalities

**Note**

Candidates who want to give willingness for Upgradation for MCC Round-2 while retaining Round-1 seat, **MUST** ‘Report physically’ at the allotted institute to confirm their admission.

1.1.2 Online Reporting

As per MCC notification Ref.U-11011/08/2021-MEC dated 03 Feb 2022, “by default the candidates should Report physically at the allotted college. ‘Online Reporting’ or ‘E-joining’ should be opted only in case of COVID protocol or in case the candidate himself/ herself is suffering from Covid, with prior consent of allotted college.”

If the Candidate / Candidate’s Parents is tested positive in the past 7 days, candidate can opt for Online reporting by sending the COVID +ve certificate to admissions@manipal.edu mentioning the NEET Roll No and attaching MCC Allotment letter. University will go through the same and permit only such Candidate to report in Online MODE.

- Candidate confirms acceptance of seat by providing his/her details and uploads scan copy of original documents at Google doc link https://forms.gle/ceDNArUJHXrJHw5d7
- Candidates **MUST** transfer the course fee online / RTGS (General Category) OR Wire Transfer (NRI Category)
- Completion of Admission Formalities
MBBS, BDS Admissions 2021

DGHS / MCC Round 1 Reporting Instructions for Allotted Candidates (General Category)

1.1 Reporting Confirmation

- Request you to provide your confirmation by providing relevant information / uploading requisite documents by clicking on the above-mentioned Google doc link.
- Documents MUST be uploaded irrespective of online or physical reporting.

1.2 Reporting Timelines

- We request you to adhere to the following timelines for the smooth conduct of Physical / Online Counseling to avoid any inconveniences at the last minute.

<table>
<thead>
<tr>
<th></th>
<th>Physical Reporting</th>
<th>Online Reporting</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reporting Date</td>
<td>03 Feb - 09 Feb</td>
<td>03 Feb - 09 Feb</td>
<td>All Candidates opting for Online Reporting are requested to submit the requisite information online including uploading all mandatory documents at the earliest / at least on or before 08 Feb 2022</td>
</tr>
<tr>
<td>Reporting Time</td>
<td>9:30 AM to 4 PM</td>
<td>Not Applicable</td>
<td>12 NOON, if you are reporting on the last day i.e. 09 Feb 2022</td>
</tr>
<tr>
<td>Reporting Venue</td>
<td>KMC Lecture Halls, Manipal Academy of Higher Education (MAHE), Manipal, Karnataka 576 104 <a href="https://goo.gl/maps/xVLdYma858bQvRWB6">https://goo.gl/maps/xVLdYma858bQvRWB6</a></td>
<td>Not Applicable</td>
<td></td>
</tr>
<tr>
<td>Uploading of Documents</td>
<td>2 days before the day of Physical Reporting</td>
<td>On or before 07 Feb 2022</td>
<td>The candidates opting for Physical Reporting MUST upload the documents online which will help us to complete the Admission Formalities quickly on arrival at the Counseling Venue</td>
</tr>
<tr>
<td>Fee Transfer - General Category</td>
<td>2 days before the day of Physical Reporting</td>
<td>On or before 07 Feb 2022</td>
<td>This is to avoid any inconvenience due to any issues in Fee Transfer</td>
</tr>
<tr>
<td>Fee Transfer - NRI Category</td>
<td>4 days before the day of Physical Reporting</td>
<td>On or before 05 Feb 2022</td>
<td>This is to avoid any inconvenience due to any issues in Fee Transfer at the last minute. Also please note that we will get the confirmation from the Bank only after 3 working days (depending on holidays in respective Country) from the date of fee transfer. Admission formalities will be completed only after the receipt of fee confirmation from the Bank</td>
</tr>
</tbody>
</table>

Reporting schedule

As per DGHS New Delhi notification, the reporting schedule is as follows

Date: 03rd February to 09th February 2022 on ALL days including SUNDAY. Kindly confirm your reporting schedule at [https://forms.gle/ceDNArUJHXrjHw5d7](https://forms.gle/ceDNArUJHXrjHw5d7) to take care of reporting formalities at our end. Registration in this link is mandatory.
MBBS, BDS Admissions 2021

DGHS / MCC Round 1 Reporting Instructions for Allotted Candidates (General Category)

- **Time:** 9:30 AM to 4 PM*
  
  * Requesting you to report by 12 noon on 09th February 2022 (Last day)

- **Physical Reporting Venue:**
  - KMC Lecture Halls, Manipal Academy of Higher Education (MAHE), Manipal, Karnataka 576 104
  - [https://goo.gl/maps/xVLdYma858bQvRWB6](https://goo.gl/maps/xVLdYma858bQvRWB6)
  - Contact: Dr. Giridhar Kini, Director (Admissions) +91 9606453042,
    Mahesh Prabhu, Deputy Director (Admissions), +91 9606456069

Admission Procedure and Details

1. **Fee Payment**
   - [Click here](https://www.example.com) for fee details and mode of payment
   - Request you to remit the fee [First year Course fee + Caution deposit] before reporting to the venue.
     - Fee Transfer confirmation **MUST** be produced during reporting
     - Kindly **ensure to increase the net banking transfer limit in order to make successful transaction.**
     - **NO** additional time will be provided for fee transfer

2. **Document Verification**
   - Refer [Checklist](https://www.example.com) for list of documents
   - **All documents in originals along with one set of photocopies** should be submitted for verification
     - Candidates without original documents will **NOT** be admitted under any circumstances
     - **NO** additional time will be provided for producing the original certificates.

**Note**

- You MUST meet all the Eligibility criteria as per NEET (UG) 2021 Information Bulletin
- [Click here](https://www.example.com) to check your eligibility as per NEET (UG) 2021 Information Bulletin.

3. **MAHE Registration Form**
   - You are requested to take a printout of attached [MAHE Registration form](https://www.example.com) and fill it and keep it along with the original documents
     - **Physical Reporting:** MAHE Registration form to be submitted along with original documents
     - **Online Reporting:** MAHE Registration form to be uploaded along with the other documents

2021 MBBS / BDS Reporting Instructions – Round 1
4. Course Dis-Continuation Bond Format
   - Physical Reporting
     - Notarized Course Discontinuation Bond to be submitted on a Rs. 200 Stamp Paper as per the [format](#).
     - Please take a printout of the [format](#) on A4 size paper, fill it and bring it along with other original documents.
     - Legal team at the counseling venue will facilitate to get the Course discontinuation bond.
   - Online Reporting
     - Notarized Course Discontinuation Bond to be submitted on a Rs. 200 Stamp Paper as per the [format](#).
     - Please take a printout of the [format](#) on A4 size paper, fill it and upload it with other original documents.
     - Legal team at the counseling venue will facilitate to get the Course discontinuation bond when you come for document submission, at least 2 days before class commencement.

5. Completion of reporting formalities under MCC portal
   - Physical Reporting: Provisional Admission Letter regenerated from MCC portal will be handed over
   - Online Reporting: Provisional Admission Letter regenerated from MCC portal will be shared via email

6. Issue of MAHE Admission order
   - Physical Reporting: Provisional Admission Order / Admission Order will be handed over
   - Online Reporting: Provisional Admission Order / Admission Order will be handed over only after Physical reporting

7. Hostel Fee Payment
   - [Click here](#) for the Hostel fee details
   - To be paid only after completion of admission formalities i.e. after receipt of Roll No. from the University

**Note:** Entire process will take 5 to 6 hours. Hence, all Candidates and Parents are requested to co-operate.

**Reporting Steps**
1. Candidates and accompanying parent / guardian have to undergo screening test at the Counseling venue
2. It is mandatory for the candidate / accompanying parent / guardian to show the negative RT-PCR report from an ICMR approved lab not earlier than 72 hours and vaccination certificate/s.
3. Obtain the Clearance Card / slip
4. Report to the Counseling Hall
MBBS, BDS Admissions 2021

DGHS / MCC Round 1 Reporting Instructions for Allotted Candidates (General Category)

Kind attention Parents and Candidates

In order to curtail the spread of COVID-19, the University has taken all precautionary measures at the Counseling venue and your cooperation in this regard is highly solicited.

Do’s

- Only one parent is allowed inside the Counseling venue along with the Candidate
- Always wear a triple layered mask / Cloth mask.
- Maintain social distancing (> 2 meters) at all times.
- The used disposable masks should be disposed in the dust bin.
- Candidates / Parents should carry a sanitizer at all times, and / or use the common sanitizer provided at the designated places
- Inside the Counseling venue, you are requested to occupy the same seat till you complete the Admission process. Do not change your seat on frequent basis

Commencement of Classes

- MBBS: 14 February 2022 (Physical)
- BDS: 07 March 2022 (Tentatively)

How to reach Manipal

- Manipal is well connected by Air, Rail and Road. The two main cities close to Manipal are Udipi (5 kms away, Railway station) and Mangalore (65 Kms away, Airport, Railway station). Pre-paid taxis are available.

Looking forward to you joining the MAHE Manipal Family.

With Regards,

Director (Admissions),
Manipal Academy of Higher Education (MAHE), Manipal- 576104
Website: www.manipal.edu/neet Email: admissions@manipal.edu

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