Greetings from Manipal Academy of Higher Education, Manipal.

Congratulations for your excellent performance in the PG NEET 2022 Examinations and thank you for choosing us to pursue your post graduate studies.

**Reporting schedule**

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

- **Date:** 20th November 2022 to 24th November 2022 on all days. Kindly confirm your reporting schedule at https://forms.gle/LJ2fjdnc5poqbdmZ6 to take care of reporting formalities at our end
- **Time:** 9:30 AM to 4 PM*
  
  Requesting you to report by 2 PM on 24th November 2022 (Last day)
- **Reporting Venue:** Counseling Hall, Manipal Academy of Higher Education (MAHE), Manipal 576104, Karnataka ([Google Maps](#))

**Note:** Kindly note that ALL the candidates who have been allotted a seat in KMC Manipal / Mangalore are required to report Counseling Hall, Manipal only for the Reporting formalities.

**Admission Procedure and Details**

1. **MAHE Registration Form**
   - You are requested to take a printout of the [Registration Form](#) and fill it and keep it along with the original documents
   - **NOTE:** Candidates with Foreign Nationality / Overseas Citizen of India (OCI) status are eligible to seek admission under NRI Category ONLY

2. **Fee Payment**
   - [Click here](#) for fee details and mode of payment.
   - You may transfer the total First installment fee via Option 1 / Option 2 through multiple transactions from the same account OR multiple transactions from the different accounts before reporting to the Counseling venue. *(General Category)*
   - In case of Foreign / NRI Category, the fee has to be remitted from Sponsor account only.
   - In order to avoid any inconvenience at last minute, you are requested to remit the fee [First Installment Total fee (including Caution deposit)](#) at least 2 days *(General Category)* / 4 days *(NRI category)* before the day of Physical Reporting.
   - Fee Transfer confirmation MUST be produced during reporting. **Kindly ensure to increase the net banking transfer limit in order to make a successful transaction.**

3. **Document Verification**
   - Refer [Checklist](#) for list of documents.
   - **All documents in originals** should be submitted for verification
   - Color photocopy / digital copy of the documents are not acceptable
Candidates without original documents will **NOT** be admitted under any circumstances.

**NO** additional time will be provided for producing the original certificates.

### 4. Course Discontinuation Bond Format
- Notarized format to be submitted on a Rs. 200 Stamp Paper as per the [format](#) attached.
- 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.

### 5. Completion of reporting formalities under DGHS / MCC portal
- Provisional Admission Letter regenerated from MCC portal will be handed over.

### 6. Issue of Admission order

### 7. Hostel Formalities
- [Click here](#) for fee details
- Hostel fee to be paid only after completion of admission formalities (ie; after receipt of Roll No. from the University)

**Note:** In the reporting procedure, the admission process involves Registration, Document verification, Admission order generation, and the entire process will take **6 to 7** hours. Hence, all Candidates and Parents are requested to co-operate.

**Commencement of Classes**
- Classes have already commenced on 20th October 2022
- It is suggested to come with the luggage to join the college after completing the reporting formalities.

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

After going through the above mentioned instructions, for further queries (if any) contact
- Dr. Giridhar Kini, **Director (Admissions)**, +91 96064 53042
- Mahesh Prabhu, **Deputy Director (Admissions)**, +91 96064 56069

Looking forward to you joining the MAHE Manipal Family.

**With Regards,**
Director (Admissions), Manipal Academy of Higher Education (MAHE),
Manipal – 576 104, KARNATAKA, INDIA, Tel: +91 92437 77700

[www.manipal.edu/neet](http://www.manipal.edu/neet)