

SHRI.BHAUSAHEB HIRE GOVT. MEDICAL COLLEGE DHULE Maharashtra State

Instruction manual for PG admission process



WELCOME

Contact Person for query: (between 10:00 to 5:00 PM ONLY)

1. Landline number (CET CELL) : 02562 – 297114 (On working days 10 am to 5 pm) & 9637810914

DON'T CALL ON THE PERSONAL NUMBER OF DEAN / NODAL OFFICER notified on mcc website, it is given for administrative use by MCC/DMER ONLY.



Government of Maharashtra

Shri Bhausaheb Hire Govt. Medical College , Dhule

Chakkarbardi Campus, Surat Bypass, Mumbai-Agra Highway, Dhule (Maharashtra) India

Website -<http://sbhgmcdhule.org> Email:- sbhgmcp@gmail.com, deangmcdhule@gmail.com

Phone No. College :- (02562) 239407 239408 239207

POST GRADUATE- ADMISSIONS PROCESS **Government Medical College Dhule (MS)** **(All India Quota/ State Quota/ In Service Quota)**

All the students allotted PG seat at Shri Bhausaheb Hire Govt. Medical College , Dhule (M.S.) should follow instructions and accordingly report with all details required for admission process.

1. **Download & print this PDF file. READ ALL DETAILS CAREFULLY**
2. **Print and fill 1 copy of Application Form,**
3. **Print and fill 1 copy Holding Certificate**
4. **Print and fill 1 copy Candidate information.**
5. **Print and fill 1 copies of Admission Office Order.**
6. **Print and fill 1 copy of Medical Fitness in the prescribed format ONLY.**
7. All **original documents** enlisted in the holding certificate will be compulsorily required to be submitted during admission, Additionally, student should submit **2 sets of SELF ATTESTED Xerox copies** of all original documents.
8. Above all documents should be submitted in Simple Button folder & Office File
9. All original Documents **SCAN in PDF format only** will be compulsory required during admission. Student should scan document properly through computer scanner (Size 500 kb only). **Please don't use mobile for scanning documents.** Individual Original Documents should be scanned and renamed appropriately.
e.g. Nationality certificate after scanning should be renamed as **Nationality- Name of Student**. Prepare Folder and rename it with Name of the student and keep all scan documents in this folder for submission. **Scan document will be accepted only in Pen Drive.** This submission will be mandatory
10. ONLY demand draft (DD) of desired fees will be accepted. Kindly note that DD should NOT have any errors/spelling mistakes in the name of DD as desired. **Error/spelling will not be acceptable such DD will be rejected. No cash/online transactions will be acceptable.**
11. Other Letters if required will be taken at the time of admission (within the rules thereof)
12. **Kindly note.... Admission Process requires verification and approval. No student will be given Joining letters urgently on the same day. The office may require 2-3 days to complete the process.**

13. For any query please call (during office time ONLY 11:00 AM to 5:30 PM)

Landline number (student's section) : 02562- 297114

Don't call on personal Mobile number of Dean available on mcc website, it is given for administrative use by MCC/DMER ONLY.

14. Submit all documents in Simple Button Folder containing office file with all essential documents as below:



Office File & SIMPLE BUTTON FOLDER

Sd/-

DEAN

Shri. Bhausaheb Hire Govt. Medical College, Dhule



Government of Maharashtra

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ORIGINAL DOCUMENT HOLDING CERTIFICATE

Received following Original documents from Dr. _____ admitted for post-graduation in the Subject of _____ on/...../ at Shri. Bhausaheb Hire, Govt. Medical College, Dhule through NEET PG All India/State /In-Service quota.

Sr.No.	Essential Documents Required	Yes/No
1	Aadhar Card (Xerox Copy)	
2	Nationality Certificate or Valid Passport	
3	S.S.C.(10 th) Passing Certificate/ Birth Certificate	
4	H.S.C (10+2) Passing Certificate	
4	NEET PG Mark Sheet	
6	Admit Card by NBE NEET PG	
7	Allotment Letter by MCC/NEET PG	
8	MBBS Passing Certificate	
9	MBBS Degree Certificate	
10	Internship Completion Certificate	
11	Registration Certificate of MBBS from State medical council/MCI	
12	Caste Certificate (If applicable)	
13	Caste Validity (If applicable)	
14	Non Creamy layer Certificate valid up to 31-03-2026 (NCL) (If applicable)	
15	EWS Certificate as per Center Govt. Norms	
16	MBBS College Leaving Certificate (T.C.)	
17	Attempt Certificate of MBBS from Principal/DEAN	
18	M.C.I. Recognition Certificate	
19	Gazette for Change in Name (If applicable)	
20	Migration Certificate issued by respective University(If applicable)	
21	Self-Education Gap Certificate after completion of Internship (If applicable)	
22	Medical Fitness Certificate in prescribed format only	
23	Physical Disability Cert from authorized agencies ONLY/ PwD (If applicable)	
24	First to Final year MBBS Mark Sheets	
	For state quota Additional documents as follows:-	
	a) Bond Release Certificate/Bond Break payment receipt (if applicable)	
25	b) All India Quota/AIIMS/Central Govt. Institute selection letter/letter from Dean stating that candidate was admitted 50% quota /AIIMS / Central Govt. institution entrance exam. (Refer Rule No.8.3)	
26	c) Orphan certificate from appropriate authority (if applicable))	
	d) EWS candidate should produce eligibility certificate in prescribed format issued by appropriate authority.(if made applicable)	
	NOC/Reliving letter from health department (For In-service candidates only)	
27	Undertaking if any required will be taken during admission	
28	Demand Draft Details 1) DD No - Dt:_____ Rs._____ 2) DD No - Dt:_____ Rs._____	

DEAN

Shri. Bhausaheb Hire Govt. Medical College, Dhule.

Copy to: Dr. _____



Government of Maharashtra

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OFFICE ORDER

Sub: - **Shri.Bhausaheb Hire, Govt. Medical College, Dhule**

(Through NEET PG All India/State /In service Quota seat allotment.)

Ref: - 1) Allotment Letter No/Selection List dated: _____

2) G.R.No.MED/10/96/Edu., Mantralaya, Mumbai, date 31/01/1996

Dr. _____ from _____ University is provisionally selected for the Post Graduate (JR-I) admission in the subject of _____ by Competent Authority of All India/ State/In service quota admissions for the academic year _____. The admission is subject to the condition that He/She is not registered for any post-graduate course anywhere at present.

1. His/Her terms will be counted from the date of joining.
2. As per MCI norms you will have to undergo 36 months for Degree course from the date of joining the course. No other equitable exemption will be granted to appear the university examination. Such type of undertaking will have to submit at the time of joining the course to the concerned head of Departments.
3. Within permissible rules/instruction from authorities concerned, in case of late entrance to the scheme or if the students required to keep extra terms shall be required to do so as non-stipendiary student.
4. He/She is also informed that his/her selection is provisional and subject to the final confirmation of Maharashtra University of Health Sciences (MUHS) Nashik.
5. **Private practice or any kind is not permitted during the period of post-graduate course.**
6. He/She is therefore, directed to report for his/her study to the Professor & Head of the Dept. of ----- of this college on or before cutoff date.
7. He/She will have to pay FULL requisite fees DD on the day of admission.
8. As per the information brochure issued by the State commissioner of Maharashtra for the current academic year, under the clause Penalty & Bond, for lapse of seat student has to pay an amount of **Rs.20,00,000/- (20 lacs).**
9. **Govt. of Maharashtra hereby prohibits "strike" in the essential services specified in the schedule hereto appended from the date of this order.**

DEAN,

Shri. Bhausaheb Hire, Govt. Medical
College, Dhule.

To,

Dr. _____

Cc: Prof & HOD/Accounts/Warden/others...

Application Form

**Recent
Passport size
Photograph**

Student's Name: _____

Address (In Capital): _____

Phone No. (Res.) _____

Mobile No. _____

Date: _____

To,
The Dean,
Shri. Bhausaheb Hire, Govt. Medical College,
Dhule.

Sub: - Joining as J.R.-1 in the subject of _____
(Through NEET PG All India/State /In service Quota seat allotment.)

Ref:-NEET PG Allotment Letter/List.... Dated:- _____

R/Sir,

I the undersigned Dr. _____ (Full Name in Capital) have
been selected for post graduate Degree / Diploma course in the subject of
_____ as per the allotment letter/ List available on official website Dated
_____.

Kindly enroll me in your college as J.R.-1 in the subject of _____ for the
academic year _____ Dated: _____

As per the information brochure issued by the State commissioner of Maharashtra for the current academic
year, under the clause Penalty for lapse of seat, I have to pay an amount of Rs.**20,00,000/- (20 lacs)**.
I have been informed that I have to submit SERVICE BOND of 1 YEAR to Maharashtra Govt. **once my
admission is confirmed in this institute**, otherwise, I will have to pay penalty of Rs.50,00,000/- (Fifty
Lakh Only) as per the rules and regulations of State PG Admission process of NEET issued from time to
time in the respective academic year of admission.

Thanking you.

Yours sincerely,

(Dr. _____)

The photograph must be affixed to the space provided and this letter should be scanned after filling the
information and uploaded. Hard copy of this letter should be submitted at the time of physical verification.

Candidate Information**SHRI.BHAUSAHEB HIRE GOVT. MEDICAL COLLEGE, DHULE****Post Graduate Admission - 2025-26 Year****Admission Quota----- (AIQ/State/Inservice)**

RECENT

PAN SIZE
PHOTO

1	Name of the Student (In Capital words)	
2	Date of Birth	
	Place of Birth	
3	Date of Admission	
4	Category: SC/ST/VJ/NT-1/NT-2/NT-3/OBC/OPEN/other	
	Caste	
	Sub-Caste name	
5	Domicile	
6	Postgraduate Subject Name	
7	Quota (AI/State/In Service)	
8	PG NEET Rank	
9	Percentile score of NEET PG	
10	Blood Group	
11	Mark of Identification (Two)	1. 2.
12	Guardian / Father's Full Name	
13	Name of Mother	
14	Residential Detail Address:	
15	Telephone No. With Code (Residential)	
16	Mobile No.	Student : Parent :
17	Guardian / Father's Occupation	
18	Registered Medical Council Name	
19	Medical Council Registration No	
20	MBBS passing year	
21	Marks Obtained in MBBS	/ = % =

Above information is true and correct.

Date :- / /2025

Place :- DHULE

Signature of Candidate



Government of Maharashtra

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FEES: ONLY Demand Draft will be acceptable

For NEET PG Admission in the current year : Selected students are instructed to submit the DD as follows, Demand drafts to be drawn from Nationalized banks only(errors or spelling mistakes in the DD will NOT be accepted)

One (1) Year fees (Degree/Diploma)

APPLICABLE FOR: All India & State quota candidates ONLY

Sr.No	Fees	Amount
1	Tuition Fess	1,52,100/-
2	Admission Fess	1500/-
3	Development Fess	5000/-
4	Count ion Money Deposit	4000/-
5	Library Deposit	2000/-
6	Library Fees	1000/-
7	Gymkhana Fees	500/-
8	Hostel Fees	4000/-
9	Ashvamedha Fees	318/-
10	University Development Fees	100/-
	Total	1,70,518/-

1) D.D. Rs. 1,53,100/-

2) D.D. Rs. 17,418/-

D.D. Of any Nationalized Bank to be drawn in favor of

“ Dean, Shri Bhausaheb Hire Government Medical College, Dhule” payable at Dhule

Note:

- **At any cost cash / Cheque will not be accepted.**
- The demand draft will be deposited in the accounts only after confirmation of the admission /status retention by the students.
- If applicable and students are allotted another college in subsequent rounds of AI/State quota, then the DD(s) will be refunded back to the student. All such students will be required to pay an amount of Rs.1500/- as cash in the cash section& submit the Original receipt for getting your original documents from CET CELL, GMC, Dhule.
- **Kindly note that the fees in different heads is dependent up on the instructions given by the government from time to time. Any new additions/changes will be done accordingly. It will be mandatory for all students to comply with such notifications from the institute.**



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Phone No. College :- (02562) 239407 239408

FEES: ONLY Demand Draft will be acceptable

For NEET PG Admission in the current year : Selected students are instructed to submit the DD as follows, Demand drafts to be drawn from Nationalized banks only (errors or spelling mistakes in the DD will NOT be accepted)

APPLICABLE FOR: IN-SERVICE candidates ONLY

Sr.No	Fees	Amount
1	Admission Fess	1500/-
2	Development Fess	5000/-
3	Count ion Money Deposit	4000/-
4	Library Deposit	2000/-
5	Library Fees	1000/-
6	Gymkhana Fees	500/-
7	Hostel Fees	4000/-
8	Ashvamedha Fees	318/-
9	University Development Fees	100/-
	Total	18,418/-

1) D.D. Rs. 1,000/-

2) D.D. Rs. 17,418/-

D.D. Of any Nationalized Bank to be drawn in favor of

Dean, Shri Bhausaheb Hire Government Medical College, Dhule
payable at Dhule.

Note:

- **At any cost cash / Cheque will not be accepted.**
- The demand draft will be deposited in the accounts only after confirmation of the admission /status retention by the students.
- If applicable and students are allotted another college in subsequent rounds of AI/State quota, then the DD(s) will be refunded back to the student. All such students will be required to pay an amount of Rs.1500/- as cash in the cash section& submit the Original receipt for getting your original documents from CET CELL, GMC, Dhule.
- **Kindly note that the fees in different heads is dependent up on the instructions given by the government from time to time. Any new additions/changes will be done accordingly. It will be mandatory for all students to comply with such notifications from the institute.**

CERTIFICATE OF MEDICAL FITNESS

This is to certify that I have conducted clinical examination of Dr. _____ who is desirous of admission to medical postgraduate courses.

He/She has not given any personal history of any disease incapacitation him/her to undergo the professional course. Also, on clinical examination it has been found that he/she is medically fit to undergo the medical postgraduate course (NEET PG) in the academic Year _____

1. Absence of any incapacitating and / or progressive systematic
2. disease/disorder/condition.
3. Absence of any disability of upper limb/s.
4. Absence of any major visual/auditory disability,
5. Absence of psychosis/neurosis/mental retardation.
6. Ability to maintain erect posture.
7. Reasonable manual dexterity.

Address of the Registered Medical Practitioner

Signature

Name

Registration No.

Seal of Registered Medical Practitioner

Date:



Note:

- ✓ A candidate must be medically fit to undergo PG courses applied for. The medical fitness must be certified by registered medical practitioner in the above prescribed format ONLY.
- ✓ **If the candidate has claimed PWD seat& allotted a PWD seat** He/She has to submit additionally the Physical handicapped certificate from the authorized agencies only as mentioned in the information brochure of NEET-PG in the respective academic year.

SERVICE BOND

To be submitted ONLY after final confirmation of admission/after cut-off date.

Note :

1. It will be the total responsibility of the student to submit the service bond **after final confirmation** of admission **within one week** after the admission process. Non submission of Bond does not mean that you are not bonded. Any student who are failing to submit the Bond within the stipulated time will not be eligible for appearing the exams &also appropriate action will taken.
 2. As per the information brochure issued by the State commissioner of Maharashtra for the current academic year, under the clause Penalty for lapse of seat student has to pay an amount of Rs.20,00,000/- (20 lacs).
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Bond / Affidavit (Notarized)
(Applicable for All India/State PG Students)

Name of Student :
Permanent Address :
Course : M.D. /M.S. / Diploma in
Admission Year :

I the undersigned postgraduate student of **Shri. Bhausahab Hire Government Medical College, Dhule (M.S.)** hereby submit an undertaking that I will serve the Government of Maharashtra / Corporation / Defense service for a period of **ONE YEAR** after completion of Post Graduate Course, failing which, I will pay **Rs, 50,00,000/- (Rs. Fifty Lac Only)** for the default as per rules thereof /any changes from time to time as per the instructions of the state Govt. authorized. Any changes or amendments or new GRs implemented by the state Govt. from time to time regarding bond services will be applicable to me.

I am required to complete my residency tenure (3 years in case of Degree or 2 years in case of Diploma). If I fail to complete my residency tenure and / or I opt out of PG course **after cutoff date**, I am liable to pay penalty of **Rs.20,00,000/- (Rs. Twenty lacs Only)** [Non completion of Junior residency tenure Rs.10,00,000/- + Lapse of seat Rs.10,00,000/-] for the default as per rules thereof /any changes from time to time as per the instructions of the state Govt.

Date:

Place:

In witness where of the above Named.

Name of the students & Address

(Signature of Student)

Sureties (Excluding parents)

1. Name & Address :

(Signature)

2. Name & Address :

(Signature)

Witness:

1. Name & Address :

(Signature)

2. Name & Address :

(Signature)
