

DM / MCh: Admissions 2023-24

DGHS/MCC Mop Up Round - Reporting Instructions for Allotted Candidates


Greetings from Manipal Academy of Higher Education, Manipal.

Accorded the Deemed to be University status in 1993, MAHE in its Silver Jubilee year has been recognized as an Institution of Eminence (IOE) by Ministry of Human Resource Development (MHRD), Govt. of India (GOI).

Congratulations for your excellent performance in the **NEET-SS 2023** Examinations and thank you for choosing us to pursue your super specialty studies.

Reporting schedule

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

- **Date:** 10th February 2024 to 17th February 2024 on all days. Kindly confirm your reporting schedule at <https://forms.gle/hZzqqiF8ThtNd4Po6> to take care of reporting formalities at our end
- **Time:** 9:30 AM to 4 PM*
Requesting you to report by 12 Noon on 17th February 2024 (Last day)
- **Reporting Venue:**
Admission Hall, Manipal Academy of Higher Education (MAHE), Manipal, Karnataka 576104
Google Map  [Click Here](#)

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

Admission Procedure and Details

1. MAHE Registration Form

- You are requested to take a printout of the attached [MAHE Registration Form](#) and fill it and keep it along with the original documents

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 order to avoid any inconvenience at last minute, you are Suggested to remit the fee [**First Installment Total fee** (including Caution deposit)] at least **2 days (General Category)** before the day of Physical Reporting as specified by MCC.
- 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 a list of documents.
- **All documents in originals** 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.

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 **5 to 6** working hours. Hence, all Candidates and Parents are requested to co-operate.

Commencement of Classes

- Candidates are required to report and join the college immediately. Hence, they can come with their luggage.

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

- Mahesh Prabhu, **Director (Admissions)**, +91 96064 56069
- Dr. Kishore Ginjupalli, **Deputy Director (Admissions)**, +91 7483298346

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