

**NORTH EASTERN INDIRA GANDHI
REGIONAL INSTITUTE OF HEALTH AND
MEDICAL SCIENCES, SHILLONG**

(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)

PROSPECTUS - MBBS COURSE

FOR NORTH EAST OPEN CATEGORY

Session: 2024-25



Includes admission details for the MBBS Course of NEIGRIHMS

AT A GLANCE

Course: MBBS Session: 2024-25	
Prospectus and Online Application will be available on NEIGRIHMS website www.neigrihms.gov.in	1st July, 2024
Last Date of Submitting the Online Application forms (*Refer to point No. 8 in the Prospectus)	15th July, 2024
List of candidates to be published in the Institute's website	To be uploaded in the Institute website soon after the finalization of the 1st Counseling.
1 st Counseling and admission	To be notified
Commencement of the Session	To be notified

TELEPHONE NUMBER:

Examination Cell: +91 364-2539224

HELPLINE FOR ONLINE SUBMISSION CONTACT:

Contact email: enoch.sangma@nic.in

Candidates may visit the Institute's website to apply Online for MBBS Course Session 2024-2025 at www.neigrihms.gov.in

Application Processing Fee is Rs. 500/-

Link for payment of Application Processing Fee is available under

<https://formbuilder.ccavenue.com/live/bank-of-baroda/neigrihms>

Note:

- a. Candidates who have already submitted their application in offline mode need not make payment again; they can simply upload the payment slip at the annexure section.**
- b. Candidate is required to upload the processing payment receipt at the annexure section as proof of payment.**

WARNING

- **Ragging is banned in NEIGRIHMS. If any incident of ragging comes to the notice of the authority, candidates will be expelled from the institute.**
- **Any attempt on the part of the Candidate to influence selection process, directly or indirectly, will be treated as a disqualification."**

1. INTRODUCTION:

North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences (NEIGRIHMS), Shillong, Meghalaya is an Autonomous Institute established by Ministry of Health and Family Welfare, Government of India in 1987. The then Prime Minister Late Rajiv Gandhi dedicated the Institute to the memory of Late Indira Gandhi, former Prime Minister for her commitment to the welfare and affection for the people of North Eastern Region.

NEIGRIHMS is an **Institute of Excellence** in Medical Education & Human Resource Development by providing quality Medical Education to generate Health Manpower in various Branches in the field of medicine including providing Undergraduate, Post-graduate, Nursing and allied profession; an excellent centre in patient care services and an open referral hospital to provide specialized health care to the people of North East India along with the advanced research facilities. The Super speciality, Post Graduate (MD/MS) and MBBS courses are recognized by Medical Council of India.

2. DURATION OF THE COURSE:

The duration of course is 4 years and 6 months as per the Academic calendar of Medical Council of India (MCI), followed by 1 year compulsory rotatory internship.

3. COMMENCEMENT OF THE COURSE:

The date of commencement of the Course will be notified for the current academic year 2024-25.

4. MEDIUM OF INSTRUCTION:

The Medium of Instruction shall be English only.

5. AFFILIATION:

The course is recognized by Medical Council of India (MCI) and affiliated to the North Eastern Hill University (NEHU), Shillong.

6. DISTRIBUTION OF SEATS:

Category	Number of Seats
Meghalaya	14
Nagaland	10
NE (Open to all North Eastern States including Sikkim)*	18
Seats to be filled on basis of Common all India	8
Total	50

7. ELIGIBILITY FOR OF THE CANDIDATES:

- The Applicant must be a **Permanent Resident/Domicile** of one of the 8 (eight) North-eastern states of India including Sikkim.
- The Applicant should have studied and completed their course in the schools located in India in the preceding two years.

- c) He/ She should have completed age of 17 years at the time of admission or will complete the age on or before 31st December 2024, the year of his/her admission to the 1st year M.B.B.S.
- d) The applicant should have passed the qualifying examinations in the manner mentioned below:
 - i. The Higher / Senior Secondary Examination or the Indian School Certificate Examination which is equivalent to 10+2 Higher / Senior Secondary Examination after a period of 12 years study, the last two years of such study comprising **Physics, Chemistry and Biology** (which shall include practical tests in these subjects) and any other elective with English at a level not less than the core course for English as prescribed by the National Council of Educational Research and Training
 - ii. The applicant must have passed in the subjects of Physics, Chemistry, Biology (or Botany and Zoology) and English individually and must have obtained a minimum of 50% aggregate marks in Physics, Chemistry, Biology (Botany & Zoology) in the qualifying examination.
- e) He/ She must have appeared in the NEET UG- 2024 and have qualified for admission to the MBBS course 2024 in any Indian University/ Institute.

8. SUBMISSION OF ONLINE APPLICATION:

Candidates may visit the Institute's website to apply Online for MBBS Under Graduate Course Session 2024-2025 at www.neigrihms.gov.in
Last date for submission of Online Application is 15th July, 2024

Steps on how to fill Online Form:-

- i) Click on the Link provided in the official website – Online application form for MBBS Course 2024-2025 (Only for Domicile of North Eastern Region). On clicking the link the following site will be opened.
 - a. Students need to register in this portal.
 - b. Once registration is completed, they need to use their login id i.e email id used for registration and password which was set during registration for login and hence would be able to fill in the form.
- ii) Prior to filling up the online form the candidate needs to read the instruction carefully.
- iii) To fill the form, a student has to make the payment form on an external website before hand and the payment slip generated from the platform is required to be uploaded in the annexure section. P
- iv) Payment.: <https://formbuilder.ccavenue.com/live/bank-of-baroda/neigrihms>

Payment portal: Kindly enter the following details properly:

- a. **Name of Student: As per the Class 12th Admit Card**
- b. **Type of Course: MBBS**
- c. **Year: 1st**
- d. **Hostel Facility: Yes/No**
- e. **Fee Type: Processing Fee.**
 - i. **Please note that you have to properly selected the Fee Type which should be selected as Processing Fee.**
 - ii. **Automatically amount of Rs. 500 would be displayed. You may then click on Pay Now and use which ever mode of payment you find comfortable.**
- f. **Once payment is completed the applicant may start filling up the form. Please note that provision to upload required enclosures is only after the form is filled up is completed. The documents can be uploaded from the annexure section.**
- g. **All enclosures are to be uploaded and then click on save annexure (Max size for enclosure to be uploaded is 2MB)**
- h. **After saving the enclosures, you can preview the form and finally click on Submit.**
- i. **After the form submission student will be able to download the acknowledgement slip. He/She will also receive an email confirming the form submission.**

Important Note:

- i. Incomplete Online Application will be summarily rejected and no correspondence will be entertained in this regard.
- ii. If ineligibility of a candidate is detected at any stage, before or after the admission, his/her candidature will be summarily rejected.
- iii. In case any candidate is found to have furnished false information or certificate etc. or is found to have withheld or concealed any material information in his/her application, he/she will be debarred from admission.

9. PROCEDURE OF PAYMENT:

The prescribed amount of **Application Processing Fee**, i.e. ₹ 500/- (Five Hundred Only) is available in the link given below

Link for payment of Application Processing Fee

<https://formbuilder.ccavenue.com/live/bank-of-baroda/neigrhms>

In the Remark column on the Payer Details, candidate need to enter the details as: "MBBS Prospectus Application Fees for the Session 2024 – 2025"

Candidates are required to upload the **Printout Payment receipt** in the annexure section. The candidate must keep a copy as proof of payment.

NOTE: APPLICATIONS WILL BE ACCEPTED WITH THE PRINTOUT PAYMENT RECEIPT ONLY. NO OTHER MODE OF PAYMENT WILL BE ACCEPTED.

10. DOCUMENTS TO BE ENCLOSED:

Documents to be submitted along with the Application form are mentioned below:

- a. One recent passport size photograph
- b. Domicile/Permanent Residential Certificate valid for the year 2024 , from the competent authority (i.e. District Commissioner of the state or any Government authorized Official) certifying that he/she is Domicile/Permanent resident of either of the 8 (eight) North eastern states of India including Sikkim
- c. Age proof: High School Certificate / Secondary School Certificate / Admit Card of 10th or 10+ 2 Exams issued by the Board / University showing the date of birth / Birth Certificate of the applicant issued by the competent Government authority.
- d. Certificates: Pass Certificate / Provisional Pass Certificate where the candidate has already cleared the qualifying examination.
- e. Mark Sheets: Clearly readable mark sheet of the 10+2 examination showing the marks secured by the applicants.
- f. NEET-UG 2024 Score Card containing the all India Rank and percentile of marks obtained in NEET-UG 2024.
- g. Copy of printout payment receipt as proof of application processing fee of ₹500/-

11. METHOD OF SELECTION:

- i) Selection for admission to the **18 (eighteen) seats** under the NE open seats category shall be based on the NEET UG -2024 qualified SCORE and percentile of marks calculated.
- ii) Candidates not qualified in the NEET-UG 2024 will not be considered for admission to the Institute and their names will not be included in the merit list.
- iii) A **merit list** of all the candidates will be prepared on the basis on the NEET-UG 2024 All India Rank.

12. COUNSELING:

- i) List of candidates called for counselling along with waiting list (if any) will be placed in the official website: **www.neigrhms.gov.in**. It is the responsibility of the candidate to find out the date of counselling from Institute Website, **no individual call letter will be sent**.
- ii) Candidates listed for counselling and selected for admission shall have to attend and medical examination at the Institute at their own cost on the notified date.
- iii) At the time of counselling, candidates will have to attend in person and produce the **original** of the following documents
 - a) **Domicile/ Permanent Residential Certificate** valid for the year 2024, from the competent authority (i.e. District Commissioner of the state or any Government authorized Official) proving that he/she is Domicile /Permanent resident of either of the **8 (eight) North Eastern states of India including Sikkim**.
 - b) Age Proof: High School Certificate / Secondary School Certificate / Admit Card of 10th or 10+ 2 Exams issued by the Board / University showing the date of birth / Birth Certificate of the applicant issued by the competent Government authority.
 - c) Certificates: Pass Certificate / Provisional Pass Certificate. Character and Conduct Certificate.
 - d) Mark Sheets: Clearly readable mark sheet of the 10+2 examination showing the marks secured by the applicants.
Admission will not be finalized unless the candidates produce all the original documents.
- iv) **There will be no allocation of marks for the counselling. Counselling will be conducted strictly on the basis of merit in the NEET UG -2024 score and percentile.**
- v) Candidates found medically fit are required to pay the admission fee in full.
- vi) To fill vacancies arising due to failure of appearance by the selected candidates, sufficient number of candidates from the waiting list will also be called for 2nd counselling. Such candidates will have to appear for the 2nd and/or 3rd counselling on the notified date at their own cost.
- vii) Candidates who **fail to attend counselling/medical examination** on the notified date shall forfeit their claim for admission and placement in the waiting list.
- viii) Candidates who have been admitted must join their classes on the date of commencement of the classes. The Selection/Admission is liable to be cancelled if the selected candidate does not report to join the class on the stipulated date without prior permission.

13. HOSTEL ACCOMODATION:

- i) Hostel accommodation will be provided subject to availability.
- ii) Application for accommodation in the hostels should be in the prescribed format containing the assurance by the parents or guardian for the good conduct and behaviour of the candidate during his/her stay in the hostel. Admission to hostel will be given allotted by the Hostel Warden.

14. LIBRARY:

The Institute Library is well stocked with all important medical books and journals. Other facilities include photocopying and internet. Books and periodicals are loaned to bona fide members for a specific period of time.

15. BOND:

All the selected candidates have to execute a bond on a requisite stamp paper at the time of admission. If any candidate leaves the course without completion shall have to pay/deposit bond money of ₹ 10, 000, 00/- (**Rupees Ten Lakhs**) only.

16. FEES STRUCTURE:

Sl. No.	Fees/Item	Amount
A	One Time Fees	
1	Admission Fees	₹ 10,000/-
2	University Enrolment & Registration Fees	₹ 1,000/-
	Sub Total	₹ 11,000/-
B	Annual Fees	
1	Tuition Fees	₹ 3,000/-
2	Library Fees	₹ 2,000/-
3	Laboratory Fees	₹ 3,000/-
4	Hostel Fees	₹ 5,000/-
5	Sports & Games Fees	₹ 1,000/-
6	Magazine Fees	₹ 300/-
7	Cultural & Annual Meet Fees	₹ 1,000/-
8	Health Care Fees	₹ 1,000/-
9	Students Body Fees	₹ 300/-
	Sub Total	₹ 16,600/-
C	Security deposit (For different sections which is refundable at the completion of the respective course)	₹ 20,000/-
	Grand Total	₹ 47,600/-

17. MESS FEES:

A sum of **Rs 10,950 /- (Rupees Ten Thousand Nine Hundred Fifty)** will be deposited by the students quarterly. The Mess Fess will be deposit at the time of admission and subsequently at the beginning of each quarter during the academic session.

18. LEGAL JURISDICTION:

- i) All disputes pertaining to the conduct of the Entrance Examination and allotment of seats and impersonation, if any detected shall fall within the jurisdiction of the Examination Centres only. The Director, NEIGRIHMS shall be the legal person in whose name NEIGRIHMS may sue or may be sued.

- ii) If any person(s) or Invigilator(s) engaged in the conduct of NEIGRIHMS Entrance Test is found acting in a manner that would result in the leakage in the Question Paper(s) or attempt to use or help in the use of unfair means in this Entrance Examination, he/she shall be liable to prosecution under Indian Penal Code.
- iii) The disputes, if any with regard to counselling and admission process after the Entrance Examination, etc. will be subject to the legal Jurisdiction at Meghalaya High Court, Shillong.

19. MEDICAL EXAMINATION:

The candidates selected for the admission will have to undergo medical examination by a medical Board consisting of Faculty members of the Institute. If in the assessment of the Medical Board, a candidate is found medically unfit, he/she will not be admitted.

20. ANTIRAGGING MEASURES:

As per direction of the **Honourable Supreme Court of India**, the Government has banned ragging completely in any form inside and outside the campus and authorities are determined not to allow any form of ragging. Whosoever directly or indirectly commits, participates in, abets or instigates ragging within or outside NEIGRIHMS shall have an FIR lodged against him/her and he/she will be suspended or rusticated from the Institute and shall also be liable to be fined which may extend to **Rs. 10,000/- (Rupees Ten Thousand)** only. In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission can be refused or he/she shall be expelled from the Institute. The punishment may also include suspension from attending the classes, withholding/ withdrawing fellowship/ scholarship and other financial benefits or withholding the result.

21. CODE OF CONDUCT FOR STUDENTS AT NEIGRIHMS:

- I) All powers relating to discipline and disciplinary action are vested in the Director.
- II) The **Director** may delegate all such powers, as he/she deems proper to the **Dean** and to such other persons as he/she may specify on his behalf.
- III) Without prejudice to the generality of power to enforce discipline under the Rules. The following shall amount to acts of gross indiscipline:-
 - a) Physical assault or threat to use physical force against any member of the teaching or non-teaching staff of any Department/ Centre of NEIGRIHMS or any other persons within the premises.
 - b) Carrying, use or threat of use of any weapon.
 - c) Violation of the status, dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
 - d) Any practice, whether verbal or otherwise, derogatory to women.
 - e) Any attempt at bribing or corruption in any manner.
 - f) Wilful destruction of institutional property.
 - g) Creating ill-will or intolerance on religious or communal grounds.
 - h) Causing disruption in any manner of the functioning of the NEIGRIHMS, Shillong.
- IV) In any case of ragging the Director may in exercise of his/her powers as per the aforesaid order on ragging direct that any student or students.
 - a) Be expelled.
 - b) Be, for a stated period: be not for a stated period, admitted to a course or courses of study in NEIGRIHMS
 - c) Be fined with a sum of rupees that may be specified.
 - d) Be debarred from taking any examination(s) for one or more semesters.

- e) Withhold the result of the student(s) concerned in the Examination(s) in which he /she or they have appeared be cancelled.
 - f) Be prohibited for appearing or completing any examination for any unfair means like copying taking notes, mobiles or any other electronic gadgets inside the examination halls.
- V) At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Director and several authorities of the NEIGRIHMS who may be vested with the authority to exercise discipline under the Acts, the Statues, the Rules and the rules that have been framed there under by competent authorities of NEIGRIHMS.

VI) Anti Sexual Harassment Monitoring Committee:

A statutory committee, comprising of members from the teaching and non-teaching staff as well as students looks into matters related to sexual harassment of students and staff in the college. Any person aggrieved in this matter may fearlessly approach the committee for a fair and concerned hearing and redressed.

VII) Unauthorized absence of students:

Unauthorized absence of students will be informed to the Students and also Parents or Local Guardians. At least 3 reminders will be issued with a gap of 10 days by the Academic Section to these students. Thereafter the action of cancellation of the registration of the concerned student will be decided by the Dean/Director, NEIGRIHMS.

IMPORTANT NOTE

1. NEIGRIHMS reserves the right to make changes in the information provided in this Prospectus based on directives from competent authorities. This cannot be quoted for any sanction.
2. Notwithstanding the information given in this Prospectus of NEIGRIHMS, has the ultimate right to decide on any issue as per its Rules and Regulations.
3. For any up-to-date information including changes in the datelines, seat matrix, etc., candidates may check the Institute website www.neigrihms.gov.in from time to time.

N B: - Read the Instructions properly before filling up the Application Form.