

**UNIVERSITY COLLEGE OF MEDICAL SCIENCES**  
**(UNIVERSITY OF DELHI)**  
**DILSHAD GARDEN, DELHI-110095.**  
**(ACADEMIC SECTION)**

MC/Acad./3/2/2023-24

28<sup>th</sup> July, 2023

**INSTRUCTIONS/INFORMATION FOR ADMISSION TO FIRST YEAR MBBS STUDENTS**  
**FOR THE ACADEMIC SESSION: 2023-24**

1. Candidates may note that the admission is provisional and if any discrepancy/concealment of facts is detected at any stage, they will be held liable for any consequence(s).
2. Candidates are required to mention their name on the admission form in respect of self and parent as it appears in 10<sup>th</sup> & 10+2/eligibility qualification certificate (if the name is not identical & there is any discrepancy in it, it shall be supported by the valid documentary evidence/clarification).
3. Students are required to put/mention the date on the admission form on which the ONLINE ADMISSION LETTER have been offer/given in UCMS.
4. The Candidates are required to complete/fill up the forms as enclosed herewith in their OWN HAND-WRITING in strictly as per instructions given below before they are provisionally allowed to deposit the Admission Fee/Tuition Fee in the Institution through **online**.
5. All educational/qualifying Certificates (in original) alongwith Photocopies thereof are required to be produced for verifications and submitted at the time of admission for retention in the College. The Originals are released as per rule only after passing the Final Part of the course. Hence, the Candidates are advised to RETAIN THE PHOTOCOPY/SCANCOPY of the same for their own use for future requirement.
6. In Case of Reserved Categories, the Candidates are required to submit the Original Certificates along with Two Photostat copies of the Caste Certificates i.e., SC, ST, OBC, EWS, in respect of SELF and PARENTS. The PWD is also required to submit the Certificate of Disability.
7. Photograph: Candidates are advised to take eight (08) passport size photographs six (06) photographs are to be used to affix in the space earmarked for these in attached forms. Two (2) photographs should be stapled on the top of these forms and must Print down his/her name and date in front of the photograph. The photographs must be taken on or after **01-07-2023**. Photographs should not have cap or goggles. Spectacles are allowed if being used regularly. Polaroid and computer-generated photos are not acceptable. The photograph should be firmly affixed to the forms by gum/fevicol should not be pinned-or-stapled.  
Note: Candidate may please note that if it is found that a photograph affixed is fabricated i.e. de-shaped or seems to be handmade or computer made, the same would be considered are using unfair means practices and candidate would accordingly be dealt with the rules of unfair means.
8. Date of Birth: Enter the date, month and year of birth as per English calendar and as recorded in the secondary education board certificate. Date of birth should be mentioned at the prescribed place in the form in the figure as well as in words as shown below:  
Figure: -           30<sup>th</sup> December, 1986   9<sup>th</sup> November, 1991  
Words: -    

3	0	1	2	1	9	8	6
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0	9	1	1	1	9	9	1
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9. The Candidates, who have passed 10+2 Exam prior to **2023** and Enrolled themselves in any College affiliated to the University of Delhi are required to provide the University Enrolment No. from the previous College. If not so, the Candidates are required to submit an "Affidavit" explaining the Academic Activities or others about the 'Gap Period' i.e., after passing the 10+2 Exam./eligibility qualification till joining the UCMS.
10. Admit cards: The candidate should mention Roll No. (at the proper place in the attached form) which is mentioned in their admit card issued by the CBSE for appearing in the NEET examination. The candidate is also required to attach original as well as photocopy of the admit card with form.
11. Address: It will be responsibility of the candidates to ensure that he/she fills in his/her correct Permanent & Local address along with the pin code in the form. The candidate must ensure that address given by them be such at which candidate may be able to get the communication till the end of the MBBS including internship training over. The College shall not be responsible for any loss in transit or for an incorrect address given by the candidate in the form.
12. The Candidates are required to note that the compliance of the instructions in accordance with the guidelines framed by the Govt./MCI/UGC/D.U. to prevent & curb the menace of ragging in this Institution are mandatory to avoid the punitive consequences. (Online Anti-Ragging Declaration available at- [www.antiragging.in](http://www.antiragging.in) & [www.amanmovement.org](http://www.amanmovement.org)).
13. Any other requirements/formalities if required during the admission process and later will be communicated to the Candidates accordingly for compliance.
14. Any information/entry which is not applicable as per their course of study should be struck off/left vacant.

**IMPORTANT NOTE:**

- i) The regular 11<sup>th</sup> & 12<sup>th</sup> Schooling Certificate with scanned/Facsimile signature will not be accepted.
- ii) If any Certificates which is issued in "Duplicate," the necessary explanation/clarifications/FIR be attached for procuring the same.