

ELIGIBILITY CRITERIA FOR MEDICAL COUNSELLING

- 1) The candidates must be of **17 years** of age as on **31.12.2016** (must born before **01.01.2000**) and there will be no upper age limit.
- 2) The candidates must be permanent native of Odisha. Every candidate has to produce **Resident / Nativity certificate (Form No.-III, See Rule-3 of Govt. of Odisha)** during certificate verification.
- 3) The candidate must have passed +2 Sc. and in the subjects of **Physics, Chemistry, Biology and English** individually and must have secured minimum of 50% marks taken together in **Physics, Chemistry & Biology** at +2 Sc. level for General Candidate (GE). This minimum mark is 40% for SC/ST candidates and 45% for locomotary disability of lower limbs candidates. If Physically Challenged candidate is of SC/ST category, then required mark is 40%.
- 4) The minimum qualifying mark for different category of candidates are as follows:
 - a. General (GE) -145 (50th Percentile)
 - b. Physically Challenged (locomotary disability of lower limbs) (PC-GE)- 131(45th Percentile)
 - c. Scheduled Tribe (ST)/Scheduled Caste (SC) – 118(40th Percentile)
 - d. For Physically challenged candidates of SC/ST category-118(40th Percentile)

STEP BY STEP PROCEDURE OF COUNSELLING FOR MEDICAL

ROUND -1

Step – 1: All the NEET (UG) qualified candidates having **above mentioned eligibility criteria**, must register online in the website of OJEE i.e. www.ojee.nic.in in MBBS/ BDS Admission section by creating own **Username** and **Password**.

Step – 2: The candidate has to fill up the online Registration form and **take a print out** of it.

Step - 3:- Notification will be made for the candidates who will be reporting at Nodal Center for document verification. These candidates will pay the counselling fee of Rs1000/- (one thousand only) by online mode(using debit card/credit card/net banking) or by Demand Draft in favour of “OJEE-2016” drawn at any scheduled bank, payable at Bhubaneswar.

Step – 4: The candidates have to appear for document verification at different Nodal Centers. Separate notification on allocation of Nodal Center will be published at www.ojee.nic.in.

At Nodal center,

- a) The candidate has to produce the proof of payment of counseling fee.
- b) The **relevant documents** of the candidate will be verified.

Originals will be verified and one set of self-attested photocopy has to be submitted.

Candidate will take back the original certificates after document verification.

- i. 10th board certificate and mark sheet ©
- ii. +2 Sc. pass certificate and mark sheet ©
- iii. College/School leaving certificate
- iv. Nativity/Resident certificate of Odisha (Form–III, See Rule-3 of Govt. of Odisha) ©
- v. SC/ST Certificate by birth issued by competent authority, Government of Odisha (See Rule-8(I))
- vi. Green Card issued by Family Welfare Dept. Government of Odisha only.
- vii. Ex Service man Certificate issued by Rajya Sainik Board, Bhubaneswar.
- viii. Document issued by PC board (Candidates interested to avail Physical Challenged category quota, must appear medical board on declared date at SCB Medical College, Cuttack. Report from Medical board is final and binding on candidate for getting PC quota seat and no other kind of documents is acceptable.)

N.B.-For availing quota one should produce Nativity/Resident certificate of Odisha and relevant quota Certificate during document verification at Nodal Center.

- a) After verification of all necessary documents, document verification slip will be given to candidate.
- b) During document verification required marks of +2 Science will be entered into the system at the nodal center.

After document verification and mark entry, the **choice filling** option will be enabled as per the counselling schedule. Then Candidates have to exercise his/her choice as per priority and then they have to **lock their choices** online using one time password (OTP) in **candidate's login** on or before the schedule time.

Only candidates successfully verified their documents at nodal centers will be allowed to participate in on line choice filling and locking.

* When you are opening the choice filling option page, you will see two windows on the screen. On left side window, choices are visible. You select the choice it will be reflected in right window. Please see that you are making correct sequence of your choices. Best choice first and then followed by second preference in second position. You save your choices several times while working. You can delete, flip and use up down options on right side window.

If you are not satisfied with your filled choices, modify the choices. You can save your choices several times. If you are satisfied, then click **“Save and Lock”**.

When you are finally locking your choice, you will get One Time Password (OTP) message on your registered mobile number given. Please write this OTP in the **prescribed Text field** and then press **“Submit”** button. This will lock your choices finally and safely.

You must save and lock your choices.

NOTE: Save option can be used several times before you lock. But “Save and Lock” is one time facility.

Once locked the choice using OTP, cannot be unlocked under any circumstances. Candidates must take care before locking their choice list.

N.B. - Candidates who fail to lock their choice due to some reason, your choices will be locked in server after choice filling time is over. (Please follow the above procedure whenever you are exercising options and be sure that you are doing it correctly). If your choice page is blank, you are not going to get any seat, whatever may be your rank.

- Seats will be allotted strictly on basis of merit & choice.
- After publication of result of a particular round of counselling, a candidate should complete the process of provisional admission by submitting the followings at **OJEE Cell, Gandamunda, Bhubaneswar**.
 - a) Prescribed admission fees paid in terms of demand draft. In favour of “**OJEE-2016**” drawn on any Scheduled Bank **payable at Bhubaneswar**. The amount is given in Brochure Institute wise.
 - b) Original CLC/School Leaving Certificate.
 - c) NEET(UG) downloaded mark / Rank card.
- The candidate will be given the print out of
 - a) **Acknowledgement of receipt of the above items.**
 - b) **Provisional Admission Letter**

ROUND – 2 (FOR VACANCT SEATS)

1. The candidates who have successfully verified their documents at Nodal Center will participate.
2. The following types of candidates will participate.
 - a. The un-allotted candidates of round -1
 - b. The allotted candidates of round -1 who **are** provisionally admitted after round -1 and are interested for up-gradation of the seat based on vacancy available.
 - c. The allotted candidates of round -1 who **have not completed** provisional admission process in round -1
3. These candidates can exercise their choice and once choices are filled correctly, lock it at **candidate login**.
4. Candidates who have already taken admission in a category in round -1 are not allowed to change the seat to another category in the same college.
5. **If a candidate has taken admission in counseling on a particular round but allotted another seat in subsequent round of counseling due to his/her participation and choice locking then the earlier admission is automatically cancelled.**

NB: There may be a spot round of seat allotment if vacancy arises due to some reason after completion of two rounds of on line counselling. Candidate available physically with documents and fee will be entertained for admission in spot round. This will be notified at that time only.

DISPLAY OF CHOICES TO CANDIDATE IN different ROUNDS

1. The choices of available seats for different categories will be displayed to the candidate by suffixing the category name against the course name.

Example: If the Institute name is **SCB Medical College** and branch name is **MBBS**, then the different choices of **SCB Medical College** are

- a) **SCB-MBBS – GE**
- b) **SCB-MBBS – SC**
- c) **SCB-MBBS – ST**
- d) **SCB-MBBS – GE-PC**
- e) **SCB-MBBS-SC-PC**
- f) **SCB-MBBS-ST-PC**
- g) **SCB-MBBS-ES**
- h) **SCB-MBBS – GC**

Similar is the case for other Institutes BASED ON SEAT AVAILABILITY IN A CATEGORY.

2. To a general candidate, only **GE** choices will be visible
3. To a reserved category candidate, both **GE choice** and the **relevant reserved category choices** will be visible.
4. Exercise your choices, and if found correctly filled, “**Save and Lock**” before you finally exit. You will be allotted seat based on your rank and choices opted. Serial number of your choices are the priority of your choice based on which allotment will be made. Best choice should be placed first and follow in order.