

Frequently Asked Questions (FAQ)

For West Bengal State Quota and Private College Management Quota UG Medical and Dental seats counseling 2018

Q. No.1: Who is eligible for West Bengal State Quota and Private College Management Quota UG Medical and Dental seats counseling 2018?

Answer: The candidates who have qualified through NEET UG 2018 and are successfully verified and thereby are able to generate SUCCESSFULLY VERIFIED SLIP from www.wbmcc.nic.in website after verification at the designated verification centers in West Bengal and their names appearing in West Bengal Eligible candidate list, are allowed to participate for West Bengal State Quota and Private Management Quota both if the candidate (or parent/s) is domicile to West Bengal or to the Private Management Quota only if the candidate (or parent/s) is non domicile to West Bengal. For Private management quota as the seats are all Unreserved so the candidate must obtain UR cut off that is 50 percentile in NEET UG 2018 to be able to fill up choice for Private college management quota seats. If a candidate has applied for State Quota seats but fails during verification of documents due to domicile issue, is able to appear for Management Quota seats only if achieved UR cut off marks or higher. Similarly if a candidate has applied for State Quota but could not appear for verification then he/she is also able to appear for Management quota seats only if achieved UR cut off marks or higher and is otherwise eligible as per MCI/DCI criteria.

Q. No.2: What is NEET All India Rank (AIR)?

Ans: All India Rank (AIR) given by CBSE is based on rank among the successful candidates, of NEET UG 2018 on all India basis. This rank is unique for the candidate. Please do not confuse it with All India overall rank for 15% AIQ seats.

Q. No.3: What is the process of online allotment?

ANS.:

- a. Main Counseling Registration
- b. Exercising of Choices and Locking of choices
- c. Process of Seat Allotment – Round 1 (this is computer software process conducted by identified agency for WBMCC)
- d. Round 1 Result Publication
- e. Reporting at the allotted Medical/Dental College against 1st Round
- f. Publication of net vacant seats adding seats if returning vacant from AIQ seats or any other seat getting permission from MCI/DCI/GOI (in the phase between publication of seat matrix for Round 1 and 2 of West Bengal State Quota and Private Management Quota counseling 2018).
- g. Fresh Choice submission by registered eligible candidates for round 2 [in view of the net vacant seats if any, fee payment for qualified candidates who have not paid earlier; verification of candidates who have paid fees and had not verified

earlier and finally registration of verified candidates who have not registered earlier—will be done before the fresh choice submission phase]

- h. Process of Seat Allotment - Round 2
- i. Round 2 Result Publication
- j. Reporting at the Medical / Dental Colleges /Institutions against Round 2
- k. Vacant seat and non allotted candidate list publication
- l. Manual round of counseling as per order of Hon'ble Supreme Court of India
- m. Admission against vacant seats for candidates who are allotted seat during manual round of counseling
- n. Vacancy if any and still non allotted candidate list will be sent to the respective colleges to fill stray vacancies
- o. END of Counseling 2018

Q. No. 4: When will online allotment process for the current year start?

Ans. Online allotment process will start on date as per counseling schedule available on the website www.wbmcc.nic.in

Q. No. 5: Do I have to report to any counseling centre for registration or choice filling?

Ans: No. Online registration and choice filling can be done from place of convenience (including from home) using internet.

Q. No. 6: Do I require any documents to get registered on-line?

Ans: You will be required to fill up some of the information that you have given on your application form, that you filled and submitted to Central Board of Secondary Education (CBSE), New Delhi. **Please keep information that you have furnished on application form confidential, and do not share with anybody. If somebody else uses that information, he/she can misuse your online registration and prevent you from taking part in online allotment process.** Please note that on registration window of online allotment process, you have to fill in exactly same spelling, numbers etc as you have filled in your application form.

Q. No. 7: How do I get password for logging in?

Ans: During the process of online registration you will generate password as per password policy, which will be shown to you when you register and create own password. The formation of password is discussed in the USER MANUAL for registration and choice filling as published in www.wbmcc.nic.in website.

Candidates are advised to **keep the password that they have created, confidential to them till the end of the counseling/admission process.** You can change the password after creating. Password is very important for participating in online allotment process. Sharing of password can result in its misuse by somebody else, leading to even exclusion of genuine candidate from online allotment process.

Q. No. 8: How much time will I be given to join the allotted college?

Ans: Candidates allotted seats will be required to join the allotted College/course within stipulated time which is mentioned in counseling schedule. However, candidates are advised to join as early as possible and not to wait for last day of joining, due to different schedule of holiday (including local holidays) / working hours in various Medical / Dental Colleges. In some of the colleges, 2-3 days' time is required to complete admission formalities. Therefore, candidates are advised to contact allotted college immediately after declaration of result of counseling allotment process, to know the details. **If candidate fails to join the allotted Medical/Dental College within stipulated time, then the allotted seat will be cancelled and candidate will not be eligible for further Round(s) of the Counseling. Please note that under no circumstances date of joining can be extended by the WBMCC.**

Q. No. 9: What documents are required at the time of Joining/ Reporting in allotted Medical / Dental College?

Ans: **Original documents (along with self attested photocopies of documents)** for admission to under-graduate medical and dental courses for admission to West Bengal State Quota seats and Private management quota seats are as mentioned below.

- (i) Admit Cards of Exam issued by Central Board of Secondary Education (CBSE).
- (ii) Result/ Rank letter issued by CBSE.
- (iii) Date of Birth Certificate or Class 10 Certificate/Class 10 admit card as Age Proof
- (iv) Class 10 Certificate
- (v) Class 10+2 Certificate (May be relaxed if candidate passed in 2018)
- (vi) Class 10+2 Marks Sheet
- (vii) Provisional allotment letter generated on-line.
- (viii) Proof of identity.
- (ix) Medical Certificate from Registered Allopathic Medical Practitioner
- (x) **FINAL VERIFICATION SLIP** generated online from www.wbmcc.nic.in for State Quota document verified candidates or Slip showing online payment proof during the pre counseling phase in West Bengal for candidates eligible for Private Management quota seats only.
- (xi) The Candidate should also bring the following certificate, if applicable:
 - (a) SC/ST/OBC A/OBC B Certificate issued by the **competent authority**. The OBC candidates **should not belong to Creamy Layer to claim OBC reservation benefit.**
 - (b) Benchmark Physical Disability Certificate (as per ...Disability act of 2016) issued from a duly constituted and authorized Medical Board of IPGMER Kolkata issued within stipulated time frame. **No other PH certificate, issued by any other Authorities/Hospital will be entertained.**

(Candidates are advised to see college information, of allotted college for, any other document which may be required by the allotted college)

Candidates without original certificates/documents shall not be allowed to take admission in allotted Medical/ Dental College.

Candidates who have deposited their original documents with any other Institute/ College/University and come for admission with a certificate stating that "their original certificates are deposited with the Institute / College / University" will not be allowed to take admission in allotted Medical/Dental College.

Q. No. 10: What are the instructions regarding OBC A, OBC B, SC, ST and PH certificates?

Ans: In case the candidate fail to produce proper Caste (and PH, if applicable) certificate at allotted Medical/Dental College then he/she will not be permitted to join the allotted Medical / Dental College (allotted seat will be cancelled) and his/her category will be changed, if otherwise eligible for changed category.

Q. No. 11: Is there any restriction for filling up number of choices of Institution (College) (and courses i.e. MBBS and BDS) in choice filling form?

Ans: No, you can give as many choices as you wish during online choice filling depending upon available choices as per caste and merit and whether the candidate is eligible for State Quota and Private management quota both or Private management quota only. However choices should be in order of candidates' preference.

Q. No.12. Is it necessary to fill up the choices and lock the choices to get seat allotted? Or I will be allotted seat automatically from left over seats?

Ans: After online registration (registration is compulsory to take part in online allotment process during specified registration period), you have to fill in choice of Institutions/colleges/courses in order of your preference. Once choice is filled in, it can be modified before locking it. During the choice locking period, it is necessary to lock the choices to get a print of your submitted choices. If candidate does not lock the choice submitted by him/her, it will be automatically locked at 5.00PM of last date of choice locking.

If you don't register and fill in choices during registration period, you will not be allotted any seat.

Important:

Don't wait till the last minute to Register and Lock your choices and to take a printout. Please go through your submitted choices before locking, as once you lock the choices they cannot be modified or changed even if you have made a mistake. It may result in allotment of a seat which you never wanted.

Q. No. 13: Is it necessary to join allotted Medical/Dental College to get chance to participate in next round (2nd)?

Ans: Yes, candidates are required to join allotted institution/college and complete the admission formalities then only candidate can exercise option to participate in next round(s) at allotted college, during admission process.

Q. No. 14: Who is eligible for 2nd Round of allotment?

Candidates eligible for seat allotment in 2nd round would be from one of the following groups:

Group-I: Registered candidates who did not get any seat allotment in the 1st round.

Group-II: Registered candidates, whose 1st round of allotted Seat Cancelled during the document verification on reporting for admission, who have secured seat under reserved quota, due to change of Category from reserved to Unreserved or PH status from Yes to No, subject to eligibility in changed category, will be considered for allotment of seat in the next round of seat allotment, with changed Category, subject to availability of seat in respective category.

Group-III: Candidates who have reported at allotted institute during 1st round of allotment and submitted willingness for second round up-gradation as **Yes**.

Group IV: in view of the net vacant seats if any, fee payment for qualified candidates who have not paid earlier; verification of candidates who have paid fees and had not verified earlier and finally registration of verified candidates who have not registered earlier will be allowed. Such candidates who will register before round 2 are also eligible.

Q. No. 15: Who is not eligible for 2nd Round of allotment?

- **Not reported** at Allotted Institute during reporting period of allotment in 1st round (i.e. not admitted to seat allotted during round -1)
- **Reported & Withdrawn (Resigned)** from counseling at Allotted Institute.
- Became **non-eligible due to change of category**.
- Candidates who have not opted for up-gradation during round-2.

Q. No 16: What is the procedure for Second round (round-2)?

Ans: **2nd round of Counseling:**

Fresh set of seats may get added to the system if any, which is due to latest approvals of MCI/DCI (increase in admission capacity of existing Medical/Dental College/ starting of new Medical/Dental College). Further, the conversion of seats is also carried out during the round-2 of seat allotment and accordingly, the candidates are required to be shown all choices (seats available and likely to be available) which are against vacant, newly

added seats, virtual vacancies which are likely to get vacated during up-gradation and also during the conversion of seats as per the following algorithm:

**OBC A PH→OBC A; OBC B PH→ OBC B; SC PH→ SC; ST PH→ ST; UR PH -> UR
ST to SC and vice versa and then to UR
OBC A to OBC B and vice versa and then to UR**

The choices of candidates, who have submitted option for participation in the second round during the reporting period for the first round seat allotment, would be initialized (the choices remaining after allotment, submitted before round-1 will stand cancelled), and candidates are required to submit fresh choices online during the time the window is open for the same. Choices which were filled during 1st round of choice filling will be null & void.

All eligible candidates (as shown below) who desire to take part in second round of online allotment will have to **submit fresh choices** during choice submission period and lock the choices during period of locking.

Locked choices of the candidates would be processed and result will be published. **Those candidates, who do not submit fresh choices for the round-2 counseling, would not be considered.**

Q. No. 17: If I give consent for up- gradation of my choice during second round and if my choice is allotted, is it necessary to join at college allotted during second round? Or in case I change my decision of upgrading choice, can I continue study in college allotted through first round of allotment?

Ans: In case candidate is allotted seat during the second round of allotment process, the seat allotted during the first round will be automatically cancelled immediately (and allotted to somebody else) and candidate will have to join the college/seat allotted during second round after obtaining online generated relieving letter from college allotted in Round- 1. If candidate does not join the college/seat allotted during the second round, within stipulated period, as per schedule, from the date of allotment, candidate will forfeit his/her allotted seat and will not be considered for subsequent rounds of seat allotment. **Seat can also be up-graded in the same college (same course) by change of category (i.e. ST/SC/OBC A/OBC B to UR) in such a case also the candidate has to take fresh admission on the up-graded seat, as per procedure.**

Q. No 18: If I give option to participate in second round at the time of joining college from first round allotment, but later change my decision and want to continue study at already allotted Medical /Dental College, what is the procedure to avoid change (cancellation) of already allotted college/seat?

Ans: If a candidate does not submit fresh choice(s) during the choice submission period before the second round of counseling, such a candidate will retain the already allotted seat. If candidate is not allotted any seat from the submitted choices during the round-2, then also the candidate will retain her/his earlier allotted seat.

Q. No. 19: If I forget my password that I have created during the process of registration, how to retrieve it?

Ans: To retrieve the forgotten password, system facilitates the following process:

The candidate is required to enter the information that he/she filled at the time of registration and then security question & answer thereon to be entered as given during New Candidate registration process. The above data submitted by candidate will be validated with the registered candidates' database. If the above entries match, then only the candidate would be permitted to enter new password to proceed further.

IMPORTANT

Candidates are advised to remember the password, Security question & its chosen answer and also retain their application form printout ready till completion of admission process. It is not possible for WBMCC to retrieve such password.

Q. No. 20: If there is discrepancy in spelling of name etc in documents and NEET UG 2018 application form or final verification form, what do I do?

Ans: If there is discrepancy in spelling of name in documents, candidate must carry proof that the documents belongs to same person, **in the form of an affidavit.**

Q. No. 21: What about condition of Stipend / fee structure / course duration / bond amount / rendering of service / other conditions applicable in various Colleges.

Ans: For Stipend in internship/fee structure/ course duration / bond amount / rendering of service other conditionalities etc. may vary from College to college and candidates are instructed to consult the college authorities to know about details. The participating institute information is placed in the website www.wbmcc.nic.in for interest of public service. Candidates are advised to visit the website of college/ institution also to check the information. In case they require any additional information, they can contact the college / institution on telephone.

Q. No.22: What are the guidelines for fresh choice filling before second round of online allotment process?

Ans: Please remember that if any seat is allotted (in round-2) from the choice filled in by the candidate before 2nd Round of Counseling, the seat allotted during 1st round will be automatically cancelled. Therefore, the candidates are advised to fill in choice carefully for seats which are of higher preference than the earlier allotted seat. **Candidates are not required to fill up seat which is already allotted to them (already joined), in their choices during Round-2**

Q. No. 23: If I do not lock my choices up to the last date and time of locking, what will happen to my choices?

Ans: The choices submitted **and saved** by you will be locked by the system after the last date and time of locking.

Q No. 24: How can I get print out of my choices which system has locked?

Ans: After the last date and time of locking/ after locking of choices by the system, you will be able to take a printout of your submitted choices, during the first and second round of seat allotment and admission. You will also be able to see your locked choices and able to take a print out of the same at allotted Medical / Dental College at the time of admission on request.

Q. No. 25: If I opt to participate in second round of counseling whether my allotted seat (of first round) will be cancelled?

Ans: In case you are not allotted any seat in the second round, you will retain earlier allotted seat. However on allotment of a seat in second round, the earlier allotted seat will automatically be cancelled and allotted to another candidate. Therefore, you are advised to fill in only higher choices or any other choice which you prefer over the earlier allotted seat, for second round.

Q. No. 26: In case I get an upgraded seat but in the same college, because of change of category, (e.g. from SC or ST to UR category) do I have to take admission on the allotted seat again?

Ans: Yes, you have to get a relieving letter generated on-line for the earlier seat and then get an admission letter again generated on-line for the upgraded category seat from the concerned institution; otherwise your seat will be cancelled and allotted to another candidate or surrendered to state quota (in case of second round).

Please also see counseling Schedule, Notice and News/Events section to note change in scheme, if any from time to time on account of Hon'ble Court's or GOI Directions.