



Government of West Bengal
Directorate of Medical Education
Department of Health & Family Welfare
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Date 17.08.2018

Notice Manual Counseling WB UG Medical and Dental State Quota and Private Management Quota seats 2018

The manual round of counseling is conducted in pursuance of the order of the Hon'ble Supreme Court of India in WP Civil 267 of 2017 dated 9th May 2017 and as per schedule provided by the Medical Counseling Committee of Director General of Health Service, Govt. of India

The venue of the manual counseling is Medical College Kolkata at 88 College Street Kolkata 700073. The U N Brahmachari Hall opposite to the Principal Office (Administrative block) is selected for the manual counseling room.

The eligible candidates with their original credentials and the web generated Registration slip for Manual round will have to report to the reporting counters on the ground floor of the Academy Building situated by the side of the U N B Hall and have to provide attendance at the reporting counters. The reporting officers will do web based reporting and provide reporting/attendance ID and sign and put stamp on the Registration slip for manual round of the eligible candidates.

The above mentioned procedure is a must for the willing eligible candidates to enter the U N B Hall for manual round counseling proper. The generation of registration slip for manual round and the reporting at the venue will be strictly time schedule based and no request whatsoever will be entertained for extension of the same.

The eligible candidate list for manual round along with the vacant seats for the manual round will be published on **17th August 2018**.

There are two types of candidates:-

- (A) Among the eligible candidates, the candidates who are at present admitted to a particular institute and submitted willingness to attend manual round, need to bring the (1) **original admission letter copy** along with the (2) **original receipt showing that their documents are kept in the custody of the concerned institute**. They should also bring any (3) **one valid self photo ID card** (Voter card/Aadhar card/Passport/School ID card/College ID card/PAN card/Bank passbook

containing authenticated self photograph/Driving license/10+2 Admit card containing self photograph) for verification. No other ID card will be acceptable. They are also to generate print out of the (4) **web based Registration for manual round** from the link provided in the counseling website www.wbhealth.gov.in and www.wbuhs.ac.in during the scheduled time between **9 am of 19.08.2018 till 6 pm of 20.08.2018**.

(B) Among the eligible candidates, the candidates who are registered but not allotted to any institution in earlier rounds are required to bring all the **original credentials** as mentioned in the **frequently asked questions** published in www.wbmcc.nic.in website that is [NEET UG 2018 admit card and rank card; Verification proof of Domicile (for domicile candidates); age proof; 10+2 mark sheet and certificate; Caste certificate (as applicable) and PH certificate (as applicable)] along with **one valid self photo ID card** (Voter card/Aadhar card/Passport/School ID card/ College ID card/PAN card/Bank passbook containing authenticated self photograph/Driving license/10+2 Admit card containing self photograph) for verification. They are also to generate print out of the (4) **web based Registration for manual round** from the link provided in the counseling website www.wbhealth.gov.in and www.wbuhs.ac.in during the scheduled time between **9 am of 19.08.2018 till 6 pm of 20.08.2018**.

The reporting time for reserved candidates [among the above described Type A or Type B] is 8:30 am on 21.08.2018 (Tuesday). The reporting desks will close at 9:30 am on 21.08.2018. No further request for reporting will be entertained once the reporting desks are closed. If the candidate does not report in time then he/she cannot participate in manual round of counseling.

The reporting time for unreserved candidates [among the above described Type A or Type B] is 9:30 am on 21.08.2018 (Tuesday). The reporting desks will close at 10:30 am on 21.08.2018. No further request for reporting will be entertained once the reporting desks are closed. If the candidate does not report in time then he/she cannot participate in manual round of counseling.

The possible vacancies for manual round can be due to the following reasons:-

1. Non reporting of the allotted/up graded candidate to the allotted institute
2. Surrender of seats by the allotted and admitted candidate
3. Cancellation of seat of the allotted candidate in Round 2 due to improper/inadequate credentials displayed at the reporting centre/institute.
4. Any new seat added due to last minute permission by Medical Council of India or Government of India

Accordingly possible vacancies may be in the category of ST, SC, OBC A, OBC B and Unreserved (UR) seats if such seats are vacant at all after 12 noon of 17.08.2018

Non domicile candidates to West Bengal are only eligible to give choice for private management quota seats (unreserved seats) irrespective of their caste status as per combined merit list only. They are not allowed to give choices for any State Quota seats. The management quota seats can only be availed if the candidate obtains 50 percentile or higher marks in NEET UG 2018 that is the UR cut off.

The candidates will be displayed the vacant seats at the venue via LCD projectors. One projection will be inside the UNB Hall where only candidates will be allowed to enter as per instructions of the officials of the Medical College Kolkata. **Parents are not allowed to enter along with them.**

At the reporting hall of Academy building, adequate arrangement will be made for the candidates to sit and wait till they are called for. LCD projection will also be installed at the Academy building for the candidates to keep the track of events of counseling.

There will be provision of public address system both in the UNB Hall and the academy building.

The counseling will start from 11 am of 21.08.2018 at the UNB Hall of Medical College Kolkata.

Stepwise calling of candidates for manual counseling (giving choice for the institution vacant at the time of calling as per merit, caste and domicile status) provided such seats are remaining vacant in seat matrix for Manual round UG WB 2018:-

Type of the candidate	Type of the seat	What will happen to seats if still vacant due to want of candidate
State Quota ST candidate	State Quota vacant ST seat	Seats will be converted to SC seats
State Quota SC candidates	State Quota vacant SC seat	Seats will be converted to UR
State Quota OBC A candidates	State Quota vacant OBC A seat	Seats will be converted to UR
State Quota OBC B candidates	State Quota vacant OBC B seat	Seats will be converted to UR
State Quota UR candidates from combined list of state quota	State Quota vacant UR seat	Seats remaining vacant for Govt. college manual round ends. Seats remaining vacant for private college will be transferred to management quota of private college.
Private management quota candidates from combined list of private management quota	Private Management quota seats which are unreserved seats	Seats remaining vacant will be transferred to respective college to fill any stray vacancy as per order of the Hon'ble Supreme Court of India.

It is pertinent to mention that category candidates of State Quota while they are called for category seats, they will be asked whether they want category seat or want to wait for the call from the combined list later on. If they select the category seat then they will not be called from the combined list again for obvious reasons. If they do not accept any category seat only then they are again given a chance of selection through combined list later on **provided they have scored 50 percentile or higher marks in NEET UG 2018** as the combined list is for UR seats and provided seats remain vacant at their rank.

Category candidates of other states (non domicile to West Bengal) are treated as UR candidates only.

Who are eligible for manual round of counseling to attend:-

Registered candidates who have **reported to allotted college and expressed willingness** for participation in the manual round and **not surrendered** from their allotted and admitted seat are allowed to participate in the manual round of counseling.

Registered candidate who is **not allotted** any seat in earlier rounds is also allowed to participate in the manual round.

A table is presented for better clarification:-

Registered Candidate variety	Event in Round 1	Event in Round 2	Whether allowed in manual round
A	Allotted admitted and expressed willingness for round 2 and manual round	Upgraded and admitted and expressed willingness for manual round	Yes
B	Allotted admitted and expressed willingness for round 2 and manual round	Not upgraded	Yes
C	Allotted admitted and expressed willingness for round 2 and manual round	Retained as not filled choice in round 2 afresh	Yes
D	Allotted admitted and expressed willingness for round 2 but not for manual round	Upgraded and admitted and expressed willingness for manual round	Yes
E	Not allotted after choice filling	Fresh allotted, admitted and expressed willingness for manual round	Yes
F	Not allotted after choice filling/failed to fill choice	Not allotted after choice filling/failed to fill choice	Yes
G	Allotted admitted and expressed willingness for round 2 but not for manual round	Upgraded and admitted and Not expressed willingness for manual round	No
H	Allotted admitted and expressed willingness for round 2 but not for manual round	Not upgraded	No
I	Allotted admitted and expressed willingness for round 2 but not for manual round	Retained as not filled choice in round 2 afresh	No
J	Not allotted after choice filling	Fresh allotted, admitted and not expressed willingness for manual round	No

Non registered candidates are not allowed in manual round. Among the registered candidates, the candidates who are not reported candidates or surrendered candidates---they are not allowed in manual round.

The candidates who are allowed for appearing in manual round have to generate web based registration for manual round again within stipulated time that is 9 am of 19.08.2018 till 6 pm of 20.08.2018 from the link provided in www.wbhealth.gov.in and www.wbuhs.ac.in and have to take print out of the same and bring that to the manual counseling venue as stated earlier.

Other salient points for manual round:-

1. Candidates who are at present allotted and admitted in a seat if select a seat in manual round then their earlier seat is forfeited and added to the vacant seat table and they are now allotted to their newly chosen seat. They have to report to the newly chosen seat compulsorily. Else their candidature will be cancelled.
2. If a candidate is already admitted in a college finds his/her name in the eligible list for manual round does not turn up at the manual counseling then he/she will retain his/her earlier admitted seat.
3. If a candidate admitted presently in a seat dose not find any suitable seat of his/her choice during manual round and regrets then also he/she will retain the earlier admitted seat.

The schedule for admission to the allotted seats in manual round is modified as the candidates are allowed to go to the allotted college in manual round for **admission between 10 am till 4 pm on 23.08.2018 till 25.08.2018**. Upgraded candidates in manual round have to first go to the previous college to take **ONLINE release** and then have to report to the newly allotted college for **ONLINE REPORTING** with necessary documents, fees and bond as already stated in frequently asked questions section in www.wbmcc.nic.in website. **The college authorities will be provided with the required login for release and admission of the allotted candidates.**

Remember release is mandatory before admission and both the release and admission is online at the reporting centre/college like previous rounds. Private college counters will continue to function from the kiosks set up at RG Kar Medical College Kolkata like previous rounds.

No admission is possible after 4 pm of 25.08.2018 as per server time. The vacant seats after 4 pm of 25.08.2018 will be transferred to the respective colleges with non allotted candidate list for filling up any stray vacancy by the college themselves in pursuance to the Hon'ble Apex Court order. This excludes the Dental seats for which a second manual may be undertaken in pursuance to the schedule published by MCC of DGHS, Govt of India in their counseling website www.mcc.nic.in .

SD/-
Director of Medical Education and Ex-officio Secretary
Dept of Health and Family Welfare, Govt of West Bengal