



महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक

Maharashtra University of Health Sciences, Nashik

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कुलसचिव

Dr. Kalidas D. Chavan

M.B.B.S., M.D.(Forensic Medicine)

Registrar

O.NO. MUHS/UDC/FC.CC/EO/114/2019

Date: 18/03/2019

CIRCULAR

Sub : To carry out admission process on the vacant seat(s) available for admission to Fellowship / Certificate Course A.Y. 2018-19 at affiliated Training Center level regarding...

- Ref. :-**
- 1) University Direction No. 05/2017 (Ammended)
 - 2) University Admission Notification No. 129/2018 dated 28/11/2018
 - 3) University Circular No. MUHS/UDC/FC.CC./EO/399/2018 dated 20/12/2018
 - 4) University Circular No. MUHS/UDC/FC.CC./EO/14/2019 dated 21/01/2019

In continuation with University Notification cited at Ref. No. 2, I directed to inform you that, University has conducted Centralized online admission process up to MOP –UP Round for admission to Fellowship / Certificate Course for A.Y. 2018-19 at University level. However, number of the seat(s) of Fellowship / Certificate Course(s) at some Training Center(s) are still vacant for A.Y. 2018-19. Thus, such affiliated Training Center(s) has requested to the University to grant the permission to fill up the said vacant seat(s) at concerned affiliated Training Center level.

Accordingly, on the basis of above request(s), it is decided by the University to allow the affiliated Training Center(s) to fill up vacant seat(s) available for admission to Fellowship / Certificate Course for A.Y. 2018-19 after MOP–UP Round as per rules and programme prescribed by the University. **Hence, Affiliated Training Center(s) are hereby directed to carryout the admission process strictly as per the University rules and shall adhere with the Eligibility and Merit Cirteria as prescribed by the University for admission to Fellowship / Certificate Course(s) for A.Y. 2018-19.**

The applicants willing to apper for admission process at Training Center level shall physically remain present at their own cost to the respective Training Center(s) as per the programme and time schedule decided by the University. The applicant shall carry photocopy of prescribed application form relevant original document(s) and self attested photocopy of educational documents prescribed by the University. Click below to download respective links.

- 1) [Application Format \(to be submitted by the applicant to the respective Training Center\)](#)
- 2) [Types of Applicant Eligibile for admission to Fellowship / Certificate Course\(s\)](#)
- 3) [Merit Criteria to be observed by the respective Training Center](#)
- 4) [Vacant Seat position available at various affiliated Training Center.](#)
- 5) [Click here to download the list of documents prescribed by the University to be submitted at the respective Training Center\(s\)](#)
- 6) [Fees Schedule and Refund of Fees policy.](#)

7) Time Schedule to be followed by Training Center to carry out admission process at their level.

Further, all the affiliated Training Center shall verify and confirm the vacant seat position at their respective Training Center after MOP-UP Round published by the University, failing which, the Training Center shall be held responsible for academic or financial loss, if any; incurred in such event.

Furthermore, it is the duty of the concerned affiliated Training center to carry out the said admission process in the transparent and accountable manner. The University shall have right to appoint the Observer to any of affiliated Training Center to verify the smooth functioning of said admission procedure.

It is pertinent to note that; all the concerned affiliated Training center has to follow the Time Schedule as prescribed by the University in toto. **It is mandatory for the affiliated Training Center to communicate the list of admitted student(s) to the University by e-mail on fccc@muhs.ac.in before publishing the Primary Temporary General Merit List on their Notice Board / website as per prescribed time schedule.**

It is made clear that, for this Academic year 2018-19, as the Fellowship/Certificate Course(s) has already started for those applicant(s) who has taken admission in Centralized Onlined Admission Procedure conducted by the University. Hence, the eligible candidate(s) who so ever takes admission now, in this admission process to be conducted by the Training Center will be eligible to appear for final University Examination as per terms and conditions applied.

It is pertinent to note that, as the vacancy position notified by the University is provisional in nature, hence it is the duty of Training Centre(s) that they shall mandatorily ensure about the same and shall not exceed the intake capacity of concerned fellowship courses for A.Y. 2018-19 in any case.

In order to get the necessary information and update, all the desirous candidates/ applicant(s) & affiliated Training center shall visit the University website regularly for further updates.

Kindly note and do the needful by bringing this Circular to the notice of all concerned.

Sd/-

Registrar

To,
The Dean/Principal/Director,
All Training Centre(s) conducted by
Affiliated Institute /Colleges / Hospital / AYUSH,
Conducting Fellowship / Certificate Course(s),
Affiliated to MUHS, Nashik.

Copy to :

1. Hon'ble Vice-Chancellor Office, MUHS, Nashik
2. Hon'ble Pro Vice-Chancellor Office, MUHS, Nashik
3. Hon'ble Registrar Office, MUHS, Nashik
4. The Controller of Examinations Office, MUHS, Nashik
5. The Director, Planning Board, MUHS, Nashik
6. The Law Officer, Law & Grievance Office, MUHS, Nashik

7. The H.O.D., Eligibility Section, MUHS, Nashik
8. The H.O.D. Computer Section, MUHS, Nashik.

**Time Schedule for Admission Process to be followed by
Affiliated Training Centre to fill up vacant seats available for
Fellowship and / or Certificate Course(s) for A.Y. 2018 - 19**

<u>Sr. No.</u>	<u>Activities to be performed by affiliated Training Center</u>	<u>Date</u>
01	University Circular published on MUHS website regarding time schedule for admission process to be followed by affiliated training centre to fill up vacant seats available for fellowship and / or certificate course(s) at for A.Y. 2018-19 at their level.	18/03/2019
02	Commencement date to invite Application Form and Demand Draft of Rs. 3,000/- (drawn on any Nationalized Bank in favour of Registrar MUHS, Nashik) alongwith hard copy of self-attested Photo Copy of necessary documents to the Training Center as prescribed.	18/03/2019 to 03/04/2019
03	Last date of submission of Application Form and Demand Draft of Rs. 3,000/- (drawn on any Nationalized Bank in favour of Registrar MUHS, Nashik) alongwith hard copy of self-attested Photo Copy of necessary documents to the concerned Training Center as prescribed.	03/04/2019 Upto eve. 05:00 p.m.
04	Scrutiny of the applications as per Merit Criteria prescribed by the University	04/04/2019 to 09/04/2019
05	Last date to convey the list applied candidate including their Merit Criteria (As per the format provided by the University) and submit the Demand Draft Rs. 3,000/- received from the candidate to the University	10/04/2019
06	Publications of Primary Temporary General Merit List on the Notice Board / website of affiliated Training Center	11/04/2019
07	To call for Objection/Suggestions, if any; to concerned Training Center	11/04/2019 to 12/04/2019 Upto eve. 05:00 p.m.
08	Publications of General Merit List on the Notice Board / website of affiliated Training Center	15/04/2019
09	Last date to join and submit the communication regarding Retention Seat at the concerned Training Centre.	22/04/2019
10	Admission Cut-Off date	24/04/2019 <u>Training Center has to communicate the list of admitted student(s) to the University on (e-mail: fccc@muhs.ac.in)</u>
11	Academic Year Start (Course Commencement) Date	As notified by the University
12	Regarding Eligibility proposals	from time to time
13	Term end University Examination	Eligible candidate(s) shall be allowed to appear for final University Examination as per terms and conditions applied.

Important Note :

- 1) University reserves the right to amend the above Time Schedule.
- 2) While confirming the application for admission to Fellowship / Certificate Courses, All the concerned should note the same and act accordingly.



MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK
Application Form for Admission to Fellowship/Certificate Courses

Academic Year : 2018-19

Please Affix
your Recent
Passport
size
photograph

Application No.
2018/FCCC/.....

Course Preference

Sr. No.	Name of Training Center/Institute/College	Name of Course
1.		

I confirm my intention to attend the study course in Fellowship / Certificate Course. I accept the University admission procedures and understand that the processing of personal information and documents is subject to the requirements of the data protection act.

1	Full Name of the Applicant	
2	Address for Correspondence	
3	E-mail ID	
4	Mobile No.	
5	Gender	
6	Date of Birth	
7	Nationality	
8	Domicile	
9	Caste & Sub-Caste	
10	Category	
11	Marital Status	
12	Physically Handicapped?	
13	Educational Qualification :	
	Whether Post-Graduate Diploma / Degree Qualification?	
	If Yes, no. of Attempt(s)	
	Under-Graduate Percentage	
	XII Percentage	

Exam Pass	Year of Passing	Name of Board / University	Name of Institute / College	Result / Attempt(s)	Total Marks / Percentage	Grade

14	Presently secured admission for any UG / PG / Diploma Courses ?															
15	Discontinued any PG admission in Past ?															
16	Professional Work (teaching / non-teaching) Experience of being worked on the post of Resident (Senior for PG Degree / Diploma Holder and Junior for Graduate degree holder) / Tutor / Lecturer / Medical Officer															
17	Whether you are presently working in Govt./Aided/Corporation conducted Health Sciences Colleges affiliated to this University? If Yes, Name of College :															
18	Registered Practitioner details with respective State/Central Registrations Council Completed?															
19	Experience Detail :															
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DECLARATION

I hereby declare that I have not taken admission in any other UG / PG Degree / Diploma course during academic year and not in previous year in MUHS or in any other University. I further declare that, if it is proved that I have secured admission for any of the UG / PG course presently and / or discontinued admission in past, MUHS has full right to cancel my current year admission without any refund.

The above furnished information by me is correct and true to the best of knowledge and belief. If any information submitted here is incorrect, untrue or fraudulent, I understand that I am liable for Civil / Criminal action by the Authority.

Place :

Date : / / 2019

Signature of Applicant

List of Documents prescribed by the University to be submitted at the respective Training Center(s) :-

- 1) Details of the Original documents to be submitted at the time of counselling at Training Centre along with two sets of self-attested photo copies by the candidate as per below:
- 2) An incomplete application form will be rejected.
- 3) Following self-attested photocopies are required to be submitted along with the application form strictly in given order:

Sr. No	List of Documents Required for Online Centralized admission procedure for A.Y. 2018-19.
1.	a) Nationality Certificate issued by District Magistrate, Additional District Magistrate, Chief Metropolitan Magistrate or
	b) Photo copy of Valid Passport duly attested by Head of. Department or
	c) Birth Certificate having endorsed with nationality as Indian on it.
2.	Maharashtra State Domicile Certificate
3.	Passing /Degree Certificate and Marklist (s) of all qualifying examination
	a) Higher Secondary Certificate (HSC) Examination Marklist,
	b) Under Graduate (UG) Final Year Part-I & Part-II Marklist,
	c) PG Diploma / Degree (as per the prescribed eligibility of the concerned course)
4.	Internship Completion Certificate (If applicable).
5	Valid Registration certificate from the Respective Council or attach renewal receipt.
6	College leaving Certificate (LC/TC).
7	Attempt Certificate(s) of all qualifying examinations in Post Graduate / DNB / Diploma / Degree (as the case may be) course from Head of the Institute (If applicable)
8	Gazette for change in name (If applicable)
9	Migration Certificate issued by the respective University (If applicable)
10	Self-Educational Gap Certificate (after qualifying Degree) Affidavit by student certified by Executive Magistrate/ Notary. (If applicable)
11	In case of in service candidate: No Objection Certificate and he or she shall submit the application through proper channel as per rules applicable to his or her case. In service teaching faculty working with MUHS affiliated college(s), willing to apply for In service teaching faculty reservation quota. Must ensure about her suitability and such in service teaching faculty of MUHS affiliated college(s) must possess valid University approval letter issued for his / her current appointment.
12	Experience Certificate of Professional work (teaching / non-teaching) Experience of being worked on the post of Resident (Senior for PG degree/ Diploma Holder and Junior for Graduate degree holder) / tutor/ lecturer/ medical officer
13	Bond Completion Certificate as prescribed by State Govt. / DMER / MEDD (as applicable)
14	For Fellowship Course under Medical Faculty, qualification(s) awarded by College of Physician Surgeon shall be considered if the qualification is equivalent to the eligibility prescribed for concerned course by the University and as per the norms prescribed by MCI, New Delhi.
15	Medical Fitness Certificate (as per format made available by the University)
16	Self-declaration form for self-attestation (as per format made available by the University)

CERTIFICATE OF MEDICAL FITNESS

This is to certify that I have conducted clinical examination of
Dr./Mr./Kum..... who is desirous of admission to Fellowship/OR Certificate Course he/she has not given any personal history of any disease in incapacitating him/her to undergo the professional course. Also, on clinical examination it has been found that he/she is medically fit to **undergo said course.**

- a) Absence of any incapacitating and /or progressive systemic disease / disorder / condition,
- b) Absence of any disability of upper limb/s,
- c) Absence of any major visual/auditory disability,
- d) Absence of psychosis/neurosis/mental retardation,
- e) Ability to maintain erect posture,
- f) Reasonable manual dexterity.

Date:

Signature:

1. Name:

2. Registration No:

3. Address of the Registered Medical Practitioner:

Seal of Registered Medical Practitioner

Note:

A candidate must be medically fit to undergo **Fellowship/Certificate Course** applied for. The medical fitness must be certified by a **Registered Medical Practitioner** in the prescribed Performa, as given above on a **Letter head.**

Self- Declaration Form For Self Attestation

Paste here
Recently
Passport
Size Photo

ISon /Daughter of
Shri.....agedyears
Occupation.....resident of
.....with
UID No. (Aadhar No.)hereby declare that the
copies attested by me are true copies of original documents. I am well aware of the fact that if the copies are
found to be false, I shall be liable for prosecution and punishment under Indian Penal Code and /or any
other law applicable there to.

Place :

Applicant's Signature:

Date :

Applicant's Name: