

FREQUENTLY ASKED QUESTIONS

Regarding: Registration, Payment and Choice of City

Q1.

Ans.

Where can I get the prospectus of AIIMS PG [MD/MS/M.Ch.(6 years)/DM (6 years)/ MDS] Entrance Examination July 2016 Session for admission to AIIMS, New Delhi?

The prospectus is ONLY available on the AIIMS website <https://www.aiimsexams.orgg>.

No hard copies are available.

Q2.

Ans.

How does one apply for the AIIMS PG [MD/MS/M.Ch.(6 years)/DM (6 years)/MDS] Entrance Examination July 2016 Session?

The Application can ONLY be submitted Online.

Before you proceed with the application process, please ensure that you have a valid Email ID and mobile number.

Visit the AIIMS website - www.aiimsexams.org

On the home page, click on 'Academic Courses' to select your desired course i.e. MD/MS/M.Ch.(6 years)/DM (6 years) or MDS.

Click on 'Prospectus' to download it, and read the instructions & guidelines carefully before Registration.

Click on Registration/Login link displayed on the left side of the page and then on "Click Here" button in New Registration Section. Please read the instructions carefully and Click on "Proceed" Button.

Online Registration is a 6 STEP process

STEP-1 Registration

Please register yourself by filling up the requisite information CAREFULLY. The responsibility of furnishing accurate information rests with the individual candidate, as all subsequent communication will be through your registered Email Id & Mobile Number.

Furnish your name and other details as they appear in your class-X / school leaving certificate. Any discrepancy detected at any stage of the verification process is liable to result in the cancellation of your candidature for the examination/counseling/admission as the case may be.

Click on Save & Proceed after filling up the information. The information, as entered by you, will appear on the screen. Please check it thoroughly, and in case any errors are detected, click on the Edit button and make the necessary corrections.

A Candidate ID allotted to you will appear on screen. Please NOTE it down for future reference. The Candidate ID & Password will also be sent to your registered Email Id & Mobile Number.

Upon receiving it, Login with the provided Candidate ID & Password and change the Password on the first time Login.

STEP-2 Qualification Details

Furnish the required information regarding Qualifications details in the Online Registration Form.

STEP-3 Fee Payment

Payment of the Registration Fee can ONLY be done online using a Debit/Credit Card or through Net Banking facility.

STEP-4 City Choice

Candidates can choose the city of their choice for the examination from the list provided. Once made, the choice of city cannot be changed. Real time status of seats available will be displayed city wise. City once selected cannot be changed later.

STEP-5 Upload Images

Candidates must take extreme care in uploading their Photographs and images. Once uploaded, they cannot be changed, unless found inappropriate and rejected by the AIIMS authorities.

Upload the images of your Photograph, Signature & Thumb Impression strictly as per instructions given in the Prospectus (images should be in one of the following formats jpg, png or gif)

In case, the images of Photograph, Signature and Thumb Impression to be uploaded are not available with you, Save & Exit and logout. You may login to complete the process later on, once the requisite items are with you, to complete the registration process.

STEP-6 Print Registration Form

The candidates are required to take a print-out of the duly completed registration form for future reference once they see that all the steps are 'COMPLETE' in Due Steps and the Navigations buttons appear Yellow in colour.

Q.3

Ans.

Why does it take so long to provide the final status of my application?

Since some fields are editable till the last date of submission of registration form, the status can only be finalized after this period.

Q.4

Ans.

How do I get a password for logging in?

A Candidate ID and Password will be sent to you on your registered email ID and mobile number. You are advised to remember the password and also retain a printout of your Registration form and admit card till completion of admission process.

Forgotten password

In case you forget your Password, go to the 'Forgot login details' link on the login page and enter the following information to get Password:

Candidate ID.

Registered Mobile number.

Registered Email ID.

A Password will be sent on your registered email ID.

Q.5

Ans.

I cannot login. What should I do?

Any of the following may be the problems preventing you from login:

Incorrect User ID & Password: This occurs if the candidate ID and/or the password is incorrect. Your password is case sensitive, therefore use the correct password. In case you have forgotten the password, use 'forgot login details' to get the password on your registered E-mail ID. Use the correct candidate ID and password for logging in.

Internet Browser Problem: Please read the User manual for candidates. Follow the instructions about using internet browser (Internet Explorer-7 or higher version, Firefox 3.5 or higher version) and the latest version of Google Chrome.

Internet connection Interrupted: Your internet connection should be uninterrupted. If internet interruption takes place, the IP address which is being monitored will change and a 'Your session has expired' message will be displayed. Please try to login from another computer from which other candidate(s) have logged in successfully.

Q.6

Ans.

Can the names and other details be changed?

The following information furnished by the candidate CANNOT be changed after PAYMENT of registration fees:

Candidate's name

DOB (Date of birth)

Category

OPH status

E-mail Id

Mobile number

All the other details can be edited till the last date of registration

Q.7

Ans.

Can I register after the last date?

No, you cannot register after the deadline for registration has expired. No communication regarding requests for registration after the last date and time will be entertained. It is your responsibility to register well in time and avoid the last minute rush.

Q.8

Ans.

Can I modify my choices of City/Centre of Examination after completion of last date?

No, the city/centre of examination once chosen and allotted will not be changed and no requests in this regard will be entertained.

Q.9

Ans.

How can I communicate through Email with the Examination Section, AIIMS?

You can communicate with the Examination Section, AIIMS using your Registered e-mail ID only. The email address of the examination section being - exams.ac@gmail.com

Q.10

Ans.

What are the documents required to be uploaded with my application?

No documents are required to be uploaded during the Online Registration /Application process, but you have to UPLOAD images of your Photograph, left thumb impression and signature at the time of registration.

Q.11

Ans.

What are the instructions regarding OBC, SC, ST and PH certificates?

Please read Instructions given in the Prospectus regarding the above mentioned certificates carefully. The requirements/formats are clearly mentioned therein. Certificates as mentioned in the prospectus ONLY will be considered/accepted. In case candidates fail to produce the certificates (as per instructions provided), at time of Counseling, then they will not be permitted to participate in the Counseling.

PH Criteria – Candidates must possess a valid document certifying their physical disability conforming to judgment of Supreme Court of India i.e.

With the approval of the Ministry of Health & Family Welfare, Govt. of India vide letter no. 18018/2/2009-ME (P-1) dated 17.02.2009 it has been decided that while providing reservation in admission to medical course in the first instance candidates with disability of lower limbs between 50%

to 70% shall be considered and in case candidates are not available of such candidates in that category then the candidates with disability of lower limbs between 40% to 50% will also be considered,

The disability certificate should be provided by a duly constituted and authorized Medical Board of the State or Central Govt. Hospitals/Institutions.

Q.12

Ans.

What are the documents required to be uploaded with my application?

No documents are required to be uploaded during the Online Registration /Application process, but you have to UPLOAD images of your Photograph, left thumb impression and signature at the time of registration.

Q.13

Ans.

When will the counselling for allotment of Seats be conducted?

The Schedule of the 1st, 2nd & Open Counseling is given under 'IMPORTANT DATES AT A GLANCE' in the Prospectus. They are as under:

Tentative date of 1st counseling: 6th June, 2016

Tentative date of 2nd counseling: 13th June, 2016

Tentative date of Open counseling: 25th July, 2016

The scheduled and detail instruction of 1st, 2nd & Open Counselling is given at Page-8 in the Prospectus.

Q.14

Ans.

How many candidates will be called for counselling?

In each category the number of candidates call for counselling will be eight (8) times number of seats.
(see page number 6 para 1 Part (a) of the prospectus)

Q.15

Ans.

What are the required documents that I should bring at the time of counselling?

You are required to bring the following DOCUMENTS IN ORIGINAL at time of counselling:

Admit Card issued by AIIMS.

ii) Rank letter issued by AIIMS;

iii) Mark Sheets of MBBS/BDS 1st, 2nd and 3rd Professional Examinations.

iv) MBBS/BDS Degree Certificate.

v) Internship Completion Certificate/Certificate from the Head of Institution or College that the candidate will be completing the internship by 30th July, 2016.

vi) Permanent/Provisional Registration Certificate issued by MCI or DCI/State Medical or Dental Council.

vii) High School/Higher Secondary Certificate/Birth Certificate as proof of date of birth. (Matriculation)

The Candidate should also bring the following certificate, if applicable:

SC/ST Certificate issued by the competent authority and should be in English or Hindi in language. Community should be clearly mentioned in the certificate.

OBC Certificate issued by the competent authority for Central Govt. Jobs/ for admission in Central Govt. Colleges/Institute. The sub-caste should tally with the Central List of OBC. OBC Candidates should not belong to Creamy Layer. OBC certificate must be in the format as prescribed in the prospectus.

Candidate applying under SC/ST/OBC category must possess valid caste certificate issued within last one year by the competent authority & before the date of first counseling. The certificate must be valid for admission in Central Govt. Institution. Date of validity of certificate shall be considered as 05.06.2016 (one day prior the 1st Counselling).

Physical Disability Certificate issued from a duly constituted and authorized Medical Board.

If a candidate fails to submit attested copies of the requisite documents as above, his/her candidature will be cancelled and he/she will not be allowed to participate in subsequent stages of selection/admission process

Q.16

Ans.

Where will the counselling be held?

The counselling for AIIMS, New Delhi will be held in the Jawahar Lal Nehru Auditorium (JLNA), AIIMS, New Delhi, on the dates mentioned in the Prospectus.

Q.17

Ans.

How can I get my Rank Letter for participation in counselling?

You can download your Rank Letter which states the date, time and venue of the counselling by visiting the website www.aiimsexams.org and login to the desired course.

Q.18

Ans.

In case I do not have Birth Certificate/Caste Certificate/other certificate(s) in English or Hindi but they are in a regional language, will it be acceptable for counselling/admission?

Certificates issued by the competent authorities should be in English or Hindi language. In case your certificates are in a regional language, you are advised to carry a Certified True Copy of the original (regional language) certificate, translated in to English/Hindi language, and also bring the original certificate in regional language at the time of counselling/admission.

Q.19

Ans.

If there is a discrepancy in spelling of name in documents and application form, what should I do?

If there is discrepancy in spelling of name in documents you must carry proof that the documents belongs to you in the form of an affidavit.

Q.20

Ans.

Where can I know about the fee structure / course duration etc. for AIIMS PG [MD/MS/M.Ch.(6years)/DM(6years)/MDS] Entrance Examination?

Fee structure / course duration is available in the Prospectus available in website www.aiimsexams.org.

Q.21

Ans.

Can I modify my choices of City of Examination after payment of Examination Fee through Debit/Credit Card or Net Banking?

No, after payment of Examination Fee through Debit/Credit Card or Net Banking, the City for examination will not be changed.

Q.22

Ans.

How much time will I be given to join the allotted course?

For AIIMS, New Delhi, the Candidates will be required to join the course within stipulated time as mentioned in the Prospectus.

Q.23

Ans.

Will I require Original documents to get the admission at AIIMS, New Delhi?

Yes, candidates without original certificates/documents will not be allowed to participate in the counseling and admission process.

Q.24

Ans.

Can I get the admission on production of the receipt stating that the documents/Certificate is deposited with other College/University?

Yes, the candidates can participate in the 1st Counseling on production of receipt of original documents/certificates being deposited in any other Institutes/ Colleges/Universities. The allotted seat if any will be provisional. Confirmed seats will however only be allotted on production of Original Certificates/documents during 2nd counselling.

Q.25

Ans.

Is the Original Certificates/documents is required during 2nd Counseling?

The candidates have to furnish the original Certificates and documents which have been produced at the time of 1st Counseling.

Q.26

Ans.

Who are eligible for 2nd Counselling?

Those who have attended the First Counseling are eligible for 2nd Counseling provided they have not been allotted a “confirmed seat”.

Q.27

Ans.

Who are not eligible for 2nd counseling?

Those candidates who fail to report for 1st counseling will not be considered for 2nd counseling under any circumstance.

Those candidates who have been allotted confirmed seats in the 1st counseling will not be eligible/considered for 2nd Counseling under any circumstance.

No authorized representative will be allowed to attend the 2nd counseling.

Regarding: Open Counselling

Q.28

What is Open Counseling process?

Ans.

Open Counseling to be held on 25.07.2016 (Monday)

There will be Open Counseling for the seats that remain vacant after 2nd Counseling.

In addition to, any seat vacated by the candidate, who had been allotted confirmed seat in 1st/2nd counseling, by way of surrender resignation/cancellation/mismatch of biometric verification etc. by 1:00 PM on 19.07.2016 (Tuesday) will be included in the vacant seats available as mentioned in the preceding point for Open Counseling. The final list of all the vacant seats including seats vacated as mentioned above will be displayed on AIIMS website by 5:00 PM on 19.07.2016 (Thursday).

Any seat failing vacant after 01:00 PM on 19.07.2016 will be advertised in the next session i.e. January, 2017.

The candidates who are interested in attending Open Counseling on the scheduled date will be required to register themselves online for Open Counseling on the AIIMS website i.e. www.aiimsexams.org. The online registration will open on 20.07.2016 at 10:00 A.M. and close on 22.07.2016 at 5:00 P.M. & on the day of counseling they will have to produce printout of the Registration Form issued to them at the time of online registration for open selection alongwith all original certificates of qualification.

Note :-

1. Candidates will not be allowed to attend Open Counseling without the production of print out of Registration Form issued for Open Counseling at the time of online registration.

Candidate applying under SC/ST/OBC category must possess valid caste certificate issued within last one year by the competent authority & before the date of first counseling. The certificate must be valid for admission in Central Govt. Institution. Date of validity of certificate shall be considered as 05.06.2016.

Q.29

Ans.

Can authorized representative be allowed to attend the Open Counseling?

No authorized representative will be allowed to attend the Open Counseling.

Q.30

Ans.

Are Original Certificates/documents also required during Open Counseling?

Yes, the candidates have to furnish the original Certificates and documents which are been produced at the time of Open Counseling.

Q.31

Ans.

Who can participate in Open Counseling?

All those candidates who have secured not less than 50th percentile in the PG entrance examination of the Institute held on Sunday, the 8th May, 2016 for July 2016 session irrespective of their rank in the entrance examination and are interested in participating in Open Counseling by being physically present will be eligible.

Q.32

Ans.

What are the guidelines for Open Counseling?

Interested candidates will have to report to Academic Section on the date & Time of Open Counseling along with their all original certificates viz. Date of Birth, Proof of belonging to ST/SC/OBC, MBBS Mark Sheets (separate mark sheet for each of the professional examinations) and degree, Internship Completion Certificate, Permanent Medical Registration Certificate (along with a set of attested copies of all certificates).