

**No. U-16011/Circular/2024-  
25/UGMEB/M.Cell (e-8296818)  
Government of India  
National Medical Commission**

Sector-8, Dwarka  
New Delhi-110075  
29-10-2024

To  
The Principal/Dean,  
All the Medical Colleges/Medical Institutions of India

**Subject: Online filling of information relating to admissions made in Medical Colleges for 1st year MBBS degree for the Academic Year 2024-25 Reg.**

Reference is cited to Circular no. U-16011/Circular/2024-25/UGMEB/M.Cell dated 22-10-2024 issued by the Under Graduate Medical Education Board (UGMEB) on the subject mentioned above enclosed herewith. All concerned stakeholders are requested to kindly take note of the same.

Encl.: As above

Yours sincerely,

**Signed by B Srinivas  
Date: 29-10-2024 16:08:17**

DR B SRINIVAS  
SECRETARY

Copy to:

- i. ACS/ PS/ Secretaries/ Department/s of Medical Education in all States/ Union Territories
- ii. PPS to Chairman, NMC
- iii. PPS to President (UGMEB)
- iv. DMMP-I System Integrator- for uploading of NMC Website
- v. Guard File

<p>दूरभाष/Phone : 25367033, 25367035, 25367036 फेक्स/Fax : 0091-11-25367024 ई-मेल/E-mail : <a href="mailto:ug@nmc.org.in">ug@nmc.org.in</a></p>	<p>पॉकेट -14, सेक्टर-8, द्वारका, फेस-1, नई दिल्ली-77 Pocket- 14, Sector- 8, Dwarka, Phase -1, New Delhi-77</p>
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**राष्ट्रीय आयुर्विज्ञान आयोग**  
**National Medical Commission**  
**(Undergraduate Medical Education Board)**

No. U-16011/Circular/2024-25/UGMEB/M.Cell

Dated: /10/2024

The Principal/Dean,  
All the Medical Colleges/Medical Institutions of India

**Subject: Online filling of information relating to admissions made in Medical Colleges for 1st year MBBS degree for the Academic Year 2024-25 Reg.**

Madam/Sir,

This is to bring to your kind attention that admissions in MBBS course for the academic year 2024-25 must be made in accordance with the provisions of the National Medical Commission Act, 2019, and the National Eligibility Cum Entrance Test (NEET) based selection process notified by the Graduate Medical Education Regulation 2024.

2. While granting admission in MBBS course the Medical Colleges are required to ensure that the admission is in terms of the following parameters, based upon the NMC Regulations:-

- (i) No Admission is permissible beyond the sanctioned intake capacity.
- (ii) Eligibility Criteria regarding age and Qualifying Marks for different categories as per Regulations on Graduate Medical Education, 2024.
  - Completed the age of 17 years on or before the 31<sup>st</sup> December of the year of admission to the MBBS course.
  - Must have passed the Qualifying Examination i.e. 10+2.
- (iii) Must have qualified NEET-UG (National Eligibility cum Entrance Test for admission in MBBS course).
  - General Category: 50<sup>th</sup> percentile or above.
  - Physically Handicapped: 45<sup>th</sup> percentile or above.
  - Reserved {SC/ST/OBC}: 40<sup>th</sup> percentile or above.
- (iv) All admissions have to be made through common counseling as prescribed in Regulations mentioned below.

### **5A Common Counseling.**

*(1) There shall be a common counseling for admission to MBBS course in all Medical Educational Institutions on the basis of merit list of the National Eligibility Entrance Test.*

*(2) The Designated Authority for counseling for the 15% All India Quota seats of the contributing States and all MBBS seats of Medical Educational Institutions of the Central Government, Universities established by an Act of Parliament and the Deemed Universities shall be the Directorate General of Health Services, Ministry of Health and Family Welfare, Government of India.*

*(3) The counseling for admission to MBBS course in a State/Union Territory, including, Medical Educational Institutions established by the State Government, University established by an Act of State/Union Territory Legislature, Trust, Society, Minority Institutions, Municipal Bodies or a Company shall be conducted by the State/Union Territory Government.*

3. The Medical Colleges are required to ensure that all admission in courses of medicine falling within the purview of the NMC Act, 2019 are strictly in accordance with merit and are made in a transparent and fair manner as envisaged in the Regulations. Any violation shall lead to discharge of the students from the MBBS programme and action against the concerned Medical College/Institution as is permissible in law.

4. As per Graduate Medical Education Regulation, 2023 dated 02.06.2023, in respect of the admission procedure in MBBS course, clear guidelines are stated as under:

*“16.The prohibition for any student seeking admission any other way than counselling – No medical institute shall admit any candidate to the Graduate Medical Education course in contravention of these regulations;*

*Provided the Medical Institution granting admission to any student in contravention of these Regulations, shall be liable to be fined Rupees one crore or fee for the entire course duration, whichever is higher, per seat for the first time and for the second time of non-compliance, Rupees two crore or double the amount of fees for the entire course duration whichever is higher per seat, and for any subsequent non-compliance or continued contravention the Medical Institution shall be barred from granting admissions to any student from the next academic year;*

*Provided further that such Student admitted in contravention of this mandate shall be discharged from the Medical College and double the number of seats shall be reduced for one or more years.”*

In light of abovementioned regulation, no admission shall be carried out by university/ medical colleges/ institutes or any unauthorized agency (through offline and online mode). If any deviation in regard to the above regulation is found, strict actions shall be initiated by the NMC in accordance with the above regulations.”

5. In order to effectively monitor that all MBBS admissions made are in conformity with the requirement of Regulations, an online monitoring system has been launched by the Commission. This initiative is made with the objective of ensuring faithful adherence to the norms of admission laid down in Regulations as also to further promote transparency and accountability in the medical education.

6. Therefore, all the Medical Colleges/Institutions are called upon to submit the requisite information through an online system that can be accessed through Commission's website [<http://www.nmc.org.in>]. The college authorities are required to submit the details of all the Students admitted for MBBS during the current academic year 2024-25.

7. Through this unique login id all the Medical colleges/Institutions must submit their student's admission details latest by **8th November, 2024 12:00 pm midnight** into "beyond which the Colleges/Institutions will not be allowed to enter the details of the students into "UG Admission Monitoring Module" Students Entry System for academic year 2024-25.

8. To Navigate the Admission entry page follow the steps as given hereunder:-

- Open NMC Website <https://nmc.org.in/ActivitiWebClient/login>
- Login using credentials sent by NMC and reset the password if required. Keep the login credentials confidential.
- On the home page click on Student Admission → New Admission tab
- Three Tabs (UG Admission Entry, PG Broad Admission Entry and PG Super Specialty Admission Entry) will display and you need to click on the "UG Seat/Student Entry" tab.
- The following details about the MBBS students to be entered by the colleges.
- Seat Entry
  - a. Category of the College (Govt. / Private/Other)
  - b. Minority/ Non Minority
  - c. Name of the Counselling authority through which admission made.
  - d. Seat MatrixIf Private College (Upload consensual agreement with the Government)

## 9. Student Details Entry

i. Entrance exam (NEET) Roll No.

**The following details will appear auto-populated after entering NEET Roll No. (which should be verified by the college)**

- a) Name of Student
- b) Merit No./ All India Rank/State Rank
- c) Gender (Male/Female/Others)
- d) Date of Birth in dd/mm/yyyy format
- e) Sub Category (ST/SC/OBC/Unreserved)
- f) Physically handicapped (Yes/No)

- ii. Category (All India quota/State Government or UT Administration quota/Management quota/NRI quota/ Other)
- iii. Date of Admission in dd/mm/yyyy format
- iv. Marks Obtained /Maximum marks in PCB (10+2)
- v. Marks Obtained /Maximum marks in English (10+2)
- vi. Marks Obtained /Maximum marks in PCB entrance exam (NEET) and percentile
- vii. Fees charged from student annually (Amount is Rupees)

10. Kindly add the details of the Students according to the fields as mentioned above which will be available on the screen. No modification will be allowed after the cutoff date.

11. **The Colleges should also ensure that the following details with regard to S. No. (1 to 22) mentioned below regarding the admitted students should be mandatorily available on the college website.** The Commission may ask other supportive documents like Caste certificate, 10+2 mark sheet, details of Competitive entrance exam, as and when required by the Monitoring Cell. Students, who have 10+2 from outside India, are required to submit equivalence certificate issued by Association of Indian Universities stating that the academic credentials are as per the Curriculum of Indian System.

**List of Student's M.B.B.S for the Year 2024-25 (NMC Format)**

**Name of the Medical College**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
S.No	Merit No	Name of Student	Sex	Physically Handicapped	Date of Birth	Category	Sub-category	Marks Obtained 10+2( PCB)	Maximum Marks 10+2( PCB)	PCB Percentage	Marks Obtained 10+2( Eng)	Maximum Marks 10+2(Eng)	English Percentage	Entrance Exam Name	Marks Obtained in Entrance Exam	Maximum Marks in Entrance Exam	Entrance Exam Percentage	Date of Admission	Entrance Percentage / Percentile	NEET Roll No	Fees Charged

12. The onus of furnishing true, correct and authentic information is upon the College concerned. The Commission shall initiate action as is permissible in law, if it is notified that wrong/incorrect information has been provided by the college authorities.

13. In case of any difficulty in accessing NMC website/data entry, an email may be sent to [support.ugmonitoring@nmc.org.in](mailto:support.ugmonitoring@nmc.org.in) NMC office shall revert immediately to resolve the query/issue.

Signed by

Shambhu Sharan Kumar

Date: 22-10-2024 16:34:57

(Shambhu Sharan Kumar)

Director, UGMEB

**Copy for information to:**

1. IT Section to upload the Circular on NMC website.
2. PPS to President Member (UGMEB)
3. Under Secretary (UGMEB),
4. Guard File (Monitoring Cell, UGMEB)