



**No. M-19011/11/2023-MARB/NMC
(e-8244596)
Government of India
National Medical Commission**

Sector-8, Dwarka
New Delhi-110075
Date: 19-12-2024

To,

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

Subject: Inviting Applications for establishing a new medical college/institution intending to offer under-graduate course and increase in the number of UG seats in an established medical institution for the Academic Year (AY) 2025- 2026.

Reference is cited to Public Notice no M-19011/11/2023-MARB/NMC(8244596) dated 19-12-2024 issued by the Medical Assessment and Rating Board (MARB) on the subject mentioned above enclosed herewith. All concerned stakeholders are requested to kindly take note of the same.

Encl.: As above

[Prof. (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 (MARB, NMC)
- iv. Dir(MARB), NMC
- v. DMMP-I System Integrator- for uploading of NMC Website
- vi. Guard File

**NATIONAL MEDICAL COMMISSION
MEDICAL ASSESSMENT AND RATING BOARD (MARB)**

No. M-19011/11/2023-MARB/NMC(8244596) 19-12-2024

PUBLIC NOTICE

Sub: Inviting Applications for establishing a new medical college/institution intending to offer under-graduate course and increase in the number of UG seats in an established medical institution for the Academic Year (AY) 2025-2026

In **continuation** of earlier Public Notice of even no. dated 05/12/2024, Medical Assessment and Rating Board (MARB) of National medical commission (NMC), New Delhi hereby inviting online applications for establishing a new medical college/institution intending to offer Under Graduate (UG) course and increase in the number of UG seats in an established medical institution through the web portal for the AY: 2025-26 under the following conditions:-

1. Only online applications submitted on the web portal of the official NMC website will be considered.
2. The application period will be One Month from date of issue of this Public Notice.
3. The medical college/institution applying for the above mentioned types of applications will strictly be compliant with relevant Regulations, M S R Documents, Guidelines, relevant orders, notices and circulars issued by the NMC and other authorities from time to time.
4. The following Objective mentioned under Chapter-I of UG-MSR 2023 notified on 16/08/2023, are kept in abeyance for Academic year (AY:2025-26);
*“(i) College seeking increased number of seats cannot exceed a total of 150 MBBS students from the year 2024-25.
Provided that medical college shall follow the ratio of 100 MBBS seats for 10 lakh population in the state/U.T.”*
5. Fill the online application as per the attached guiding document.
6. The medical college/institution are instructed to **upload the following documents in PDF format** in the online application form-

6.1- For **establishing a new medical college/institution**

- Valid **Essentiality Certificate (EC)** in the prescribed Proforma under the heading/column *“Certified copy of the essentiality certificate issued by the respective State Government/Union territory Administration and Certificate*

issued by Competent Authority of State regarding the land use". (As per Annexure 1).

- Valid **Consent of Affiliation (CoA)** in the prescribed Proforma under the heading/column "*A Certified copy of the consent of affiliation issued by affiliating University*". (As per Annexure 2).
- **Justification for the number of requested seats** (as per Annexure 3).
- Documentary proof indicating the establishment of a **corpus fund** by the entity dedicatedly applicable to functioning of the new medical institution year after year.
- A **solvency certificate** issued by a chartered accountant within ninety days prior to the last date of submission of the application.
- Documents by way of proof that such reasonable area of land is either owned by eligible entity or arranged under lease at least for a period of 30 years fulfilling the requirements mentioned in relevant Regulations, MSR Documents, Guidelines, relevant orders, notices and circulars issued by the NMC and other authorities from time to time.
- Capabilities with regard to the provision of required infrastructure, administrative and financial support of the applicant, **if the eligible entity is other than central or a state government or union territory administration.**
- Documentary proof of owning or running a hospital of required capacity as indicated in the applicable MSRs.
- Certificate signed by the applicant that the information provided is correct and true.

NOTE- Kindly refer to guiding document for additional detailed information/ documents to be submitted on NMC application portal.

6.2- For increase in the number of UG seats in an established medical institution

- Valid **Consent of Affiliation (CoA)** in the prescribed Proforma under the heading/column "*Certified copy of the consent of affiliation issued by affiliating University*". (As per Annexure 2)
- **Justification for the number of requested seats** (as per Annexure 3).
- Certificate signed by the applicant that the information provided is correct and true.

7. Application will be accepted **only** after online payment of requisite fee through the link generated during filling of the application.

8. Private Medical college/institution will be required to **submit Bank guarantee of the applicable amount as mentioned in attached document** within **Seven (07)** working days of issue of the Letter of Intent (LOI). Government Medical college/institution will be required to submit **Undertaking** within **Seven (07)** working days of issue of the Letter of Intent (LOI), if asked for.
9. Before submitting the applications, kindly ensure that all the documents and information are uploaded correctly.
10. The applications of the medical colleges/institutions, who have already submitted their applications in response of the Public Notice of even number dated 05.12.2024, will also be valid.
11. The medical colleges/institutions, who have been granted Letter of Permission (LoP) for the Academic Year: 2024-25, may apply for increase of MBBS seats for the Academic Year:2025-26, if they fulfil all other criteria.
12. This issues with the approval of the Competent Authority.

[Arun Kumar Singh]
Director
Medical Assessment and Rating Board (MARB)

GUIDING DOCUMENTS FOR FILLING ONLINE APPLICATIONS FOR UNDER-GRADUATE (UG) COURSES FOR THE ACADEMIC YEAR 2025-26

APPLICATION PROCESS-

A. Application to NMC for establishment of new under-graduate medical institution and Increase in UG seats

1. For the AY 2025-26 only **Online** Applications will be received—including enclosures and fees. No **Offline** (Hard-copy) will be accepted by the commission.
2. The medical college/institution applying for the above-mentioned types of applications will strictly be compliant with relevant Regulations,

MSR Documents, Guidelines, relevant orders, notices and circulars issued by the NMC and other authorities from time to time.

3. Those fulfilling the above stated requirements will only be applying.

Online Application process

1. All applicants must first register themselves by visiting the registration page by clicking on the link/ icon **“click here to proceed to registration page”**. After filling up the registration form, you will receive a **Unique ID** with one-time password on your registered email ID.
2. You need to sign in with the Unique ID; you will be prompted to change your password. Change the password of your choice.
3. To start online application process, please sign in with your Unique ID and your new password. After signing in, please click on **“Start Application– Establishment of new under-graduate medical institution /Increase of UG seats”** icon/link.
4. Application number generated on successful submission of application, should be quoted by medical institution in all future communications with NMC.

Additional list of documents/information to be uploaded/filled in the online NMC Application portal for establishment of new medical college/institution-

- i. Particulars of the applicant.
- ii. Constitution: Certificate copy of bye laws/Memorandum and Articles of Association/ Trust deed.
- iii. Registration/Incorporation: Registration number, Registration date, and Certified copy of Certificate of registration.
- iv. Basic infrastructure: Facilities available for medical college and attached hospital.
- v. Managerial capability: Composition of the society/trust/company/consortium, particulars of members of the society/trust, head or project director of the proposed medical college, and head of the existing hospital their qualification and experience in the field of medical education.
- vi. Financial capability: Annual reports, Audited balance sheets for the last three years, and Authorization letter addressed to the bankers of the applicant authorizing the National Medical Commission to make

- independent enquiries regarding the financial track record of the applicant and the additional required information.
- vii. Market survey and environmental analysis: the main features of the state medical education policy, Availability of trained medical manpower in the state and need for increase in the provision of medical manpower, Gap analysis and how the gap will be reduced, Catchment area in terms of patients for the proposed medical college/hospital, No. of hospitals/primary health centres/private clinics available in the catchment area, State how will the existing medical facilities get augmented by the establishment of proposed medical college
 - viii. Site Characteristics and availability of External Linkages: Certified Copy of the title Deeds of the total available land as proof of ownership and Certified Copy of zoning plans of the available sites indicating their land use.
 - ix. Functional programme: Department wise and service wise functional requirements, Area distribution and room wise sitting capacity.
 - x. Equipment program: Room wise list of equipment complete with year wise schedule of quantities and specifications
 - xi. Manpower programme (department wise and year wise): Teaching staff (fulltime), Technical staff, Administrative staff, Ancillary staff, Salary structure, Recruitment procedure, Recruitment calendar
 - xii. Building programme: Medical college (departments, lecture theatre examination hall, museum etc.), Faculty and staff housing, Staff and students hostels, Administrative office, Library, Auditorium, Mortuary, Cultural and recreational centre, Sport complex, Others (state name of the facility)
 - xiii. Planning and layout: Master plan of the medical college complex, Layout plans, sections, Elevations and floor wise area calculations of the medical colleges and ancillary buildings
 - xiv. Phasing and scheduling (month wise schedule): Commencement and completion of building design, Local body approvals, civil construction, Provision of engineering services and equipment, Requirement of staff, Phasing of commissioning.
 - xv. Project cost: Capital cost of land, Buildings, Plant and machinery, Medical, scientific and allied equipment, Furniture and fixtures, Preliminary and preoperative expenses
 - xvi. Means of financing of project: Contribution of the applicant, Grants, Donations, Equity, Term loans, other sources (if any)
 - xvii. Revenue assumptions: Fee structure, estimated annual revenue from various sources.

- xviii. Expenditure assumptions: Operating expenses, Depreciation.
- xix. Operating results: Income statement, Cash flow statement, projected balance sheets.
- xx. Details of existing hospital: Bed strength, Bed distribution, bed occupancy, Built up area, Clinical and para clinical disciplines, OPDs and OPD attendance department wise, Architectural and layout plans, List of medical/allied equipments, Capacity and configuration of engineering services, Hospital services, administrative services, other ancillary and support services (category wise staff strength)
- xxi. Up gradation and expansion program-
- Details about the additional land for expansion of the existing hospital.
 - Upgraded medical programme
 - Upgraded functional programme
 - Building Expansion Programme (Year Wise Additional Built-Up Area To Be Provided)
 - Planning And Layout (Upgraded Master Plan Of The Hospital Complex)
 - Details about up gradation or addition in the capacity and configuration of engineering services and hospital services.
 - Equipment programme (Upgraded Room Wise List)
 - Upgraded Manpower programme (Category Wise Distribution)
 - Phasing And Scheduling Of The Expansion of Scheme (Month Wise Schedule Of Activities)
 - Project cost of the expansion scheme (Cost Of Additional)
 - Means of financing the project, Revenue assumptions, Expenditure assumptions, Operating results,
 - Certificate signed by the Applicant that the information provided is correct and true under the same heading/column.
- xxii. College litigation details, if any.

B. Evaluation of application and Assessment Process-

Evaluation of application and assessment process will be done and final decision will be communicated.

1. FEE FOR VARIOUS APPLICATIONS / PROCESSES EFFECTIVE

FROM 17TH NOVEMBER 2023

S. No.	Particulars	Amount of fees
1.	Establishment of new medical college for MBBS	<ul style="list-style-type: none"> • Rs 5 lakh +18% GST for 50 seats • Rs 10 lakh +18% GST for 100 seats • Rs 15 lakh +18% GST for 150 seats
2	Increase of admission capacity at UG level	• Rs 5 lakh + 18% GST for every 50 seats
3.	Verification of any additional information asked for or for evaluation of any corrected deficiencies if asked to do so.	Rs 3 lakhs + 18% GST
4.	Appeal fee	Rs. 50,000 + 18% GST

2. REQUIREMENT TO FURNISH SINGLE PERFORMANCE BANK GUARANTEES/ELECTRONIC BANK GUARANTEE AS BELOW-

Sr.No.	Purpose	Rate	Tenure
1.	Establishment of medical college For 50 admission of MBBS seats.	Rs. 15 Crores	6 years
2.	Establishment of medical college For 100 admission of MBBS seats (or Additional 50 seats of MBBS)	Rs. 20 Crores (or Rs. 5 crores in case of additional 50 seats)	6 years
3.	Establishment of medical college For 150 admission of MBBS seats (or Additional 50 seats of MBBS)	Rs. 25 Crores (or Rs. 5 crores in case of additional 50 seats)	6 years
4.	A Bank Guarantee of Rs.5 Crore (rupees five crore) valid for six years for increase of additional 50 MBBS seats for the existing medical colleges, will be applicable.		

3. ANNEXURES TO BE UPLOADED IN THE APPLICATION

ANNEXURE 1

ESSENTIALITY CERTIFICATE (To be provided by the respective State Government/UT)

File No.
Date

Name of issuing authority/ Department
Name of the State Government /UT Government

1. Herewith, Essentiality Certificate (EC) as per requirement in NMC regulation is accorded to _____ (name and address of the medical college) for establishment of new UG medical college/institution.

Name of the college	
Number of requested seats	
Total number of beds in existing hospital	

2. The government has confirmed the desirability and feasibility of the above requirements based on the current need of the Doctors in the respective State/UT.
3. The government has verified the feasibility in term of required infrastructure, faculty and clinical material to fulfill the requirements mentioned in relevant Regulations, MSR, Documents, Guidelines, relevant orders, notices and circulars issued by the NMC and other authorities from time to time.
4. It is further certified that in case fresh admissions in any course are stopped by the NMC, the State/UT Government shall take over the responsibility of the students already admitted in the College with the direction of the NMC.
5. This Essentiality certificate is valid for use by the college for _____ years

from date of issue. [Maximum validity can be up to 03 (three) years only].

6. Relevant information to justify essentiality is as below-
- i. No. of UG medical college/institutions already existing in the respective state/UT
 - ii. No. of PG standalone medical college/institutions already existing in the respective state/UT
 - iii. Number of UG admissions in the medical colleges in the respective State/UT.
 - iv. Number of PG admissions of the applied specialty in the medical colleges of the respective State/UT.
 - v. Total population of the respective State/UT.
 - vi. Total number of allopathic doctor population registered with the State Medical Council of the respective State/UT.
 - vii. Doctor population ratio in the respective State/UT.

Yours faithfully,

(SIGNATURE OF THE COMPETENT
AUTHORITY)

ANNEXURE 2

Consent of Affiliation (To be provided by the recognized university)

Letter/Ref No.

Dated

CONSENT OF AFFILIATION

On the basis of the report of the Local Inquiry Committee the..... (**name of the University**) has agreed, in principle, to affiliate..... (**name of the College**)..... for the **starting /increase of seats in UG medical Course** with an annual intake of

..... (No. of seats) seats for the academic year **2025-26**, subject to grant of permission by the National Medical Commission u/s 26 of the National Medical Commission Act, 2019(30 of 2019).

This Consent of Affiliation shall be valid for processing of application for three academic years from the date of issue

Signature

ANNEXURE 3

DETAILED JUSTIFICATION for the number of requested seats as per the existing UG-MSR:

1. - Do you fulfill infrastructural requirements and requisite documents?
(YES/NO)
2. - Data of required clinical material in the tabular form as below-

PARAMETER	REQUIRED	AVAILABLE	ADEQUATE/INADEQUATE
Number of beds			
Total OPD in UG specialty(department) required for UG college			
Bed occupancy			
Major OT			
Minor OT-well equipped(with anesthesia facility)			
Delivery including caesarian section			

3. - Department-wise faculty list for detailed calculation of seats in the tabular form as below-

S.No	Department	Designation	Required	Available	Percentage of deficiency
1.	Anatomy	Professor			
		Associate Prof.			
		Asst. Prof.			

		Tutor/Demonstrator			
		Senior Resident			
2.	Physiology	Professor			
		Associate Prof.			
		Asst. Prof.			
		Tutor/Demonstrator			
		Senior Resident			
3.	Biochemistry	Professor			
		Associate Prof.			
		Asst. Prof.			
		Tutor/Demonstrator			
		Senior Resident			
4.	Pharmacology	Professor			
		Associate Prof.			
		Asst. Prof.			
		Tutor/Demonstrator			
		Senior Resident			
5.	Pathology	Professor			
		Associate Prof.			
		Asst. Prof.			
		Tutor/Demonstrator			
		Senior Resident			
6.	Microbiology	Professor			
		Associate Prof.			
		Asst. Prof.			
		Tutor/Demonstrator			
		Senior Resident			
7.	Forensic Med. Toxico.	Professor			
		Associate Prof.			
		Asst. Prof.			
		Tutor/Demonstrator			
		Senior Resident			
8.	Community medicine	Professor			
		Associate Prof.			
		Asst. Prof.			
		Statistician (minimum AP level)			

		Tutor/Demonstrator			
		Senior Resident			
9.	General Medicine	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
10.	Pediatrics	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
11.	Dermatology	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
12.	Psychiatry	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
		Clinical Psychologist			
13.	General surgery	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
14.	Orthopedics	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
15.	Otorhinolaryngology (ENT)	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			

16.	Ophthalmology	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
17.	Obstetrics and Gynecology	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
18.	Anesthesiology	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
19.	Radio diagnosis	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
20.	Dentistry	Professor			
		Associate Prof.			
		Asst. Prof.			
		Senior Resident			
TOTAL					

TOTAL STRENGTH-

Number of Requested seats	Prof.	Assoc. Prof.	Asst. Prof.	Total	Tut/Demo	SR
