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5/8/16

ADMISSION SUPERVISORY COMMITTEE FOR PROFESSIONAL COLLEGES IN KERALA

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ASC 100/16/MBBS-BDS/DIRECTIVES

PRESENT:

1. Hon'ble Justice J.M. James - Chairman
2. Sri. Rajeev Sadanandan I A S - Member
3. Sri. B.S Mavoji I A S - Member

Re: MBBS/BDS 2016-17 Admission procedure finalised and
Directives dated 04.08.2016 issued.

The Admission Supervisory Committee (ASC) and Fee Regulatory Committee (FRC) have been constituted as per Act XIX of 2006. In accordance with the principles laid down by the Hon'ble Supreme Court of India through its various decisions, particularly TMA Pai Foundation & Ors Vs State of Karnataka & Ors [(2002) 8 SCC 481], Islamic Academy of Education Vs State of Karnataka [(2003) 6 SCC 697], P A Inamdar & Ors Vs State of Maharashtra & Ors [(2008) 6 SCC 537], it is the responsibilities of the above Committees to ensure the Triple Tests emphasised by the Hon'ble Court. The above Principles have been reiterated in Modern Dental College and Research Centre & Ors Vs State of Madhya Pradesh & Ors in Civil Appeal No. 4060 of 2009 decided on 02.05.2016. Pursuing the principles laid down, as above, the ASC is

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scrutinising the entire admission process of the Medical and Dental Courses along with other streams in Kerala. To ensure transparency in admission, the ASC and FRC have decided to issue the required directives, laying down the procedures in the admission process for the academic year 2016-17.

For clarity of action in the process of admissions, a conference of Medical and Dental, academic and management/Associations representatives were called by the Committee, on 26.07.2016 at Thiruvananthapuram and discussed various aspects on MBBS and BDS admissions. The ASC thereafter decided to issue the required directives, in order to ensure that the Medical and Dental admissions are based on Merit, Transparency, maintaining academic excellence and preventing capitation fee collection and exploitation.

Accordingly, the following directives are issued:-

DIRECTIVES

1. Each Medical/Dental College should submit the prospectus containing the college profile, the Educational agency/ Management, which conduct the college, the vision, mission and objectives of the college, the names of the important office bearers/ Functionaries/ Trustees (Manager, Director, Secretary, Principal etc.), the organisation which controls the college, the address and contact details including the website and email address of all important persons with mobile/phone numbers, the academic program offered (UG/PG/Diploma/Super speciality)



with sanctioned intake strength of the academic year, the head wise fee structure of college and hostel, the details of the regular faculty members with photo, Details of infrastructure (Physical and Academic), the details of the hospital facilities, students facilities provided, the authenticated result of three previous years, the details of admission procedure with eligibility criteria, other statutory requirements etc.

2. The prospectus should be submitted for the approval of the ASC, with such documents, if any, to authenticate the statements made therein. On approval, the same should be published in the website of the Association/College.
3. The calling of the applications and submission of the same by the candidates **should only be online**. The candidates, who successfully complete the online application, should automatically be issued with an acknowledgment. **Any other mode of application submission will be rejected**. Each College shall extend its online facility to the ASC so as to monitor the entire admission procedure of the college. (This procedure could be clarified directly from the ASC Head Office, Thiruvananthapuram). The activity of any college subverting the admission of inter se merit, if found, will be considered as violation of the order of the ASC.
4. The details including the total applications received together with the NEET and College ranks of the applicants should be notified in the website of the College. In case of any rejection of

application, the same should also be notified with reasons for rejection.

5. There is no normalisation procedure of the NEET rank with the board examination marks.
6. The admissions in the management, NRI and lapsed seats shall be from the NEET list only, maintaining inter se merit, transparency and academic excellence, subject to the orders that may be passed by the Hon'ble Supreme Court of India.
7. Valid receipts should be issued to all payments received and remittances made. Any demand or collection of money in the name of fees by the college, other than the prescribed or approved fees by the FRC, will tantamount to capitation fee collection and exploitation.
8. Any candidate may discontinue from the admitted self financing college to another college, if allotted by CEE. However, no candidate shall be permitted to shift within three days from the closing date of admission, from one self financing college to another.
9. The CEE allotted students, as above, are exempted from payment of liquidated damages. However, if a candidate discontinue within 3 days of closing of admission he/she has to pay the liquidated damages, subject to the decision of the FRC. If such vacant seat is filled, no damage will lie.



10. No Medical/Dental College shall retain the certificates/ documents of the discontinued candidates. The college shall get a bond executed by the candidate and his/her father/ mother undertaking to pay the amount that would be ordered by the ASC/FRC and the Court of Law and release the documents to the candidate.
11. Sufficient time to be given to the candidates for the production of the Bank Guarantee. The admission should not be denied to a candidate without the permission of the ASC.
12. The counselling details and the draft admission list, basing on inter se merit, should be instantaneously published for the information of all concerned.
13. The vacant seats available, due to any reason including the non- joining, should be notified and admission should be effected from the wait listed candidates prepared and maintained on inter se merit.
14. The Complaints/ grievances of the applicants should be instantly heard and disposed of by the College. The Complaints before the ASC will also be disposed of and directions issued, as far as possible, by hearing both sides. If ex parte interim orders issued, the same will be adhered to by the Colleges.
15. All the information, regarding admissions, rejection, grievance redressal, vacancies, college rank list, counselling/admitted details etc. should be retained in the website for the information

of all concerned, till their admissions are approved/ registered by the ASC/KUHS.

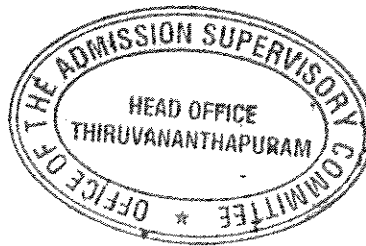
16. The right of admission, including eligibility relaxation and NRI claims, should be supported with documents, as per the existing regulations/ G.Os. No documents will be received by the ASC, after the closing date of admission.
17. If advertisements are made by the colleges/associations in the electronics and print media, the same should specifically contain the name of the publishing college. The fake booking and touting agents will not be permitted, as the same would mislead the applicants.
18. The agreement of the College with the Government of Kerala should be published in the website of the College and should be retained.
19. The information regarding the receipt of LOP from MCI, the affiliation from the KUHS, the renewal status etc. should be made available in the college website. Non receipt/ withdrawal of permission by the authorities should also be notified.
20. Each Medical/Dental College shall submit the prospectus, as stated in clause 1 of the directives above, for prior approval of the ASC/FRC before the commencement of admission process, as the Colleges has to obtain prior approval in each stage of admission.



21. The Fees shall be as regulated by the FRC or as contained in the consensual agreement between the Government of Kerala. No college shall collect any fees in excess of what is prescribed by the authorities.

Email these Directives to all the Medical and Dental Colleges/Associations for compliance and also to the Registrar, KUHS for information.

Dated on this the 4th day of August 2016.



Sd/-
CHAIRMAN

By order

A handwritten signature in black ink, appearing to be "Om" followed by a long horizontal stroke.

Manager