

**No. M-19011/38/2024/NMC/PGMARB (8293796)**  
**Government of India**  
**National Medical Commission**  
**(O/o Secretary)**

Sector-8, Dwarka  
New Delhi-110075  
September, 2024

Dated

**To,**

**Directors/ Principals/ Deans & HoDs**  
**All Medical Colleges/ Institutions under NMC**

**Subject: Inviting Applications for starting of new post-graduate medical courses in an established medical institution, establishing a new post-graduate medical institution (standalone PG institute) and increase of seats in existing post graduate medical courses for the Academic Year (AY) 2025-2026 - reg.**

I invite reference to the Medical Assessment and Rating Board's (MARB) Public Notice of even number dated 18-09-2024 (copy enclosed) on the subject mentioned above, wherein the contents of the notice are self explanatory. All the concerned Institutions are requested to strictly adhere to the same.

Encl.: As above

**Signed by B Srinivas**  
**Date: 20-09-2024 15:10:15**

[Dr. (Prof.) B Srinivas]  
Secretary

Copy to:

- i. ACS/ Pr.S/ 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

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

**No.M-19011/38/2024/NMC/PGMARB (8293796)**

**Dated**

**PUBLIC NOTICE**

**Sub: Inviting Applications for starting of new post-graduate medical Courses in an established medical institution, establishing a new post-graduate medical institution (standalone PG institute) and increase of seats in existing post-graduate medical courses for the Academic Year (AY) 2025-2026**

The Medical Assessment and Rating Board (MARB) of National medical commission (NMC), New Delhi is hereby inviting online applications **for starting of new post-graduate medical Courses in an established medical institution, establishing a new post-graduate medical institution (standalone PG institute) and increase of seats in existing post-graduate medical courses** through the web portal for the AY 2025-2026 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 from **18<sup>th</sup> September to 17<sup>th</sup> October 2024**.
3. The medical college/institution applying for the above mentioned types of applications will strictly be compliant with the NMC regulations, MSR guidelines and relevant orders, notices and circulars issued by the NMC and other authorities from time to time
4. Fill the online application as per the attached guiding document.
5. The medical college/institution are instructed to upload the following three documents in PDF format in the online application form-
  - Valid **Essentiality Certificate (EC)** in the prescribed Proforma for starting of new Post-Graduate medical Courses in an established medical institution, establishing a new Post-Graduate medical institution (standalone PG institute) under the heading/column "*Essentiality Certificate*". (As per Annexure 1).
  - Valid **Consent of Affiliation (CoA)** in the prescribed Proforma. (As per Annexure 2) and
  - **Justification for the number of requested seats** (as per Annexure 3)
6. Application will be accepted only after online payment of requisite fee through the link generated during filling of the application.
7. 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 as per enclosed form** within **Seven (07)** working days of issue of the Letter of Intent (LOI), if asked for.

8. Before submitting the applications, kindly ensure that all the documents and information are uploaded correctly.

**Signed by Vijayendra  
Kumar**

**Date: 18-09-2024 17:15:16**

**Member/President  
Medical Assessment and Rating Board (MARB)**

**Copy to**

**Deputy Secretary (IT Section), NMC with request to upload the public notice on the website of NMC and open the application portal accordingly.**

# 1. GUIDING DOCUMENTS FOR FILLING ONLINE APPLICATIONS FOR POST-GRADUATE (PG) COURSES FOR THE ACADEMIC YEAR 2025-26

## **APPLICATION PROCESS-**

### **A. Application to NMC for Starting and Increase in PG 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 the NMC regulations, MSR guidelines and 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 below 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—starting of new PG course/Increase of PG seats”** icon.

### **NOTE:**

- (1) Online payment of Fees should be paid separately for each course.(Do not pay combined application fees )
- (2) Application number for each application should be quoted in all future communications.

## **B. Evaluation of application and Assessment Process-**

Assessment will be carried out as per the criteria mentioned in the applicable regulations, guidelines/standards, and/or orders and circulars issued by the NMC and other authorities as the case may be from time to time.

## **C. Scrutiny and final decision-**

Scrutiny of assessment report and supporting documents/compliance will be conducted and final decision will be taken.

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). Medical college/institution will be required to submit **Undertaking** within **Seven (07)** working days of issue of the Letter of Intent (LOI) as and when asked for. On receiving above documents final Letter of Permission (LOP) will be issued through authorized email ID.

**1- FEE FOR VARIOUS APPLICATIONS/PROCESSES EFFECTIVE FROM 17<sup>TH</sup> NOVEMBER 2023-**

<b>S. No.</b>	<b>Particulars</b>	<b>Amount of fees</b>
<b>1.</b>	<b>Starting of PG courses in Medical colleges/Establishment of standalone PG institution</b>	<b>Rs 5 lakhs +18% GST per course up to 4 seats &amp; additional Rs 1 lakh/seat for more than 4 seats</b>
<b>2</b>	<b>Increase of admission capacity of PG courses</b>	<b>Rs 5 lakhs + 18% GST per course up to 4 seats &amp; additional Rs 1 lakh/seat for more than 4 seats.</b>
<b>3.</b>	<b>Verification of any additional information asked for or for evaluation of any corrected deficiencies if asked to do so.</b>	<b>Rs 75, 000 + 18% GST</b>
<b>4.</b>	<b>Appeal fee</b>	<b>Rs. 50,000 + 18% GST</b>

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

<b>Sr.No.</b>	<b>Purpose</b>	<b>Rate</b>	<b>Tenure</b>
<b>1.</b>	<b>For PG</b>	2 crores (for up to four seat of a specialty )	4 years
<b>2.</b>	<b>For additional PG seats</b>	25 lakhs each additional seat of a specialty	4 years

### 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 PG medical college/institution /starting of new PG courses in an established medical institution.

Name of the college	
Type of application	
PG course name	
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 existing NMC Regulations, existing MSR guidelines and other guidelines issued by NMC 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 PG 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****JUSTIFICATION FOR THE NUMBER OF REQUESTED SEATS:**

1. Whether requirements under UG-MSR 2023 are fulfilled. (Yes/No/Not applicable)
2. Number of completed years of UG medical college/institution (where applicable) :  
\_\_\_years
3. Number of completed years of running the PG courses in the medical college/institution:  
\_\_\_years
4. Whether requirements of PG-MSR 2024 and specialty specific requirement as per curriculum documents are fulfilled. (Yes/No)
5. Calculation of seats based on number of units, beds, and bed structure in the tabular form as below-

Unit	Number of beds available	Number of eligible seats	Unit	Number of beds available	Number of eligible seats
Unit I			Unit IV		
Unit II			Unit V		
Unit III			Unit VI		

6. Calculation of seats based on available faculty as per the PG-MSR 2024 & PGMER-2023 in the tabular form as below-

Details of Faculty	Eligible number of faculty as per AEBAS report	No. of eligible seats
Professor/Associate Prof. as unit head/Associate profs(as per existing TEQ)		
Associate Professor		
Assistant Professor(fulfilling all the requirements of post-graduate Guide as per existing TEQ)		

7. Data of required clinical material/investigation workload for the applied specialty as per Annexure 1 of PG-MSR-2024 and SAF of the specialty-

Parameters for the applied specialty	Available	No. of eligible seats

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