



# HIMSR

Hamdard Institute of Medical Sciences & Research

Dated: 05.08.2023

## IMPORTANT INFORMATION For PG MD/MS ADMISSION 2023 REPORTING

### DISCLAIMER:

Hamdard Institute of Medical Sciences & Research (HIMSR), Jamia Hamdard is committed to follow the admission process in an absolute sacrosanct manner under the processes defined by Medical Counseling Committee, admission process DGHS, GOI and does not entertain any agents or middlemen for admissions.

Applicants are warned against possible cheating by unscrupulous agencies that may put out misleading advertisements in newspapers or approach by other means, promising and assuring seats for various courses for monetary considerations or by extracting large sum of money from candidates / parents.

All admissions are subject to fulfilment of all the eligibility conditions by the candidate. If it is found at a later stage or during active (physical) verification, that the candidate has given false information/certificate or is found to have concealed some information, his/her admission will be cancelled without any further notice. It is the responsibility of the candidates to ensure that they fulfil all the eligibility requirements for the course/s applied.

The official website of the Hamdard Institute of Medical Sciences and Research & its associated HAHC Hospital is [www.himsr.co.in](http://www.himsr.co.in) . The aspirants are advised to check all details only on this website and to also remit fees to the account mentioned on this website only. There are no other sites or accounts except this website. Please ensure that you are on the right website before you progress further.

Best wishes for your rightful admission at Hamdard Institute (HIMSR), Jamia Hamdard.

## REPORTING PROCEDURE

The candidates who have been allotted a seat in PG (MD/MS) through MCC PG MD/MS online Counseling-2023, are directed to complete the physical reporting with original documents, at Hamdard Institute of Medical Sciences and Research, Jamia Hamdard, Guru Ravidas Marg, Hamdard Nagar New Delhi-62, as per MCC reporting schedule announced.

It is also brought to the student's notice that the official website of Hamdard Institute of Medical Sciences and Research is [www.himsr.co.in](http://www.himsr.co.in) and are advised to remit fee only to the account mentioned in this website. There are no other sites or accounts beyond this website. Please ensure that you are on the right website before you progress further.

The step-by-step reporting, fee payment & admission process for PG MD/MS course are given below. It is instructed that all the allotted candidates should adhere to the process strictly.

### STEPS TO BE FOLLOWED

#### STEP – 1 Fee payment through DEMAND DRAFT/RTGS/NEFT/WIRE/ SWIFT Transfer

##### **General & Reserved Category:**

Candidates who have been allotted a seat in MCC counseling (Round-1/2/3 Stray Round) for PG MD/MS seats, are directed to make the **prescribed Fee payment**, as per **Fee structure** given on <https://www.himsr.co.in/md-ms-admissions-2023-24/> through online transfer (RTGS/NEFT) or Demand Draft to the HIMSRS account, **Fee should be submitted in single transaction if submitted by RTGS/NEFT or Single Demand Draft only** and proof of Remittance/Acknowledgment has to be scanned and e-mailed to [finance.accounts@himsr.co.in](mailto:finance.accounts@himsr.co.in), & [admission@himsr.co.in](mailto:admission@himsr.co.in) .

##### **Foreign/NRI/NRI Sponsor Category:**

For Foreign/OCI/PIO/NRI/NRI sponsored candidates, the **prescribed Fee must be paid in US Dollars (\$) only** as per **fee structure** given on <https://www.himsr.co.in/md-ms-admissions-2023-24/> through **WIRE/SWIFT Transfer from the Sponsor account**, **Fee should be paid in single transaction** and for the same, **candidate must produce proof of the transaction made from the sponsor account compulsorily** and proof of remittance/acknowledgment has to be scanned and e-mailed to [finance.accounts@himsr.co.in](mailto:finance.accounts@himsr.co.in), & [admission@himsr.co.in](mailto:admission@himsr.co.in)

### STEP – 2 Scanning & E-mailing of all Original Documents (As per list)

All the candidates, who have been allotted the seats are directed to scan the individual original documents as listed at <https://www.himsr.co.in/md-ms-admissions-2023-24/> and keep them ready for e-mailing on [admission@himsr.co.in](mailto:admission@himsr.co.in) before physical reporting in the institute.

**Please note the Scanning of the documents is to be done from originals documents only**

**All documents should be scanned individually for e-mailing.**

**The Photocopy (Xerox) of the documents e-mailed are not accepted.**

**Additional Original Documents required for NRI/NRI Sponsored student's need to be e-mailed as per the list provided on [www.himsr.co.in](http://www.himsr.co.in) (For NRI/ NRI Sponsored/Foreign National)**

**All Original Documents which have been scanned and e-mailed shall have to be produced for verification during the time of Physical reporting.**

### STEP – 3 Physical Reporting, as per MCC reporting schedule

After the successful submission of fee and e-mailing documents, **the candidate must report physically with all original documents** to the Hamdard Institute of Medical Sciences and Research, Jamia Hamdard, Guru Ravidas Marg, Hamdard Nagar, New Delhi-62, as per MCC reporting schedule announced, compulsorily.

After the successful submission of fee and physical reporting with original documents in HIMSR as per MCC reporting schedule announced, **the original documents** will be verified by the designated Documents Verification Officer.

Once verification of original documents is completed and the institution is satisfied with the documents produced and payment of fee made, further reporting formalities will be completed at MCC web portal by HIMSR Nodal Officer.

#### **STEP – 4 Verification & Submission of original documents**

**During Physical reporting with original documents, as per MCC reporting schedule announced, the candidates must submit all original documents listed at <https://www.himsr.co.in/md-ms-admissions-2023-24/> and same will be verified by the designated Nodal officer**

Once verification and submission of original documents is completed and if the institution is satisfied with the documents produced and payment of fee made, further reporting formalities will be completed at MCC web portal by HIMS R Nodal Officer.

Discrepancy if any found, the HIMS R will not process their admission & reporting formalities at MCC portal as well at HIMS R office

#### **STEP – 5 Reporting of admission at MCC web portal by the HIMS R & Generation of Admission Letter**

On successful completion of all steps / process defined above, the admission / reporting details of the candidate will be uploaded to MCC web portal by HIMS R Nodal Officer and a provisional admission letter will be generated from MCC web portal and admission & reporting formality will be completed.

After generation of provisional admission letter it will be signed by head of institution, the students are required to take the provisional admission letter before leaving the campus.

### **PHYSICAL REPORTING**

#### **Physical Reporting Venue & Time**

<b>Venue</b>	<b>Time</b>
<b>Anatomy Demonstration Hall-II, Hamdard Institute of Medical Sciences and Research Guru Ravidas Marg, Hamdard Nagar New Delhi-110062</b>	<b>10:00 AM To 3:00 PM</b> <b>(dates/days as per MCC reporting schedule announced)</b>