

29th September 2021

KLE DEEMED UNIVERSITY

ADMISSION PROCEDURE MANUAL - 2021-22

The candidate who have been allotted PG Dental Seats through-Directorate General of Health Services, (DGHS) Ministry of Health & Family Welfare Government of India, Medical Counseling Committee (MCC) (www.mcc.nic.in), the Counseling/admission process in respect of Postgraduate courses in **Dental (MDS)**, in the respective constituent units of the KLE Deemed University viz. **KLE Vishwanath Katti Institute of Dental Sciences, Belagavi** for the academic year 2021-22 as follows:

Sl. No	PROCEDURE
A	SCHEDULE OF ADMISSION PROCESS
B	REGISTRATION FOR ALLOTMENT PROCESS AT ALLOTTED INSTITUTION
C	VERIFICATION OF DOCUMENT & WILLINGNESS
D	GENERATING OF ADMISSION LETTER/SEAT CANCELLATION RECEIPT
E	ISSUE OF ELIGIBILITY CERTIFICATE
F	FEE STRUCTURE & MODE OF PAYMENT (BANK DETAILS)
G	REFUND POLICY
H	HOSTEL ADMISSION
I	OTHER RELEVANT INFORMATION
J	ANNEXURES

A. SCHEDULE OF ADMISSION PROCESS

1) The admission process for Post Graduate MDS will be conducted at **KLE Deemed University, Jawaharlal Nehru Medical College Campus, Nehru Nagar, Belagavi – 590010.**

2) ADMISSION PROCESS SCHEDULE*

Date	Time	Venue
1 st (First) Round of Admission/Physical Reporting (Reporting at the allotted dental college)		KLE DEEMED UNIVERSITY JNMC Campus, Nehru Nagar, Belagavi-590010.
29 th September 2021 to 4 th October 2021 (as per server time of MCC/DGHS)	10.30 AM to 1.30 PM	
	1.30 PM to 3.00 PM Lunch Break	
	3.00 PM to 5.00PM	

*[THE ABOVE SCHEDULE IS BASED ON THE SCHEDULE FOR ONLINE COUNSELING (ALLOTMENT PROCESS) FOR NEET PG MDS Seats – 2021. (<https://mcc.nic.in>)]

Note: Candidates are informed to visit frequently www.mcc.nic.in in case if any change in schedule.

Note: The duration of the admission process may exceed the above schedule time due to various reasons, the University shall not be responsible for the delay in the admission process and the consequences there upon including pre decided travel schedule of the parents/applicants, if any

B. REGISTRATION FOR ALLOTMENT PROCESS AT ALLOTTED INSTITUTION

- Candidate should register their name in the attendance register at the venue for admission process.
- To facilitate the admission process and save time candidates are requested to Register online and get signed copy of the form for admission

Click following link for registration.....

Course	College Admission Form
Dental (MDS)	https://dental.contineo.in/admission/

Note: - This form is mandatory to fill online and submit the printed form at the time of reporting.

C. VERIFICATION OF DOCUMENT & WILLINGNESS

- On the day of admission process, the candidate should be present physically and appear for verification of original documents, before seeking admission confirmation at Institution/allotted college and course.
- The candidate has to produce his/her provisional allotment letter along with original certificates /documents required as per the Counselling Scheme for verification.
- Both the Candidate & Parent should give Notarised undertaking for willingness to pay the fees as per University Norms (**Annexure – II**)

Note: There is no Service Bond for admitted student.

- Candidate should be present physically for photo, signature and biometric verification.

D. GENERATING OF ADMISSION LETTER / SEAT CANCELLATION RECEIPT

After documents verification, the provisional admission letter will be issued after signing by the candidate, reporting official and the Dean/Principal (in charge) of the allotted Institute.

E. ISSUE OF ELIGIBILITY CERTIFICATE:

- Those of the candidates who have been allotted seat as per MCC/DGHS the eligibility certificate will be issued as per their eligibility criteria prescribed by the respective Regulating Council and as per University norms for respective course.
- Eligibility for admission will be as per the Regulating Councils of Dental Council of India (DCI).
- Candidature is purely provisional subject to fulfilment of eligibility criteria as mentioned in NEET-PG-2021 and MCC Information Bulletin/ .
- In accordance with the eligibility criteria for admission to Post Graduate course candidate must have scored as mentioned in the Information Bulletin for NEET-PG 2021.

Following original documents along with **THREE** sets of attested photocopies to be submitted at the time of admission:

(Note: Photocopies of documents are to be attested by any Gazetted officer/Notary/Principal/Dean of the College.)

(Note: Keep original scanned copies of all documents with you for future use)

ANNEXURE – I

Sl. No	Arrange the following documents in the given sequence only
	<i>For GENERAL and NRI</i>
1	Duly signed application form /Registration copy of information. (Kindly click the link and provide the online information) <div style="text-align: center; border: 1px solid black; padding: 5px; display: inline-block;"> Dental (MDS) https://dental.contineo.in/admission/ </div>
2	DGHS Confirmation Letter / Provisional Allotment Letter.
3	Admit Card issued by NBE (NEET-PG-2021 Hall Ticket)
4	Result/Rank Letter issued by NBE (NEET-PG-2021 Score Card)
5	10 th / SSLC Standard / Equivalent Marks Card (For date of birth).
6	12 th /PUC standard Marks Card of the Candidate
7	BDS marks card issued by Universities of all phases/years.
8	Qualifying degree certificate. (PDC will be accepted only for candidates who have passed BDS during 2020)
9	Migration Certificate from the Concerned University if BDS done from other than KLE Deemed University, Belagavi
10	Certificate of Internship completion, candidates who have already completed internship. (Provisional internship completion certificate will be accepted for Candidates completing their internship by 31 st July 2021).
11	Permanent State / Central Medical / Dental Council Registration Certificate to be compulsorily submitted at the time of admission process. (Candidates who have passed prior to 2021, should compulsory produce the Original Permanent Registration certificate at the time of admission) <i>Note: Provisional Registration Certificate is acceptable only in case, the candidate is undergoing internship and likely to complete the same on or before 31st July 2021 of year of admission.</i>
12	Six recent passport size colored photographs with name and date.
13	Caste certificate (in English version)
14	Certificate of Domicile
15	Fee remittance copy/ acknowledgement / Demand Drafts (of Nationalized / Scheduled Bank) for fees
16	Photo Copy of PAN CARD (Candidate & Parent)
17	Photo Copy of Aadhaar Card of Candidate
18	Annexure – I (List of documents) Annexure – II (Undertaking/Bond) Annexure– III (Undertaking for DD if applicable)

19	<p>Other documents: Anti-ragging undertaking by students and parents/guardians. (This has to be submitted online on or before 1st week of June 2021). www.antiragging.in</p>
20	<p>Mandatory Documents submission by NRI/Foreign Candidates :</p> <p>NRI / NRI ward/ OCI / PIO / Foreign Nationals Candidates:</p> <ol style="list-style-type: none"> Candidate's parents resident certificate issued by the Embassy of that country complying with the Income Tax Rules / any other certificates to establish evidence that they are resident of that country / affidavit on Rs.100/- e-stamp paper to that effect. Candidate's passport / VISA / Resident VISA. Citizenship of the candidate. Income Tax Documents required as per the Income Tax Act 1961. If NRI Ward - with Ward Certificate. If candidate is foreign medical graduate must submit screening test certificate. Candidate's Study certificate for having studied outside India where applicable for the qualifying examination. Note: For the purpose of verification e-document may be considered with regard to NRI ward certificate subject to submitting the original at the time of taking the admission. <p>For Foreign Nationals :</p> <ol style="list-style-type: none"> Foreign national's qualification registration certificate by the corresponding Medical Council or concerned authority in his / her own country from where he / she has obtained his / her basic medical graduate qualification. Obtain Temporary registration certificate from MCI/DCI within one month of securing admission. Indian/OCI citizen who have obtained their Medical Qualification outside India must submit original Screening test pass certificate & MCI registration certificate.
	<p><u>Mandatory Other documents as prescribed in MCC website:</u></p> <ol style="list-style-type: none"> Affidavit of the person who is NRI and the sponsorer. Documents claiming that the sponsorer is an NRI (Passport, Visa of the sponsorer) Relationship of NRI with the candidate as per the court orders of The Hon'ble Supreme Court of India in case W.P.(c) No. 689/2017-Consortium of Deemed Universities in Karnataka (CODEUNIK) & Ans. Vs Union of India & Ors. dated 22-08-2017 Affidavit from the sponsorer that he/ she will sponsor the entire course fee of the candidate duly notarized. Embassy Certificate of the Sponsorer.(Certificate from consulate) Passport copy of the Candidate

Note: Candidates without original certificates/documents shall not be given admission in allotted Medical/Dental College. Candidates who have deposited their original documents with any other Institute/College/University and come for admission with a certificate stating that "their original certificates are deposited with the Institute/College/ University" shall not be given admission in allotted Medical/Dental College.

FIRST YEAR FEES STRUCTURE FOR POST GRADUATE COURSES IN DENTAL (MDS) FOR THE YEAR 2021-22

Name of the Institution: - KLE V. K. Institute of Dental Sciences, Belagavi

MANAGEMENT / PAID SEAT (GENERAL) CATEGORY

Sl. No	Program	Intake	Tuition Fees in INR	Development Fees in INR	Eligibility fees in INR	Caution Money in INR	Total fee (I year) in INR
MDS - Dental							
1	CONSERVATIVE DENTISTRY AND ENDODONTICS	4	9,00,000	1,00,000	2,000	2,000	10,04,000
2	ORAL AND MAXILLOFACIAL PATHOLOGY AND ORAL MICROBIOLOGY	4	32,800	3,200	2,000	2,000	40,000
3	ORAL AND MAXILLOFACIAL SURGERY	4	9,00,000	1,00,000	2,000	2,000	10,04,000
4	ORAL MEDICINE AND RADIOLOGY	3	32,800	3,200	2,000	2,000	40,000
5	ORTHODONTICS AND DENTOFACIAL ORTHOPEDICS	4	9,00,000	1,00,000	2,000	2,000	10,04,000
6	PEDIATRIC AND PREVENTIVE DENTISTRY	2	9,00,000	1,00,000	2,000	2,000	10,04,000
7	PERIODONTOLOGY	5	5,00,000	50,000	2,000	2,000	5,54,000
8	PROSTHODONTICS AND CROWN AND BRIDGE	5	9,00,000	1,00,000	2,000	2,000	10,04,000
9	PUBLIC HEALTH DENTISTRY	3	32,800	3,200	2,000	2,000	40,000

Note:-

- **Caution money (Refundable after completion of Course)**
- **Eligibility Fees (Non- Refundable)**
- ***NRI candidates have to pay fees in US Dollar only.**

*NRI CATEGORY

Sl.No	Program	Non Resident Indian Seat	Tuition Fees in US\$	Development Fees in US\$	Eligibility Fees in US\$	Procedure Fees (One Time)	Enrolment (One Time)	Caution Money in US\$	Non Resident Indian Fees
PG CLINICAL SUBJECTS									
1	CONSERVATIVE DENTISTRY AND ENDODONTICS	1	30,000	3,000	500	200	500	100	\$34,300
2	ORAL AND MAXILLOFACIAL SURGERY	2	30,000	3,000	500	200	500	100	\$34,300
3	ORTHODONTICS AND DENTOFACIAL ORTHOPEDICS	2	30,000	3,000	500	200	500	100	\$34,300
4	PROSTHODONTICS AND CROWN AND BRIDGE	1	30,000	3,000	500	200	500	100	\$34,300

STIPEND: - All MDS admitted students are eligible for a stipend of Rs.3000/- Per month

➤ **MODE OF PAYMENT:** Management / Paid Seat (General) Category:-

• **RTGS / NEFT**

BANK DETAILS FOR PAYMENT OF FEES IN INR

CANARA BANK DETAILS

Beneficiary Name:	THE REGISTRAR KAHER FOR ADMISSIONS
Beneficiary Address:	JAWAHARLAL NEHRU MEDICAL COLLEGE, NEHRU NAGAR, BELGAUM KARNATAKA INDIA. PIN CODE-590010.
Beneficiary Account No.	05042140000240
Beneficiary Bank Name:	CANARA BANK. BELGAUM
BANK IFSC Code:	CNRB0010504
Contact No.	9449860503 (Manager)

Or

AXIS BANK DETAILS

Account number	916010049680949
Account Name	KAHER (FORMELY KNOWN AS KLE UNIVERSITY BELGAVI)
IFSC CODE	UTIB0002941
Branch	Kadolkar Galli Belgaum
Bank Name	Axis Bank
Contact No.	0831-4217382, 9513329411

FEE REMITTANCE DETAILS TO BE UPDATED BY FILLING THE GOOGLE FORM THIS LINK:

<https://forms.gle/YQJpfwPQuTwYXj6h8>

• **Demand Draft**

Demand drafts should be drawn in favor of **REGISTRAR, KAHER, payable at Belagavi (Belgaum)**. (DD can be drawn on any nationalized / scheduled Bank)

The requisite Demand Draft drawn on any nationalized / scheduled Bank towards tuition fee for the course concerned shall be deposited at the admission counter. (Candidate shall mention his / her name, NEET Rank at the back of the Demand Draft.) The Demand Draft shall be purchased by the candidate / parents only. In case, the Demand Drafts are purchased by any person other than the candidate / parents for paying the tuition fee, an Undertaking has to be provided in the format prescribed by the University.



KLE ACADEMY OF HIGHER EDUCATION AND RESEARCH

(Deemed-to-be-University)

Accredited 'A' Grade by NAAC (2nd Cycle)

Placed in Category 'A' by MHRD (GoI)

JNMC Campus, Nehru Nagar, Belagavi-590 010, Karnataka State, India

Ph: 0831-2444444 FAX: 0831-2493777 Web: <http://www.kledeemeduniversity.edu.in>

E-mail: info@kledeemeduniversity.edu.in

➤ For NRI Candidates FEES Remittance Bank Details :-

Foreign Wire Information

(Banking Information for Foreign Wires) Foreign Currency must be USD only

E Banking Information

Name of account holder: REGISTRAR KLE UNIVERS INST OF DENTAL SCI

Beneficiary account number: 05001070000076

Destination bank country : INDIA

Bank telephone number : 9449860500

Agency code : NA

Corporate Id number : NA

Destination Bank name : Canara Bank (e-Syndicate Branch)

Branch ID Number : CNRB00010500

IBAN SWIFT /BIC code (International): CNRBINBBBID or CNRBINBBBFD

F. ## REFUND POLICY:

Sl. No	Particulars	Refund Eligible
1	The Amount of Fee deduction in case of seat upgradation from first round to second round	<i>Paid fees will be refunded, after deducting processing charges of Rs.12,000/-</i>
2	The Amount of Fee deduction in case of seat surrender / resign / cancel after completion of first round Note* <ul style="list-style-type: none"> • However you are also liable to pay penalty (Entire course fee)if MCC/DGHS does not permit us to fill the vacant seat (due to your withdrawal) in the subsequent round • <i>Paid fees will be refunded, after deducting processing charges of Rs.12,000/-.</i> If MCC/DGHS permits us to fill the vacant seat (due to your withdrawal) in the Subsequent rounds. 	*No fees will be refunded (Entire Course Fees need to be paid by the candidate)
4	In case Candidate surrender/resign/ cancel after counselling period (Institutional Mop up round).	*No fees will be refunded (Entire Course Fees need to be paid by the candidate)
5	Reimbursement Time Period.	15 Days.
6	In case candidate surrender/resign/ cancel after final round of Counseling (Deemed)	The candidate will have to pay entire course fee since that seat will go vacant.

Subject to change as per the guidelines received from the concerned statutory body.

Note: in case of refund of fees against cancellation the amount will be credited to candidates account only with valid PAN number.



KLE ACADEMY OF HIGHER EDUCATION AND RESEARCH

(Deemed-to-be-University)

Accredited 'A' Grade by NAAC (2nd Cycle)

Placed in Category 'A' by MHRD (GoI)

JNMC Campus, Nehru Nagar, Belagavi-590 010, Karnataka State, India

Ph: 0831-2444444 FAX: 0831-2493777 Web: <http://www.kledeemeduniversity.edu.in>

E-mail: info@kledeemeduniversity.edu.in

G. HOSTEL ADMISSION:

Hostel facility is available, both for boys & girls. The candidates desirous of seeking admission to hostels will have to apply in prescribed form. The hostel fees shall be charged separately.

For more details click the following link: -

<https://kledeemeduniversity.edu.in>

For any details regarding hostel facility please contact the hostel officer: 0831-2474886

H. OTHER RELEVANT INFORMATION:

- Differences of opinion & disputes arising in the interpretation & implementation of the clauses in the Brochure, if any, will be referred to the Competent Authority and same will be informed to the Vice-Chancellor of the KLE Deemed University, Belagavi & his decision shall be final & binding on all the concerned.
- Any legal matter arising out of the total admission process of PG Medical /Dental Degree courses through KLE Deemed University, Belagavi will be in the courts of BELAGAVI, Karnataka State.
- **Please note:** KLE Deemed University does not have any agents, liaison / admission offices, representatives or any other office/s other than the office mentioned in this brochure.
Candidates are requested not to depend upon or deal with any person or organization/s claiming to be associated with the KLE Deemed University activities or claiming to help with admission or entrance tests. KLE Deemed University will not be responsible for the same.
- **In case any candidate is found to be involved in or indulged in impersonation or any other unfair means or cheating to procure admission, KLE Deemed University reserves the right to cancel the allotted seat and forfeit of the entire amount of fees paid by such candidate. Such candidates are liable for prosecution as per the law of the land.**
- **All concerned communication will be received or sent through registered e-mail id only.**

I. List of Annexure

Annexure – I (List of documents)

Annexure – II (Undertaking/Bond)

Annexure – III (Undertaking for Demand Draft)

Note:

- **The above guidelines are not exhaustive they are only indicative. Any changes or modification of the above will be notified on website**
- The KLE Deemed University admission committee may from time to time specify for submission such other additional documents as deemed essential from all candidates through the application form or through a notification on their website.
- In case, if any of the documents produced in respect of the Clause claimed by the candidate is found to be false / incorrect, the seat allotted to the candidate will be cancelled at any stage and the entire fee amount paid by such candidate will be forfeited.
- **The eligible candidates should check the update on university website regularly.**
- **No candidates will be informed / notified individually if any updates; candidates must visit our website KLE University / MCC (www.kledeemeduniversity.edu.in & www.mcc.nic.in) frequently for any update or any notifications.**

ANNEXURE – I

Following original documents along with **THREE** sets of attested photocopies to be submitted at the time of admission:

(Note: Photocopies of documents are to be attested by any Gazetted officer/Notary/Principal/Dean of the College.)

(Note: Keep original scanned copies of all documents with you for future use)

Sl. No	Arrange the following documents in the given sequence only
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2	DGHS Confirmation Letter / Provisional Allotment Letter.
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6	12 th /PUC standard Marks Card of the Candidate
7	BDS marks card issued by Universities of all phases/years.
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9	Migration Certificate from the Concerned University if MBBS / BDS done from other than KLE Deemed University, Belagavi
10	Certificate of internship completion, candidates who have already completed internship. (Provisional internship completion certificate will be accepted for Candidates completing their internship by 31 st July 202)
11	Permanent State / Central Medical / Dental Council Registration Certificate to be compulsorily submitted at the time of admission process. (Candidates who have passed prior to 2020, should compulsory produce the Original Permanent Registration certificate at the time of admission) Note: Provisional Registration Certificate is acceptable only in case, the candidate is undergoing internship and likely to complete the same on or before 31 st July 2021.
12	Six recent passport size colored photographs with name and date.
13	Caste certificate(in English version)
14	Certificate of Domicile
15	Fee remittance copy / acknowledgement / Demand Drafts (Nationalized / Scheduled Bank) for fees
16	Photo Copy of PAN CARD (Candidate & Parent)
17	Photo Copy of Aadhaar Card of Candidate
18	Annexure – I (List of documents) Annexure – II (Undertaking/Bond) Annexure– III (Undertaking for DD if applicable)

19	<p>Other documents: Anti-ragging undertaking by students and parents/guardians. (This has to be submitted online on or before 1st week of October 2021). www.antiragging.in</p>
20	<p>Mandatory Documents submission by NRI/Foreign Candidates :</p> <p>NRI / NRI ward/ OCI / PIO / Foreign Nationals Candidates:</p> <ul style="list-style-type: none"> h) Candidate's parents resident certificate issued by the Embassy of that country complying with the Income Tax Rules / any other certificates to establish evidence that they are resident of that country / affidavit on Rs.100/- e-stamp paper to that effect. i) Candidate's passport / VISA / Resident VISA. j) Citizenship of the candidate. k) Income Tax Documents required as per the Income Tax Act 1961. l) If NRI Ward - with Ward Certificate. m) If candidate is foreign medical graduate must submit screening test certificate. n) Candidate's Study certificate for having studied outside India where applicable for the qualifying examination. Note: For the purpose of verification e-document may be considered with regard to NRI ward certificate subject to submitting the original at the time of taking the admission. <p>For Foreign Nationals :</p> <ul style="list-style-type: none"> d. Foreign national's qualification registration certificate by the corresponding Medical Council or concerned authority in his / her own country from where he / she has obtained his / her basic medical graduate qualification. e. Obtain Temporary registration certificate from MCI/DCI within one month of securing admission. f. Indian/OCI citizen who have obtained their Medical Qualification outside India must submit original Screening test pass certificate & MCI registration certificate.
	<p>Mandatory Other documents as prescribed in MCC website:</p> <ol style="list-style-type: none"> 1. Affidavit of the person who is NRI and the sponsorer. 2. Documents claiming that the sponsorer is an NRI (Passport, Visa of the sponsorer) 3. Relationship of NRI with the candidate as per the court orders of The Hon'ble Supreme Court of India in case W.P.(c) No. 689/2017-Consortium of Deemed Universities in Karnataka (CODEUNIK) & Ans. Vs Union of India & Ors. dated 22-08-2017 4. Affidavit from the sponsorer that he/ she will sponsor the entire course fee of the candidate. 5. Embassy Certificate of the Sponsorer.(Certificate from consulate) 6. Passport copy of the Candidate

ANNEXURE – II

DENTAL (MDS) course

**COURSE DISCONTINUATION BOND
UNDERTAKING / Bond for General / NRI**

(To be stamped on Rs.200/- stamp Paper)

I, Mr/Ms..... (Name of the Candidate), aged about.....years, S/D/o.....(Name of the Parents resident of(Permanent/present address of Parent) do hereby swear an oath as follows:

I, have been selected to the 1st year of **MDS** course at **KLE V. K. Institute of Dental Sciences, Belagavi** a constituent college of **KLE Academy of Higher Education & Research, Deemed-to-be University** under Section 3 of the UGC Act 1956 through the Common Counseling conducted by the Directorate General of Health Services (DGHS), Government of India, New-Delhi through NEET PG Rank No.....

In consideration of admission to **1st year MDS** course, I shall complete the **MDS** course and accordingly undertake to pay all the tuition and other fees as per University Norms.

In the event of my discontinuation of **MDS** course due to any reason, I along with my parent /guardian hereby undertake to pay balance tuition and other fees University, Belgaum payable for the entire course without any demur.

I have executed this affidavit in sound mind, out of free will without any force or coercion to either sign or execute this Affidavit.

Signature of the Candidate

Signature of the Parent/Guardian

VERIFICATION

This is to verify that the contents of this affidavit are true to the best of my knowledge, information and belief. Verified aton this the day of 2021.

Identified by me

Advocate
No. of corrections.

DEPONENT

Annexure-III

KLE DEEMED UNIVERSITY

Undertaking for Demand Draft

Format of the Undertaking to be submitted if the Demand Drafts are purchased by any person other than the candidate/parents for paying the tuition fee.

I the
undersigned.....
.....
S/O /
D/O.....
.....
Address.....
.....
.....have purchased the demand draft bearing
number.....
.....dated.....for Rs.....favoring, Registrar,
KLE Deemed University for paying tuition fee of Dr.
.....(Rank
No.....) who is my (mention the relation with the
candidate).....

Name of the person who has purchased the Demand draft:

Signature of the person who has purchased the Demand draft

Complete Name, Address:

PAN Number:

(Photocopy of PAN card to be enclosed)