



www.mahacet.org

Government of Maharashtra
State Common Entrance Test Cell, Mumbai

User Manual

College Feedback Module
for
Health Science Courses

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[1] Introduction

The College Feedback Module is online portal developed for State CET Cell for smooth reporting of the Candidates who are taking part in CAP for various UG & PG Health Science courses under Medical Education and Ayush department.

We have developed this module to provide candidates joining, retention or cancellation status in as easy and consistent manner to the CET CELL, Mumbai. The link given on www.mahacet.org, login details are provided by CET CELL, Mumbai when process started.

Once the selection list publishes on website, same list will be display in respective college login. It is responsibility of every college to verify documents which are uploaded during registration process with physical documents also verify the candidate eligibility as per the rules in **NEET Information Brochure**.

Help Line / Technical Support: Please refer contact us page for contact no or email id.

Note:

We request to all colleges to update candidate's status on day to day basis as per schedule published on CET Cell website.

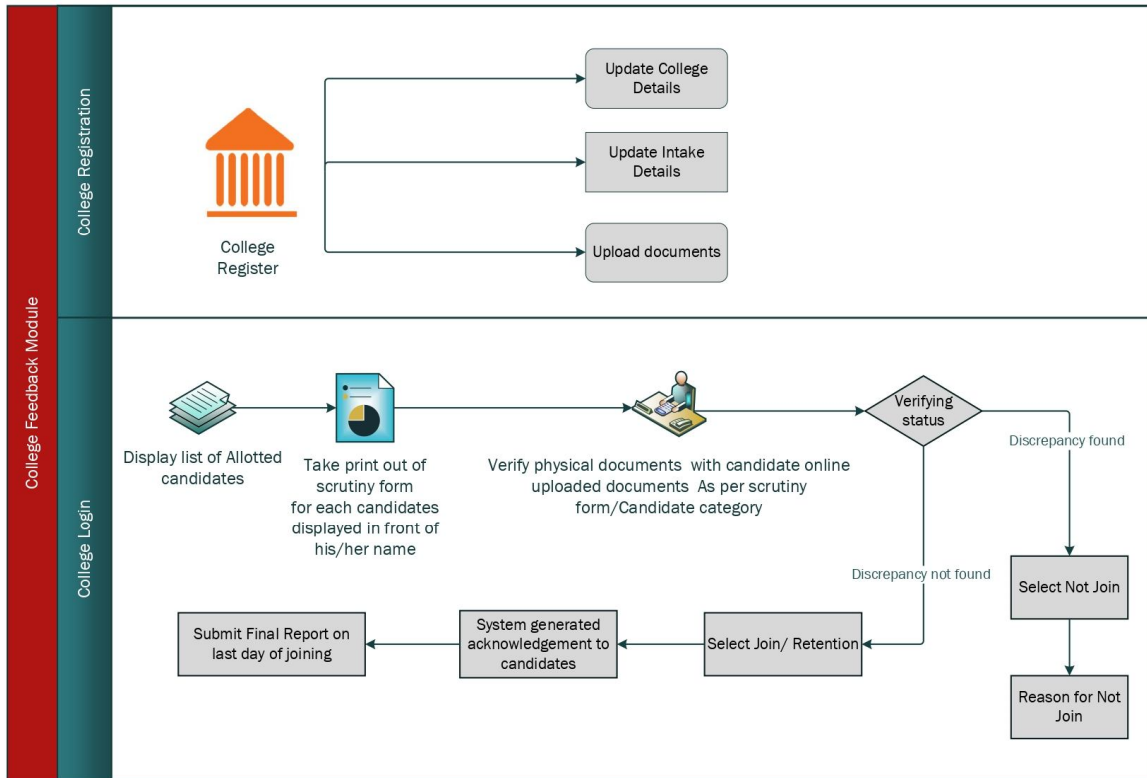
[2] Steps to Followed

- **Step 1.** The candidate will visit the college with Allotment Letter. The college will verify the details of the allotment letter (Name of the college, Name of the candidate, course etc)
- **Step 2.** The college will login in to College Feedback Module using their Login Credentials.
- **Step 3.** The college will select the course and round number for which it is reporting
- **Step 4.** The college will Identify the name of the candidate from the list of candidates allotted to their college
- **Step 5.** College will download the SCRUTINY FORM from the link given near the name of the Candidate. The SCRUTINY FORM is separate for each Candidate and is customised. (DO NOT use the SCRUTINY FORM given in the brochure)
- **Step 6.** The scrutiny officers team will verify all the Original documents of the candidate as per the list in SCRUTINY FORM and report accordingly. Also the documents uploaded are to be verified. If any document is not uploaded or wrongly uploaded, it should be re uploaded immediately.
- **NOTE: The documents are to be verified as per the category of the candidate. Irrespective of whether he is selected for the category quota or OPEN quota. Candidate must produce all the documents as per his claimed category.**
- **Step 7.** IF the scrutiny officers team validates the candidate. The Candidate should be marked JOINED in the Feed Back module after collecting necessary fees and original documents. The downloaded scrutiny form after scrutiny and signature of the concern officers should be uploaded on the website. **An acknowledgement will be generated through system a copy of the same should be handed over to the candidate immediately**
- **Step 8.** If the Scrutiny officers team invalidates the candidate. The candidate should be marked NOT JOINED in the Feedback module after which the reason

for not joining should be entered (Like for e.g. CVC not available, Domicile Not available, etc.). The downloaded scrutiny form after scrutiny and signature of the concern officers should be uploaded on the website. **An acknowledgement will be generated through system a copy of the same should be handed over to the candidate immediately.**

- **Step 9.** For all the candidates the same steps should be followed. On the Last day of Joining of the particular round. A report must be generated through portal which should be cross checked with the list displayed on the system and countersigned by the Principal. The signed copy of the report must be uploaded in the portal again.

[3] Flow Chart



[4] Home Page

College Feedback link given on CET Cell website : www.mahacet.org

The screenshot shows the home page of the State CET Cell website. At the top, there is a pink navigation bar with the text "State CET Cell" on the left and "Home", "College Feedback", "College Details", and "Contact Us" on the right. Below the navigation bar is a white content area. On the left side of this area is the CET Cell logo, which is a circular emblem with "STATE COMMON ENTRANCE TEST CELL" and "MAHARASHTRA" around the perimeter, and "CET" in the center. To the right of the logo, the text reads "State Common Entrance Test Cell, Maharashtra State" in a large, dark font. Below this, the address is listed: "Address : 8th Floor, New Excelsior Building, A. K. Nayak Marg, Fort, Mumbai- 400 001." Underneath the address is a red button labeled "College Feedback Module".

Below the main header, there are four sections arranged in a 2x2 grid, each with a red "Next »" button:

- Joining Status Entry**: CAP/MOP UP Round Status Entry (Joined / Not-Joined / Retained / Cancelled)
- Institutional Round Entry**: Enter data of candidates allotted in Institutional Round
- AIQ Seats Entry**: All India Surrendered Seats Entry
- AIQ Candidates Details Entry**: Enter details of candidates admitted under All India Quota

At the bottom of the page, there is a footer with "Admin Login | Copyright © State CET Cell" on the left and "Friday, April 24, 2020 6:11:04 PM" on the right.

[5] User's Access Details

- Nodal officer is a super user for feedback module
- Only Nodal officer can update college details and create sub-user
- Sub-user can update joining status only, it is responsibility of nodal officer to verify all entries updated by sub-user.
- Once nodal officer verifies joining status then sub-user not able makes any change in that entry.
- Only nodal officer can upload final report.

	Verification of Nodal Office				After Final Submission	
	Before		After		Nodal Officer	Sub-User
	Nodal Officer	Sub-User	Nodal Officer	Sub-User		
Update College Details	Y	N	Y	N	Y	N
Document Verification	Y	Y	Y	N	N	N
Joining StatusEntry	Y	Y	Y	N	N	N
Status Retention	Y	Y	Y	N	N	N
Cancellation	Y	Y	Y	N	N	N
Final Submission	N	N	Y	N		

[6] Update College Details

We requested to all collage to update their following details

- College basic details
- College complete address
- Dean/Principal's contact details
- Nodal Officer's contact details
- College contact no & Email ID
- Sub-User details

All the communication will be on details provided in college updating.

State CET Cell
Home College Feedback College Details Contact Us

Update College Details

College Details :-

Exam Name	NEET	College Code	
Full Name	<input type="text"/>		
Short Name	<input type="text"/>		
Type	<input type="text"/>	Minority Status	<input type="text"/>
Only for Women	<input type="text"/>	Region	<input type="text"/>
Fees Approved By Govt./FRA	<input type="text"/>		

College Contact Details :-

College Address	
District <input type="text"/>	Sub-District <input type="text"/>
Pincode <input type="text"/>	Phone No <input type="text"/>
Email ID <input type="text"/>	Website <input type="text"/>
Nodal Officer's Name <input type="text"/>	Nodal Officer's Designation <input type="text"/>
Nodal Officer's Mobile No <input type="text"/>	

Note : All communications will be done on above mentioned contact details.

Nodal Officer's Credential Details :-

User Name <input type="text"/>	Password <input type="text"/>	Re-enter Password <input type="text"/>
	New Password	Re-enter New Password
	<input type="checkbox"/> Show password	<input type="checkbox"/> Show password

Note : Your new password must be between 8 and 15 characters long, contain at least one Upper Case letter (A-Z), one Lower Case letter (a-z), one number (0-9) and one special character (#, \$, %, *).

Dean/Principal Details :-

Dean / Principal Name <input type="text"/>	Mobile No <input type="text"/>
Phone No <input type="text"/>	Email ID <input type="text"/>

College Bank Account Details :-

Account Name <input type="text"/>	Branch Name <input type="text"/>
Bank Name <input type="text"/>	Confirm Account Number <input type="text"/>
Account Number <input type="text"/>	Confirm IFSC Code <input type="text"/>
IFSC Code <input type="text"/>	

Sub-User Details

	Sr.No	Person Name	Sub-UserName	Status
	1			

[Admin Login](#) | Copyright © State CET Cell

[7] Download Scrutiny Form

All the colleges should download system generated Scrutiny Form only. The link to download scrutiny form given in feedback module. It is mandatory to use system generated Scrutiny Form for physical document verification.

● Selection List

Selection List Export To Excel Filter selection list as per Candidate status Select Filer Apply Filter

Show 10 entries Search:

	SR	SML	AIR	Name	Quota	Course	CET Appl No	Candidate Status	Verified	Scrutiny
	1	15	117	HARMADEEP DHALIWAL	OPEN	PROSTHO	21600025	Joined		
	2	28	199	YELMAR SWAPNIL RAMCHANDRA	OPEN	ORTHODONTICS	21600681	Joined & Retained	YES	
	3	32	217	KUDALE PRANAV KALURAM	A.I.	PERIO	21600794			
	4	43	277	SALVI RAJ CHANDRAKANT	OBC	PROSTHO	21600059			
	5	44	282	VADEKETHALA ROSMY DAVIS	OPEN	PERIO	21600223			
	6	64	485	SURABHI SRIVASTAVA	OPEN	ORAL MED.	21600743			
	7	69	542	WANKHADE AJINKYA DILIP	AI OBC	PEDIA DENT	21600416			
	8	99	759	DIGHOLE SANTOSHI GANESH	NTD	CONS DENT	21600020			
	9	110	905	PRIYANKA GAJARE	SC	ORAL AND MAX	21600077			
	10	116	939	JAIWAL NITIN GOVIND	SC	ORTHODONTICS	21600176			

Showing 1 to 10 of 15 entries Previous 1 2 Next

Note : It is the responsibility of the college to verify candidate eligibility as per Information Brochure, the list of documents shown in Scrutiny Form may be change as per candidate claim or reservation.

[8] Joining Status Entry

[8.1] Login page for Nodal officer or sub-user

The screenshot shows the login page for the State CET Cell. The page has a red header with the text "State CET Cell" and navigation links for Home, College Feedback, College Details, and Contact Us. The main content area is titled "Joining Status Entry". On the left, there is a box for "CAP / MOP-UP Round Entry" with a list of options: 1. Joined / Not-Joined Status Entry, 2. Retention Status Entry, 3. Cancellation Status Entry, and 4. Final Submission. On the right, there are input fields for "CET Name" (a dropdown menu), "Round No. (Please Select Latest Round No)" (a dropdown menu), "User Name", and "Password". There is a "Show password" checkbox and a "Enter Captcha" field with a captcha image showing "YVLKZG". A red "Proceed" button is at the bottom right. The footer includes "Admin Login | Copyright © State CET Cell" and the date "Friday, April 24, 2020 6:12:38 PM".

[8.2] Selection List

Once your login, selected candidates list will be shown.

The screenshot shows the "Selection List" page for NEET (PGM)-2020. The page has a red header with the text "State CET Cell" and navigation links for Home, College Feedback, College Details, and Contact Us. The main content area is titled "Joining Status Entry" and includes a "Welcome" message for "Nanpesh V Chari" with a "Log Out" button. Below this, there is a table for "NEET (PGM)-2020" with columns for Round No, Round Date, Round Start Date, and Round Last Date. The table shows Round No 1, Round Date 01/01/2020, Round Start Date 01/01/2020, and Round Last Date 30/04/2020. The College Name is GMC MUMBAI. Below the table, there is a summary table with columns for Total Admission Status, Total Admission, Total Joined, Total Not-Joined, Total Not-Entered, Total Retained, Total Cancelled, and Total Verified. The summary table shows Total Admission Status 89, Total Admission 89, Total Joined 8, Total Not-Joined 3, Total Not-Entered 77, Total Retained 3, Total Cancelled 1, and Total Verified 4. Below the summary table, there is a "Selection List" section with a "Selection List Export To Excel" button, a "Filter selection list as per Candidate status" dropdown, a "Select Filter" dropdown, and an "Apply Filter" button. Below the filter section, there is a table with columns for SR, SML, AIR, Name, Quota, Course, CET Appl No, Candidate Status, and Verified. The table shows 10 entries. Below the table, there is a "Final Submission" section with a "Download Final Report" button, a "Generate Final Report" button, a "Choose File" button, a "No file chosen" button, an "Upload" button, and a "Final Submission" button. The footer includes "Admin Login | Copyright © State CET Cell" and the date "Friday, April 24, 2020 6:52:45 PM".

Round No	Round Date	Round Start Date	Round Last Date
1	01/01/2020	01/01/2020	30/04/2020

Total Admission Status	Total Admission	Total Joined	Total Not-Joined	Total Not-Entered	Total Retained	Total Cancelled	Total Verified
Total Admission Status	89	8	3	77	3	1	4

SR	SML	AIR	Name	Quota	Course	CET Appl No	Candidate Status	Verified
1	13	211	DHRUMIL DEVESHKUMAR PATEL	COMMON	RADIOLOGY	9191001004	Joined	YES
2	32	482	PAI SURAJ UDAY	COMMON	SKIN & VD	9191000782	Joined & Reained	
3	45	743	RODKHE PRACHI BABANBAO	ORC	SKIN & VD	9191000381	Not Joined	YES
4	79	1163	BHAVSAR ATUL KISHOR	COMMON	ORTHO	9191001791	Cancelled	
5	90	1251	KOTHARI RONAK ASHOK	COMMON	ORTHO	9191001311	Joined	
6	96	1326	SHAIKH SADIYA MD RIZWAN	COMMON	PAEDIATRIC	9191001664	Not Joined	
7	104	1380	DIVYA TOMER	COMMON	SURGERY	9191002402	Joined & Reained	
8	122	1666	PATIL RAVISHANKAR VISHWANATH	COMMON	SURGERY	9191003690	Joined	YES
9	134	1834	ASHISH ATHAWALE	SC	RADIOLOGY	9191001266	Not Joined	
10	139	1948	MALGAONKAR SUMIT SATISH	COMMON	SURGERY	9191003299	Joined	YES

[8.3] Update Joining Status

To update joining status click on EDIT button given in front of every candidate. Once you click on edit button the candidates details and allotment details and documents uploaded by candidates are open. It responsibility of every college to verify physical document as well as documents uploaded by candidates. For details go to [Document Verification](#).

State CET Cell

[Home](#) | [College Feedback](#) | [College Details](#) | [Contact Us](#)

Welcome : Mangesh V Chari Log Out

Joining Status Entry

● Allotment Details

SML No	AIR	NEET Roll No	CET Application No	Date of Birth	Category	NEET Marks
13	211	1966090586	9191001004	15/06/1995	OPEN	874
Allotted Date	Allotted Quota	Allotted In Round	Course	Candidate Name		
05/04/2019	COMMON	1	RADIOLOGY	DHRUMIL DEVESHKUMAR PATEL		

● Candidates Documents

- Please check physical documents with online uploaded documents.
- In case the uploaded documents are unclear then please reupload that documents.

Sr	Document Name	Verified by College
1	Any Original Photo ID (Aadhaar Card/Driving Licence/Pan Card/Passport)	View Yes
2	NEET-PG-2020 Statement of Marks	View Yes
3	Domicile Certificate	View Yes
4	Internship Completion Certificate/likely to be completed on 31/03/2020	View Yes
5	MBBS Degree/Passing Certificate	View Yes
6	Permanent/Provisional Registration MMC/MCI/Receipt of Application	View Yes
7	Certificate from Head of Institute showing that the Medical College/Institute from which the candidate has passed MBBS examination is recognized by Medical Council of India	View Yes
8	Medical Fitness Certificate (Annexure - I)	View Yes
9	Caste Certificate	View Yes
10	Caste Validity/Tribe Validity Certificate	View Yes
11	Non Creamy Layer Certificate valid upto 31/03/2020 (DT-V/J(A),NT(B),NT(C),NT(D),OBC-SBC & SEBC)	View Yes
12	Bond release Certificate from DMER, Mumbai or proof of penalty amount paid to Dean. (as per rule 8.13 NEET PG 2020 Information Brochure)	View Yes

● Add New / Re-upload Documents

Select Document
▼

Reason for Upload New / Re-upload Documents
Choose File
No file chosen
Upload Document

File Format : pdf only | Size : upto 500kb

Joining Status ✔

Joined
▼

04/02/2020

Retention Status

No
▼

DD/MM/YYYY

Upload
Choose File
No file chosen

Cancelled Status

No
▼

dd/MM/yyyy

Upload
Choose File
No file chosen

● Fees Details

DD No	972090	DD Date	20/09/2019
Bank Name	Bank of India	Amount	100000.00
Upload Scan Copy of Demand Draft (DD)		View Uploaded DD	Reupload DD

● Remark

Optional (max length 500 character)

Verified By Nodal Officer

YES
▼
Thursday, Apr 23 2020 9:55AM

Submitted By

Dr.nodal Officer Name
Friday, Mar 20 2020 4:24AM

Updated By

Dr.nodal Officer Name
Thursday, Apr 23 2020 9:55AM

I hereby declare that I have verified all the documents uploaded by candidate with original documents and are correct to the best of my knowledge.

Back

Admin Login | Copyright © State CET Cell
Friday, April 24, 2020 6:58:14 PM

[8.3] Joined/Not-Joined Entry

Joined: If candidate report to college within prescribe period and all the uploaded aswell as physical documents found correct as per NEET Brochure.

Not-Joined: If candidates not reported to the allotted college or found any discrepancy in documents or eligibility as per Brochure then college has to report Not-Joined with specific reasons (such as Not-Reported/No CVC/No NCL etc.)

- **Following reasons are available for Not-Joined or cancellation.**

Sr.	Reason	Description	Action
1	No Caste Certificate	No valid caste certificate	Convert to open in next round if eligible in open quota as per NEET Boucher
2	No CVC	No valid Caste Validity Certificate as per NEET Boucher	
3	No NCL	No valid Non-creamy Layer certificate	
4	No EWS Certificate	No valid EWS certificate	
5	Personal Reason	Candidate not willing to join	Out of process
6	Not Reported	Candidate not report to college for joining within prescribe period given in schedule.	Out of process
7	No Domicile (For UG)	No valid domicile certificate	Out of process
8	No Minority Certificate	No valid minority certificate/ documents	Remove minority claim convert to general in next round.
9	Mismatched Category	Select wrong category at the time of registration	Convert to respective category in next round.
10	No NRI Documents	No valid NRI Documents	Out of process
11	No PWD Certificate	No PWD certificate /PWD certificate shows not eligible.	Remove PWD claim and convert to general if eligible as per NEET Boucher
12	No Defence Certificate	No valid defence certificate	Remove Defence claim and convert to general if eligible as per NEET Boucher
13	No Hilly Area Certificate	No valid hilly certificate	Remove hilly claim
14	No Orphan Certificate	No valid orphan certificate	Remove orphan claim
15	Invalid Gender	Select wrong gender at time of registration.	Convert to respective gender
16	Not eligible for PWD but eligible for Medical & Dental Courses	No valid PWD certificate but candidate eligible in general quota.	Convert to general quota
17	No MKB	No valid MKB certificate	Remove MKB claim
18	No OCI-PIO	No valid OCI-PIO certificate	Remove claim and convert to general as per NEET Boucher
19	Over Aged	Candidate is over aged as per NEET Boucher	Not Eligible

Note: Remark option is given in entry form. We requested to all colleges to mention details reason for Not-Joining or cancellation.

[8.4] Status Retention Form

Candidate submits a **Status Retention Form** in the given format on or before prescribed date. College has to scan and upload **Status Retention Form** in feedback module also update Retention status to **YES** and retention date will be automatically captured.

[8.5] Admission Cancellation Form

Candidate who has confirmed his/her admission may cancel it on or before prescribed date which will be declared by Competent Authority, by submitting an application to the concerned Dean/the head of the institution. College has to scan and upload **Admission Cancellation Form** in feedback module.

[8.6] Generation of Admission Acknowledgment

Once the candidates joining status update in College Feedback, the system will generate online admission Acknowledgement and this document should be duly signed by Dean/ Principal with the stamp of the College. This signed Admission Acknowledgment should be given to the candidate. Candidate will receive SMS on Registered Mobile about his/her admission. The following image showing sample copy of admission Acknowledgement Letter.

GRANT GOVT. MEDICAL COLLEGE
Address
Admission Acknowledgement

Printed On :

● **Candidate Details**

SML Number :

All India Rank :

CET Form No :

Name :

Date of Birth :

Category :

● **Admission Details**

Exam Name :

Institute Name :

Course Name :

Allotment Date :

Round No :

Allotted Quota :

	Joined	Retained	Cancelled
Status	Yes	No	No
Date			

College Seal

Dean/Principal
(Stamp & Signature)


It is hereby made clear that I have joined the allotted college. I am fully aware that I have not submitted Status Retention Form I will be consider for next subsequent rounds of selection process.

Signature of the Candidate :

Date :


[8.7] Generation of Admission and Retention Acknowledgement

Once the candidates Retention status update in College Feedback, the system will generate online Retention Acknowledgement and this document should be duly signed by Dean/ Principal with the stamp of the College. This signed Retention Acknowledgment should be given to the candidate. Candidate will receive SMS on Registered Mobile about his/her admission. The following image showing sample copy of Retention Acknowledgement Letter.




GRANT GOVT. MEDICAL COLLEGE
 Address
 Admission & Retaintion Acknowledgement

Printed On : : :
● Candidate Details
 SML Number : : :
 All India Rank : : :
 CET Form No : : :
 Name : : :
 Date of Birth : : :
 Category : : :
● Admission Details
 Exam Name : : :
 Institute Name : : :
 Course Name : : :
 Allotment Date : : :
 Round No : : :
 Alloted Quota : : :



	Joined	Retained	Cancelled
Status	Yes	Yes	No
Date			



College Seal


Dean/Principal
(Stamp & Signature)

It is hereby made clear that I have joined the allotted college and I am fully aware that after submitting this Status Retention Form I will not be considered for any subsequent rounds of selection process. I also declare that I will not ask for reconsideration of my name for further selection process.

Signature of the Candidate
Date :

[8.8] Generation of Admission Cancellation Acknowledgement

Once the candidates Cancellation status update in College Feedback, the system will generate online Cancellation Acknowledgement and this document should be duly signed by Dean/ Principal with the stamp of the College. This signed Cancellation Acknowledgment should be given to the candidate. Candidate will receive SMS on Registered Mobile about his/her admission. The following image showing sample copy of Cancellation Acknowledgement Letter.



GRANT GOVT. MEDICAL COLLEGE
Address
Admission Cancellation Acknowledgement

Printed On :

● Candidate Details

SML Number :

All India Rank :

CET Form No :

Name :

Date of Birth :

Category :

● Admission Details

Exam Name :


Institute Name :

Course Name :


Allotment Date :

Round No :

Alloted Quota :



	Joined	Retained	Cancelled
Status	Yes	No	Yes
Date			



College Seal

Dean/Principal
(Stamp & Signature)

I hereby tender my voluntary resignation. I am abide by the rules and regulations regarding refund of fees and penalty conditions, as per NEET (PG) - 2020 brochure.

Signature of the Candidate
Date :

[9] Document Verification

It is responsibility of every college to verify documents which are uploaded during registration process with physical documents also verify the candidate eligibility as per the rules in NEET Brochure. College can upload/re-upload any document if documents not clear or not uploaded at the time of registration.

[9.1] Verify Physical Documents

It is college responsibility to verify physical documents of every candidate before joining as per NEET Boucher.

[9.1.1] Category candidates who do not have Caste Validity Certificate at the time of Physical document verification process, will be considered as Open merit candidates subject to fulfilling eligibility. You need to report as following in feedback module.

1. **Joining Status:** Not-Joined
2. **Reason:** No Caste Certificate

[9.1.2] (VJ)DT -A, NT-B, NT-C, NT-D, OBC and SBC category candidates who do not have Non Creamy Layer at the time of physical document verification process will be considered as Open Merit candidates subject to fulfilling eligibility. Such category candidates without validity and / or NCL, who are considered as Open. You need to report following in feedback module

1. **Joining Status:** Not-Joined
2. **Reason:** No CVC or No NCL

[9.1.3] EWS candidates who do not have EWS Eligibility Certificate in prescribed format as per NEET Brochure at the time off document verification process will be considered as open merit candidates subject to fulfilling eligibility. You need to report following in feedback module

1. **Joining Status:** Not-Joined
2. **Reason:** No EWS Certificate

[9.1.4] Applicants belonging to SBC: The person belonging to Special Backward Class (SBC) is to be considered as OBC candidate and such candidate will be required to produce Non-Creamy Layer Certificate.

[9.2] Verify Online Uploaded Documents

It is college responsibility to verify online uploaded documents of every candidate before joining as per NEET Boucher. Once you click on view documents open in popup after that verification dropdown enable.

Before update join status need to verify all documents.

Joining Status Entry
Welcome : Mr. Janki Joshi [Log Out](#)

● Allotment Details

SMU No	Roll No	NEET Roll No	CEET Application No	Date of Birth	Category	NEET Marks
17	139	190218415	202003061	21.06/1996	OPEN	888
Allotted Quota	Allotted in Round	Course	Candidate Name	Mobile No		
COMMON	1	CONS DENT	LOGO WENDY MARIA MANLEY	9029661573		

● List of Documents Uploaded by Candidate

- Please check physical documents with online uploaded documents.
- In case the uploaded documents are unclear then please reupload that documents.
- If Candidate not uploaded documents as per their category/ reservation claim then please upload that documents.

Sr	Document Name	View	Verified by College
1	Admit Card of NEET-MDS-2020	View	Ni <input type="checkbox"/>
2	Any Original Photo ID (Aadhaar Card/Driving License/ Pan Card/Passport)	View	Ni <input type="checkbox"/>
3	NEET-MDS-2020 Statement of Marks	View	Ni <input type="checkbox"/>
4	Nationality Certificate/Vaid India Passport or H.S.C (or Equivalent) School Leaving Certificate	View	Ni <input type="checkbox"/>
5	Internship Completion Certificate/likely to be completed on 31/03/2021	View	Ni <input type="checkbox"/>
6	BDS Internment or Provisional Degree/Passing Certificate	View	Ni <input type="checkbox"/>
7	Internment/Provisional Registration D.C.I/MSDC/Receipt of Application	View	Ni <input type="checkbox"/>
8	Certificate from Head of Institute showing that the Dental College/Institute from which the candidate has passed BDS Examination is recognized by Dental Council of India	View	Ni <input type="checkbox"/>
9	Medical Fitness Certificate (Ambulance - I)(As per NEET-MDS-2020 Information Brochure)	View	Ni <input type="checkbox"/>

● Add New / Re-upload Documents

Select Document
+

Reason for Upload New / Re-upload Documents
 No file chosen

File Format : pdf only | Size : upto 500kb.

Joining Status

Select an Option

DDMM/YYYY

[9.3] Upload Documents

If college found any discrepancy in online uploaded documents or missing any documents, then it is college responsibility to scan and upload that documents. The list of documents given in dropdown. You can select document and choose scanned copy of respective document and upload.

Joining Status Entry

Welcome : Mr. Janki Joshi
Log Out

● Allotment Details

SML No	AM	Neb1 Roll No	CB1 Application No	Date of Birth	Category	Neb1 Marks
1/1	130	1995219415	202000061	21.09/1995	OPEN	588
Allotted Quota	Allotted In Round	Course	Candidate Name	Mobile No		
COMMON	1	CDNS DENT	LOBO WENDY MARIA VIANEY	902561575		

● List of Documents Uploaded by Candidate

- Please check physical documents with online uploaded documents.
- In case the uploaded documents are unclear then please reupload that documents.
- If Candidate not uploaded documents as per their category/reservation claim then please upload that documents.

Sr	Document Name	View	Verified by College
1	Admit Card of NEE1-MDS-2020	View	Ni ▼
2	Any Original Photo ID (Aadhaar/ Card/Diving License/Pass Card/Passport)	View	Ni ▼
3	NEE1-MDS-2020 Statement of Marks	View	Ni ▼
4	Nationality Certificate/Valid India Passport or H.S.C (or Equivalent) School Leaving Certificate	View	Ni ▼
5	Internship Completion Certificate/Not to be completed on 31/03/2020	View	Ni ▼
6	BDS Permanent or Provisional Degree/Passing Certificate	View	Ni ▼
7	Permanent/Provisional Registration D.C./M.S.D./Receipt of Application	View	Ni ▼
8	Certificate from Head of Institute showing that the Dental College/Institute from which the candidate has passed BDS Examination is recognized by Dental Council of India	View	Ni ▼
9	Medical Fitness Certificate (Attache) - (X/A) per NEE1-MDS-2020 Information Brochure	View	Ni ▼

● Add New / Re-upload Documents

Select Document
▼

Reason for Upload New / Re-upload Documents:
Choose File No file chosen
Upload Document

File format : pdf only | Size : upto 500kb

Joining Status

Search on Option
▼

DDMM/YYYY

[9.4] Upload Scrutiny Form

Before upload joining status it compulsory to verify physical as well as online uploaded documents of every candidates and upload scrutiny form of respective candidates. There is no scrutiny form uploaded for not-joined candidates.

#	BOS Permanent or Provisional Degree/Passing Certificate	View	No
7	Permanent/Provisional Registration D.C./MSDC/Receipt of Application	View	No
8	Certificate from Head of Institute showing that the Dental College/Institute from which the candidate has passed BOS Examination is recognized by Dental Council of India	View	No
9	Medical Fitness Certificate (Annexure - 5)As per NEET-MDS-2020 Information Brochure)	View	No

● Add New / Re-upload Documents

Select Document

Reason for Upload New / Re-upload Documents No file chosen

File format : pdf only | Size : upto 500kb

Joining Status

Select an Option

DDMMYYYY

● Fees Details Fees Approved by Govt/HA:

DD No		DD Date	
Bank Name		Amount	
Upload Scan Copy of Demand Draft (DD)	<input type="button" value="Choose File"/> No file chosen		

● Scrutiny Form

Upload Scan Copy of Scrutiny form No file chosen

● Remark

Optional (max length 500 character)

● Reason for Not Joining / Cancellation

Select none

Verified by Nodal Officer	Submitted By	Updated By
NO		

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[9.5] Upload Scan copy of DD

College need to upload Demand Draft (DD) submitted by candidate at the time of admission, also need to enter DD Details in form while updating joining status. There is no need to upload any details of DD if candidate not joined in given period in respective notice.

#	BDS Permanent or Provisional Degree/Passing Certificate	View	Ni
7	Permanent/Provisional Registration D.C./M.S.D.C/Receipt of Application	View	Ni
8	Certificate from Head of Institute showing that the Dental College/Institute from which the candidate has passed BDS Examination is recognized by Dental Council of India	View	Ni
9	Medical Fitness Certificate (Annexure - 1)As per NEET-MDS-2020 Information Brochure)	View	Ni

● Add New / Re-upload Documents

Select Document

Reason for Upload New / Re-upload Documents No file chosen

File format : pdf only | Size : upto 500kb

Joining Status

Select an Option

DDMMYYYY

● Fees Details Fees Approved by Govt./HKA:

DD No		DD Date	
Bank Name		Amount	
Upload Scan Copy of Demand Draft (DD)		<input type="button" value="Choose File"/> No file chosen	

● Scrutiny Form

Upload Scan Copy of Scrutiny form No file chosen

● Remark

Optional (max length 500 character)

● Reason for Not Joining / Cancellation:

Select here

Verified by Nodal Officer	Submitted By	Updated By
NO		

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[10] Verification of Admissions & Final Submission

[10.1] Nodal Officer Verification

It is responsibility of nodal officer to verify each and every admission. Without nodal officer verification final report will not be generate. Once admission verified by nodal officer that admission lock for sub-user. Sub- user cannot make any changes in that admission.

6	BDS Permanent or Provisional Degree/Passing Certificate	View	Ni	▼
7	Permanent/Provisional Registration D.C.I/MSDC/Receipt of Application	View	Ni	▼
8	Certificate from Head of Institute showing that the Dental College/Institute from which the candidate has passed BDS Examination is recognized by Dental Council of India	View	Ni	▼
9	Medical Fitness Certificate (Annexure - 1)(As per NCC-I-MDS-2020 Information Brochure)	View	Ni	▼

● Add New / Re-upload Documents

Select Document

Reason for Upload New / Re-upload Documents No file chosen

File format : pdf only | Size : upto 50MB

Joining Status

Select an Option

COMMYYYY

● Fees Details Fees Approved by Govt./MHA :

DD No		DD Date	
Bank Name		Amount	
Upload Scan Copy of Demand Draft (DD)	<input type="button" value="Choose File"/> No file chosen		

● Scrutiny Form

Upload Scan Copy of Scrutiny Form No file chosen

● Remark

Optional (max length 500 character)

● Reason for Not Joining / Cancellation

Select here

Verified by Nodal Officer	Submitted By	Updated By
NO ▼		

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[10.2] Final Submission

It is responsibility of Nodal Officer to verify all admissions updated by sub-user. After verification of all admissions, Nodal officer can generate final report.

Joining Status Entry Welcome : Mr. Janak Joshi [Log Out](#)

NEET (MDS)-2021 Instructions to College/Institute for Online Portal Entry

Round No	Round Date	Round Start Date	Round Last Date
1	01/09/2021	01/09/2021	01/09/2021

College Name: GDC MUMBAI ▼

	Total Admission	Total Joined	Total Not-Joined	Total Not-Entered	Total Retained	Total Cancelled	Total Verified
Total Admission Status	9	1	0	6	0	0	0

● Selection List

[Selection List Export To Excel](#) Filter selection list as per Candidate status Joined Only ▼ [Apply Filter](#)

Show 10 entries Search:

	SR	SML	AIR	Name	Quota	Course	CET Appl No	Candidate Status	Verified
Edit	1	16	127	PRIYA AGRAWAL	COMMON	PROSTHO	202000238	Joined	

Showing 1 to 1 of 1 entries Previous 1 Next

● Final Submission

Step : 1	Download Final Report		Generate Final Report
Step : 2	Upload Final Report	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/> Final Submission

File Format : PDF | Size : upto 4MB

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It is responsibility of college committee to verify the final report generated by Nodal Officer before stamp & signature on that report. After stamp & signature of admission committee nodal officer need to scan and upload final report in feedback module to complete joining process.

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