



**HAMDARD INSTITUTE OF MEDICAL SCIENCES AND RESEARCH**  
**& ASSOCIATED HAH CENTENARY HOSPITAL**  
**GURU RAVIDAS MARG, HAMDARD NAGAR, NEW DELHI -110062**

**ORIGINAL DOCUMENTS TO BE SUBMITTED AT THE TIME OF MBBS ADMISSION**

**A. Documents for ALL (GENERAL / MINORITY / NRI CATEGORY CANDIDATES)**

Sr. No.	Document Name
1.	Allotment Letter of MCC – Round-1/Round-2/ Round-3/Stray Round <b>(Print Out)</b>
2.	Admit Card/Hall Ticket issued by NTA (used during NEET UG-2024 Exam, All pages including post card size photo page) <b>(Original)</b>
3.	Rank Letter/NEET-UG Score Card issued by NTA <b>(Print Out)</b>
4.	Birth Certificate for proof of Date of Birth <b>(Xerox, original for verification only)</b>
5.	Class 10 <sup>th</sup> / High School Marks Sheet/Grade Card <b>(Original)</b>
6.	Class 10 <sup>th</sup> / High School Passing Certificate <b>(Original)</b>
7.	Class 12 <sup>th</sup> / 10+2 School Marks Sheet/Card or Equivalent Examination <b>(Original)</b>
8.	Class 12 <sup>th</sup> / 10+2 School Passing Certificate or Equivalent Examination <b>(Original)</b>
9.	8 Identical Passport sized photographs (Same as affixed on Admit Card issued by NTA, NEET UG 2024 Exam)
10.	Aadhaar Card (Mandatory) <b>(Xerox, original for verification only)</b>
11.	One of the ID Proof with Photo i.e. PAN Card/Driving License /Passport <b>(Xerox, original for verification only)</b>
12.	Discontinuation Bond/Affidavit <b>Compulsorily Notarized</b> on ₹200/- Stamp Paper (As per format provided at <a href="http://www.himsr.co.in">www.himsr.co.in</a> ) <b>(Mandatory for all Candidates)</b>
13.	Minority Affidavit <b>Compulsorily Notarized</b> , on ₹200/- Stamp Paper (As per format provided at <a href="http://www.himsr.co.in">www.himsr.co.in</a> ) <b>(Mandatory for Muslim Minority by Birth Candidates)</b>
14.	Anti-Ragging Affidavit <b>Compulsorily Notarized</b> on ₹50/- Stamp Paper by Candidate (As per format provided at <a href="http://www.himsr.co.in">www.himsr.co.in</a> ) <b>(Mandatory for all Candidates)</b>
15.	Anti-Ragging Affidavit <b>Compulsorily Notarized</b> on ₹50/- Stamp Paper by Candidate's Parent/ Guardian (As per format provided at <a href="http://www.himsr.co.in">www.himsr.co.in</a> ) <b>(Mandatory for all Candidates)</b>
16.	Gap Affidavit <b>Compulsorily Notarized</b> on ₹200/- Stamp Paper (As per format provided at <a href="http://www.himsr.co.in">www.himsr.co.in</a> ) <b>(Mandatory for Candidates who have a gap in study after 12<sup>th</sup>)</b>
17.	Fee Remittance Details for payment made Online/DD <b>(Original)</b>
18.	Conduct Certificate/Character Certificate/Certificate of Good Standings <b>(Original)</b>
19.	Transfer Certificate/School Leaving Certificate from school last attended <b>(Original)</b>
20.	Migration Certificate from Board of 12 <sup>th</sup> (10+2) Examination <b>(Original)</b>
21.	The Candidate should also bring the following certificate/s <b>(For statistical purpose only);</b> if applicable <b>(Xerox, original for verification only)</b> a) SC/ST Certificate issued by the competent authority and should be in English or Hindi language. Sub caste should be clearly mentioned in the certificate b) OBC certificate issued by the competent authority. The sub-caste should tally with the Central List of OBC. The OBC candidates should not belong to Creamy Layer. c) Disability Certificate issued in online mode from MCC. No other certificate except the one generated through the MCC portal in online mode. d) Income & Assets Certificate (EWS Certificate) to be produced by Economically Weaker Sections (Note: The certificate must be in the format as mentioned in the NEET-UG (MBBS/BDS/B.Sc. Nursing) Counselling 2024 Information Bulletin & Counselling Scheme)

22.	2 set of self-attested Photocopies, of all of the above documents
<b>Note</b>	<p><i>Scanned copy / Photocopy copy in lieu of ORIGINALS of the above documents are <b>not accepted</b> in any condition as per MCC, for more information please refer NEET-UG (MBBS/BDS/B.Sc. Nursing) Counselling 2024 Information Bulletin &amp; Counselling Scheme.</i></p> <p><b>List of Documents required will be updated in accordance to Medical Counseling Committee guidelines.</b></p>

### B. ORIGINAL (Mandatory) Documents for (NRI / NRI Sponsored CATEGORY CANDIDATES)

Sr. No.	Document Name																
1.	Documents claiming that the sponsor is an NRI (Passport, Visa of the sponsor). [Xerox/ photocopy should be self-signed by the holder and should be notarized locally where he/she resides. Original to be produced for verification only]																
2.	Citizenship of the Sponsor if holding OCI/PIO card. [Xerox/photocopy should be self-signed by the holder and should be notarized locally where he/she resides. Original to be produced for verification only]																
3.	NRI Certificate of the Sponsor from Indian Embassy/ Indian Consulate ( <b>Original</b> )																
4.	<p><b>Documents which proves Blood Relationship of NRI Sponsor with the Candidate</b> Relationship shall be proven through chain of documents &amp; the Xerox/Photocopy of the documents shall be self-signed by holder and locally notarized where s/he resides) (original to be produced for verification only)</p> <p>As per the directions/orders of Honorable Supreme Court of India in the case (W.P.(C) No.689/2017-Consortium of Deemed Universities in Karnataka(CODEUNIK) &amp; Anr.Vs. Union of India &amp; Ors.) Dated 22-08-2017. <a href="https://main.sci.gov.in/supremecourt/2017/23654/23654_2017_Order_22-Aug-2017.pdf">https://main.sci.gov.in/supremecourt/2017/23654/23654_2017_Order_22-Aug-2017.pdf</a></p> <table border="1"> <thead> <tr> <th>Sponsor</th> <th>Government ID Proof Required</th> </tr> </thead> <tbody> <tr> <td>1. Father / Mother</td> <td>Passport / PAN Card / Ration Card/ 10<sup>th</sup> Marks sheet</td> </tr> <tr> <td>2. Real Brother/Sister of the Candidate</td> <td>Passport / PAN Card / Ration Card/ 10<sup>th</sup> Marks sheet</td> </tr> <tr> <td>3. Paternal Grand Father/ Mother of the candidate</td> <td>Passport / PAN Card / Ration Card / 10<sup>th</sup> Marks sheet of Father</td> </tr> <tr> <td>4. Maternal Grand Father/ Mother of the Candidate</td> <td>Passport / PAN Card / Ration Card/ 10<sup>th</sup> Marks sheet of Mother</td> </tr> <tr> <td>5. Real Brother/Sister of Father/ Mother of the Candidate</td> <td>Passport/PAN Card/Ration Card/10<sup>th</sup> Marks sheet of Father/ Mother + Passport/PAN Card/Ration Card/ 10<sup>th</sup> Marks sheet of Real Brother/ Sister of Father/ Mother of the Candidate</td> </tr> <tr> <td>6. First Degree Paternal Cousin of the Candidate</td> <td>Passport/PAN Card/Ration Card/10<sup>th</sup> Marks sheet of Father + Passport/PAN Card/Ration Card/10<sup>th</sup> Marks sheet of Real Brother/Sister of Father of the Candidate + Passport/PAN Card/Ration Card/10<sup>th</sup> Marks sheet of First Degree Paternal Cousin of the Candidate</td> </tr> <tr> <td>7. First Degree Maternal Cousin of the Candidate</td> <td>Passport/PAN Card/Ration Card/10<sup>th</sup> Marks sheet of Mother + Passport/PAN Card/Ration Card/10<sup>th</sup> Marks sheet of Real Brother/Sister of Mother of the Candidate + Passport/PAN Card/Ration Card/10<sup>th</sup> Marks sheet of First Degree Paternal Cousin of the Candidate</td> </tr> </tbody> </table> <p>Xerox/photocopy of all above documents <b>should be self-signed by the holder and should be notarized locally where she/he resides.</b> (original to be produced for verification only)</p>	Sponsor	Government ID Proof Required	1. Father / Mother	Passport / PAN Card / Ration Card/ 10 <sup>th</sup> Marks sheet	2. Real Brother/Sister of the Candidate	Passport / PAN Card / Ration Card/ 10 <sup>th</sup> Marks sheet	3. Paternal Grand Father/ Mother of the candidate	Passport / PAN Card / Ration Card / 10 <sup>th</sup> Marks sheet of Father	4. Maternal Grand Father/ Mother of the Candidate	Passport / PAN Card / Ration Card/ 10 <sup>th</sup> Marks sheet of Mother	5. Real Brother/Sister of Father/ Mother of the Candidate	Passport/PAN Card/Ration Card/10 <sup>th</sup> Marks sheet of Father/ Mother + Passport/PAN Card/Ration Card/ 10 <sup>th</sup> Marks sheet of Real Brother/ Sister of Father/ Mother of the Candidate	6. First Degree Paternal Cousin of the Candidate	Passport/PAN Card/Ration Card/10 <sup>th</sup> Marks sheet of Father + Passport/PAN Card/Ration Card/10 <sup>th</sup> Marks sheet of Real Brother/Sister of Father of the Candidate + Passport/PAN Card/Ration Card/10 <sup>th</sup> Marks sheet of First Degree Paternal Cousin of the Candidate	7. First Degree Maternal Cousin of the Candidate	Passport/PAN Card/Ration Card/10 <sup>th</sup> Marks sheet of Mother + Passport/PAN Card/Ration Card/10 <sup>th</sup> Marks sheet of Real Brother/Sister of Mother of the Candidate + Passport/PAN Card/Ration Card/10 <sup>th</sup> Marks sheet of First Degree Paternal Cousin of the Candidate
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5.	Affidavit <b>Compulsorily Legalized/Notarized (from where s/he resides)</b> from the Sponsor that s/he is the blood relative of the candidate and the Sponsor will pay/will sponsor the entire course fee of the candidate during the period of study.
6.	A <b>family chart or family tree of relationship notarized/endorsed by Tehsildar as per MCC notification</b> Ref. U-11011/01/2023-MEC Dated: 05-08-2023.
7.	Trail E-mail ALONG WITH DOCUMENTS ATTACHED (which was sent to MCC for conversion from INDIAN to NRI) <b>[Print Out]</b>
8.	MCC NRI List of Eligible Candidates for UG Round 1/2/3/4 2024-25 <b>(Print Out, where name of candidate is mentioned in the list)</b>
9.	Trail e-mail along with documents attached (which was sent to mcc for conversion from Indian to NRI) <b>[forward/email to us on admission@himsr.co.in]</b>
10.	'Equivalence Certificate' from Association of Indian Universities, New Delhi in case of Students with Foreign qualification (10+2)
11.	Passport copy of Student (Foreign/NRI Candidates only) (original to be produced for verification) <b>[Xerox/photocopy should be signed by the holder and should be notarized]</b>
12.	Copy of Student valid Visa/OCI in case of Foreign Citizens (original to be produced for verification) <b>[Xerox/photocopy should be signed by the holder and should be notarized]</b>
13.	Citizenship of the candidate if holding OCI/PIO document (original to be produced for verification) <b>[Xerox/photocopy should be signed by the holder and should be notarized]</b>
14.	Coupon/Copy of Coupon or Appointment obtained by sponsorer from Indian Consulate for obtaining embassy certificate ( <b>Desirable</b> ). (As per Notice No. U-11011/01/2024-MEC Dated: 06.08.2024 Annexure-1, The embassy certificate from the sponsorer will be sent to Ministry of External Affairs/ respective high commissions for verification.) Xerox attested copy
15.	2 set of self-attested Photocopies, of all of the above documents
<b>Note</b>	<i>Scanned copy / Photocopy copy in lieu of ORIGINALS of the above documents are <b>not accepted</b> in any condition as per MCC, for more information please refer NEET-UG (MBBS/BDS/B.Sc. Nursing) Counselling 2024 Information Bulletin &amp; Counselling Scheme.</i> <b>List of Documents required will be updated in accordance to Medical Counseling Committee guidelines.</b>

Please regularly check MCC website [www.mcc.nic.in](http://www.mcc.nic.in) and HIMSR website [www.himsr.co.in](http://www.himsr.co.in) for latest updates related to admission.

**Contact us on:** 011-29901145, 011-29901074 (Active during the working days from 09:00 Hours to 13:00 hours and 14:00 hours to 15:30 hours IST only), *Whatsapp us on +919013817019* or **Email:** [admission@himsr.co.in](mailto:admission@himsr.co.in)

**LOCATE US**



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